

City of Los Angeles
Voices Neighborhood Council
Regular Board Meeting



Tuesday, March 8, 2022, 6:00 pm
VIA Telephone or Internet (Zoom)

Sally Embrey, Area 1
Javonne Sanders, Area 2
Abasi Patton, Area 3
Edward Garren, Area 4
Parker Rand, At-Large
Matthew Crawford, Corresponding Secretary
Jaime Rabb, Vice Chairperson



Vacant, Education
Vacant, Youth
Elizabeth Ebow, Housing
Estuardo Mazariegos, Community-Based
Sunny Keaton, Parliamentarian
Vacant Recording Secretary
Steven Nieto, Treasurer

Albert Farias, Chairperson

Regular Board Meeting

Tuesday, March 8, 2022

6:00 pm

Zoom Meeting Online or By Telephone

<https://zoom.us/j/96107326167>

Dial (669) 900-6833 or 877 853 5257 (Toll Free) to Join the Meeting

Then Enter This Webinar ID: 961 0732 6167 and Press #

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, Vice Chair, al (323) 285-1877 o por correo electrónico a Vicechair@voicesnc.org para avisar al Concejo Vecinal.

In conformity with the September 16, 2021 Enactment of California Assembly Bill 361 (Rivas) and due to concerns over Covid-19, The Voices Neighborhood Council Meeting will be conducted entirely with a call-in option or internet-based service option.

Every person wishing to address the Board must dial (877) 853-5257, and enter 961 0732 6167 and then press # to join the meeting. When prompted by the presiding officer, to provide public input at the Neighborhood Council meeting the public will be requested to dial *9 or use the Raise Hand option, 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 Board.

AB 361 Updates:

Public comment cannot be required to be submitted in advance of the meeting, only real-time public comment is required. If there are any broadcasting interruptions that prevent the public from observing or hearing the meeting, the meeting must be recessed or adjourned. If members of the public are unable to provide public comment or be heard due to issues within the Neighborhood Council's control, the meeting must be recessed or adjourned.

Any messaging or virtual background is in the control of the individual board member in their personal capacity and does not reflect any formal position of the Neighborhood Council or the City of Los Angeles.

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.

AGENDA FOR 3/8/2022

Call to Order

Roll Call

Action Items

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

Item	Reference Number	Matter
1.	0322-01	General Public Comment on Non-Agenda Items <i>(limit 3 minutes per speaker)</i>
2.	0322-02	Community/Government Reports and Announcements A. LAPD Senior Lead Officers -Southwest and 77th St. B. Office of Supervisor Holly Mitchell's office - Alfonso Ruiz-Delgado C. State Senator Sydney Kamlager-Dove's office - Josef Siroky D. Congressmember Karen Bass' office - Allen Moret E. Council District 9 - Kendal Lake F. Mayor's Office - Edith Vega G. USC Civic Engagement- Steve Wesson H. Department of Neighborhood Empowerment- Daniel Johnson
3.	0322-03	Treasurer's Report: Monthly Expenditure Report Review and discussion of VoicesNC Budget and MERs for February 2022. Member/Committee: S. Nieto, Treasurer <u>Proposed Action 1:</u> Motion to APPROVE the February 2022 MERs. MERs to be submitted by March 31, 2022. Perform BAC.
4.	0322-04	Meeting Minutes Review and discussion of minutes from the February (2/8/22) meeting. Member/Committee: A. Farias Proposed Action: Motion to APPROVE the minutes for the February 2022 General Board Meeting.
5.	0322-05	NPG Request from Project Peacemakers Presentation by Kelie Sturgis, Project Peacemakers Member/Committee: A. Farias Proposed Action: Motion to APPROVE the Neighborhood Purpose Grant request not to exceed \$4,000.
6.	0322-06	Presentation on Voter Turnout Plan Member/Committee: E. Mazariegos / J. Rabb / BOP Committee Proposed Action: Motion to APPROVE not to exceed \$1,000 for door hangers/material to increase voter turnout for elections.
7.	0322-07	Digital and social media policy: Council File 20-0963 Member/Committee: A. Farias Proposed Action: Motion to APPROVE community impact statement regarding the social media policy on CF: 20-09623.
8.	0322-08	Committee & Liaison Reports Assignments Council to report on committee and liaison activities and invite interested stakeholders to participate in scheduled meetings. <ul style="list-style-type: none"> • BOP Committee - update on Think Outside the Box, Library Mural Project

		<ul style="list-style-type: none"> • Planning & Land Use Committee • Health and Safety Committee • Budget & Finance Committee • Ad hoc Sustainability Committee • Ad hoc Business Committee • LA LGBTQ+ Alliance of Neighborhood Councils Liaison • CPAB - 77th Liaison & Southwest Liaison • Homeless Liaison • SLAANC Liaison • Area Representatives (1, 2, 3, 4 and At-Large) <p>Proposed Action: Council to establish standing committee, to assign committee chairs, members and liaisons</p>
9.	0322-09	<p>Voices Vacancies</p> <p>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 the February meeting.</p> <p>Member/Committee: A. Farias</p> <p>Proposed Action: 1) Council to appoint vacant board seats - Recording Secretary, Education Rep and Youth Rep</p>
10.	0322-10	<p>General Board Announcements on Non-Agenda Items (Not for Discussion)</p> <ul style="list-style-type: none"> • Community Clean Up Event on Saturday, 3/19 (9am-12noon) at Augustus Hawkins HS.

ADJOURNMENT

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, 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 of Neighborhood Empowerment by calling (213) 978-1551 or email: NCsupport@lacity.org

PUBLIC POSTING OF AGENDAS – Neighborhood Council agendas are posted for public review as follows:

- Vermont Square Library, 1201 W. 48th St. Los Angeles, CA 90037
- www.voicesnc.org
- You can also receive our agendas via email by subscribing to [L.A. City’s Early Notification System \(ENS\)](#)

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. For assistance, please contact the Ethics Commission at (213) 978-1960 or ethics.commission@lacity.org.

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 our website: www.VoicesNC.org or at the scheduled meeting. In addition if you would like a copy of any record related to an item on the agenda, please contact 323-285-1877 or email at: VoicesNC90037@gmail.com.

RECONSIDERATION 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 www.VoicesNC.org.

<u>Voices NC Council Vacancy</u>	
Interested stakeholders can email a Letter of Intent to chair@voicesnc.org . Additional information about Voices NC is available at https://VoicesNC.org .	
Council Vacancy	Description
1. Recording Secretary	The Recording Secretary records the minutes of each regular and special board meeting, maintain and archive all regular and special board meeting records. Make a record of each meeting available to the public and the Board 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.
2. Education Representative	The Education Representative represents the interest of students and educators within our community. This representative should be informed on the issues and concerns related to educational organizations and institutions within Voices Neighborhood Council boundaries.
3. Youth Representative	The Youth Representative is appointed by the Board and must be at least sixteen (16) years of age at the time of appointment. This representative should be informed on the issues and concerns related to area youth and/or youth culture. If the appointed Youth Representative is less than eighteen (18) years of age, the person is excluded from voting on the (1) expenditure of Voices Neighborhood Council funds; (2) the hiring or firing of staff of the Voices Neighborhood Council; or (3) entering into contracts and agreements.

