

City of Los Angeles
Voices Neighborhood Council
Regular Board Meeting

Saturday, February 1, 2020, 10:00 am
780 W. Martin Luther King Jr. Blvd
Honda Conference Room

Sally Embrey, Area 1
Odalis Perez, Area 2
Abasi Patton, Area 3
Edward Garren, Area 4
Parker Rand, At-Large
Vacant, Corresponding Secretary
Jaime Rabb, Vice Chairperson



Albert Farias, Chairperson

Kelvin Guevara, Education
Anita Gray, Youth
Vacant, Faith-Based
Sara Zurita, Community-Based
Ingrid Guevara, Parliamentarian
Vacant, Recording Secretary
Steven Nieto, Treasurer

PUBLIC COMMENTS

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. Comments from the public on agenda items will be heard only when the respective item is being considered. 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. Please note that under the Brown Act, the Board is prevented from acting on a matter that you bring to its attention during the General Public Comment period; however, the issue raised by a member of the public may become the subject of a future Board meeting. Public comment is limited to 3 minutes per speaker, unless adjusted by the presiding officer of the Council, and given to the first 10 persons who submit Speakers Cards to the Recording Secretary.

NOTICE TO THE PUBLIC

The City of Los Angeles Code of Conduct will be enforced to ensure the Voices Neighborhood Council meetings are collaborative, supportive, and respectful of divergent opinions.

QUORUM

The Voices Neighborhood Council has 14 elected positions and one nominated position. The Voices Neighborhood Council must have eight members present for quorum to conduct official business.

AMERICANS WITH DISABILITIES ACT (ADA)

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, assistive listening devices and 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 you wish to attend by emailing VoicesNC90037@gmail.com

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 in advance of a meeting may be viewed at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please email VoicesNC90037@gmail.com

CONSIDERATION AND GRIEVANCE PROCESS

For information on the Voices NC's process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the Voices NC Bylaws. The Bylaws are available at our Board meetings and at <https://VoicesNC.org>.

SERVICIOS DE TRADUCCION

Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte a Jaime Rabb, Secretario Correspondiente, por correo electrónico a VNCCorrSec18@gmail.com para avisar al Concejo Vecinal.

SPECIAL BOARD MEETING & TRAINING RETREAT AGENDA FOR 2/1/2020

Call to Order
Roll Call
Pledge of Allegiance
Senior Lead Officer Report
Public Officials Report
General Public Comment on Non-Agenda Items

Action Items

All items listed are designated for discussion and possible action by the Voices Neighborhood Council. Council items identified as presentation may be proposed for action by the Council and will be reflected as such in the meeting minutes.

Item	Reference Number	Matter	Time Allotted
1.	0220-01S	Council Meeting Minutes Review and discussion of minutes from the Regular Board Meeting on January 14, 2020. Member/Committee: S. Nieto Proposed Action: Motion to approve the minutes for the January Board Minutes.	3 mins
2.	0220-02S	Budget Amendment & Reallocation Review and discussion of amended budget Member/Committee: S. Nieto/J. Rabb Proposed Action: Motion to approve the amended budget which includes office expenditures, outreach expenditures, NPG and Community Improvement Project changes. Perform BAC.	10 mins
3.	0220-03S	Amend Budget for Community Clean Up Event Member/Committee: J. Rabb, Outreach Committee Chair Proposed Action: Motion that Voices NC APPROVE not to exceed \$1,000.00 to purchase lunch/refreshments for Clean Up Event on February 22, 2020. Perform BAC.	3 mins
4.	0220-04S	Reimbursement to Jaime Rabb for Certified Letters Member/Committee: S. Nieto Proposed Action: Motion to reimburse Jaime Rabb \$20.55 for sending certified letters to Faith Based Rep, Roberto Rodriguez in November 2019; Laure Ferguson, Treasurer in December 2019 and Kelvin Guevara in December 2019, all regarding vacating seat due to excessive absences. Perform BAC.	3 mins
5.	1219-05S	Council File 17-0981, Issue Over the Counter / On-Site Alcohol Sales / Conditional Use Permit Member/Committee: P. Rand/A. Farias <ul style="list-style-type: none"> ● This council file addresses a stream-lined application process for approving a Conditional Use Permit (CUP) for granting on-site sales of alcohol. ● Motion that Voices NC SUPPORT LA City Council File 17-0981 and APPROVE IF AMENDED and SUBMIT community impact statement; “Voices NC supports LA City Council’s file with amendment that applicants appear before our FULL BOARD to initiate a dialogue, address both parties concerns, and agree to engage each other in decision making.”	5 mins

