

CITY OF LOS ANGELES
CALIFORNIA

BOARD OF NEIGHBORHOOD
COMMISSIONERS

ELI LIPMEN
President

DEBBIE WEHBE
Vice President

LEONARD SHAFFER
JOY ATKINSON
MAGGIE DARETT-QUIROZ
RAY REGALADO
QUYEN VO-RAMIREZ

TELEPHONE: (213) 978-1551



ERIC GARCETTI
MAYOR

NEIGHBORHOOD COUNCILS
EMPOWER LA
Department of
NEIGHBORHOOD EMPOWERMENT

20TH FLOOR, CITY HALL
200 NORTH SPRING STREET
LOS ANGELES, CA 90012

TELEPHONE: (213) 978-1551
TOLL-FREE: 3-1-1
FAX: (213) 978-1751
E-MAIL: EmpowerLA@lacity.org

GRAYCE LIU
GENERAL MANAGER

ERRICKA PEDEN
EXECUTIVE ASSISTANT

www.EmpowerLA.org

BOARD OF NEIGHBORHOOD COMMISSIONERS

REGULAR MEETING & TOWN HALL MEETING MINUTES - APPROVED

Tuesday, September 3, 2019 6:00 PM

LOCATION: Fire Station 87 Community Room
10124 Balboa Boulevard, Granada Hills, CA 91344

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

BOARD OF NEIGHBORHOOD COMMISSIONERS
 REGULAR MEETING & TOWN HALL MEETING MINUTES - APPROVED

Tuesday, September 3, 2019

Page 2 of 8

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. [6:21 PM] Introduction (5 minutes)
2. [6:25 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	

Note: Commissioner Regalado arrived at 6:40pm.

3. [6:26 PM] Approval of the Minutes of the Regular Meeting of 8/19/19. [[Board of Neighborhood Commissioner Regular Meeting Minutes 8.19.19-DRAFT](#)]

Action: Motion made by Commissioner Atkinson and seconded by Commissioner Shaffer to approve the Minutes of the Regular Meeting on 8/19/19. Motion passed.

VOTE	Mover	Mover	Second	Second
Commissioner	Ayes	Nays	Abstain	Absent
Atkinson	x			
Lipmen	x			
Shaffer	x			
Darett-Quiroz	x			
Wehbe	x			
Regalado				x
Vo-Ramirez	x			
Total	6			1
Motion	Carries	x	Fails	

BOARD OF NEIGHBORHOOD COMMISSIONERS
REGULAR MEETING & TOWN HALL MEETING MINUTES - APPROVED

Tuesday, September 3, 2019

Page 3 of 8

4. [6:27 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. [6:27 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. [6:28 PM] Verbal updates from representatives of the Mayor, Los Angeles City Council, and other City representatives. (10 minutes).

City representative comments: None

7. [6:28 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: Dave Beauvais, Issam Najm, and Glenn Bailey

8. [6:39 PM] Commemoration of 15 year anniversary of the certification of the following Neighborhood Councils: (20 minutes)
 - Northridge East Neighborhood Council
 - Northridge West Neighborhood Council.

Public comments: Don Dwiggin and Glen Wilson

9. [6:51 PM] Verbal updates from representative of the Los Angeles 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 comments: Glenn Bailey

10. [6:55 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

BOARD OF NEIGHBORHOOD COMMISSIONERS
REGULAR MEETING & TOWN HALL MEETING MINUTES - APPROVED

Tuesday, September 3, 2019

Page 4 of 8

individual speaker will be allowed more than three minutes. (15 minutes)

Public comments: Cindy Cleghorn, Nina Royal, Cheri Blöse, Christina Walsh, Garry Fordyce, and Carol Hutchinson

11. [7:13 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: Mike Fong, Director of Government and Policy, introduced Freddy Cupen-Ames, Jose Galdamez, Erricka Peden and John Darnell with the Department of Neighborhood Empowerment. Mike reported the subdivision ordinance was passed by City Council. The Congress of Neighborhoods is scheduled for Saturday, September 28, 2019 at City Hall with breakfast being served at 7:30am and event activities beginning at 8:30am. Raquel Beltran was confirmed by City Council as General Manager of the Department of Neighborhood Empowerment. Mrs. Beltran start date will be September 16, 2019.