<u>Voices NC Council Liaisons</u>			
Council Liaison	Meeting Time	Assigned Member	Alternate Member
1. SLAANC	Third Thursday of the month (6:30pm)	Albert Farias	Matthew Crawford
2. LAPD 77th C-PAB	Second Thursday of the month (6:00pm)	Jaime Rabb	Matthew Crawford
3. LAPD Southwest C-PAB	First Monday of the month (6:30pm)		
4. Homelessness	Every Other Month (TBD) (6:30pm)	Elizabeth Ebow	
5. Resilience/Disaster Preparedness	TBD		
6. Budget Advocate	First Monday of the month (7:00pm)		
7. Neighborhood Council Sustainability Alliance	TBD		

<u>Voices NC Council Financial Responsibilities</u>				
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>		
<p><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></p>		
Standing Committees	Assigned Member	Description
1. Beautification, Outreach and Programming (BOP)	Sara Zurita (stakeholder)	The BOP Committee will have the responsibility to discuss issues, promote partnerships on projects and brainstorm ideas to encourage greater community involvement and support. The 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. Also 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 Chair selects meeting site, date and time and meets as directed in these Bylaws.
2. Budget & Finance	Steven 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. Planning & Land Use	Edward Garren & Estuardo Mazariegos (Co-chairs)	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.
4. Senior Services		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.
5. Youth & Education		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.
6. Health & Safety		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.

Monthly Expenditure Report



Reporting Month: February 2022

Budget Fiscal Year: 2021-2022

NC Name: Voices of 90037

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$34110.23	\$478.70	\$33631.53	\$0.00	\$0.00	\$33631.53

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$22947.77	\$478.70	\$17726.66	\$0.00	\$17726.66
Outreach		\$0.00		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$8500.00	\$0.00	\$8500.00	\$0.00	\$8500.00
Neighborhood Purpose Grants	\$10000.00	\$0.00	\$7404.87	\$0.00	\$7404.87
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$7337.54	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	THE WEB CORNER, INC	02/01/2022	Monthly email and website services.	General Operations Expenditure	Office	\$202.50
2	EXTRA SPACE 1562	02/12/2022	Regular reoccurring storage charge.	General Operations Expenditure	Office	\$276.20
Subtotal:						\$478.70

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
Subtotal: Outstanding						\$0.00

The Web Corner, Inc.

Invoice

15300 Ventura Blvd. Suite 400
 Sherman Oaks, CA 91403
 818-345-7443

PAID
02/01/2022

Date	Invoice #	Terms
02/01/2022	23398	

Bill To
Voices Neighborhood Council Jaime Rabb

Ship To

QTY	Description	Price Each	Amount
1	Monthly Maintenance: includes up to 1.5 hour for; phone support, web development, requests, & website adjustments	150.00	150.00
15	Email Standard Mailboxes: 15 Accounts for voicesnc.org	3.50	52.50
0	Hosting for voicesnc.org (included in maintenance)	15.00	0.00

Please remit payment at your earliest convenience. Thank you for your business!	Total	\$202.50
	Payments/Credits	-\$202.50
	Balance Due	\$0.00

From: Extra Space Storage email@info.extraspace.com
Subject: Easy Pay Confirmation: Thank you for your payment.
Date: February 12, 2022 at 12:13 AM
To: Albert chair@voicesnc.org

ES

Thank you for your payment. | [View online](#)



Payment Success

Hi Albert,


Your payment has been processed. You can visit your My Account portal to see transaction details.

Thank you for choosing Extra Space Storage to store your belongings!

[View My Account](#)

YOUR FACILITY

 3232431017

 1701 W Slauson Ave
Los Angeles, CA 90047
[Get Directions](#)



YOUR RECEIPT

Payment Date:02/12/2022
Transaction Number:
Unit Number: 2467
Payment Total: \$276.2

LETS GET SOCIAL



This email was sent to: chair@voicesnc.org
This email was sent by: Extra Space Storage, 2795 East Cottonwood Pkwy, Suite 400, Salt Lake City, UT 84121
You are receiving this mandatory informational email to notify you about your unit or account.

© 2022 Extra Space Storage LLC.

City of Los Angeles
Voices Neighborhood Council
Regular Board Meeting



Tuesday, February 8, 2022, 6:00 pm
VIA Telephone or Internet (Zoom)

Sally Embrey, Area 1
Javonne Sanders, Area 2
Abasi Patton, Area 3
Edward Garren, Area 4
Parker Rand, At-Large
Matthew Crawford, Corresponding Secretary
Jaime Rabb, Vice Chairperson



Albert Farias, Chairperson

Vacant, Education
Vacant, Youth
Elizabeth Ebow, Housing
Estuardo Mazariegos, Community-Based
Sunny Keaton, Parliamentarian
Vacant Recording Secretary
Steven Nieto, Treasurer

Regular Board Meeting **MINUTES**

Tuesday, February 8, 2022

6:00 pm

Zoom Meeting Online or By Telephone

<https://zoom.us/j/96107326167>

Dial (669) 900-6833 or 877 853 5257 (Toll Free) to Join the Meeting

Then Enter This Webinar ID: 961 0732 6167 and Press #

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, Vice Chair, al (323) 285-1877 o por correo electrónico a Vicechair@voicesnc.org para avisar al Concejo Vecinal.

In conformity with the September 16, 2021 Enactment of California Assembly Bill 361 (Rivas) and due to concerns over Covid-19, The Voices Neighborhood Council Meeting will be conducted entirely with a call-in option or internet-based service option.

Every person wishing to address the Board must dial (877) 853-5257, and enter 961 0732 6167 and then press # to join the meeting. When prompted by the presiding officer, to provide public input at the Neighborhood Council meeting the public will be requested to dial *9 or use the Raise Hand option, 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 Board.

AB 361 Updates:

Public comment cannot be required to be submitted in advance of the meeting, only real-time public comment is required. If there are any broadcasting interruptions that prevent the public from observing or hearing the meeting, the meeting must be recessed or adjourned. If members of the public are unable to provide public comment or be heard due to issues within the Neighborhood Council's control, the meeting must be recessed or adjourned.

Any messaging or virtual background is in the control of the individual board member in their personal capacity and does not reflect any formal position of the Neighborhood Council or the City of Los Angeles.

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.