6.	1219-06S	<p>Council File 17-0117, Alcohol Restricted Use Subdistrict Ordinance (ARUS) Member/Committee: P. Rand/A. Farias</p> <ul style="list-style-type: none"> The ARUS ordinance is a land-use tool that protects vulnerable communities that may already be flooded with alcohol retailers, giving them the power to limit how many of these businesses continue to enter their neighborhood. Motion that Voices NC SUPPORT LA City Council File 17-0117 and APPROVE IF AMENDED and SUBMIT community impact statement; <p>NC supports LA City Council’s with amendments that retail liquor tax revenue be re-invested in our community with the consent of or at the discretion of the Neighborhood Council, liquor licensee to address and discourage public drinking on property, that Voices Neighborhood Council have a vote to rescind or renew any license issued to sell liquor in our neighborhood, that a 5-year renewal cycle be implemented concurrent and compliant with the Ordinances implementation and that blight, trash and graffiti on the Property of the Licensee be abated within 24 hours.”</p>	5 mins
7.	0220-07S	<p>Name Badges for Board Members Member/Committee: J. Rabb Purchase name badges not to exceed more than \$110.00 for board member from Office Depot. Perform BAC.</p>	5 mins
8.	0120-08S	<p>Voices NC Board T-shirts Member/Committee: J. Rabb Purchase Voices NC t-shirts for board members not to exceed more than \$400.00 from Knightsbridge. Perform BAC</p>	5 mins
9.	0220-09S	<p>Dedicated Email Mailboxes for all Board Members Member/Committee: J. Rabb Proposed Action: Board to approve cost of \$52.50 per month (15 mailboxes x \$3.50 per month) for dedicated email mailboxes. Perform BAC.</p>	5 mins
10.	0120-10S	<p>Mevo Plus Pro – camera equipment to livestream meetings Proposed Action: Board to approve purchase of Mevo Plus Pro Bundle not to exceed \$800. Perform BAC.</p>	5 mins
11.	0120-11S	<p>Discussion of Business Cards Member/Committee: J. Rabb Order business cards (250 qty each board member) from Knightsbridge.</p>	5 mins
12.	0120-12S	<p>Community Garden Event Member/Committee: S. Zurita Proposed Action: Board to approve the production and installation of planter boxes at Julian Dixon Park.</p>	10 mins
13.	0220-13S	<p>Discussion of Governing Neighborhood Rules & Procedures Member/Committee: A. Farias Review general rules/guidelines for Brown Act, Robert’s Rules, Emails, etc.</p>	15 mins
14.	0220-14S	<p>Voices Vacancies Review and discussion of vacant council seat, unassigned committees, liaisons, liaison alternates, and recruitment of community stakeholders for committee assignment. Discuss council member absences. Invite all committee members to be sworn in during December meeting. Member/Committee: A. Farias</p> <ol style="list-style-type: none"> Council to motion on approving letter/email to be sent immediately to members who have exceeded the number of absences to inform seat is at risk of vacancy. 	5 mins
15.	0220-15S	<p>Committee & Liaison Reports Council to report on committee and liaison activities and invite interested stakeholders to participate in scheduled meetings.</p>	15 mins

		<ul style="list-style-type: none"> • Outreach Committee • Planning & Land Use Committee • Arts, Parks & Recreation Committee • Youth & Education Committee • Budget & Finance Committee • CPAB (77th & Southwest) Liaison • Homeless Liaison • SLAANC Liaison • Ad hoc Sustainability Committee <p>Proposed Action: No motions from updates. Committee and Liaison agenda motions will be listed individually for discussion and possible action.</p>	
16.	0220-16S	<p>Committee Status and Structure</p> <p>As per the general board meeting held on July 9, 2019, we are reconsidering the formation and board member make up for the VoicesNC committees.</p> <p>Member/Committee: A. Farias</p> <p>Proposed Action: Motion that Voices NC <u>APPROVE</u> combining the Arts Parks and Recreation with the Outreach Committee to formalize Community Engagement Committee with Jaime Rabb and Sara Zurita as co-chairs, Anita Gray, Steven Nieto, Erica Helphand (Stakeholder) as members until the end of the fiscal year.</p> <p>Proposed Action: Motion that Voices NC <u>APPROVE</u> combining the Planning and Land Use, with Health and Safety Committee with Steven Nieto and Parker as co-chairs and Albert Farias, Ed Garren and Sawnia House (Stakeholder) as members until the end of the fiscal year.</p>	15 mins
17.	0220-17S	<p>Institute a Monthly Newsletter that may include a list of upcoming meetings/events, highlight board actions from previous month, community spotlight (business, person, place)</p> <p>Proposed Action: Appoint a monthly board member to develop a newsletter to be distributed via the email-list serve. Submit final newsletter to Jaime Rabb for approval and dissemination.</p>	10 mins
18.	0220-18S	<p>Review GoogleDrive Access</p> <p>Member/Committee: J. Rabb</p>	5 mins.
19.	0220-19S	<p>Area Reps Meet & Greet</p> <p>Member/Committee: P. Rand</p> <p>Organize and develop a Coffee & Conversation type event with stakeholders within your boundaries.</p> <p>Proposed Action: Board to motion that each area representative select a date by the March General Meeting to host a meet and greet before the end of the fiscal year.</p>	10 mins

<u>Voices NC Council Vacancy</u>	
Interested stakeholders can email a Letter of Intent to VoicesNC90037@gmail.com . Additional information about Voices NC is available at https://VoicesNC.org	
Council Vacancy	Description
1. Corresponding Secretary	At the direction of the Chair, prepare and release formal board approved correspondence; routinely inform the public of the Council’s activities and inform the Board of City meetings and activities; receives and shares outreach notices and stakeholder information between committees; oversee the maintenance and updating of the website and other social media platforms; create and post all agenda notices in accordance with the Brown Act for all Board meetings; maintain and update the stakeholder database

2. Recording Secretary	Record the minutes of each regular and special board meeting; maintain and archive all regular and special board meeting records; make the record of each meeting available to the public by suitable means in a timely manner. The Recording Secretary may delegate a person to take minutes at a meeting in the event of an absence.
3. Faith Based Representative	Represents the interests of faith-based organizations in our community and who is designated representative of a faith-based organization located within the boundaries of the VNC area.

