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CALIFORNIA

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BOARD OF NEIGHBORHOOD COMMISSIONERS
SPECIAL MEETING - PLANNING RETREAT MINUTES -
APPROVED

Monday, October 21, 2019 1:00 PM

LOCATION: Mercado La Paloma

[3655 S. Grand Ave, Suite 280, Los Angeles, CA 90007](#)

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

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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. [1:17 PM] Introduction (5 minutes) 3.5 min
2. [1:21 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 Darett-Quiroz departed at 3:05pm, and Commissioner Vo-Ramirez departed at 4:30pm.

3. [1:23 PM] Approval of the Minutes of the Regular Meeting of 10/2/19. [[Board of Neighborhood Commissioner Regular Meeting Minutes 10.2.19-DRAFT](#)]

Action: Motion made by Commissioner Shaffer and seconded by Commissioner Atkinson to approve the Minutes of the Regular Meeting on 10/2/19. Motion passed.

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

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4. [1:25 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

Commissioner comments: None

5. [1:29 PM] Discussion and possible action regarding the Toolkit Exercise by Facilitator Gary De La Rosa. The purpose of this discussion is to help improve collaboration among and between Commissioners as well as with any agencies including the Department of Neighborhood Empowerment, City Clerk, Office of City Attorney and Neighborhood Councils.

Note: [1:32 PM] Recess for asset mapping of Mercado La Paloma

[1:47 PM] Returned to session

- a. Define and clarify the role of the Commission. Discussion of the role of the Commissioners within the framework of existing rules and regulations, including but not limited to, the City Charter, the Los Angeles Administrative Code, the Plan for a Citywide System of Neighborhood Councils, and the Rules and Policies of the Commission [[Letter on Commission Authority](#), [Commission Operating Policies & Procedures](#), [RULES OF ORDER](#), [Existing Policies](#), [The Plan](#), [City Charter Sec. 902.](#), [City Charter Sec. 502.](#), [City Charter Sec. 503.](#), [City Charter Sec. 508.](#), [City Charter Sec. 510.](#)]
 - i. What is the Commissions role/charge?
 - ii. Where do you see the Board of Neighborhood Commissioners (BONC) going in:
 - 2020
 - The end of the Mayoral term (2022)
- b. Establishing Commissioner's priorities
 - i. Question: Why are we serving as Commissioners?
 - ii. How can we improve our commitment and be better representatives?

Note [3:20 PM] Recess for break

[3:35 PM] Returned to session

- c. What role do you want to play within BONC going forth?
- d. Identification of topics for future agenda items
 - i. Identify possible areas that may require Commission policy or motion. The Commission will attempt to identify policy or changes to the Neighborhood Council system that will improve Neighborhood Council operations.
 - ii. The Commission will discuss deadlines for their various goals.

Public comments: Adriana De La Cruz

Commissioner comments: Commissioner Regalado, Commissioner Shaffer, Commissioner Wehbe, Commissioner Atkinson, Commissioner Lipmen, Commissioner Vo-Ramirez, Deputy City Attorney Steve Houchin, and General Manager Raquel Beltrán.

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6. [4:28 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: Korie Schmidt

Commissioner comments: None

7. [4:30 PM] General Manager's Report. (10 minutes)
 - a. Briefing on Departmental activities.
 - b. Staffing, budget, elections and other operational matters.

Public comments: None

Commissioner comments: Commissioner Shaffer, and Commissioner Wehbe

Raquel Beltran, General Manager, Department of Neighborhood Empowerment (D.O.N.E.), reported she has visited twenty-three percent of neighborhood councils as of the sixth week of her tenure with D.O.N.E. During the course of these visits feedback has been received about the grievance process and as a result the department has implemented some changes. The department is moving forward with sending the Demographic Survey to all neighborhood council executive committees. The last day for submittal of the survey to D.O.N.E. is November 22, 2019. The data received will be used in D.O.N.E.s outreach efforts. The 2020-2021 Fiscal Budget is due November 22, 2019. D.O.N.E. will meet with the Census Ambassador Program and will work to have at least one person per neighborhood council as a Census Ambassador. A new Neighborhood Empowerment Advocate will come on board beginning Monday, October 28, 2019. The department will use this as an opportunity to review the onboarding process for new staff. Several innovation projects are in process. One project is to provide more data to the neighborhood council system

8. [4:47 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. (15minutes)

Public comments: Gilbert Arevalo and Korie Schmidt

Commissioner comments: None

9. [4:51 PM] Commission Business - Comment from Commissioners on subject matters within the Board's jurisdiction. (15 minutes)

Public comments: none

Commissioner comments: Commissioner Shaffer reported fourteen neighborhood councils attended the Disaster Preparedness Fair. Commissioner Atkinson reported of her work with Congress of Neighborhoods.

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10. [4:54 PM] Adjourn

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

VOTE	Mover	Atkinson	Second	Regalado
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 & Town Hall on Tuesday, November 5, 2019 at 6:00 pm – Felicia Mahood Multipurpose Center, 11338 Santa Monica Blvd, Los Angeles, CA 90025.
- Regular Meeting on Monday, November 18, 2019 at 1:00 pm - City Hall, 10th Floor, Rm 1050, 200 N. Spring St., Los Angeles, CA 90012
- Regular Meeting & Town Hall on Tuesday, December 3, 2019 at 6:00 pm – City Hall, 3rd Floor, Rm 351, 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.