



**WINNETKA NEIGHBORHOOD COUNCIL**

c/o Winnetka Convention Center  
 20122 Vanowen St., Winnetka, CA 91306  
[WinnetkaNC.com](http://WinnetkaNC.com) @WinnetkaNC  
 Board@WinnetkaNC.com



President	Vice-President	Secretary	Treasurer	Parliamentarian
Eric Lewis	Erick Lace	John Poer	Jaime Pelaez	Trevor Owen
Board Members				
Steven Fuhrman	Victor Lerma	Carlos Perez	JJ Popowich	Tess Reyes-Dunn
Bettie Ross-Blumer	Craig Ruggless	Tom Sattler	David Uebersax	Vacant (Youth Rep)

**REGULAR GENERAL MEETING MINUTES**

Tuesday, January 12, 2016, 6:30 PM

Winnetka Convention Center, 20122 Vanowen St., Winnetka, CA 91306  
 (Located next to Winnetka Bowl, ground floor of hotel)

The Winnetka Neighborhood Council holds its regular meetings on the second Tuesday of every month and may also call any additional required special meetings in accordance with its Bylaws and the Brown Act. The agenda for a regular or special meeting is posted for public review within Winnetka, 91306, at the following location: **Winnetka Recreation Center**, 8401 Winnetka Ave.

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 not specifically listed on this agenda yet is within the Board's jurisdiction. The public is requested to fill out a "Speaker Card" to address the Board on any agenda item before the Board takes an action. The Speaker Card ensures that each speaker's name is complete and correct in the meeting's Minutes. Public Comment is limited to 3 minutes per speaker, but the Board has the discretion to modify the amount of time for any speaker. Before a Board vote on any item, any member of the public who has not filled out a Speaker Card will be accorded 1 minute to make a statement. This period will last no longer than 5 minutes total.

1. Meet & Greet and Refreshments. # of Guests 14
2. Convene Meeting, Pledge of Allegiance 6:39pm
3. Board Member Roll-Call, Introductions, Meeting Rules & Announcements

2016												
Board Member	Jan.12	Feb. 9	Mar 8	Apr 12	May10	Jun 14	Jul 12	Aug 9	Sep 13	Oct 11	Nov 8	Dec 13
Steven Fuhrman	X											
Erick Lace	X											
Victor Lerma	X											
Eric Lewis	X											
Trevor Owen	X											
Jaime Pelaez	EL X											
Carlos Perez	X											
John Poer	X											

JJ Popowich	A											
Tess Reyes-Dunn	X											
Bettie Ross-Blumer	X											
Craig Ruggless	A											
Tom Sattler	X											
David Uebersax	X											
Vacant (Youth)	-											
Total												

4. **Government Representative Updates:** The latest information from representatives of the offices of Mayor Garcetti, Councilman Bob Blumenfield (CM BB), Congressman Brad Sherman (CMN BS), State Senator Fran Pavley (S FP), State Assemblyman Matt Dababneh (ASM MD), the LAPD, LAFD, LAUSD, Dept. of Neighborhood Empowerment (DONE), Board of Neighborhood Commissioners (BONC), and any other local, state, or federal agencies in attendance. [5 min each, 20 min max]

- **Officer Maldonado (LAPD)** –(818-731-2569) (818-756-3079) [23639@lapd.at.lacity.org](mailto:23639@lapd.at.lacity.org)
  - Lead officer for Winnetka. People still failing to secure property and leaving items in their vehicles.
  - Home invasions – Leave lights on. You can leave your doors closed but answer. People need to know you’re home otherwise someone can break in thinking you’re not at home.
  - Stats: 9 rapes vs 5 up 80%. Robberies 34 vs 38. Violent crime up 27.5% 190 vs167. GTA 160 vs 96 up 20.8%. Burglary MV 189 vs142 up 32%. Personal theft 130 vs 179 down .27% from last year.
  - Prop 47 has caused some of the increases. Police make arrests and perpetrators are almost immediately released.
  - Identity theft is seriously on the rise. Last month Officer Dempsy arrested people following UPS truck. Neighborhood watch person reported. Chase and crash. Recovered stolen credit cards, \$21,000 in cash plus gift and debit cards and a machine to produce credit cards.
  - Mail letters inside post office instead of outside box. Homeless and others wait for checks etc, and are able to remove letters.
  - Use NIXLE as app on phone.
  
