

CITY OF LOS ANGELES CALIFORNIA

BOARD OF NEIGHBORHOOD COMMISSIONERS

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BOARD OF NEIGHBORHOOD COMMISSIONERS

REGULAR MEETING & TOWN HALL MEETING MINUTES - APPROVED

Monday, September 16, 2019 1:00 PM

LOCATION: City Hall, 10th Fl. Conference Room 1050

[200 North Spring Street, Los Angeles, CA 90012](#)

The public is requested to fill out a “Speaker Card” to address the Board on any agenda item before the Board takes an action on an item. The amount of time for each agenda item is to be determined by the Chair at each meeting. Speakers shall limit their comments to matters relevant to the item on the agenda. The Chair may rule that the speaker is out of order if the comments are not germane to the item under consideration. If multiple speaker cards are submitted on one agenda item, preference will be granted to members of the public who have not spoken previously during the meeting, either during general public comment or on another agenda item.

A member of the public wishing to speak on more than one agenda item at a single meeting shall limit his or her remarks to a total of five (5) minutes per meeting. Comments by members of the public who have submitted multiple speaker cards and want to speak on all items for up to five minutes at one time can choose to speak during the Multiple Agenda Items Comment period. Members of the public who choose to speak during the Multiple Agenda Items period will be given the opportunity to also speak during General Public Comments.

Comments from the public on other matters not appearing on the agenda that are within the Board’s jurisdiction will be heard during the Public Forum period. Public comment is limited to 15 minutes maximum. No individual speaker will be allowed more than 3 minutes, unless presiding officer of the Board decides differently.

The agenda is posted for public review in Main Street Lobby of City Hall East at 200 North Main Street and at 20th Floor, City Hall, 200 North Spring Street, Los Angeles. As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and upon request will provide reasonable accommodation to ensure equal access to its programs, services, and activities. The Agenda and report(s) related to an agenda item will be available for review at

AN EQUAL EMPLOYMENT OPPORTUNITY - AFFIRMATIVE ACTION EMPLOYER

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www.Empowerla.org. Sign language interpreters, assisted listening devices, or other auxiliary aids and/or services may be provided upon request. To ensure availability of services, please make your request at least 3 business days (72 hours) prior to the meeting by contacting the Department at (213) 978-1551.

SI REQUIERE SERVICIOS DE TRADUCCION, FAVOR DE NOTIFICAR A LA OFICINA 3 días de trabajo (72 horas) ANTES DEL EVENTO. SI NECESITA ASISTENCIA CON ESTA NOTIFICACION, POR FAVOR LLAME A NUESTRA OFICINA AL (213) 978-1551.

1. [1:16 PM] Introduction (5 minutes)
2. [1:19 PM] Call to Order and Commission roll call (1 minute)

Commissioner	Present	Absent
Atkinson	x	
Lipmen	x	
Shaffer	x	
Darett-Quiroz		x
Wehbe		x
Regalado	x	
Vo-Ramirez	x	

3. [1:19 PM] Approval of the Minutes of the Regular Meeting of 9/3/19. [\[Board of Neighborhood Commissioner Regular Meeting Minutes 9.3.19-DRAFT\]](#)

Action: Motion made by Commissioner Atkinson and seconded by Commissioner Shaffer to approve the Minutes of the Regular Meeting on 9/3/19. Motion passed.

VOTE	Mover	Atkinson	Second	Shaffer
Commissioner	Ayes	Nays	Abstain	Absent
Atkinson	x			
Lipmen	x			
Shaffer	x			
Darett-Quiroz				x
Wehbe				x
Regalado	x			
Vo-Ramirez	x			
Total	5			2
Motion	Carries	x	Fails	

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4. [1:20 PM] Discussion with Neighborhood Council representatives on any Neighborhood Council Resolution or Community Impact Statement filed with the City Clerk which relates to any agenda item listed or being considered on this agenda for the Board of Neighborhood Commissioners.

Public comments: None

Neighborhood Councils comments: None

5. [1:21 PM] Multiple Agenda Items Comment – Comments by members of the public who have submitted multiple speaker cards and want to speak on all items for up to five minutes at one time can choose to speak during the Multiple Agenda Items Comment period. Members of the public who choose to speak during the Multiple Agenda Items period will be given the opportunity to also speak during General Public Comments.

Public comments: None

6. [1:22 PM] Verbal updates from representatives of the Mayor, Los Angeles City Council, and other City representatives. (10 minutes). (See attachment [Public Engagement](#))

City representative comments: None

7. [2:04 PM] 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).

Budget Advocates comments: None

Public comments: None

8. [2:04 PM] 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 comments: Kori Schmidt

9. [2:27 PM] General Manager's Report. (10 minutes)
 - Briefing on Departmental activities.
 - Staffing, budget, elections and other operational matters.

