

CITY OF LOS ANGELES

CALIFORNIA

EMPOWER LA™
Department of
NEIGHBORHOOD EMPOWERMENT

**BOARD OF NEIGHBORHOOD
COMMISSIONERS**

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GRAYCE LIU
GENERAL MANAGER

www.EmpowerLA.org

BOARD OF NEIGHBORHOOD COMMISSIONERS

REGULAR MEETING MINUTES

MONDAY, SEPTEMBER 21, 2015 - 1:00 P.M.

CITY HALL, 10TH FLOOR CONFERENCE CENTER

ROOM 1050, 200 NORTH SPRING STREET

LOS ANGELES, CA 90012

These minutes state who attended the meeting and the actions taken. For more detailed information, the full audio is online at EmpowerLA.org.

1. Introduction (5 minutes) Commission President Mack presided over the meeting.
2. Call to Order and Commission roll call (1 minute) Meeting called to order at 1:07p.m.

COMMISSIONERS PRESENT

Shaffer
Atkinson
Grant
Mack
Lipmen
LaFarga (1:20pm)

ABSENT

Rubio

There was a quorum of 4 Commissioners

3. 1:10p.m Approval of the Minutes of the Special Meeting of 9/11/2015. (Click on the link to view a copy of the document.) (3 minutes) <https://empowerla.org/wp->

<content/uploads/2015/09/Board-of-Neighborhood-Commissioners-Special-Meeting-Minutes-9.11.152.pdf>

Public Comment
 None

ACTION: Motion to approve the Minutes of the Special Meeting of September 11, 2015.

VOTE	Mover	Grant	Second	Mack
Commissioner	Ayes	Nays	Abstention	Absent
Atkinson	x			
Grant	x			
Lipmen	x			
LaFarga				x
Mack	x			
Rubio				x
Shaffer	x			
Total	5			2
Motion	Carries	x	Fails	

- 1:12p.m Verbal updates from representatives of the Los Angeles Neighborhood Council Budget Advocates. Neighborhood Council Budget Advocates provide input to the City on the City's Budget. Additional information regarding the Budget Advocates is available at <http://ncbala.com/> (10 minutes).

Public Comment
 Glenn Bailey

- 1:14p.m General Public Comments - Comments from the public on non-agenda items within the Board's subject matter jurisdiction. This agenda item will last a total of 15 minutes and no individual speaker will be allowed more than three minutes. (15 minutes).

Public Comment
 Glenn Bailey

- 1:17p.m General Manager's Report. (10 minutes)
 - Briefing on Departmental activities.
 - Staffing, budget and other operational matters.

-Department is working on training new staff and reorganizing to provide better services to Neighborhood Councils
 -Working on budget packages with ITA (for Neighborhood Council websites) and City Clerk on administrative services, such as agendas and Commission support.

BOARD OF NEIGHBORHOOD COMMISSIONERS
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- Partnering with City Clerk to do trainings on Neighborhood Councils at 9 community colleges on 9/22/15 for National Voter Registration Day
- City Council took action on CF 15-0524 last Tuesday, but is also holding the CF because they haven't taken action on other items, such as donation. City Attorney is still sorting out whether Neighborhood Council alliances will also be allowed to have extra time to present at City Attorney meetings
- Budget & Finance Committee is looking at CF 15-1022 today on whether to provide the Commission the authority to further clarify "substantial & ongoing" for Community Interest Stakeholder.

Public Comment
 None

8. 1:25p.m **PUBLIC HEARING:** Discussion and possible action to provide further clarification for the Neighborhood Council Stakeholder definition regarding the term "substantial and ongoing" for the Community Interest Stakeholder, including providing a request to City Council to delegate the authority to the Commission to further define the duration, time and types of contacts that would satisfy "substantial and ongoing." (20 minutes)

Public Comment
 Glenn Bailey

9. 1:41p.m **PUBLIC HEARING:** Regarding Neighborhood Council board and committee minutes and whether Neighborhood Councils should be required to keep and post the minutes or whether Neighborhood Councils should establish their own rules regarding minutes.

Public Comment
 William Kuzmin
 Glenn Bailey

10. 2:11p.m Discussion and possible action appointing an ad hoc committee that will discuss best practices that Neighborhood Councils may use for outreach in increasing stakeholder participation, awareness and civic engagement at Neighborhood Councils. The term of this ad hoc committee will last up to 6 months.(10 minutes)

Public Comment
 William Kuzmin

ACTION: Motion to move forward with appointment of Ad Hoc Committee.