AGENDA FOR 2/8/2022

Call to Order @6:08pm

Roll Call: *Present: A. Farias, J. Rabb, S. Keaton, S. Nieto
E. Ebow, E. Mazariegos, E. Garren, J Sanders*

Tardy: J. Sanders Absent: S. Embrey, M. Crawford, A. Patton, P. Rand

Action Items

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

Item	Reference Number	Matter
1.	0222-01	General Public Comment on Non-Agenda Items <i>(limit 3 minutes per speaker)</i> <i>Chelsea McElwee - Avalon Community Center - Homework Assistance/Tutor program virtually</i> <i>Patrick MacFarlane - running for Senate seat, patrickforsenate.com</i> <i>Tiffany Moore - KIPP School permanent site will be located on Hoover Blvd.</i>
2.	0222-02	Community/Government Reports and Announcements A. LAPD Senior Lead Officers -Southwest and 77th St. <i>SLO Salazar - auto related crime near Vermont/Hoover area. Family Dollar has a lot of graffiti on windows.</i> B. Office of Supervisor Holly Mitchell's office - Alfonso Ruiz-Delgado <i>County increased Covid/PCR testing at county libraries.</i> C. State Senator Sydney Kamlager-Dove's office - Josef Siroky <i>DMV, Disability insurance, housing applications, Cal-Trans (sign replacement, graffiti removal) Customer service (CSR) requests.</i> D. Congressmember Karen Bass' office - Allen Moret <i>Child Tax credit available to families (up to \$3k per child) file tax return to receive the second installment; legislation on criminal justice reform; Bi-partisan infrastructure improvements in our area.</i> E. Council District 9 - Kendal Lake <i>No updates; Clean up efforts in district with CRCD/Sanitation and rapid response team from CD9 office (16 teams).</i> F. Mayor's Office - Edith Vega <i>Not present</i> G. USC Civic Engagement- Steve Wesson <i>Not present</i> H. Department of Neighborhood Empowerment- <i>Daniel Johnson daniel.d.johnson@lacity.org; Digital Community Policy will be taken up at BONC in March. Some board members' training is expiring this month. Planning & Land Use Committee members need to take the PLUM training offered by the department.</i>
3.	0222-03	Treasurer's Report: Monthly Expenditure Report Review and discussion of VoicesNC Budget and MERs for January 2022. Member/Committee: S. Nieto, Treasurer Proposed Action 1: Motion to APPROVE the January 2022 MERs. MERs to be submitted by February 28, 2022. Perform BAC. <i>1: J. Rabb, 2nd: S. Nieto. 8 YES, 0 NO, MOTION CARRIES.</i>
4.	0222-04	Meeting Minutes Review and discussion of minutes from the January (1/11/22) meeting. Member/Committee: A. Farias Proposed Action: Motion to APPROVE the minutes for the January 2022 General Board Meeting. <i>1: S. Keaton, 2nd: E. Garren. 8 YES, 0 NO, MOTION CARRIES.</i>
5.	0222-05	Committee & Liaison Reports Assignments

		<p>Council to report on committee and liaison activities and invite interested stakeholders to participate in scheduled meetings.</p> <ul style="list-style-type: none"> • BOP Committee - gave updates from Jan. meeting; Feb. meeting will be on Monday, 2/21 at 6pm • Planning & Land Use Committee - no updates; will meet Friday, 2/18 at 5pm • Health and Safety Committee • Budget & Finance Committee • Ad hoc Sustainability Committee • Ad hoc Business Committee • LA LGBTQ+ Alliance of Neighborhood Councils Liaison • CPAB - 77th Liaison & Southwest Liaison • Homeless Liaison • SLAANC Liaison • Area Representatives (1, 2, 3, 4 and At-Large) <p>Proposed Action: Council to establish standing committee, to assign committee chairs, members and liaisons</p>
6.	0222-06	<p>Voices Vacancies</p> <p>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 the February meeting.</p> <p>Member/Committee: A. Farias</p> <p>Proposed Action: 1) Council to appoint vacant board seats - Recording Secretary, Education Rep and Youth Rep</p>
7.	0222-7	<p>General Board Announcements on Non-Agenda Items (Not for Discussion)</p> <ul style="list-style-type: none"> • LAHSA seeks volunteers for Homelessness Count - Thursday, 2/24/22 from 8PM - 1AM; Vermont Square Count location: 8525 S Broadway; seeking 75 volunteers; register at theycountwillyou.org.

ADJOURNMENT @7:11pm

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, 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 of Neighborhood Empowerment by calling (213) 978-1551 or email: NCsupport@lacity.org

PUBLIC POSTING OF AGENDAS – Neighborhood Council agendas are posted for public review as follows:

- Vermont Square Library, 1201 W. 48th St. Los Angeles, CA 90037
- www.voicesnc.org
- You can also receive our agendas via email by subscribing to [L.A. City’s Early Notification System \(ENS\)](#)

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. For assistance, please contact the Ethics Commission at (213) 978-1960 or ethics.commission@lacity.org.

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 our website: www.VoicesNC.org or at the scheduled

meeting. In addition if you would like a copy of any record related to an item on the agenda, please contact 323-285-1877 or email at: VoicesNC90037@gmail.com.

RECONSIDERATION 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 www.VoicesNC.org.

<u>Voices NC Council Vacancy</u>	
Interested stakeholders can email a Letter of Intent to chair@voicesnc.org . Additional information about Voices NC is available at https://VoicesNC.org .	
Council Vacancy	Description
1. Recording Secretary	The Recording Secretary records the minutes of each regular and special board meeting, maintain and archive all regular and special board meeting records. Make a record of each meeting available to the public and the Board 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.
2. Education Representative	The Education Representative represents the interest of students and educators within our community. This representative should be informed on the issues and concerns related to educational organizations and institutions within Voices Neighborhood Council boundaries.
3. Youth Representative	The Youth Representative is appointed by the Board and must be at least sixteen (16) years of age at the time of appointment. This representative should be informed on the issues and concerns related to area youth and/or youth culture. If the appointed Youth Representative is less than eighteen (18) years of age, the person is excluded from voting on the (1) expenditure of Voices Neighborhood Council funds; (2) the hiring or firing of staff of the Voices Neighborhood Council; or (3) entering into contracts and agreements.

<u>Voices NC Council Liaisons</u>			
Council Liaison	Meeting Time	Assigned Member	Alternate Member
1. SLAANC	Third Thursday of the month (6:30pm)	Albert Farias	Matthew Crawford
2. LAPD 77th C-PAB	Second Thursday of the month (6:00pm)	Jaime Rabb	Matthew Crawford
3. LAPD Southwest C-PAB	First Monday of the month (6:30pm)		
4. Homelessness	Every Other Month (TBD) (6:30pm)	Elizabeth Ebow	
5. Resilience/Disaster Preparedness	TBD		
6. Budget Advocate	First Monday of the month (7:00pm)		
7. Neighborhood Council Sustainability Alliance	TBD		

Voices NC Council Financial Responsibilities

Primary Signer	2 nd Signer	Alternate Signer	1 st Bankcard holder	2 nd Bankcard holder
S. Nieto (Treasurer)	A. Farias	J. Rabb	A. Farias	J. Rabb

Voices NC Standing Committees

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.

