

CITY OF LOS ANGELES

California

RESEDA NEIGHBORHOOD COUNCIL



ANNA MEASLES
PRESIDENT
PRISCILLA ANCHONDO
VICE-PRESIDENT
JEFFREY MINTER
SECRETARY
SHARON BREWER
TREASURER
SARAH WILLIAMS
PARLIAMENTARIAN
ROBERT VOGEL
SERGEANT-AT ARMS



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MAGGI ESPADA-HERNANDEZ
YASSMIN FLORES
GILBERT JUAREZ
JOE PHILLIPS

REGULAR BOARD MEETING AGENDA

MONDAY, FEBRUARY 4, 2019— 7:00 PM

RESEDA NEIGHBORHOOD COUNCIL COMMUNITY SPACE

18118 SHERMAN WAY BLVD, RESEDA, CA 91335

The public is requested to fill out a "Speaker Card" to address the Board on any item of the agenda prior to the Board taking 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 matters not appearing on this Agenda that are within the Board's subject matter jurisdiction will be heard during the Public Comment period. Public comment is limited to two (2) minutes per speaker, unless waived by the presiding officer of the Board.

The public may comment on a specific item listed on this agenda when the Board considers that item. When the Board considers the agenda item entitled Public Comments, the public has the right to comment on any matter that is within the Board's jurisdiction. In addition, the members of the public may request and receive copies without undue delay of any documents that are distributed to the Board, unless there is a specific exemption under the Public Records Act that prevents the disclosure of the record. (Govt. Code § 54957.5)

The Reseda Neighborhood Council holds its regular meetings on the first and third Monday of each month and may also call any additional required special meetings in accordance with its Bylaws and the Brown Act. The agenda for the regular and special meetings is posted for public review at the Reseda Neighborhood Council community space located at 18118 Sherman Way Blvd, Reseda, CA 91335.

As a covered entity under Title II of the Americans with Disabilities Act; the City of Los Angeles does not discriminate based on disability and upon request, will provide reasonable accommodation to ensure equal access to its programs, services, and activities. Sign language interpreters, assistive listening devices, or other auxiliary aids and/or services may be provided upon request. Please contact Reseda NC President Anna Measles at ameasles@gmail.com or Reseda NC Vice President Priscilla Anchondo at priscilla.anchondo@gmail.com to arrange for assistive devices or other services.

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, on the website, www.resedacouncil.org or 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 contact the Reseda NC Secretary Jeffrey Minter at me@jeffreyminter.com.

SI REQUIERE SERVICIOS DE TRADUCCION, FAVOR DE NOTIFICAR A LA OFICINA 1 DIAS DE TRABAJO (24 HORAS) ANTES DEL EVENTO. SI NECESITA AYUDA CON ESTA AGENDA, POR FAVOR LLAME A NUESTRA OFICINA AL (818) 374-9896

all referenced documents may be found at <https://agenda.resedacouncil.org>

- I. **Call to Order** *Please silence all electronic devices*
- II. **Pledge of Allegiance**
- III. **Roll Call**
- IV. **Introduction of Public Officials, City Employees and other Visitors** (2 mins each)
- V. **Public Comment** *Speaker Cards are requested* (2 mins each)
- VI. **Announcements**
 - A. At-Large Community Stakeholder (ACS) Seat is vacant and will be available after February, 7, 2019; candidates must be at least 18 years of age, live, work, own real property in the neighborhood, and/or affirm a substantial and ongoing participation with the Neighborhood Council boundaries (as defined in Article III of the Bylaws); seat will be up for general election in 2020; interested candidates should submit written intent to Secretary, Jeffrey Minter, prior to vote
 - B. General Board Elections—May 2019
 - C. *Rally in the Valley* on Saturday, February 9th, 10 AM to 2 PM at *The Onion* (Sepulveda Unitarian Universalist Church) in North Hills. Requesting volunteers to cover the booth for Reseda Neighborhood Council at this Candidates Outreach Event.
 - D. **How to Survive an Active Shooter Event** hosted by West Valley CPAP (Community Police Advisory Board) group on Wednesday, February 13, 2019 @ 7 PM at the West Valley Community Police Station 19020 Vanowen St., Reseda.
- VII. **Officer Reports** (2 min each)
 - A. President
 - B. Vice President
 - C. Secretary

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- D. Treasurer
- E. Parliamentarian
- F. Sergeant-at-Arms