- **[Eric Lewis]** Freeze your credit. Only safe way to protect.
  - <http://www.consumer.ftc.gov/articles/0497-credit-freeze-FAQs>
- **Sanan Shirinian:** Matthew Dababneh Office. No Legislation at this exact time. Last year had Senior Town Hall. Planning informative hearing about small dollar loans to minimize predatory lending.
  - [Uebersax] Senator Pavley was to talk about the Porter Ranch situation.
  
- **Jenny Portillo:** Bob Blumenfield, District 3.
  - Rams will be our NFL team.
  - New Soccer team coming.
  - Annual Bike Ride, 3<sup>rd</sup> Annual. Through all 5 communities
  - Two properties for sale in Sherman Way and Eitwanda. Councilmember fought to buy them so they can be developed/sold with some control. Will be discussed after the Bike Ride.

- Theater is still being discussed.
  - Google Fiber coming into Winnetka. We will be the first city to get GoogleWire.
  - WiFi initiative may be affected, not sure how right now.
  - April is when Mayor submits budget. Councils will start presenting their needs and ideas.
  - Councilmember wants to hear from the stakeholders.
  - Fences going in at the park.
  - Sherman Way “for sale” vehicles have declined. Working now to expand to Mason.
  - [Owen] Taco Truck on Sherman Way, moved from “Williams Homes” project area.
  - We’re still in a drought. Rain helps, but we aren’t out of the drought.
  - Please report potholes.
  - [Fuhrman] Are we storing any water.
    - No, city not storing water.
    - Water barrels are available: <http://bpw.lacity.org/klab/rainbarrels/>
    - Councilmember hopes to consider more ways to improve conservation.
  - [Uebersax] Grates on drains clogged, need to be clean. Apparently left to homeowners to keep clean. City not doing the work.
  - MYLA311 - use to report any drainage issues.
  - Budget. 80% of budget goes to Fire and Police. 20% goes to all other services, which include roads. City now trying to address issue of “failed streets” which need complete repaving, not just slurry.
  - [Fuhrman] What happened to Laramie that was skipped last year. Still on the plan, still trying to get it repaired. She will remind proper people.
  - Homeless count Jan 27. 7pm to 11pm in Winnetka. “Theycountwillyou.org”
  - Howard Katchen:
    - NCBALA.org survey
    - Happy New Year.
    - Compliments on info on elections on the website.
    - Sign up and attend class @6:00pm Fire Station on Balboa in Granada Hills.
    - Link to fillable candidate filing form. Can be mailed.
    - Organizing regional meeting for Region 3. Sat 2pm to 4pm. Reseda NC space. Two hours planning event/rally for Region 3 NCs.
    - Invites Councilmember to attend or provide info for newsletter.
    - Council needs to verify Ballot Voting Model with form.
    - Council needs to complete Poling location checklist and return.
    - Chait-Day advertising is doing “pro bono” work for the elections.
    - Can register with handheld table he carries.
    - Many Councils have opted for “online” voting.
5. Presentation or Guest Speaker, and Q&A. [15 min]. NONE tonight.
6. **Public Comments:** Comments from the public on any items not specifically listed on this agenda. Board Members should not address or discuss these comments other than to direct matters to the appropriate Winnetka NC committee or other government agency. [3 min each, 15 min max]
- ANNIE PALAI:
    - Educator at Sunnybrae – Problem with crossing at Arminta and Limerick. When it rains or stakeholders water, you can’t cross street because of puddle at crossing.
    - Bins at corners of streets for donations. One in front of Sunnybrae for Salvation Army. Jenny will call Bureau of Street Services.
    - Bin at Sherman Way & Quartz
    - What has happened to sidewalk repairs?
      - City still trying to address this.
    - What happened to street cleaners? City will only clean where there are “No Parking” signs. Neighbors must agree to put up signs.
  - WILL ROMERO: Carecen.
    - Have now opened offices in the Valley. Defend civil rights for Central American immigrants. Grand Opening on Jan 30. 16501 Sherman Way #245, Van Nuys, CA 91406.

- [Sarkis Mekhitarian] reports trees burned in front of houses on Enadia Way cul-de-sac, south of “Promenade Project”, on Halloween night. Also cars parked on the street had been broken into previously and notes left behind. He thinks it was to discourage him from participating in neighborhood politics after he spoke at NC meeting. Members of the Board encouraged him to inform Officer Maldonado and suggestions were made that the neighborhood residents might want to add cameras to watch the street.