Standing Committees	Assigned Member	Description
1. Beautification, Outreach and Programming (BOP)	Sara Zurita (stakeholder)	The BOP Committee will have the responsibility to discuss issues, promote partnerships on projects and brainstorm ideas to encourage greater community involvement and support. The 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. Also 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 Chair selects meeting site, date and time and meets as directed in these Bylaws.
2. Budget & Finance	Steven 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. Planning & Land Use	Edward Garren & Estuardo Mazariegos (Co-chairs)	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.
4. Senior Services		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.

5. Youth & Education		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.
6. Health & Safety		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.

**Neighborhood Council Funding Program
APPLICATION for Neighborhood Purposes Grant (NPG)**



This form is to be completed by the applicant seeking the Neighborhood Purposes Grant and submitted to the Neighborhood Council from whom the grant is being sought. All applications for grants must be reviewed and approved in a public meeting. Upon approval of the application the Neighborhood Council (NC) shall submit the application along with all required documentation to the Office of the City Clerk, NC Funding Program.

Name of NC from which you are seeking this grant: Voices of Neighborhood Council 90037 & 90044

SECTION I - APPLICANT INFORMATION

1a)	<u>Project: PeaceMakers, Incorporated</u> <i>Organization Name</i>	<u>95-4561298</u> <i>Federal I.D. # (EIN#)</i>	<u>CA</u> <i>State of Incorporation</i>	<u>10/03/1995</u> <i>Date of 501(c)(3) Status (if applicable)</i>
1b)	<u>P.O. Box 82361</u> <i>Organization Mailing Address</i>	<u>Los Angeles</u> <i>City</i>	<u>CA</u> <i>State</i>	<u>90082-0361</u> <i>Zip Code</i>
1c)	<u>1826 W. 54th Street</u> <i>Business Address (if different)</i>	<u>Los Angeles</u> <i>City</i>	<u>CA</u> <i>State</i>	<u>90062-2601</u> <i>Zip Code</i>

1d) **PRIMARY CONTACT INFORMATION:**
Kelie Sturgis/Bernita Walker (323) 394-6265 ksturg8@ppminc.org/bernita@ppminc.org
Name Phone Email

2) **Type of Organization- Please select one:**
 Public School *(not to include private schools)* **or** 501(c)(3) Non-Profit *(other than religious institutions)*
Attach Signed letter on School Letterhead **Attach IRS Determination Letter**

3) Name / Address of Affiliated Organization (if applicable) City State Zip Code

SECTION II - PROJECT DESCRIPTION

4) **Please describe the purpose and intent of the grant.**
 Please see the attached document for explanation.

5) **How will this grant be used to primarily support or serve a public purpose and benefit the public at-large. (Grants cannot be used as rewards or prizes for individuals)**

SECTION III - PROJECT BUDGET OUTLINE

You may also provide the Budget Outline on a separate sheet if necessary or requested.

6a)	Personnel Related Expenses	Requested of NC	Total Projected Cost
		\$	\$
		\$	\$
6b)	Non-Personnel Related Expenses	Requested of NC	Total Projected Cost
	Temporary Restraining Orders for all clients and Domestic Violence classes	\$ 4,000	\$ 36,000
		\$	\$

7) Have you (applicant) applied to any other Neighborhood Councils requesting funds for this project?
 No Yes If Yes, please list names of NCs: _____

8) Is the implementation of this specific program or purpose described in Question 4 contingent on any other factors or sources or funding? (Including NPG applications to other NCs) No Yes If Yes, please describe:

Source of Funding	Amount	Total Projected Cost
	\$	\$
	\$	\$
	\$	\$

9) What is the TOTAL amount of the grant funding requested with this application: \$ 4000.00

10a) Start date: 01 / 01 / 22 10b) Date Funds Required: 03 / 20 / 22 10c) Expected Completion Date: 12 / 31 / 20
 (After completion of the project, the applicant should submit a Project Completion Report to the Neighborhood Council)

SECTION IV - POTENTIAL CONFLICTS OF INTEREST

11a) Do you (applicant) have a current or former relationship with a Board Member of the NC?
 No Yes If Yes, please describe below:

Name of NC Board Member	Relationship to Applicant

11b) If yes, did you request that the board member consult the Office of the City Attorney before filing this application?
 Yes No *(Please note that if a Board Member of the NC has a conflict of interest and completes this form, or participates in the discussion and voting of this NPG, the NC Funding Program will deny the payment of this grant in its entirety.)

SECTION V - DECLARATION AND SIGNATURE

I hereby affirm that, to the best of my knowledge, the information provided herein and communicated otherwise is truly and accurately stated. I further affirm that I have read the documents "What is a Public Benefit," and "Conflicts of Interest" of this application and affirm that the proposed project(s) and/or program(s) fall within the criteria of a public benefit project/program and that no conflict of interest exist that would prevent the awarding of the Neighborhood Purposes Grant. I affirm that I am not a current Board Member of the Neighborhood Council to whom I am submitting this application. I further affirm that if the grant received is not used in accordance with the terms of the application stated here, said funds shall be returned immediately to the Neighborhood Council.

12a) Executive Director of Non-Profit Corporation or School Principal - REQUIRED*
Bernita R. Walker Chief Executive Director *Bernita R. Walker* 02/23/22
 PRINT Name Title Signature Date

12b) Secretary of Non-profit Corporation or Assistant School Principal - REQUIRED*
M. Carolyn Andrews Secretary *M. Carolyn Andrews* 02/23/22
 PRINT Name Title Signature Date

a current Board Member holds the position of Executive Director or Secretary, please contact the NC Funding program at (213) 978-1058 or clerk.ncfunding@lacity.org for instructions on completing this form

Project: PeaceMakers, Incorporated Attachment Answers for NPG Application

Question #4: Please describe the purpose and intent of the grant.

The purpose and intent of this grant is to provide financial support to assist our agency with conducting court aid and Domestic Violence Education classes to our clients who reside, work, go to church and/or school in the VNC 90037 & 90044 boundaries. In providing court aid, we assist clients with preparing, submitting, and filing a Temporary Restraining Order with the Superior Courts of Los Angeles. It has been our experiences that when a client attempts to complete this process solely at the courthouses, the assistance they have received has been minimum to none and they become overwhelmed by the process. Our objective over the last 25 years in providing full Temporary Restraining Orders assistance is to avoid clients from being re-traumatized if they had to complete and submit a Temporary Restraining Order at any courthouse location.

During the Fiscal Year of 2020 – 2021, we assisted 63 clients with Temporary Restraining Orders (TRO). All Domestic and Intimate Partner Violence Temporary Restraining Orders are free, per federal law; however, the minimum time to complete and submit one TRO takes at least three-hours, according to the complexity of each individual case. All documents must be printed and signed by the client before they are submitted electronically to the courts. Once the TRO is approved, we contact the client and provide them with three printed copies of the TRO: one for the client; one for the abuser and one for the law enforcement agency the client resides.