VIII. RNC Committee Reports (2 min each)

- A. Outreach and Public Relations—Sarah Williams
- B. Planning and Land Use Management—D.J. Frank
- C. Finance Committee/Grant Proposal—Sharon Brewer
- D. Disaster & Emergency Services/Community Safety—Garth Carlson (Acting Chair)
- E. Youth & Senior Advocacy—Carmen Winston
- F. Economic Development—Garth Carlson
- G. By-laws & Standing Rules—DJ Frank
- H. Health & Wellness—Maggi Espada-Hernandez
- I. Mobility & Environment—Joe Phillips
- J. Homelessness Advocacy—Jeffrey Minter
- K. Community Space—Robert Vogel
- L. Ad Hoc Election—Priscilla Anchondo

IX. Presentations

X. New Business

- A. Approval of Minutes—
 - 1. October 1st, 2018
 - 2. November 12th, 2018
 - 3. January 21st, 2019
 - 4. any other prior Board Meetings (Nov. 19, 2018, Dec. 3, 2018 & Jan. 7, 2019)
- B. Youth Candidate Speeches (2 min each)
- C. Discussion and possible action regarding the appointment of a qualified stakeholder to fill vacant:
 - 1. Residential Community Stakeholder (RCS)—to qualify, candidate must live within the Reseda Neighborhood Council boundaries, as defined in Article III of the Bylaws, and must be at least 18 years of age; seat will be up for general election in 2020.
 - 2. At-Large Community Stakeholder (ACS)—to qualify, candidate must live, work, own real property in the neighborhood, and/or affirm a substantial and ongoing participation with the Neighborhood Council boundaries (as defined in Article III of the Bylaws) and must be at least 18 years of age; seat will be up for general election in May 2019.
 - 3. Youth Board Member (YM)—to qualify, candidate must be a stakeholder between the ages of 15 and 17; position is selected on an annual basis.
- D. Discussion and possible action recording support for the direct election of the LAUSD Super attendant.
- E. Discussion and possible action to approve the Bylaws and Standing Rules Committee's recommendation:
 - 1. for the Reseda Neighborhood Council to adopt the additions and alterations to the standing rules as indicated in Standing Rules Draft submitted by committee. (bit.ly/2DM6s8V)
- F. Discussion and possible action to approve the Finance Committee's recommendation:
 - 1. to approve December 2018 Monthly Expenditure Report (MER) (bit.ly/2RXHH2c)
 - 2. to approve funding up to \$750 for the Senior Symposium to be held on Saturday, May 18, 2019 at ONEgeneration in Reseda
 - 3. to approve continued use of AppleOne for minute taker services for up to two Board meetings per month not to exceed \$400 per months as a member of



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4. to approve Sarah William as a member of the RNC Finance Committee.
 5. to approve recommendations from RNC Ad Hoc Election Committee:
 - a. Request for \$400 for bus bench signs from Martin Outdoor Media. This is to print four signs at \$100 each as suggested by the EmpowerLA Election Outreach Division.
 - b. Request for \$200 for second Candidate Workshop. This will be for up to \$150 outreach materials and up to \$50 for snacks.
 6. to approve recommendations from RNC Outreach and Public Relations Committee:
 - a. for funding for the use email services such as G Suite (up to \$5/account per month up to \$125 per month)
 7. to approve recommendations from RNC Emergency, Disaster & Community Safety Committee:
 8. for funding up to \$100 for pizza and supplies for March 9, 2019 CPR class.
 9. Up to \$60 for toilet paper (40 rolls), bleach, spray bottle all-purpose cleaner, toilet seat covers (250 count), and table cloth covers.
- G. Discussion and possible action regarding changing or removing the Chair of the Youth & Senior Advocacy Committee
- H. Discussion and possible action to:
1. Determine the validity of the absences of Board Member Gilbert Juarez as specified in the RNC Standing Rules per the Reseda Neighborhood Council Bylaws § 7.
 2. Remove Board Member Gilbert Juarez for excessive absences as per the Reseda Neighborhood Council Bylaws § 7. Removal of the identified Board member requires two-thirds (2/3) majority of the attending Board members at which moment the position is vacant.
- I. Discussion and possible action to:
1. Determine the validity of the absences of Board Member CR Cochrane as specified in the RNC Standing Rules per the Reseda Neighborhood Council Bylaws § 7.
 2. Remove Board Member CR Cochrane for excessive absences as per the Reseda Neighborhood Council Bylaws § 7. Removal of the identified Board member requires two-thirds (2/3) majority of the attending Board members at which moment the position is vacant.
- J. Discussion and possible election of new Budget Advocate.
- K. Discussion and possible action finalizing a date for the next regular scheduled meeting as currently the scheduled date falls on Presidents' Day.