Public Comments: None

Department of Neighborhood Empowerment comments: Raquel Beltran, General Manager, Department of Neighborhood Empowerment (D.O.N.E.) stated she has embraced a rigorous schedule of meetings and by the end of the month will have met with 10% of the neighborhood

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councils, and budget advocates. The staff has made the onboarding process seamless as possible. D.O.N.E. is preparing for the Neighborhood of Congress on September 28, 2019 and working with departments who would like to be represented at the event. The Homelessness Liaison meeting is scheduled for September 30, 2019. Mrs. Beltran continues to work with DONE directors to have a balanced schedule of visiting neighborhood councils and alliance meetings.

Commissioner comments: Commissioner Atkinson, Commissioner Shaffer, and Commissioner Vo-Ramirez welcomed Mrs. Beltran. Commissioner Regalado invited Mrs. Beltran to the October 2, 2019 HANC meeting. Commissioner Shaffer invited Mrs. Beltran to the monthly Emergency Management Alliance meeting. Commissioner Atkinson added over five hundred (500) people have registered for the Congress of Neighborhoods with ninety (90) neighborhood councils being represented.

10. [2:08 PM] Discussion and possible action regarding training for the neighborhood council board members. Discussion may include creating policies for mandated leadership and conflict resolution for board members and candidates. It may also include request to Department of Neighborhood Empowerment for arrangement of standardized trainings as outlined by Administrative Code 22.801(h). The Department of Neighborhood Empowerment and the Board of Neighborhood Commissioners request that Neighborhood Council board members and stakeholders to provide feedback to staff and commission. (See attachment - [Mandatory Leadership Training – DRAFT](#))

[Administrative Code: 22.801](#) Duties of the Department. The Department shall: (h) arrange training for department staff and neighborhood councils' officers and staff, such as training in leadership, cultural awareness, dispute mediation, civics, communications, equipment utilization and any other training necessary to achieve the goals set forth in [Section 22.809](#).

Public comments: Kori Schmidt

Commissioner comments: Commissioner Shaffer commented number two (2) of the document needs clarification. On number three (3) he asked "How would candidates acquire the knowledge." On number four (4) he asked about appointments made in between elections. On number five (5) he asked who is going to teach the Planning 101. On number six (6) asked if this applies to only executive officers. Commissioner Lipmen stated regarding number five (5) he is aware D.O.N.E. is working with the Planning Department on a Planning 101 course. Commissioner Regalado commented regarding the suggested time frames for the training courses. Commissioner Atkinson commented a handbook would be helpful. On number two (2) she was looking for someone to be hired in the event that a dispute arises that requires resolution.

Mike Fong added in terms of the Planning 101 court, D.O.N.E. has been in contact with the Planning Department and hopes to roll out the training soon.

Action: No action taken

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VOTE	Mover	Mover	Second	Second
Commissioner	Ayes	Nays	Abstain	Absent
Atkinson				
Lipmen				
Shaffer				
Darett-Quiroz				
Wehbe				
Regalado				
Vo-Ramirez				
Total				
Motion	Carries		Fails	

- [2:41 PM] Discussion and possible action regarding whether the Commission should consider a policy establishing a uniform process for the censure and removal of Neighborhood Council board members. Reasons for establishing a policy would include openness, fairness, and a proper degree of procedural due process and provide consistent guidelines to Neighborhood Councils when enforcing provisions of their bylaws and other applicable policies regarding proper conduct of board members. The Department of Neighborhood Empowerment and the Board of Neighborhood Commissioners request Neighborhood Council board members and stakeholders to provide feedback to staff and the commission. (See attachments – [Dispute Resolution Program – DRAFT](#), [Censure Removal – DRAFT v2](#))

Public comments: Cory Schmidt,

Commission comments: Commissioner Shaffer commented in regards to censure and removal the feedback has been varied. Regarding dispute resolution the chair should consult with the City Attorney as to whether the Board has the authority. Commissioner Regalado asked is there a connection between censure and removal and the use of dispute resolution in the process?

Action: No action taken

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VOTE	Mover	Mover	Second	Second
Commissioner	Ayes	Nays	Abstain	Absent
Atkinson				
Lipmen				
Shaffer				
Darett-Quiroz				
Wehbe				
Regalado				
Vo-Ramirez				
Total				
Motion	Carries		Fails	

12. [2:57 PM] Discussion and possible action regarding the Commission holding a Special Meeting on Wednesday, October 2, 2019, Kaiser Permanente, 25825 S Vermont Ave, Harbor City, CA 90710, United States. Parking entrance on Normandie.