**7. President’s Report (Lewis)**

- Happy New Year
- 2016 Elections coming. City Wide. If you want to run, or know someone who could, please get involved.

**8. Vice-President’s Report (Lace)**

- We have the meeting room for our polling place.
- Owner wants us to be OUT of this room by 10pm.
- Hotel is having Grand Opening. We want to be part of the opening. Opening scheduled between May and July. Chamber of Commerce is going to help sponsor. We want to participate. Outreach Committee should take this.
- Organizations meeting to obtain blankets and give to homeless. Erick will meet with the groups. Need to send to a committee. Public Safety.

**REGULAR COMMITTEE REPORTS & MOTIONS**

Discussion and board action is possible on the following Winnetka NC Committee reports.

**9. Planning & Land Use Management Committee Report (Popowich)**

- PLUM Cmte meetings: 3<sup>rd</sup> Tue of each month, 7:00PM, Winnetka Convention Center.
- No meeting in December.
- Issue for January has been moved to February. (CVS liquor license)
- Apartment building on Oso/Sherman Way being converted to residential from commercial. Now can build 20 more units. Notification did not reach us in time for PLUM meeting. Today was last day to file appeal. 20200 West Sherman Way.
- PLUM tries to work with the neighborhoods and support their wishes.

**10. Public Safety Committee Report (Pelaez)**

- PS Cmte meetings: 3<sup>rd</sup> Thu of each month, 6:30PM, Limerick Avenue Elementary School, 8530 Limerick Ave.
- Chair has resigned. Need a chair.
- No meeting in December.
- Public Safety vice-chair Franklin Solis
- Still meeting this month to brainstorm on law enforcement. Working with officers to come up with a better safety plan for youth with LAUSD. Want to fill in gaps in security, working with district police officers. Elementary schools have no security, no police officers.

**11. Public Works & Transportation Committee Report (Uebersax)**

- PWT Cmte meetings: 4<sup>th</sup> Mon of each month, 7PM, Limerick Avenue Elementary School, 8530 Limerick Ave.
- PWT committee has an opening.
- Planning for Spring Clean April 9, 2016. 10a-2p (Setup at 9am) Winnetka Park primary? Sutter Middle school? Leaning towards Sutter.
- The number of people we have to help determines how many hubs we can have.
- DWP rate case is a big issue. Need to have conversation on this.
- Potholes and sidewalks.
- Putting info into GoogleDocs as spreadsheet to track requests and repairs.

**12. Outreach & Social Media Committee Report (Lewis)**

- OSM Cmte meetings: 4<sup>th</sup> Tue of each month, 7:00PM, Winnetka Convention Center.
- Community committee members needed. Contact the board president if interested.
- No Meeting in December
- Election Newsletter to be mailed soon.

- Waiting for DONE to approve so it can be printed.
- Will have meeting in January.
- Want to reach out to local businesses.

**13. Youth Advocacy Committee Report (Owen)**

- YA Cmte meetings: 4th Thu. of each month, 6:30PM, Winnetka Child Care Center, 8361 Winnetka Ave.
- No Meeting in December
- Halloween event was very successful.
- Not certain about ability to buy materials.
- Hope to have a meeting this month.
- Have been searching for Youth Candidate.
  - Introducing Dove Renee 15 now April 12 will be 16. Van Nuys High School. Part of Drill team and Leadership day. Mom planning to run for Board.

**NEW & RETURNING AGENDA ITEMS**

Discussion and board action is possible on the following agenda items.

- 14.** Discussion and possible action regarding any and all Neighborhood Purpose Grant requests submitted to the WNC during the first quarter of the fiscal year. The WNC Board shall review all requests and decide how best to allocate the budgeted \$500 per request amongst them. (Lewis)
- Only one received is for “One Generations Senior Symposium”, for whole SW region of valley. We will attend and have things to hand out.
  - DONE would allow direct purchase of booth, or grant. Lewis recommends a grant.
  - We will only do three quarters this year.