VOTE	Mover	LaFarga	Second	Grant
Commissioner	Ayes	Nays	Abstention	Absent
Atkinson	X			
Grant	X			
Lipmen	X			
LaFarga	X			
Mack	X			

Rubio				x
Shaffer	x			
Total	6			1
Motion				
	Carries	x	Fails	

11. 2:19p.m Discussion and possible action in relation to the distribution of October Commission Newsletter. (15 minutes)

ACTION: No Action

12. 2:22p.m **PUBLIC HEARING:** Discussion and possible action on how to address violations to the Neighborhood Council Board Member Code of Conduct Policy. (Click on the link to view a copy of the document) (20 minutes).<http://empowerla.org/wp-content/uploads/2015/03/Neighborhood-Council-Board-Member-Code-of-Conduct-Policy.pdf>

Public Comment
 William Kuzmin
 Glenn Bailey

ACTION: No Action

13. 2:39p.m Discussion and possible action on the announcement of winners to the South LA Area 2015 Empower LA award recipient.

Commissioner Atkinson recuses at 2:40p.m

ACTION: Motion to select Empowerment Congress Southwest for Region 9 EmpowerLA Awards.

VOTE	Mover	Mack	Second	Grant
Commissioner	Ayes	Nays	Abstention	Absent
Atkinson				x
Grant	x			
Lipmen	x			
LaFarga	x			
Mack	x			
Rubio				x
Shaffer	x			
Total	5			2
Motion				
	Carries	x	Fails	

Commissioner Atkinson returns at 2:44p.m

14. 2:44p.m Commission Business - Comment from Commissioners on subject matters within the Board's jurisdiction. (15 minutes)
1. Comment on Commissioners' own activities/brief announcements.
 2. Brief response to statements made or questions posed by persons exercising their general public comment rights/ask staff questions for clarification.
 3. Introduce new issues for consideration by the Commission at its next meeting and direct staff to place on the agenda.
 4. Ask staff to research issues and report back to the Commission at a future time.
 5. Update on 2015 LA Congress of Neighborhoods
15. 2:52p.m General Public Comments - Comments from the public on non-agenda items within the Board's subject matter jurisdiction. This agenda item will last a total of 15 minutes and no individual speaker will be allowed more than three minutes.

Public Comment
 William Kuzmin
 General Jeff

16. 2:58p.m Adjourn

ACTION: Motion to adjourn meeting.

VOTE	Mover	Atkinson	Second	LaFarga
Commissioner	Ayes	Nays	Abstention	Absent
Atkinson	x			
Grant	x			
Lipmen	x			
LaFarga	x			
Mack	x			
Rubio				x
Shaffer	x			
Total	6			1
Motion	Carries	x	Fails	

Neighborhood Councils – San Fernando Valley
Meeting Minutes Posted on Website as of September 20, 2015

DATE: 9/21/2015
 ITEM # _____
 SUBMITTED BY: Gloria Bailey

Region 1 – Northeast Valley

NC	Board Minutes	# Committees	Committee Minutes
Arleta	2015: 6/16 & 7 of 7; 2014: 14 of 14	4	none
Foothills Trails District	none found	6	none
Mission Hills	2015: 7/6 & 8 of 8; 2014: 12 of 13	7	some
North Hills East	(no website)	8	(no website)
Pacoima	2015: 6/17 & 4 of 9; 2014: 7 of 18	8	none
Panorama City	2015: none; 2014: none	8	none
Sunland-Tujunga	2015: 8/12 & 9 of 9; 2014: 15 of 15	13	none
Sun Valley Area	2015: 7/14 & 1 of 6; 2014: 8 of 16	5	some
Sylmar	2015: 7/13 & 9 of 11; 2014: 0 of 16	9	some

Region 2 – Northwest Valley

NC	Board Minutes	# Committees	Committee Minutes
Chatsworth	2015: 0 of 9; 2014: 5 of 10	7	many
Granada Hills North	2015: 7/7 & 7 of 8; 2014: 13 of 14	10	few
Granada Hills South	2015: 1/8; 2014: 10 of 12	8	few
North Hills West	2015: 6/18 & 9 of 9; 2014: 14 of 14	7	none
Northridge East	2015: 0 of 9; 2014: 10 of 12	6	some
Northridge South	2015: 5/28 & 4 of 5; 2014: 11 of 13	6	none
Northridge West	2015: 3/10 & 2 of 4; 2014: 14 of 14	8	none
Porter Ranch	2015: 6/3 & 7 of 7; 2014: 16 of 16	1	none



Jasmine Duckworth <jasmine.duckworth@lacity.org>

Fwd: BONC Agenda Item 9: NC Minutes

3 messages

Grayce Liu <grayce.liu@lacity.org>

To: Mike Fong <Mike.Fong@lacity.org>, Lorenzo Briceno <lorenzo.briceno@lacity.org>, Jasmine Duckworth <jasmine.duckworth@lacity.org>