Commissioner comments: Commissioner Atkinson moved to hold a Special Meeting on October 2, 2019 at Kaiser Permanente, 25825 Vermont, Harbor City, CA 90710, 6pm, Commissioner Shaffer seconded the motion. Unanimously approved.

13. [3:09 PM] Discussion and possible action regarding the Commission holding a Board of Neighborhood Commission Retreat on Monday, October 21, 2019 at 1:00 pm. Location: TBD

Commission comments: Commissioner Shaffer moved to hold the Board of Neighborhood Commission Retreat on Monday, October 21, 2019 at 1:00 pm., and Commissioner Regalado seconded the motion. Unanimously approved.

14. [3:11 PM] Commission Business - Comment from Commissioners on subject matters within the Board's jurisdiction. (15 minutes)

- a. Comment on Commissioners' own activities/brief announcements.
- b. Brief response to statements made or questions posed by persons exercising their general public comment rights/ask staff questions for clarification.
- c. Introduce new issues for consideration by the Commission at its next meeting and direct staff to place on the agenda.
- d. Ask staff to research issues and report back to the Commission at a future time.

Commissioner comments: None

Public comments: Kori Schmidt

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15. [3:15 PM Adjourn]

Action: Commissioner Atkinson made a motion to adjourn the meeting. Commissioner Shaffer seconded the motion. Motion passed.

VOTE	Mover	Atkinson	Second	Shaffer
Commissioner	Ayes	Nays	Abstain	Absent
Atkinson	x			
Lipmen	x			
Shaffer	x			
Darett-Quiroz				x
Wehbe				x
Regalado	x			
Vo-Ramirez	x			
Total	5			2
Motion	Carries	x	Fails	

Future Board of Neighborhood Commissioners Meetings (INFORMATION ONLY) *(Please note: The items listed below are tentative and may be subject to change. You are encouraged to visit the City's website at www.lacity.org to view Commission agendas and [subscribe](#) through the City's Early Notification System Subscription page to receive the Commission's agendas via email.)*

- Regular Meeting & Commissioner Retreat on Monday, September 16, 2019 at 1:00 pm – City Hall, 10th Floor, Rm 1050, 200 N. Spring St., Los Angeles, CA 90012
- Regular Meeting and Town Hall on Tuesday, October 1, 2019 at 6:00 pm – TBD
- Regular Meeting on Monday, October 21, 2019 at 1:00 pm – City Hall, 10th Floor, Rm 1050, 200 N. Spring St., Los Angeles, CA 90012

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FINALIZATION OF BOARD ACTION:

Per City Charter Section 245, the Board's determination shall become final at the expiration of the next five meeting days of the Council during which the City Council has convened in regular session, unless the City Council acts within that timeframe by a two-thirds vote to bring the action before them or to waive review of the action.

EXHAUSTION OF ADMINISTRATIVE REMEDIES:

If you challenge these agenda items in court, you may be limited to raising only those issues you or someone else raised at the public hearing or in written correspondence on these matters delivered to this agency at or prior to the public hearing. California Code of Civil Procedure Section 1094.6 governs the time in which a party may seek judicial review of this determination. Under that provision, a petitioner may seek judicial review of any decision of the City pursuant to California Code of Civil Procedure Section 1094.5 only if the petition for Writ of Mandate pursuant to that section is filed no later than the 90th day following the date on which the City's decision became final.

RECONSIDERATION:

The Commission may make a MOTION TO RECONSIDER and alter its action taken on any item listed on this agenda at any time during this meeting, or make a MOTION TO RECONSIDER at its next regular meeting as indicated below:

If the Commission moves and approves a Motion for Reconsideration at the *initial* meeting wherein an action was taken, then the underlying item may be reconsidered at that time.

If the Commission moves and approves a Motion for Reconsideration at *the next regular meeting* then consideration of the item may *only* occur at this regularly scheduled meeting if the item for consideration has been placed on that meeting's agenda. If the underlying item for reconsideration has not been placed on the agenda for that next regular meeting, then it shall be considered at a subsequent meeting pursuant to the Ralph M. Brown Act.

PUBLIC ACCESS OF RECORDS:

"In compliance with Government Code Section 54957.5, non-exempt writings that are distributed to a majority or all of the Board of Neighborhood Commissioners in advance of their meetings, may be viewed at the office of the Department of Neighborhood Empowerment, located at City Hall, 20TH Floor, 200 North Spring Street, Los Angeles, California 90012, by clicking on the Department's Web site at <http://www.EmpowerLA.org> or at the Commission meeting. In addition, if you would like a copy of any record related to an item on the agenda, contact the Department at (213) 978-1551 or via e-mail: Commission@EmpowerLA.org.