

City of Los Angeles  
Voices Neighborhood Council  
Regular Board Meeting



Tuesday August 29, 2023 6:00pm  
Vermont Square Branch Library

Estuardo Mazariegos, Area 1  
Eric Chavez, Area 2  
Vacant, Area 3  
Chrismen Oliver, Area 4  
Javonne Sanders, At-Large  
Matthew Crawford, Corresponding Secretary  
Jason Saunders, Vice Chairperson



Emmanuel Alcantar, Education  
Vacant, Youth  
Vacant, Housing  
Vacant, Community-Based  
Vacant, Parliamentarian  
Vacant, Recording Secretary  
Vacant, Treasurer

Douglas Jessop, Chairperson

**Special Board Meeting**  
Tuesday, August 29, 2023  
6:00 pm  
Vermont Square Branch Library  
(Downstairs Multipurpose Room)  
1201 W. 48th St.  
Los Angeles, CA 90037

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**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.

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

- Vermont Square Library Resources Wall, 1201 W. 48th St.
- [www.voicesnc.org](http://www.voicesnc.org)
- You can also receive our agendas via email by subscribing to L.A. City’s Early Notification System at <https://www.lacity.org/subscriptions>

**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](mailto:VoicesNC90037@gmail.com) Note: for TTY/TDD services, please refer to state provided services at <https://ddtp.cpuc.ca.gov/homepage.aspx>. Zoom meetings feature closed captioning functionality.

**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](mailto: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, Chair, por correo electrónico a [chair@voicesnc.org](mailto:chair@voicesnc.org) para avisar al Concejo Vecinal.

**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 §§ 48.01 *et seq.* More information is available at [ethics.lacity.org/lobbying](https://ethics.lacity.org/lobbying). For assistance, please contact the Ethics Commission at (213) 978-1960 or [ethics.commission@lacity.org](mailto:ethics.commission@lacity.org).

**AGENDA FOR 7/18/2023**

*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.	0723-01	<b>General Public Comment on Non-Agenda Items</b>
2.	0723-02	<b>Community/Government Reports and Announcements</b> A. LAPD Senior Lead Officers - Southwest and 77th St. B. LAFD Station C. Office of Supervisor Holly Mitchell’s office - Alfonso Ruiz-Delgado D. Congressmember Sydney Kamlager-Dove’s office E. State Senator Lola Smallwood Cuevas’s office - Kirk Samuels F. Assemblymember Reggie Jones Sawyer’s office - Herb Wesson III G. Council District 9 - Bryce Rosauro Mayor Karen Bass’ Office - Sandra Olmedo & Brenda Lee Thompson H. USC Civic Engagement
3.	0723-03	<b>New Voices NC Board Members Swearing-In</b>

4.	0723-04	<p><b>Treasurer's Report: Monthly Expenditure Report</b>          Review and discussion of MERs for June 2023.          Member/Committee: D. Jessop  <u>Proposed Action:</u> Motion to APPROVE the June 2023 MERs.          Perform BAC.  <u>Proposed Action 1:</u> Motion to APPROVE the FY 23-24 budget. Perform BAC  <u>Proposed Action 1:</u> Motion to APPROVE Administrative Board Packet including signers and bank card holders.          Perform BAC</p>
5.	0723-05	<p><b>Meeting Minutes</b>          Review and discussion of minutes from the June 13, 2023 General Board Meeting.          Member/Committee: J. Saunders  <u>Proposed Action:</u> Motion to APPROVE the minutes for the June 13, 2023 General Board Meeting.</p>
6.	0723-06	<p><b>Voices Vacancies</b>          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 meeting.          Member/Committee: D. Jessop  <u>Proposed Action:</u> 1) Area 4 Rep, Youth Rep, Treasurer, Recording Secretary, Parliamentarian, Community Rep, Housing Rep</p>
7.	0723-07	<p><b>Committee &amp; Liaison Reports Assignments</b>          Council to report on committee and liaison activities and invite interested stakeholders to participate in scheduled meetings.</p> <ul style="list-style-type: none"> <li>• BOP Committee</li> <li>• Planning &amp; Land Use Committee</li> <li>• Health and Safety Committee</li> <li>• Budget &amp; Finance Committee</li> <li>• Ad hoc Sustainability Committee</li> <li>• Sustainability Alliance Liaison</li> <li>• Ad hoc Business Committee</li> <li>• LA LGBTQ+ Alliance of Neighborhood Councils Liaison</li> <li>• CPAB - 77th Liaison &amp; Southwest Liaison</li> <li>• Homeless Liaison</li> <li>• SLAANC Liaison</li> <li>• Area Representatives (1, 2, 3, 4 and At-Large)</li> </ul> <p><u>Proposed Action:</u> Council to establish standing committee, to assign committee chairs, members and liaisons</p>
8.	0723-08	<p><b>Community Impact Statements (CIS)</b>          Review and appoint up to five board members to file Community Impact Statements which are official statements adopted by a Neighborhood Council on issues pending before the City Council, its committees, or City commissions. Current appointed board members: TBD          Member/Committee: D. Jessop</p>
9.	0723-09	<p><b>General Board Announcements on Non-Agenda Items (Not for Discussion)</b></p>
10.	0723-10	<p><b>Announcements/Updates by Department of Neighborhood Empowerment</b></p>

**ADJOURNMENT**

### THE AMERICAN WITH DISABILITIES ACT

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### RECONSIDERATION AND GRIEVANCE PROCESS

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#### Voices NC Council Vacancy

Interested stakeholders can email a Letter of Intent to [chair@voicesnc.org](mailto:chair@voicesnc.org). Additional information about Voices NC is available at <https://VoicesNC.org>.