**MOTION: To give \$500 to**

Motion by: Lewis Second by: Reyes-Dunn

**APPROVED: Yes 8 No AB 2 INX 3**

**WNC-2016-011216-01**

Board Member	Yes	No	Abstain	Recused	Absent	Ineligible
Fuhrman, Steven	X					
Lace, Erick	X					
Lerma, Victor						X
Lewis, Eric	X					
Owen, Trevor	X					
[vacant]						
Perez, Carlos	X					
Poer, John	X					
Popowich, JJ					X	
Reyes-Dunn, Tess						X
Ross-Blumer, Bettie						X
Ruggless, Craig					X	
Sattler, Tom	X					
Uebersax, David	X					
Vacant, Youth						
<b>Total</b>	<b>8</b>				<b>2</b>	<b>3</b>

15. [TABLE] Discussion and possible action regarding reviewing and reporting to DONE how well the WNC achieved its goals from the previous Strategic Plan and Budget. (Lewis)

**MOTION:** The WNC shall submit a self-assessment form for year 2014-2015 to DONE re previous goals from the previous Strategic Plan and Budget as outlined by President Lewis.

16. Presentation of information on Council File: 13-1493-S1 relative to Street Vending / Special Sidewalk Vending District Program was adopted by the City Council on December 10, 2013. The ordinance is relative to amending section 41.59 of the Los Angeles Municipal code to revise the prohibition of street vending, specifically speaking to the selling of tickets.

- Discussion and possible action on providing a CIS (Community Impact Statement) on: Council File: 13-1493-S2 is pending in the Arts, Parks, and River Committee and Economic Development Committee. This motion instructs the Department of Recreation and Parks to work with the CLA on the citywide effort to address the regulation of street vending, and to develop a compatible permit process for vending in City parks and recreational facilities. Additionally, it's instructing the Department of Recreation and Parks to engage in public outreach and education to inform the community of any changes to City law in regards to vending at City parks and recreational facilities. (Lewis/Poer) [15 min]

**MOTION:** The WNC shall submit a CIS on Council File: 13-1493-S2 to the City Clerk for filing.

**Motion:** To support Council File 13-14903-S2 and file a CIS to the City Clerk.

- Add a stipulation that permitting process should be affordable and streamlined in consideration of the people who need the permits and that police enforcement of the permitting be added to the City Budget by the Mayor.
  - [Owen] Feels this may not be needed and that we should wait.
  - (Stakeholder) You need to follow the rules when you need to do something in the city.

Motion by: Poer Second by: Lace

**APPROVED: Yes 8 No 2 AB 2 INX 3**

**WNC-2016-011216-02**

17. Discussion and possible action regarding: Appointment of new member to fill empty seat. (Lewis)

**Nominations for filling new board seat:**

- Jaime Pelaez works for an accounting software company.

**MOTION:** To Approve Jaime Pelaez for the open position.

**APPROVED: Yes 8 No INX 3**

**WNC-2016-011216-03**

**Nominations for a new treasurer to fill the empty position:**

- Jaime Pelaez

**APPROVED: Yes 9 No INX 3**

**WNC-2016-011216-04**

**ADDITIONAL REPORTS & MOTIONS**

Discussion and board action is possible on the following reports.

18. Secretary's Report (Poer)

- Discussion and approval of the Winnetka NC Minutes for December 08, 2015
- **MOTION:** To approve the Minutes of December 08, 2015 as amended or corrected.
- Motion by: Poer Second by: Uebersax

**APPROVED: Yes 7 No AB 3 INX 4**

**WNC-2016-011216-05**

- HP Inkjet printer is broken, needs to be repaired or replaced. Possible cost \$250-\$300.
- [Owen] advises that a refurbished printer of same model may be better choice than repair but not a NEW model, since we already own ink for the current one.

**MOTION:** to spend up to \$350 to repair or replace depending on which is most economic and practical.

Motion by: Lace Second by: Owen.

**APPROVED: Yes 7 No AB 3 INX 4**

**WNC-2016-011216-06**

Board Member	Yes	No	Abstain	Recused	Absent	Ineligible
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Fuhrman, Steven	X					
Lace, Erick	X					
Lerma, Victor						X
Lewis, Eric	X					
Owen, Trevor	X					
Pelaez, Jaime						X
Perez, Carlos	X					
Poer, John	X					
Popowich, JJ					X	
Reyes-Dunn, Tess						X
Ross-Blumer, Bettie						X
Ruggless, Craig					X	
Sattler, Tom					X	
Uebersax, David	X					
Vacant, Youth						
<b>Total</b>	<b>7</b>				<b>3</b>	<b>4</b>

19. **Parliamentarian's Report** (Owen)

20. **Treasurer's Report** (Uebersax)

- Update, discussion, and action regarding Winnetka NC finances as needed.
- ~~Presentation of the Treasurer's Report including discussion and possible action to approve the December 2015 expenditure report. (Popowich)~~