<u>Voices NC Council Liaisons</u>			
Council Liaison	Meeting Time	Assigned Member	Alternate Member
1. SLAANC	Third Thursday of the month (6:30pm)	A. Farias	J. Rabb
2. LAPD 77th C-PAB	Second Thursday of the month (6:00pm)	S. Nieto	J. Rabb
3. LAPD Southwest C-PAB	First Monday of the month (6:00pm)	Vacant	Vacant
4. Homeless	Last Tuesday of the month (6:30pm)	A. Farias	Vacant
5. Resilience/Disaster Preparedness	TBD	S. Zurita	Vacant
6. Budget Advocate	First Monday of the month (7:00pm)	S. Nieto	A.Farias
7. Neighborhood Council Sustainability Alliance	TBD	E. Garren	A.Patton, R. Benoit

<u>Voices NC Council Financial Responsibilities</u>
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Primary Signer	2nd Signer	Alternate Signer	1st Bankcard holder	2nd Bankcard holder
S. Nieto (Treasurer)	A. Farias	J. Rabb	A. Farias	J. Rabb

<u>Voices NC Standing Committees</u>		
<i>All meetings are open to the public and will be posted on www.empowerla.org. All meetings will be held at Vermont Square Library unless otherwise posted. For more about Voices NC Standing Committees refer to Bylaws, Article VI, and Section 1.</i>		
Standing Committees	Assigned Council Member	Description
1. Arts, Parks, & Recreation	S. Zurita	The Arts, Parks and Recreation Committee will have the responsibility to discuss issues, promote partnerships on projects and brainstorm ideas to encourage greater community involvement and support. The Arts, parks and Recreation Committee will explore issues and ideas in order to define community identity and values by giving voice to its citizens and providing a form for group action and expression. The committee submits reports of meetings in written form and makes recommendations to the Board for action. The Chair selects meeting site, date and time and meets as directed in these Bylaws.

2. Budget & Finance	S. Nieto	The Budget and Finance Committee Investigate and pursue sources of income and funding. Make an initial review of project proposals and provide a report to the VNC board with recommendations. Generate a budget for each fiscal year, showing planned income and expenditures. And, maintain the Council budget current and report any issues to the Board.
3. Outreach	J. Rabb	The Outreach Committee shall be charged with continuing to outreach to the VNC stakeholders by utilizing any acceptable and Board approved forms of media (e.g. flyers, newsletters, print, television/electronic media, signs, banners, website, etc.) to inform stakeholders regarding projects and events. The content and method of distribution must be pre-approved by the Board.
4. Planning & Land Use	P. Rand	The Planning & Land Use Committee shall review, take public input, report on and make recommendations of actions to the Board on any land use, beautification, and planning issues affecting the community in order to improve the health and quality of life of its citizens. The committee also reviews and recommends action regarding building development projects requiring land use permits within the VNC boundaries; advocates positions on land use and building design for the betterment of the community; and considers and provides recommendations to Council on other topics, such as rezoning, applications, development permits, and any subdivision that require council approval.
5. Senior Services	Vacant	The Senior Services Committee addresses the needs of senior citizens in the community and provides an environment where seniors can discuss current issues, share ideas and voice their concerns. The committee will be supportive of programs and services that provide seniors with maximum vitality and independence. It will identify, monitor and address issues that have impact upon seniors’ quality of life. The committee will promote “Healthy Aging” by creating an environment where individual differences and needs are recognized; by promoting multicultural awareness, understanding and interaction; and by serving as a bridge to access government information and resources.
6. Youth & Education	A. Gray, K. Guevara	The Youth & Education Committee addresses the issues, concerns, programs and services related to the education of children, youth and adults and developing specific strategies and policies for influencing and achieving constructive outcomes within schools, classrooms, and other education/learning centers that serve the Voices community. Additionally, this committee has the general responsibility to discuss issues, foster collaboration on projects, and brainstorm ideas to encourage greater community involvement/support and participation.
7. Health & Safety	S. Nieto	The Health & Safety Committee seeks opportunities to organize and forums to mobilize the community in seeking safety practices. This includes partnering with Neighborhood Watch, Volunteer Safety Task Force (to enhance the Services provided by the School Crossing Guards), School Crossing Guards, Los Angeles Police Department Senior Lead Officers and Traffic Division and the Los Angeles Fire Department. Representatives of VNC will work to formalize a relationship with these City agencies and other entities responsible for “safety issues” in our community.

8. Ad Hoc Sustainability Committee	E. Garren	TBA
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