Council Vacancy	Description
<b>1. Area 3 Representative</b>	The Area 3 Representative represents all interests within Area 3 of the Voices Neighborhood Council. The Area 4 Representative will serve as a point of contact for voicing the Area’s community concerns. This representative should serve as a point of contact between their Senior Lead Officers and the Los Angeles Council members assigned to Area 3. This representative should be knowledgeable of city services that can be utilized and benefit Area 3 boundaries. This member is also responsible for ongoing outreach activities to this sector of our community.
<b>2. Youth Representative</b>	The Youth Representative must be at least fourteen (14) years of age and no more than seventeen (17) years of age at the time of the election/appointment. This representative should be informed on the issues and concerns related to area youth and/or youth culture. The Youth Representative 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.
<b>3. Treasurer</b>	The Treasurer shall Initiate annual budget planning in coordination with Vice Chair or Chair 2. Account for all funds belonging to the Voices Neighborhood Council 3. Disburse all Voices Neighborhood Council funds to assure total compliance with Los Angeles City requirements 4. Comply with the financial controls and reporting functions specified by the Standing Rules and regulations 5. Prescribe a method for keeping a book of accounts and comply with Generally Accepted Accounting Principles 6. Prepare the year-end financial report and present it to the board sixty (60) days prior to the close of the fiscal year
<b>4. Recording Secretary</b>	The Recording Secretary shall: 1. Record the minutes of each regular and special board meeting 2. Maintain and archive all regular and special board meeting records. 3. Make the 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. (See Article VIII, Section 2: Agenda Setting, 1. Minutes for more information)
<b>5. Parliamentarian</b>	The Parliamentarian shall: 1. Ensure that all general Board meetings run in accordance with the Brown Act, Robert Rules of Order, and these By-Laws. After roll call, the parliamentarian shall announce board quorum and voting procedures for agenda items. 2. Provide an orientation to newly elected council members on how to participate in the discussions, make motions, and council responsibilities in coordination with the Chair and Vice Chair. 3. In the absence of the Parliamentarian, the Vice Chairperson will assume the duties of the Parliamentarian.
<b>6. Community Rep</b>	The Community Organizations Representative represents the interests of community organizations and/or nonprofit organizations (501(c) (3), and is a representative of a community/nonprofit organization that provides services or would like to provide services within the Voices Neighborhood Council boundaries.* This member is also responsible for ongoing outreach activities to this sector of our community. *Please note: Community Interest Stakeholders who are 18 years or older and declare a stake in the neighborhood as a community interest stakeholder, defined as a person who affirms a substantial and ongoing participation with a community organization that has continuously maintained a physical street address for not less than one year, and that performs ongoing and verifiable activities and operations that benefit the neighborhood, and is located within the NC’s boundaries. A for-profit entity shall not qualify as a Community Organization.
<b>7. Housing Rep</b>	The Housing Advocate Representative represents the interests of homeowners and renters in our community. This representative should be informed on the issues and concerns related to quality of life and property issues of those who live within Voices Neighborhood Council boundaries. The representative is also responsible for ongoing outreach activities for homeless issues within Voices Neighborhood Council boundaries.

<b><u>Voices NC Council Liaisons</u></b>			
<b>Council Liaison</b>	<b>Meeting Time</b>	<b>Assigned Member</b>	<b>Alternate Member</b>
<b>1. SLAANC</b>	Third Thursday of the month (6:30pm)		
<b>2. LAPD 77<sup>th</sup> C-PAB</b>	Second Thursday of the month (6:00pm)		
<b>3. LAPD Southwest C-PAB</b>	First Monday of the month (6:30pm)		
<b>4. Homelessness</b>	Every Other Month (TBD) (6:30pm)		
<b>5. Resilience/Disaster Preparedness</b>	TBD		
<b>6. Budget Advocate</b>	First Monday of the month (7:00pm)		
<b>7. Neighborhood Council Sustainability Alliance</b>	Third Sunday of the month (6:30pm)		
<b>8. LA LGBTQ+ Alliance of Neighborhood Councils</b>	TBD		

<b><u>Voices NC Council Financial Responsibilities</u></b>
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<b>Primary Signer</b>	<b>2<sup>nd</sup> Signer</b>	<b>Alternate Signer</b>	<b>1<sup>st</sup> Bankcard holder</b>	<b>2<sup>nd</sup> Bankcard holder</b>
TBD (Treasurer)	TBD	TBD	TBD	TBD

<b><u>Voices NC Standing Committees</u></b>
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*All meetings are open to the public and will be posted on [www.empowerla.org](http://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.*

<b>Standing Committees</b>	<b>Assigned Member</b>	<b>Description</b>
<b>1. Beautification, Outreach and Programming (BOP)</b>	TBD	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.
<b>2. Budget &amp; Finance</b>	TBD	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.
<b>3. Planning &amp; Land Use</b>	TBD	The Planning & Land Use Committee shall review, take public input, report on and make recommendations of actions to the Board on any land use,

		<p>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.</p>
<b>4. Senior Services</b>	TBD	<p>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.</p>
<b>5. Youth &amp; Education</b>	TBD	<p>The Youth &amp; 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.</p>
<b>6. Health &amp; Safety</b>	TBD	<p>The Health &amp; 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.</p>