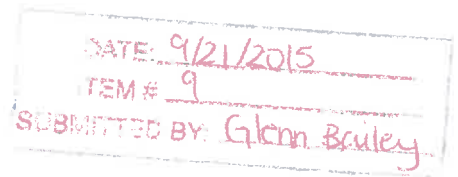
Mon, Sep 21, 2015 at 11:00 AM

FYI

Best,

Grayce Liu
General Manager

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----- Forwarded message -----

From: Glenn Bailey <glennbaileyncs@gmail.com>
Date: Mon, Sep 21, 2015 at 9:59 AM
Subject: BONC Agenda Item 9: NC Minutes
To: Board of Neighborhood Commissioners <Commission@empowerla.org>
Cc: Grayce Liu <grayce.liu@lacity.org>, Angela Pipkin <angela.pipkin@lacity.org>

To Board of Neighborhood Commissioners:

Regarding this item on this afternoon's agenda:

9 PUBLIC HEARING: Regarding Neighborhood Council board and committee minutes and whether Neighborhood Councils should be required to keep and post the minutes or whether Neighborhood Councils should establish their own rules regarding minutes. (10 minutes)

I strongly support a requirement that Neighborhood Councils prepare and post minutes of at least all Board meetings. Most already do so to varying degrees based upon a survey of 17 North Valley NC websites.

It needs to be specified in the policy that the minutes must be posted on the NC website in a easy-to-find location, i.e. home page link to "agenda and minutes" or "minutes" and that they be kept current (i.e. posted within one week of approval). As an example of lack of posting, below is a screenshot of the Panorama City NC webpage for Board meeting minutes which show that in the past six years, only four Board meeting minutes (from 2012) are posted - and none in 2015, 2014, 2013, 2011, or 2010. However, my understanding is that minutes are prepared for every meeting of this NC - apparently they choose not to post them online?

Regarding requiring minutes of NC Committee meetings, it appears most NCs do not post such minutes on their website. It would be an interesting survey question to ascertain if official minutes (or notes) are even taken for such meetings (and if so, just not posted)?

Thank you for considering my comments.

Cordially,

Glenn Bailey

Executive Board Member
Valley Alliance of Neighborhood Councils (VANC)

Treasurer
Los Angeles Neighborhood Council Coalition (LANCC)
www.LANCC.org

Office/Voicemail/Text: 818-514-5355

Panorama City Neighborhood Council

Agendas and Minutes

Board Meeting Agendas

2015

	Agendas	Minutes
April	April 23, 2015	
March	March 26, 2015	
February	February 26, 2015	
January	January 22, 2015	

2014

	Agendas	Minutes
December	December 18, 2014	
November	November 20, 2014	
October	October 23, 2014	
September	September 25, 2014	
August	August 28, 2014	
July	July 24, 2014	
June	June 26, 2014	
May	May 22, 2014	
April	April 24, 2014	
March	March 27, 2014	
February	February 27, 2014	

2013

	Agendas	Minutes
December	December 19, 2013	
October	October 24, 2013	
September	September 25, 2013	
August	August 22, 2013	
July	July 25, 2013	
June	June 27, 2013	
May	May 23, 2013	
April	April 25, 2013	
March	March 28, 2013	
February	February 28, 2013	
January	January 24, 2013	

2012

	Agendas	Minutes
December	December 20, 2012	
November	November 15, 2012	

9/21/2015

City of Los Angeles Mail - Fwd: BONC Agenda Item 9: NC Minutes

October	October 25, 2012	
September	September 27, 2012	
August	August 23, 2012	
July	July 26, 2012	
June	June 28, 2012	June 28, 2012
May	May 24, 2012	May 24, 2012
April	April 26, 2012	April 26, 2012
March	March 22, 2012	March 22, 2012
February	February 23, 2012	
January	January 26, 2012	

2011

Agendas

Minutes

December	December 15, 2011	
November	November 17, 2011	
October	October 27, 2011	
August	August 25, 2011	
June	June 23, 2011	
May	May 26, 2011	
April	April 28, 2011	
March	March 22, 2011	
February	February 24, 2011	
January	January 27, 2011	

2010

Agendas

Minutes

December	December 16, 2010	
October	October 28, 2010	
September	September 23, 2010	
July	July 22, 2010	
June	June 24, 2010	
May	May 14, 2010	May 27, 2010

Jasmine Duckworth <jasmine.duckworth@lacity.org>
To: Grayce Liu <grayce.liu@lacity.org>

Mon, Sep 21, 2015 at 11:19 AM

Thanks Graycel

-Jasmine
(Quoted text hidden)

Best,

Jasmine Duckworth
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Grayce Liu <grayce.liu@lacity.org>
To: Jasmine Duckworth <jasmine.duckworth@lacity.org>

Mon, Sep 21, 2015 at 11:30 AM

You're welcome, Jasmine!

Best,

Grayce Liu
General Manager

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