

CITY OF LOS ANGELES  
CALIFORNIA

BOARD OF NEIGHBORHOOD  
COMMISSIONERS

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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

20<sup>TH</sup> 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](mailto:EmpowerLA@lacity.org)

RAQUEL BELTRÁN  
GENERAL MANAGER

ERRICKA PEDEN  
EXECUTIVE ASSISTANT

[www.EmpowerLA.org](http://www.EmpowerLA.org)

## BOARD OF NEIGHBORHOOD COMMISSIONERS

### SPECIAL MEETING MINUTES - APPROVED

Monday, June 29, 2020 4:00 PM

Zoom Meeting Online or By Telephone

To Join the Meeting Dial: (669) 900-6833 or one of the following

Toll Free Telephone Numbers: (833) 548 0282, (888) 475 4499,

(877) 853 5257, (833) 548 0276

The toll free feature eliminates long-distance call charges for participants.  
However, other telephone charges may apply from a participant's phone carrier.

Then Enter This Webinar ID: 921 2634 6035 and Press #

You can also join the meeting online by clicking on this link to join the webinar: <https://zoom.us/j/92126346035>. Or, you can join the webinar by entering Webinar ID 921 2634 6035 into the "Join a Meeting" field when online

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IN CONFORMITY WITH THE GOVERNOR'S EXECUTIVE ORDER N-29-20 (MARCH 17, 2020) AND DUE TO CONCERNS OVER COVID-19, THE BOARD OF NEIGHBORHOOD COMMISSIONERS MEETING WILL BE CONDUCTED ENTIRELY TELEPHONICALLY.

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.

Every person wishing to address the Commission must dial (669) 900-9128, and enter 947 4462 6758 and then press # to join the meeting. Instructions on how to sign up for public comment will be given to listeners at the start of the meeting.

The amount of time for public comment on 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 requests for public comment are submitted on one agenda item, preference will be granted to members of the public who

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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. Members of the public who want to speak on multiple agenda items for up to five (5) 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 Comment.

Comments from the public on other matters not appearing on the agenda that are within the Board’s jurisdiction will be heard during the General Public Comment period. General Public Comment is limited to 15 minutes maximum. No individual speaker will be allowed more than two (2) minutes during General Public Comment, unless presiding officer of the Board decides differently.

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. 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.

The agenda is posted for public review in the Main Street Lobby of City Hall East at 200 North Main Street. The Agenda and report(s) related to an agenda item will be available for review at [www.Empowerla.org](http://www.Empowerla.org).

Telecommunication Relay Services

Telecommunications Relay Service is a telephone service that allows persons with hearing or speech disabilities to place and receive telephone calls. If you have limitations hearing or speaking a specially-trained Communications Assistant (CA) can relay telephone conversations for all of your calls. In California, dial 711 to reach the California Relay Service (CRS). If you prefer having your calls immediately answered in your mode of communication, dial one of the toll-free modality- and language-specific numbers below. The call will be routed to the CRS provider.

Type of Call	Language	Toll-free 800 Number
TTY/VCO/HCO to Voice	English	1-800-735-2929
	Spanish	1-800-855-3000
Voice to TTY/VCO/HCO	English	1-800-735-2922
	Spanish	1-800-855-3000
From or to Speech-to- Speech	English & Spanish	1-800-854-7784

Federal regulations specify very strict confidentiality requirements for CAs of all Relay services. No part of the conversation that takes place between callers is revealed or recorded in written, verbal, or any other form. CRS CAs do not participate in the conversation and acquire no benefit from information relayed.

Notice to Paid Representatives If you are compensated to monitor, attend, or speak at this meeting, City law may require you to register as a lobbyist and report your activity. See Los Angeles Municipal Code Section 48.01 et seq. More information is available at [ethics.lacity.org/lobbying](http://ethics.lacity.org/lobbying). For assistance, please contact the Ethics Commission at {213} 978-1960 or [ethics.commission@lacity.org](mailto:ethics.commission@lacity.org).

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1. [4:00 PM] Introduction (5 minutes)
2. [4:03 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	

Commissioner Wehbe joined the meeting at 4:16pm.

3. [4:04 PM] Multiple Agenda Items Comment (15 minutes) – Comments by members of the public who 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. This agenda item will last a total of 15 minutes and no individual speaker will be allowed more than five minutes.

Public Comment: None

4. [4:07 PM] General Public Comments (15 minutes) - 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 two minutes.