Partial funding requested will assist our agency in electronic filing fees; supplies of ink and paper, as well as, labor hours for at least 10 restraining orders in the VNC boundary areas during the remainder of this calendar year, as we have completed at least two who reside in the 90044-boundary zip code area. The remaining funding of \$2000 will assist 10 clients in receiving our Domestic Violence Education classes at no cost to them. Each class cost \$10 for 20 classes equaling a total of \$200 per person. We currently have three clients who reside in the VNC boundary areas.

Question#5: How will this grant be used to primarily support or serve a public purpose and benefit the public at-large. (Grants cannot be used as rewards or prizes for individuals)

This grant will primarily service a public purpose and benefit the public at-large by assisting clients in protecting them and their children from their abuser through a Temporary Restraining Order. Other clients will receive group and individual counseling sessions to understand what Domestic and Intimate Partner Violence is and how to protect themselves and their children from further abuse. As a client receives safety from knowing that their Temporary Restraining Order was approved or from the knowledge of how to live a healthier no-violence lifestyle, their sense of empowerment and self-independence increases, which further creates them to focus on living and working in a better environment for everyone involved, especially their children.



Get out the vote 90037



Building power for
our neighborhood.

- We can maintain a continuous quorum.
- We have a solid base of engaged leaders and community members.
- We have trust in the community.
- We engage elected officials
- We have shaped the community.

Taking our community power to the next level.

Los Angeles City Council, District 9 Primary Election, 2017 [hide]		
Candidate	Vote %	Votes
✓ Curren De Mille Price Jr. Incumbent	62.96%	6,565
Jorge Nuno	23.02%	2,400
Adriana Cabrera	14.02%	1,462
Total Votes		10,427

Source: [Los Angeles County Registrar-Recorder/County Clerk, "March 7, 2017, Election Results: Statement of Votes Cast," accessed May 22, 2017](#)

- Zip Code 90037:
 - # of voters: 28,181
 - voted in the recall: 8,194
- Old CD9
 - # of voters: 97,984
 - voted in the recall: 27,293
- New CD9
 - # of voters: 97,920
 - voted in the recall: 27,269

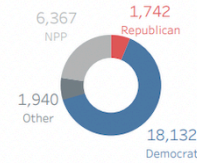


90037 Voter Universe

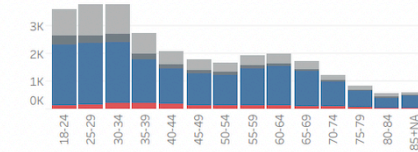
- 28,181 voters
- 15,017 households
- 14,374 identified females
- 12,709 identified males
- 1,098 unknown.
- 15,553 Latino
- 8,686 Black
- 3,206 White.

See Total Counts or Percentages:
Total Voters

Political Party



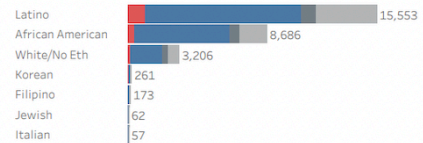
Voter Age Distribution



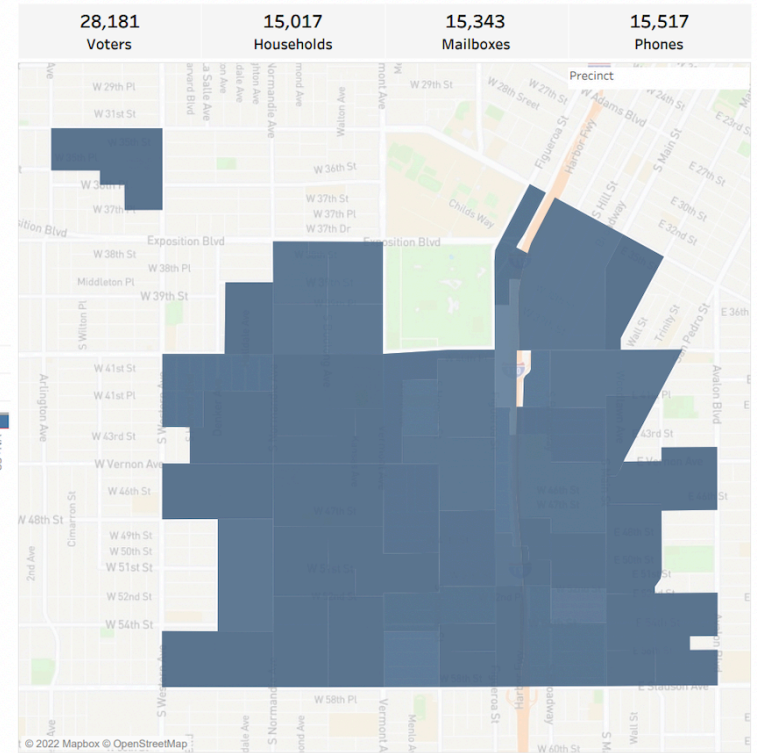
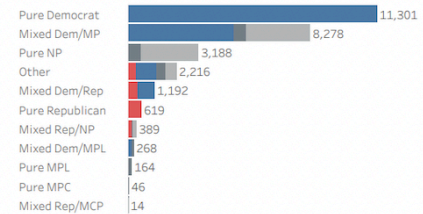
Gender



