

# CITY OF LOS ANGELES

NEIGHBORHOOD COUNCILS  
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Department of  
NEIGHBORHOOD EMPOWERMENT

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## BOARD OF NEIGHBORHOOD COMMISSIONERS

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## CALIFORNIA



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## BOARD OF NEIGHBORHOOD COMMISSIONERS

### REGULAR MEETING MINUTES - APPROVED

**Tuesday, March 7, 2023 at 6:00 PM**

**Zoom Meeting Online or By Telephone**

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

**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, participants' phone carriers may apply other telephone charges.

**Then Enter This Webinar ID: 820 4187 5556 and Press #**

**You can also join the meeting online by clicking on this link to join the webinar:**

<https://us02web.zoom.us/j/82041875556>

**Or you can join the webinar by entering Webinar ID 820 4187 5556 into the "Join a Meeting" field when online.**

**The latest version of Zoom must be installed if you would like to make public comments using your computer.**

**The following are links to information widely distributed to the Neighborhood Council System:**

- [Neighborhood Council Monthly Updates](#)
- [Neighborhood Council Newsletters](#)
- [Community Impact Statements filed with this Commission](#)
- [2022 Legislative Reports to Neighborhood Councils](#)

AN EQUAL EMPLOYMENT OPPORTUNITY – AFFIRMATIVE ACTION EMPLOYER

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IN CONFORMITY WITH THE SEPTEMBER 16, 2021 ENACTMENT OF CALIFORNIA ASSEMBLY BILL 361 (RIVAS) AND DUE TO CONCERNS OVER COVID-19, THE BOARD OF NEIGHBORHOOD COMMISSIONERS MEETING WILL BE CONDUCTED ENTIRELY TELEPHONICALLY.

Every person wishing to address the Commission must dial (669) 900-9128, and enter 820 4187 5556 and then press # to join the meeting. When prompted by the Chair or designee to provide public input at the meeting, the public will be requested to dial \*9 or use the Raise Hand option, to address the Commission.

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 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. No individual speaker will be allowed more than two (2) minutes during General Public Comment, unless the presiding officer of the Board decides differently.

Neighborhood Council Community Impact Statements and Resolutions Pursuant to Los Angeles Administrative Code Section 22.819, a Neighborhood Council may take a formal position on a matter by way of a Community Impact Statement (CIS) or written resolution. If the Neighborhood Council would like to be heard on its CIS or resolution at a Commission meeting, the Neighborhood Council representative must provide the Commission with a copy of the CIS or Resolution sufficiently in advance for review, possible inclusion on the agenda, and posting on the Commission's website.

If the CIS or Resolution pertains to a matter *listed on the Commission's agenda*, during the time the matter is heard, the designated Neighborhood Council representative will have an opportunity to present the Neighborhood Council's formal position. In the Chair's discretion, the Neighborhood Council representative may be asked to have a seat at the table (or equivalent for a virtual meeting) typically reserved for City staff and

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may provide the Neighborhood Council representative more time than allotted to members of the general public. If the CIS or Resolution pertains to a matter *not listed on the agenda*, the designated Neighborhood Council Representative may speak during General Public Comments.

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).

- [6:17 PM] Introduction.** Thomas Soong introduced Erick Munoz, the Commissioners’ Executive Assistant, who opened the meeting while awaiting Commission President Regalado’s arrival.

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2. **[6:24 PM] Call to Order and Commission Roll Call.** Commission Vice-President Atkinson called the meeting to order at 6:25 PM pending arrival of Commission President Regalado. Four commissioners were present. Commission President Regalado arrived at 6:29 PM, apologized for being tardy.

Commissioner	Present	Absent
Atkinson	X	
Darett-Quiroz	X	
Regalado ( <i>arr. approx. 6:29pm</i> )	X	
Shaffer	X	
Valdivia		X
Wehbe	X	

3. **[6:25 PM] Approval of the Minutes of the Meeting for [2/21/23](#).**

Action: Commissioner Shaffer made a motion to approve the Minutes dated 02/21/2023. Commissioner Wehbe seconded the motion. Commission President Regalado arrived at 6:29 pm, following which a vote was taken and the motion was approved.

Public Comment: Groomes (aka Puppet) and Sharon Brewer.

Commission Comment: None.