Public Comment: Emyatzy Oliver, Anna Measles, Lydia Grant and Glenn Bailey

Commissioner Comment: Commissioner Shaffer and Commissioner Lipmen

5. [4:17 PM] General Manager’s Report. (10 minutes)

Department of Neighborhood Empowerment (D.O.N.E.) comments: Raquel Beltrán, General Manager recognized and thanked Director of Operations, Semee Park, and Director of Policy and Government, Mike Fong for their work working with the Neighborhood Council System and the Commission to meet the Office of the City Clerk’ July 1, 2020 bylaws amendment deadline. In terms of the ordinances, if and when they are approved by City Council it is the Department’s intent to update the bylaws. There are three parts to the youth related ordinance: 1) Were a board to choose to have a dedicated youth seat, it would set it at one seat on the Board (optional), 2) If you are going to have a youth seat the age is 14-17 years, 3) Establish a minimum age for board members at 18 years. The Department is close to sending letters to a hundred board members that have expired Code of Conduct trainings. The Department will move forward with sending suspension letters to those board members who have been contacted by telephone, email and letter for the last three months regarding the expiration of Code of Conduct training and have not renewed their training. Those board members that have expired in the last thirty (30) days will be given additional time to renew their training.

Public comment: Glenn Bailey

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Commissioner comment: Commissioner Lipmen and Commissioner Shaffer

- 6. [4:26 PM] Discussion and possible action on the Bylaws Amendment and Board Structure Change for Sunland-Tujunga Neighborhood Council. The Sunland-Tujunga Neighborhood Council is requesting to modify its Board Structure by decreasing its Board size from twenty two (22) to twenty one (21) by:
  - a. Eliminating the Appointed, non-voting Parliamentarian
  - b. Renaming the At-Large Group Representative to At-Large Community Interest Representative.

The Department report recommends that the Board of Neighborhood Commissioners:

- 1. **FINDS** the Sunland-Tujunga Neighborhood Council’s request above to remove the Appointed Non-voting Parliamentarian seat, and change At-Large Group Representative to Community Interest Representative, consistent with the principles governing a Certified Neighborhood Council’s purpose and operations per Article VI, Section 3c of the Plan for a Citywide System of Neighborhood Councils; and,
- 2. **APPROVE** the changes to the Sunland-Tujunga Neighborhood Council’s bylaws, as presented.

**Action:** Motion made by Commissioner Vo-Ramirez to approve the changes to the Sunland-Tujunga Neighborhood Council’s bylaws, as presented. The motion was seconded by Commissioner Shaffer. The motion was unanimously approved.

Department representative comment: Raquel Beltrán and Gibson Nyambura

Public comment: Cyndi Gleghorn

Commissioner comment: Commissioner Shaffer, Commissioner Atkinson and Commissioner Vo-Ramirez

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

[\[STNC 03112020 Board Meeting Minutes\]](#) [\[STNC Approved Bylaws 08012018, STNC Board Structure Change Staff Report, STNC Highlighted Bylaws Changes, STNC Highlighted Bylaws Changes with Attachment B, STNC Signed Bylaws Application\]](#)

7. [4:40 PM] Commission Business (15 minutes) - Comment from Commissioners on matters within the Board's subject matter jurisdiction.
  - a. Brief report 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.

Department representative comment: Raquel Beltrán

Public comment: None

Commissioner comment: Commissioner Atkinson, Commissioner Lipmen, Commissioner Vo-Ramirez and Commissioner Regalado

8. [6:52 PM]Adjourn  
 Action: Commissioner Regalado made a motion to adjourn the meeting. Commissioner Atkinson seconded the motion. Motion passed.

VOTE	Mover	Regalado	Second	Atkinson
<b>Commissioner</b>	<b>Ayes</b>	<b>Nays</b>	<b>Abstain</b>	<b>Absent</b>
Atkinson	X			
Lipmen	X			
Shaffer	X			
Darett-Quiroz				X
Wehbe	X			
Regalado	X			
Vo-Ramirez	X			
<b>Total</b>	<b>6</b>			<b>2</b>
<b>Motion</b>	<b>Carries</b>	<b>X</b>	<b>Fails</b>	

**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](http://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 on Tuesday, July 7, 2020 at 6pm – CANCELLED
- Regular Meeting on Monday, July 20, 2020 at 1:00pm – Zoom Webinar – Connection Information TBD

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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, 20<sup>th</sup> 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](mailto:Commission@EmpowerLA.org).