**MOTION:** The Winnetka NC Board has reviewed the December 2015 Monthly Expenditure Report including the US Bank Statement for the month ending in December, 2015. The Board approves the report and authorizes the Treasurer to submit the report to ~~DONE.~~

- [Uebersax] DONE froze the account/card on our account. It was unfrozen for some things, but to issue a new card, they needed to open a new account. JJ has experienced many difficulties in getting workable response from them, and the necessity of either going to downtown or Van Nuys to resolve the issues (including getting the new account authorized, a card issued for it, and avoiding a freeze overall while hand-delivering past MER's) are among the reasons that JJ is stepping down. He has consented to serving while we hope to appoint a new Treasurer (hopefully) on Tuesday, and agreed that I would run the errands above.
- Accordingly, I have the purchase card, in my name as Assistant Treasurer, which can be used for the new account, which has a small balance so far. At such point that any on-line payments have been finalized and cleared, the remaining balance will be transferred to the new account.
- What I am awaiting, having made sure JJ is included on all correspondence for the past several weeks, is his confirmation that I can complete charges for some of our urgent items, and further determine if he or I will execute online payments using one or the other existing accounts. I cannot do that, however, without confirmation that all the necessary paperwork is in place first, and determining how we will complete resulting reports, until such time that the new Treasurer is appointed, trained, and authorized by DONE to move forward.
- Here's the status of our accounts
  - With my hand-delivery last month of the MER's, our old account was active without fear of being frozen (other than the previous issue with the card being cancelled and whatever temporary freeze was in place temporarily).

- On one of my three visits to DONE offices in Van Nuys, I was set up for access for the new account (ending in 5013), which has a starting balance of \$1500, so that we could have quick access to payments made online, or using a new NC bank card
- A new NC bank card was issued, in my name for now, to be able to make payments via the new account. (This also required visiting a Union Bank branch to activate the card, and set up a PIN. I then reported the PIN to DONE so that they could change it to something which only they could use (or disabled it completely?), since we Treasurers are not authorized to make cash advances/withdrawals.
- While I think I called JJ quick since they didn't prep me with an important question as to whether we could close the old account (ending in 5091), I directed them to leave it open, to ensure any pending payments would post successfully. As we've seen per DONE's note today, the balance is the same as when I visited, \$11,180.76, so as long as JJ and I are able to confirm we're able to do the following, we will advise them to sweep the funds into the new account.
- Immediate expenditures, to be made from the new account (most of this has already been approved, so these payments should only need to be part of the MER for January and later bank reconciliations.)
  - I will purchase the Ink cartridge tomorrow as listed below, which I am seeing online at Staples @ \$119.99, and arrange to drop this off to you
  - I will use the login info sent by Wendy to make the Constant Contact payment of \$126, and let her know once that is confirmed
  - JJ will be sending me login information for ExtraSpace Storage, so that I can make the January payment of \$189
  - I can make payment for food to be delivered to our meeting on Tuesday, presumably from Valentino's, after which I can swing by within a day or so to make payment using the NC bank card.
  - JJ will confirm that he can login to the new account, and make payment to Wendy Moore, after which he will socialize his confirmation. (Just in case he has any problems logging in, I think I confirmed last month that I have access and can login to the new account as I had confirmed with the old account, though I made no payments in the past)
- Other items (requiring completion of additional paperwork and/or approvals by DONE)
  - JJ will complete everything needed to submit NPG's to DONE for Valley Village and Winnetka Park. Once DONE completes processing and authorization, we'll be informed that we can make payment, which can be made with funds swept from the old account.
  - Likewise, while the payment for the Newsletter requires DONE approval, since the amount around \$9000 is in excess of the standard limit of \$5000(?), we should be able to make that payment as well from funds that should be swept into the new account.
  - If the above puts us close to the combined balance of just over \$16,000, I believe we can address any further deposits required for this quarter's needs, if they aren't already planning on adding to the current total.
- All this should clear the decks right now for the payments required at this time. and I will help as needed as JJ works with the new Treasurer to finalize any further reporting while training and authorization is completed.

21. **Budget & Finance Committee** (Uebersax)

22. **Executive Committee** (Lewis)

23. **Rules, Elections, & By-Laws Committee** (Lewis)

24. **LA City Council District 3 Beautification Action Team Liaison** (Ross-Blumer)

- Discussion and possible action on: Requesting Tarzana Nursery to plant the "Iceberg Roses", that WNC has prepaid for, along the Sherman Way median in view of the possible extended rain during this Winter season.  
([Lewis])

**MOTION:** To request Tarzana Nursery to plant the "Iceberg Roses", that WNC has prepaid for, along the Sherman Way median.