VOTE	Mover	Shaffer	Second	Wehbe
Commissioner	Ayes	Nays	Abstain	Absent
Atkinson	X			
Darett-Quiroz	X			
Regalado	X			
Shaffer	X			
Valdivia				X
Wehbe	X			
Total	5	0	0	1
Motion	Carries			

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- 4. [6:31 PM] Multiple Agenda Items Comment.** Comments by members of the public who want to speak on multiple agenda 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 Comment: Groomes (aka Puppet) was called three times without responding. No further callers.

Commission Comment: None.

- 5. [6:34 PM] General Public Comments.** Comments from the public on non-agenda items within the Board's subject matter jurisdiction. No individual speaker will be allowed more than two minutes.

If a Neighborhood Council has submitted a Neighborhood Council Resolution or Community Impact Statement on a matter that is not listed on this agenda, the designated Neighborhood Council Representative may speak during General Public Comments.

Public Comment: Groomes (aka Puppet) was called initially without responding, appeared to be having technical difficulties. Public comment was provided by Glenn Bailey, Gemma Marquez, Dave Brown, Jamie, Jennifer Goodie, Groomes (aka Puppet), and Sharon Brewer.

Commission Comment: None.

- 6. [6:50 PM] Verbal Updates from the Office of City Clerk and the Department of Neighborhood Empowerment regarding the 2023 Neighborhood Council Elections.** Representatives from the Office of the City Clerk's Neighborhood Council Election Division and the Department of Neighborhood Empowerment.

Election Administrators, Neighborhood Council Elections Section, Office of the City Clerk: Renee McDade and Michael Lektorich.

Ms. McDade provided an update on neighborhood council elections, to include but not limited to candidate filing for certain regions, note that 1000 candidates have been certified thus far, update on availability of Vote by Mail ballots, note that ballots can be mailed or dropped off at the election polls on Election Day, note that ballots that are mailed must be received no later than 10 days after Election Day. The first NC election takes place Sunday March 26<sup>th</sup> for Regional 11 NCs. Mr. Lektorich was also present.

D.O.N.E. Representatives: Angie Aramayo, Ann-Marie Holman, and Thomas Soong.

Ms. Aramayo and Ms. Holman provided updates on Neighborhood Council Awareness & Engagement efforts; note by Ms. Aramayo on canvassing and note by Ms. Holman on contracts, supporting vendors such as the Raven Group, for PR support; and a note on producing get-out-the vote postcards to hand out door-to-door, among others. RSVP for March 18<sup>th</sup> candidate info session at [tiny.cc/candidatesessions](https://tiny.cc/candidatesessions). Final note is that the City of Los Angeles is celebrating Women's' History month. Thomas Soong noted that the Department will send out some information on Board Affirmations soon.

Commission Comment: Commissioner Atkinson, Commissioner Shaffer, Commissioner Darret-Quiroz, and Commission President Regalado.

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Public Comment: Dave Brown, Jamie, Jennifer Goodie, Cindy Cleghorn, Billy (aka Puppet) and Glenn Bailey.

Commission President Regalado thanked everyone.

**7. [7:41 PM] Verbal Updates Regarding Budget Advocacy. Reports on neighborhood council budget outreach and advocacy efforts.**

**a. Neighborhood Council Budget Advocates:** Jennifer Goodie.

Ms. Goodie related that Mayor Bass is preparing her first budget, the 2022-2023 Budget, to be submitted to City Council by April 20<sup>th</sup> including info on ULA Funds, homelessness initiatives.

**b. Budget Tribunes:** None present.

Public Comment: Billy (aka Goat Puppet or Puppet) was called three times but did not respond.

Commission Comment: Commissioner Shaffer and Commission President Regalado.

President Regalado thanked Ms. Goodie for her work on the Budget Advocates, and Ms. Goodie thanked him for having confirmed opening remarks for Budget Day.

**8. [7:50 PM] Interim General Manager's Verbal Report.**

Department Administration, Neighborhood Council engagement, civic leadership, policy and no government, staffing, awareness and engagement, update on Neighborhood Councils return to in-person (see [CF 22-1070](#)), budget, City policies, and exhaustive efforts.

Ms. Vanessa Serrano introduced herself, having just been appointed as Interim General Manager for the Department of Neighborhood Empowerment.