Ethnicities



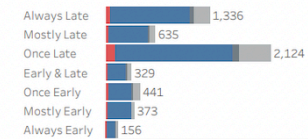
House Party Types



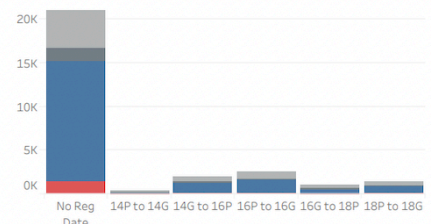
Permanent Vote by Mail Status

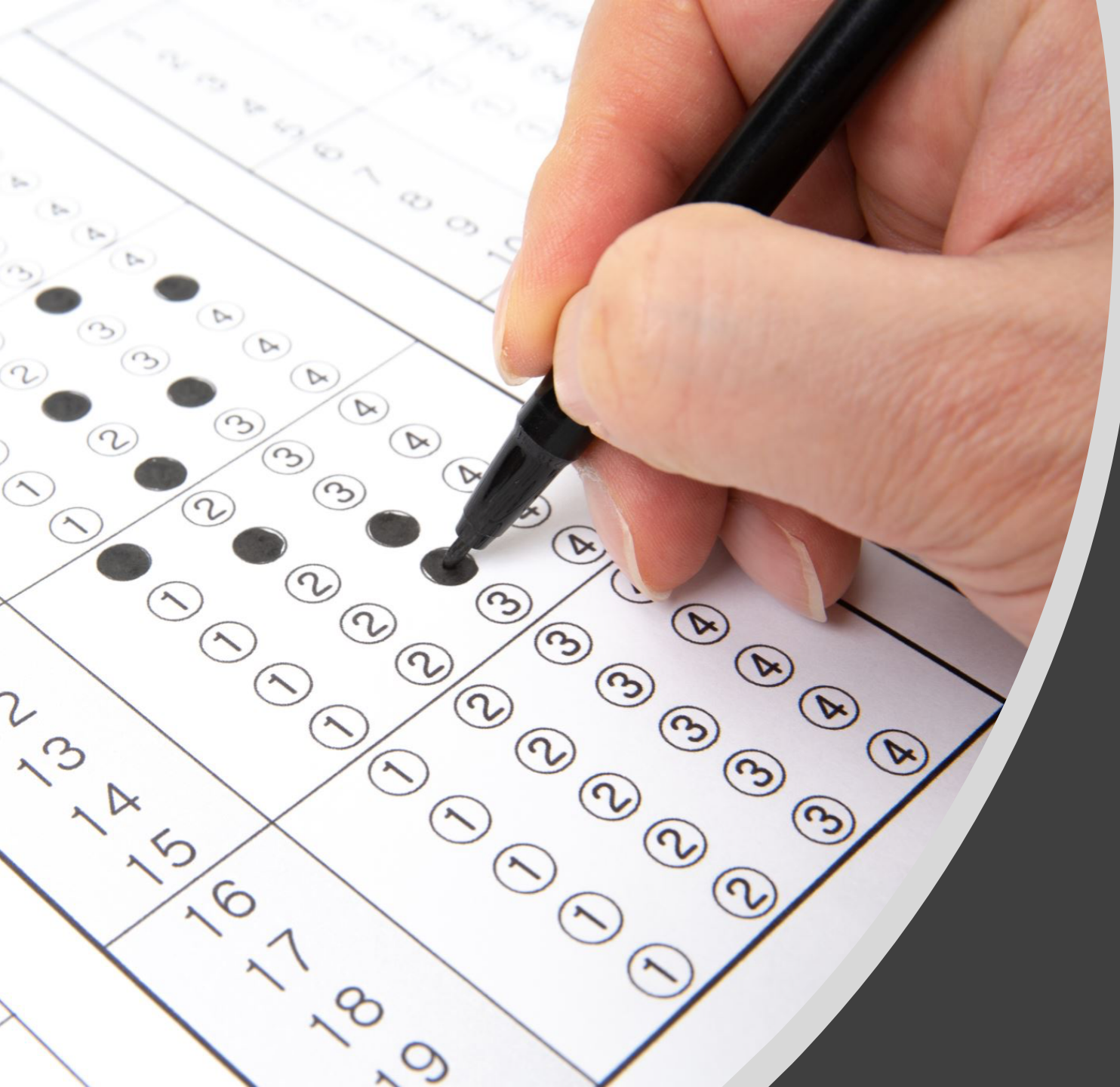


Mail Ballot Return Score



Registration Dates





Turn out the vote. Let's turn out 1000 more voters in our neighborhood council area.



2022 Los Angeles City Election cycle.

- Filing deadline March 9th, 2022
- June 7th ,2022
- November 8th ,2022

An architectural drawing of a building floor plan is shown, featuring various rooms and structural elements. A large compass is positioned on the left side of the drawing. Two markers, one orange and one green, are at the top. A black pen and a ruler are on the right. The drawing includes labels such as 'mohitni prostor' and 'kafica amfibijski klub'.

The plan:

- Door knock our neighborhood and engage our neighbors about the election
- Track responses
- The last 2 week's in May and the weekend before election we push people to the poles
- Repeat the same cycle in November but with an added turnout event.



The Cost:

- \$650-\$800 for 1000 door hangers.
- An organizing committee

CITY OF LOS ANGELES
CALIFORNIA



**BOARD OF
NEIGHBORHOOD
COMMISSIONERS**

ELI LIPMEN
President

RAY REGALADO
Vice President

JOY ATKINSON
MAGGIE DARETT-QUIROZ
QUYEN VO-RAMIREZ
LEONARD SHAFFER
DEBBIE WEHBE

TELEPHONE: (213) 978-1551



ERIC GARCETTI

MAYOR

20TH FLOOR, CITY HALL
200 N. SPRING STREET
LOS ANGELES, CA 90012

TELEPHONE: (213) 978-1551

TOLL-FREE: 3-1-1

FAX: (213) 978-1751

E-MAIL: EmpowerLA@lacity.org
www.EmpowerLA.org

RAQUEL BELTRÁN
GENERAL MANAGER

October 18, 2021

To: President Eli Lipmen, Members of the Board of Neighborhood Commissioners

From: Raquel Beltrán, General Manager

SUBJECT: DRAFT Digital Communications Policy

BACKGROUND: In September 2020, the Commission received and discussed a DRAFT Digital Communications Policy. The Department presented the draft policy in response to requests and complaints from neighborhood councils faced with challenging issues related to the management of and posting on their digital communications channels. The Department determined that a Commission policy was necessary to enable boards to address the challenges, at times acute conflicts.

FISCAL IMPACT: No new financial impact.

REQUESTED ACTION: Approve the amended policy and instruct the Department to conduct implementation workshops throughout the Neighborhood Council System.

PUBLIC COMMENT(S): Comments and Community Impact Statements filed are posted on the Commission's website. A link to the resources folder containing these items is available on the Commission's agenda.

SUMMARY:

Since introducing the draft policy, the Department held two info sessions; 263 neighborhood council board and committee members and stakeholders signed up for these sessions. A total of 21 Community Impact Statements and letters were received about the draft policy, from neighborhood councils and individual board members. The Department additionally attended numerous alliance meetings at which the draft policy was discussed, as well as responding to inquiries from individual board members over the past year. A [digital communications folder](#) containing support materials is available on the Commission's website in the policies under consideration tab.

In response to the suggestions presented to the Commission, President Lipmen introduced an amended policy at the Commission's July 6, 2021, meeting. The draft Digital Communications Policy presented today reflects the changes introduced at the July meeting with changes necessary to bring all the sections into alignment. *The attached comparison chart summarizes the key sections of the initial policy and compares its requirements and benefits with the amended version presented for Commission approval.*

CONCLUSION:

On behalf of the Department, we thank the neighborhood councils, and individual commenters, for their suggestions, observations, and most important, their time. We appreciate the Commission's support of this process and are available to answer questions. Thank you.