XI. Old Business

- A. Discussion and possible nomination and approval of the Chair of the Disaster & Emergency Services/Community Safety Committee

XII. Upcoming Agenda Items

- A. Any stakeholder may request the inclusion of any specific agenda item for future meetings, and upon the concurrence of a majority vote of the Board, such item will be placed on the future agenda as requested, per Article VIII§2 of the Bylaws.
- B. Possible future agenda items that Board Members or stakeholders would like to include on upcoming agendas should be directed to Reseda NC President, Anna Measles or Vice President, Priscilla Anchondo.

XIII. Next Regular Meeting

- A. 7:00pm, Monday, February 18, 2019 @ Reseda Neighborhood Council Community Space, 18118 Sherman Way, Reseda, CA 91335 (front half of Bank of America building)

XIV. Adjournment

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PROCESS FOR RECONSIDERATION (Article VIII§4):

The Board may reconsider or amend its actions through the following Motion for Reconsideration process:

- A. Before the Board reconsiders any matter, the Board must approve a Motion for Reconsideration by official action. After determining that an action should be reconsidered, the Board has the authority to re-hear, continue, or take action on the item that is the subject of reconsideration.
- B. The Motion for Reconsideration must be brought, and the Board's approval of a Motion for Reconsideration must occur, either during the same meeting where the Board initially acted or during the Board's next regularly scheduled meeting that follows the meeting where the action subject to consideration occurred. The RNC may also convene a special meeting within these specified time frames to address a Motion for Reconsideration.
- C. A Motion for Reconsideration may be proposed only by a member of the Board that previously voted on the prevailing side of the original action that was taken by the Board (the "Moving Board Member").
- D. The Moving Board Member may make the Motion for Reconsideration orally during the same meeting where the action that is the subject of reconsideration occurred, or by properly placing the Motion for Reconsideration on the agenda of a meeting that occurs within the allowed specified periods of time as stated above.
- E. In order to properly place the Motion for Reconsideration on the agenda of the subsequent meeting, the Moving Board Member shall submit a memorandum to the Secretary at least two (2) days in advance of the deadline for posting notices for the meeting. The memorandum must briefly state the reason(s) for requesting the reconsideration, and provide the Secretary with an adequate description of the matter(s) to be re-heard and the proposed action that may be adopted by the Board if the Motion for Reconsideration is approved.
- F. A Motion for Reconsideration that is properly brought before the Board may be seconded by any member of the Board.

PROCESS FOR FILING A GRIEVANCE (Article XI):

- A. Any grievance by a Stakeholder or Board member must be submitted in writing to the Secretary who shall cause the matter to be placed on the agenda for the next regular RNC meeting, but in any case no more than in thirty-five (35) days. The Neighborhood Council will follow the City's policy and/or rules regarding the handling of grievances. The Motion for Reconsideration must be brought, and the Board's approval of a Motion for Reconsideration must occur, either during the same meeting where the Board initially acted or during the Board's next regularly scheduled meeting that follows the meeting where the action subject to consideration occurred. The RNC may also convene a special meeting within these specified time frames to address a Motion for Reconsideration.
- B. At that meeting, the Board shall refer the matter to an Ad Hoc Grievance Panel comprised of three (3) Non-Board Stakeholders randomly selected by the Secretary from a list of Non-Board Stakeholders who have expressed an interest in serving from time-to-time on such a panel. The Moving Board Member may make the Motion for Reconsideration orally during the same meeting where the action that is the subject of reconsideration occurred, or by properly placing the Motion for Reconsideration on the agenda of a meeting that occurs within the allowed specified periods of time as stated above.
- C. Within two (2) weeks of the panel's selection, the Secretary shall coordinate a time and place for the panel to meet with the person(s) submitting a grievance to discuss ways in which the dispute may be resolved. A Motion for Reconsideration that is properly brought before the Board may be seconded by any member of the Board.
- D. Within two (2) weeks following such meeting, a member of the panel shall prepare a written report to be forwarded by the Secretary to the Board outlining the panel's collective recommendations for resolving the grievance. The Board may receive a copy of the panel's report and recommendations 17 Approved 06-27-2017 prior to a Board meeting, but, in accordance with the Brown Act, the matter shall not be discussed among the Board members until it is heard publicly at the next regular RNC meeting.
- E. This grievance process is intended to address matters involving procedural disputes, such as the Board's failure to comply with Board Rules or these Bylaws. It is not intended to apply to Stakeholders who merely disagree with a position or action taken by the Board at one of its meetings, which grievances may be aired publicly at RNC meetings.
- F. The Neighborhood Council grievance review process will be conducted pursuant to any and all City ordinances, policies and procedures pertaining to Neighborhood Council grievances.