Ms. Serrano thanked the former General Manager, Raquel Beltran, for her leadership during an uncertain time and having led her team through virtual meetings and supporting NCs in their transition back into in-person meetings.

Ms. Serrano related her background that she has been involved in the Neighborhood Council (NC) system since 2013, when she joined her own NC, at which time her group was in Exhaustive Efforts (EE). She tried to learn as much as she could, worked with the Department through issues and soon they were released from EE. During her tenure with the NC, she had served as Secretary, Vice President and President of the NC, working full time and going back to school. She joined the Department in 2017 as an NEA, and has been working on developing workshops providing for NC leaders.

Ms. Serrano noted that there are some key areas that need to be focused on for the Department, including but not limited to returning to in-person meetings and that every NC has a meeting space, working hand-in-hand with NEAs. She noted that we are in the middle of elections which will continue, we will be providing next steps, e.g., onboarding for newly-elected board members, then changes to the portal, with beta testing for CIS filers. She noted that this transition comes at a time researching the circumstances of the Hollywood Studio District Neighborhood Council (HSDNC), which she provided a brief update on. She noted that they will be asking NCs to send us good stories of what they are doing and recruiting candidates. There will be more to come in the coming weeks, and she will give updates. She concluded her introduction noting she was here today to introduce herself and answer questions. Commission President Regalado thanked her for taking the reins in a difficult time, with the transition that we are in, wished her the best of luck and expressed confidence in her.

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Commission Comment: Commissioner Shaffer welcomed Ms. Serrano, asked questions which she answered. Commissioner Daret-Quiroz, Commissioner Atkinson and Commissioner Wehbe all welcomed Ms. Serrano.

Commission President Regalado next invited Josh Nadel to speak on behalf of the EVG project, usually done at this point of the meeting. Mr. Nadel noted that the workgroup is continuing along. He greeted the Interim General Manager, and acknowledged need to schedule a presentation on the work of the EVG-Hybrid Workgroup.

Commissioner Shaffer wished to respond to a public comment, pointing out that there may be some misconception. NCs and meetings are under State law, not DONE policy, and State law states that at the end of 30 days they must be returned to Brown-Act meetings unless legislation is passed in Sacramento.

Public Comment: Michelle D. Gallagher, Jamie, Glenn Bailey, Kay Hartman, Gemma Marquez, Billy (Goat Puppet) was called three times with no response, and may have had technical difficulties.

Glenn Bailey, President of Northridge East NC, presented a CIS to the Commissioners on a Neighborhood Council budget issue, noting though that there is not yet a council file for the next Fiscal Year's budget.

#### **9. [6:00 PM] Commission Business.** Comment from Commissioners on matters within the Board's subject matter jurisdiction.

##### **a. Brief announcements on Commissioners' own activities.**

Commissioner Shaffer noted that the Emergency Preparedness event had been rescheduled due to rain, and will be held at Pierce College this Saturday.

##### **b. Requests for future agenda items.**

Commissioner Shaffer would like to put an agenda item together on Code of Conduct and has recommended revisiting the censure & removal policy, for a committee or discussion.

##### **c. Ask staff to research issues and report back to the Commission at a future time.**

##### **d. Discuss selecting a possible date for Board of Neighborhood Commissioners retreat.**

Commission Comment: Following Commission discussion on possible dates for a retreat, Thomas Soong suggested that Commissioner Executive Assistant, Erick Munoz, can propose some dates and locations for May. Commissioner Shaffer will not be available on May 6<sup>th</sup>.

Public Comment: Jennifer Goodie, Kay Hartman, Billy (aka Puppet) was called three times but didn't respond.

Commission President Regalado apologized to the Commissioners, Staff and Attendees for his tardiness this evening, having had trouble with his computer. He thanked past General Manager Raquel Beltran for all the work she has done, and all that she had put into place.

He adjourned the meeting at **8:44 pm** to meet again on March 20<sup>th</sup> at 1:00 pm.

#### **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

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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 Monday, March 20, 2023, at 1:00 p.m.

<https://us02web.zoom.us/j/82041875556>

- Regular Meeting on Tuesday, April 4, 2023, at 6:00 p.m.

<https://us02web.zoom.us/j/82041875556>

**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).