Respectfully,



**Raquel Beltrán,
General Manager
Department of Neighborhood Empowerment**

Attachment: Digital Communications policy comparison chart

**2021 DRAFT Digital Communications Policy - Summary of Provisions
Presented to Board of Neighborhood Commissioners**

Policy Section	Section Title	The Policy	The Policy (Does Not)	How it helps the NC System
3	Scope	...specifies what the policy covers and the range of digital communications adressed.	The policy does NOT govern personal digital communications used by individuals in their personal capacities.	Keeps the policy within the subject area domain of the Neighborhood Council.
4	Terms and Definitions	...lists and defines the terms governed by the policy.	The policy does NOT require or limit which channels are authorized.	Maintains a baseline understanding of the industry terms embraced by the policy.
5	Account Administrator Responsibilities	...anchors the responsibility for content with the board and presents a board-centered decision making structure for assigning authorities.	The policy does NOT assign responsibilities. It only defines the tasks the board's appointee should assume to protect the board's interests. It assigns administration to the President - as a default (consistent with most rules and bylaws), if no action is taken to appoint an administrator.	Protects the board from the digital channels being opened and content being posted without board knowledge and approval.
6	Establishment of Neighborhood Council Digital Communications	... requires boards to create digital communication-specific administrator contact information (emails etc.). It also describes account access requirements of the board approved administrator.	The policy does NOT mandate sharing account information with the Department. Nor does it limit the number of channels boards can use.	Gives the board the authority it needs to hold board members accountable if they open unauthorized accounts, refuse to provide account information, or post unauthorized content
7	Design of Neighborhood Council Digital Communications	...specifies the style guide standards to be used, expectations when posting official City content, and the support that NCs will receive from the Dept. Requires language that makes clear the site is an official channel for the Neighborhood Council.	The policy does NOT convert the NC into a communications portal for City Depts. Instead, it clarifies important content that should be included to minimize the possibility of confusion on the part of the public between an NC and a City Dept.	Increases the public's confidence that content is accurate and provided by a credible resource. Helps provide the NC with clear style guide support.
8	Content of Neighborhood Council Digital Communications	...requires content to be related to NC matters. Provides guidance for emergency management and response-related content. Requires content to link back to the NC's official website. Describes rules for use of copyrighted/trademarked information.	The policy does NOT dictate the content of each NC post and does NOT require Department approval before posts.	Protects the NC from being solely responsible for emergency/disaster information. Provides protection for the misuse of copyright, trademark protected material. Protects against the use of confidential information of board members or the public. States clearly what content is prohibited such as commerical content or content that violates state laws or City rules.

9	Guidance on the Use of a Private or Non-Neighborhood Council Digital Communications	...describes the accepted and prohibited types of content posts permitted by law. Does not allow posting of unauthorized statements or suggestions that lead the public to believe they are official NC statements.	The policy does NOT dictate what NC members can do in their personal capacities on their personal channels.	Clarifies what must be open to the public. Clarifies how board members may use personal/individual digital communications channels without violating state and local laws and policies. Protects board members from unknowingly posting content that enters into the 'public space' which may expose the individual to personal liability. Protects boards, committees (which includes stakeholders) <i>and</i> board members against the posting of inaccurate and damaging information. Protects against unintentional creation of NC records on personal digital communications channels that would then be subject to a request for public records.
10	Comments Made by Members of the Public	...guides boards on the management of digital communication posts made by the public. Clarifies that the policies of 3rd party private companies (ie Facebook) cannot be enforced by the City. Requires reporting of potentially illegal activity to LAPD.	The policy does NOT prohibit the NC from allowing the public to post or comment on NC digital communications channels.	Clarifies for the NC and the public what digital communications posts from the public may be removed and the circumstances under which the posts may be removed.
11	Guidance on Security and Policy	...provides guidance on how boards and individuals can protect themselves from security breaches.	The policy does NOT mandate how security and safety precautions should be managed.	Provides information the boards can use to make security decisions on how to best protect themselves.
12	Records Retention and Public Information	...clarifies that content/posts on NC Digital Communications channels could be subject to a request for NC records.	The policy does NOT prevent the public from posting on NC Digital Communications channels.	Protects individuals from unintentionally subjecting their posts and comments to investigative scrutiny.
13	Notice to Visitors to the NC Digital Communications Channels	...provides a disclaimer statement advising the public that non-NC content does not reflect the views of the board.	Though encouraged, the policy does NOT mandate putting the disclaimer language on NC Digital Communications channels.	Use of disclaimer language informs the public that non-NC content may not reflect the views of the board.
14	Other Laws, Regulations, and Policies	...informs boards that many laws, regulations, and policies apply.	The policy does NOT list all the applicable laws.	Informs boards that many levels of government determine digital communications rules, and these rules are subject to change.
15	Attachments: Attachment A - Neighborhood Council System Commenting Policy Notice	...provides, in Attachment 'A', specific language boards must include on their websites informing the public of the standards for comments and posts made by the public.	The policy does NOT require that Attachment A be referenced in every NC post.	Further provides boards with guidance that assists them in their efforts to protect their Digital Communications channels from off-topic comments, threats, etc. made by the public.

**BOARD OF
NEIGHBORHOOD
COMMISSIONERS**

ELI LIPMEN
President

RAY REGALADO
Vice President

JOY ATKINSON
MAGGIE DARETT-QUIROZ
QUYEN VO-RAMIREZ
LEONARD SHAFFER
DEBBIE WEHBE

**CITY OF LOS ANGELES
CALIFORNIA**



ERIC GARCETTI MAYOR



20TH FLOOR, CITY HALL
200 N. SPRING STREET
LOS ANGELES, CA 90012

TELEPHONE: (213) 978-1551
TOLL-FREE: 3-1-1
FAX: (213) 978-1751

E-MAIL: EmpowerLA@lacity.org
www.EmpowerLA.org

RAQUEL BELTRÁN
GENERAL MANAGER

TELEPHONE: (213) 978-1551

January 4, 2022

TO: President Eli Lipmen, Members of the Board of Neighborhood Commissioners

FROM: Raquel Beltrán, General Manager

SUBJECT: Clarifications on DRAFT Digital Communications Policy

BACKGROUND: The Los Angeles City Charter established the Board of Neighborhood Commissioners' role as being "responsible for policy setting and policy oversight." In September 2020, the Department presented a Digital Communications Policy for the Commission's consideration. The draft policy was introduced in response to requests and complaints from neighborhood councils seeking guidance on how to manage challenging issues related to the management of and posting on neighborhood council and personal digital communications channels. The Department determined that a Commission policy was necessary to enable boards to address the growing challenges. The challenges are at times the subject of acute and damaging conflicts resulting in the resignation of board members, as one example of the consequences.

Additionally, on September 18, 2020, Assembly Bill 992 (Mullin) was signed into law by Governor Gavin Newsom. The law, which became effective January 1, 2021, amended the State's open meeting law, the Ralph M. Brown Act (Brown Act). AB 992 created new restrictions on the use of social media. The DRAFT Digital Communications Policy supports neighborhood council compliance with AB 992.

FISCAL IMPACT: No new financial impact.

REQUESTED ACTION:

Consider:

1. Approving the Digital Communication Policy as a final draft for public circulation. The draft policy reflects neighborhood council feedback and assessment received over 15 months of public review.