Commissioners Comments: Commissioner Lipmen asked if the Office of the City Clerk has open office hours for the public. Commissioner Regalado suggested having a listening session between the neighborhood councils and the Office of the City Clerk to address the decisions and challenges faced when interacting with the City Clerk. Deputy City Attorney Elise Ruden recommended adding this matter to the next meeting agenda and invite a representative from the Office of the City Clerk. Commissioner Vo-Ramirez asked if the City Clerk could provide an event check list.

12. [7:26 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: Jennie Palluzzi, Dave Beauvais, Nina Royal, nny Paluzi, Dave Bouvay, Nina, Royo, Kelly Cole, Danitza Pantoja, Cindy Cleghorn, Sarah Williams, Liliana Sanchez, Garry Fordyce, Bob Brostoff, Kori Schmidt, Tony Wilkinson, Glenn Bailey, Isham Najm, Betty Markowitz

Action: No action taken.

BOARD OF NEIGHBORHOOD COMMISSIONERS
 REGULAR MEETING & TOWN HALL MEETING MINUTES - APPROVED

Tuesday, September 3, 2019

Page 5 of 8

Commission comments: Commissioner Shaffer stated the term social emotional skills needs to be defined. On number 4 of the Training document he agrees training should be facilitated but questions who will facilitate it. On number 5 of the same document he suggested Cornerstone be removed. Commissioner Atkinson agrees with practicing how to get along. The Board benefitted from working with a facilitator as a form of leadership development. Commissioner Wehbe thanked all in attendance for their time and volunteer efforts. She added parliamentary has not been discussed and may be helpful. Commissioner Regalado added he appreciates the input he heard from the audience and the Board. The theme he heard was there need to be training for neighborhood council board members. Commissioner Vo-Ramirez added the draft Training document is a work in progress and was created from comments received by neighborhood councils.

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

- [9:00 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 NCAD Comment – DRAFT v2](#))

Public comments: Kelly Cole, Danitza Pantoja, Glenn Bailey, Tony Wilkinson, Jennie Palluzzi, Dave Beauvais, Nina Royal, Sarah Williams, Cindy Cleghorn, Liliana Sanchez, Korie Schmidt, Bob Brostoff, Gary Fordyce and Carol Hutchinson

Commission comments: Commissioner Schaffer agrees emergency action needs to be taken when there are threats being made. He added these documents would be an expansion of the neighborhood council by-laws.

Action: No action taken

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

14. [9:46 PM] Commission Business - Comment from Commissioners on subject matters within the Board's jurisdiction. (15 minutes)

- a. Comment on Commissioners' own activities/brief announcements.
 - i. Commissioner Shaffer reported neighborhood councils are responding to emergency preparedness. The Emergency Management Department would like to roll out the train the trainers initiative for the RYLAN program.
 - ii. Elise Ruden advised Carmen Hawkins is retiring from the District Attorney's Office and Elise is assuming her position. Mrs. Ruden will continue to represent the Valley.
- 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: None

15. [9:50 Adjourn]

BOARD OF NEIGHBORHOOD COMMISSIONERS
 REGULAR MEETING & TOWN HALL MEETING MINUTES - APPROVED

Tuesday, September 3, 2019

Page 7 of 8

Action: Commissioner Vo-Ramirez made a motion to adjourn the meeting. Commissioner Atkinson seconded the motion. Motion passed.

VOTE	Mover	Vo-Ramirez	Second	Atkinson
Commissioner	Ayes	Nays	Abstain	Absent
Atkinson	x			
Lipmen	x			
Shaffer	x			
Darett-Quiroz				
Wehbe	x			
Regalado	x			
Vo-Ramirez	x			
Total	6			
Motion	Carries	x	Fails	

Note: Commissioner Darett-Quiroz departed at 7:50pm.

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 and Town Hall on Tuesday, September 3, 2019 at 6:00 pm – Fire Station 87 Community Room, 10124 Balboa Blvd., Granada Hills, CA 91344
- 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

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:

BOARD OF NEIGHBORHOOD COMMISSIONERS
REGULAR MEETING & TOWN HALL MEETING MINUTES - APPROVED

Tuesday, September 3, 2019

Page 8 of 8

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.