2. Circulating the final draft for review and comment in January and February,
3. Concluding decisions about the future of the final draft policy at the Commission's March 1, 2022 meeting.

NEXT STEPS:

A "no" vote to advance the DRAFT Digital Communication Policy as described in action item #1, subjects decisions about digital communications and conflict resolution to the Department's/City's interpretation of state laws and City of Los Angeles rules and regulations. A "no" vote on this policy does not mean neighborhood councils will be free of any constraints on their social media or other digital communications use as boards or individuals. Instead, a "no" vote means defaulting to existing laws and policies that may not be a good fit for neighborhood councils, given their context, limited resources, and volunteer status.

If this policy is not passed, neighborhood councils will still be subject to Brown Act, the City's social media and internet policies set forth by Information Technology Agency (ITA), and laws regarding uses of taxpayer funds and resources. In addition, even without a policy and implementing guidelines, neighborhood councils must be mindful of the public's First Amendment rights on neighborhood council digital communications channels.

A "yes" vote to advance the final draft Digital Communication Policy as described in items #1-3 above, provides an opportunity for further neighborhood council review and comment and for final Commission deliberation on March 1, 2022. This policy has endeavored to customize digital communications requirements for neighborhood councils to the extent possible within the framework of laws and policies already in effect.

1. If approved, the Department suggests that the final draft Digital Communications Policy be circulated throughout the neighborhood council system for 60 days (through the end of February 2022).
2. If approved, the Department suggests the Commission consider having its final deliberation on the draft policy at its March 1, 2022 meeting and to make decisions on how it would like to proceed.
3. If the Digital Communication Policy is approved, the Department can proceed with the development of implementing rules, guidelines, and best practices.
4. If the Digital Communications Policy is approved, the Department can host information workshops to assist board members and their designees to adopt the policy to their unique neighborhood council operations.

PUBLIC COMMENT(S): Community Impact Statements filed by neighborhood councils are posted on the Commission's website, at <https://empowerla.org/commission/community-impact-statements/>. The resources folder containing these and other supporting items is available via a link on the Commission's agenda, and at <http://tiny.cc/DigitalCommsPolicyFolder>.

SUMMARY:

Development of Current Draft Digital Communications Policy

At the October 6, 2020 Commission meeting, the Department presented the first version of the Draft

Digital Communications Policy (dated September 29, 2020). After receiving initial Commission and public feedback, the Chair of the Commission presented an edited version to the public (dated July 1, 2021). At the October 18, 2021 Commission meeting, the Department presented the most current version of the policy (dated October 14, 2021). The current version of the policy represents the incorporation and consideration of comments within Community Impact Statements submitted by neighborhood councils, public comments at Commission meetings, and feedback received at workshops held by the Department.

Since the presentation of the most current version of the Draft Digital Communications policy, the Commission has received Community Impact Statements from four neighborhood councils. One neighborhood council sought 60 additional days (from November 10) to review the current version. As stated above, the Department suggests that the Commission approve the current policy for circulation, and a final version be voted upon at the Commission's March 1 meeting.

Clarification on questions raised by Community Impact Statements (CIS)

The CISs received since the latest policy draft was presented contain a variety of suggestions and requests as well as some appreciation for the incorporation of prior feedback within the current version of the policy. The feedback gathered during 15 months of public discussion and review has significantly shaped the current draft.

The Department has identified that some of the recent CISs request clarifications on the implementation of the policy and are thus better addressed in best practices and implementation guidelines, rather than within edits to the Commission policy itself. For example, one neighborhood council suggests establishing a timeline for the Department to respond to issues where a social media user may need to be blocked (Section 10.4). The Department can and will set up a timeline and workflow for processes like these during the implementation stage after a decision on this policy has been reached.

Some of the neighborhood councils' CISs also request clarification on the policy's deference to boards over other groups, such as committees or individuals. That deference is intended to reflect that according to the City's laws and policies, the governing body of the neighborhood council is its board, and that actions taken by the neighborhood council are through the board. Although the policy does state that content should originate from boards, the policy also allows for the board, *if it so chooses*, to appoint designees to make decisions on certain routine content matters. Questions regarding specific content proposed by neighborhood councils may need to be addressed on a case-by-case basis by the boards with the assistance of the Department or other City entities; however, the Department may be able to address how to treat *categories* of content (agendas, City events, campaign forums, e.g.) in its implementing guidelines.

Similarly, Section 6.3, which states that neighborhood council committees should not have separate digital communications accounts of their own, is another situation which can be addressed in best practices and implementation guidelines. For brand clarity and for public accessibility, having a single account per NC per platform is a necessity, and it is also the best way to accommodate the limited hours of volunteer account administrators. But every committee may contribute social media content routinely, and every committee might have its own web page or section on the NC website. A dedicated email for

each committee meeting can be sent to the neighborhood council's mailing list, and the list can even be segmented into committee interest lists, if the NC so chooses.

It has been pointed out that Section 11.3 is inconsistent with other sections that speak to the mandatory obligation to share account password information. The Commission may wish to consider approving the following amendment at Section 11.3 of the policy:

From: "At the departure of an Account Administrator, passwords must be changed and reported to the Neighborhood Council president or chair and the Department."

To: "At the departure of an Account Administrator, passwords must be changed and reported to the Neighborhood Council president or chair **and may be reported to** the Department."

Other suggestions, if accepted, could create conflicts with existing law. For instance, one neighborhood council suggests deleting certain portions of Section 9.2 of the policy, but those portions bring this draft policy into compliance with the First Amendment and state law, specifically the recent Brown Act amendment AB 992. AB 992 governs how officials may or may not interact on social media when it comes to content within their body's subject matter jurisdiction, regardless of whether they are using a personal or public account, and even when the interactions are simply digital icons or reactions to other social media posts.

Other neighborhood councils seek clarifications on Section 8.7 of the policy, which prohibits endorsements of private entities. Taxpayer dollars and resources cannot, by state law, be used to promote a private entity (whether a commercial or nonprofit enterprise), for election campaign purposes, or for legislative advocacy. However, neighborhood councils are still able to name entities within some contexts, such as a neighborhood council event promotion, so long as they use a disclaimer, and should seek the advice of the Department or City Attorney's Neighborhood Council Advice Division on specific situations. The Commission could consider adding this language derived from the City's ITA policy as a preamble to Section 8.7. Adding this information provides clarification on why the section includes this guidance:

“Avoidance of Preferential Treatment. To preserve the public nature of the neighborhood council's Digital Communications channels and to avoid any perception that the neighborhood council endorses or provides favorable treatment of any person or business enterprise, . . .”

CONCLUSION:

On behalf of the Department, we thank the neighborhood councils and individual commenters for their suggestions, observations, and most important, their time. We appreciate the Commission's support of this process and are available to answer questions. Thank you.

Respectfully,



Raquel Beltrán,
General Manager
Department of Neighborhood Empowerment

Attachment: Digital Communications policy comparison chart