Motion by: Lewis Second by: Owen

**APPROVED: Yes\_9\_No\_AB\_3\_INX\_3**

**WNC-2016-011216-07**

25. **LA DWP Committee/Memorandum of Understanding Cmte Representative** (Uebersax)

- LADWP Cmte/MOU Cmte meetings: 1st Sat of each month, 8:30AM, 6501 Fountain Av., Hollywood

26. **LA Neighborhood Councils Coalition (LANCC) Representative** (Uebersax)

- LANCC meetings: 1st Sat of each month, 10:00AM, 6501 Fountain Ave., Hollywood

27. **LA Public Works Liaison** (Uebersax)

28. **Neighborhood Watch Representative** (Owen)

29. **Mayor's Budget Representatives** (Lerma & Uebersax)

30. **Reserve Animal Control Officer (RACO) Liaison** (vacant)



**31. Valley Alliance of Neighborhood Councils (VANC) Representatives (Lewis)**

- VANC meetings: 2<sup>nd</sup> Thu. of each month, 6:30PM, Sherman Oaks Hospital, 1<sup>st</sup> fl. Conference rm.

**32. Good of the Order**

**33. Future Agenda Items & other Calendar Events**

- **34. Adjournment Time: 9:40pm\_\_\_\_\_**

Members of the public may request and receive, without undue delay, copies 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 Winnetka Neighborhood Council complies with Title II of the Americans with Disabilities Act and does not discriminate on the basis of any disability. Upon request, the Winnetka Neighborhood Council will provide reasonable accommodations 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 the availability of services, please make your request at least 3 business days (72 hours) prior to the meeting you wish to attend by contacting the Neighborhood Council Secretary at 818-341-6256, or please send an e-mail that states the accommodations that you are requesting to [secretary@winnetkanc.com](mailto:secretary@winnetkanc.com).

*SI REQUIERE SERVICIOS DE TRADUCCION, FAVOR DE NOTIFICAR A LA OFICINA 3 Dias de trabajo (72 horas) ANTES DEL EVENTO. SI NECESITA AYUDA CON ESTA AGENDA, POR FAVOR LLAME A NUESTRA OFICINA AL (310) 562-3268.*

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**PROCESS FOR RECONSIDERATION**

The Board may reconsider and amend its action on items listed on the agenda if that reconsideration takes place immediately following the original action or at the next regular meeting. The Board, on either of these two days, shall: (1) Make a Motion for Reconsideration and, if approved, (2) hear the matter and Take an Action.

If the motion to reconsider an action is to be scheduled at the meeting following the original action, then two items shall be placed on the agenda for that meeting: (1) A Motion for Reconsideration on the described matter and (2) a {Proposed} Action should the motion to reconsider be approved. A Board member who has previously voted on the prevailing side of the original action taken can only make a motion for reconsideration.

If a motion for reconsideration is not made on the date the action was taken, then a Board member on the prevailing side of the action must submit a memorandum to the Secretary identifying the matter to be reconsidered and a brief description of the reason(s) for requesting reconsideration at the next regular meeting. The aforesaid shall all be in compliance with the Brown Act.

**PROCESS FOR FILING A GRIEVANCE**

Any grievance by a Stakeholder must be submitted in writing to the Secretary of the Board of Directors. The Secretary shall then within no more than 30 days refer the matter to an ad-hoc grievance panel comprised of 3 Stakeholders who are randomly selected by the Council Secretary from a list of Stakeholders who have previously expressed an interest in serving from time to time on such a grievance panel. The Secretary will coordinate a time and a place, not to exceed 10 days, for the panel to meet with the person(s) submitting a grievance and to discuss ways in which the dispute may be resolved.

Thereafter, a panel member shall promptly prepare a written report to be forwarded by the Secretary to the Board to be heard at the next board meeting outlining the panel's collective recommendations for resolving the grievance. The Board of Directors may receive a copy of the panel's report and recommendations prior to any meeting by the Board, but the matter shall not be discussed among the Board members until the matter is heard at the next regular meeting of the Board pursuant to the Ralph M. Brown Act.

This formal grievance process is not intended to apply to Stakeholders who simply disagree with a position or action taken by the Board at one of its meetings. Those grievances can be aired at the Board meetings. This grievance process is intended to address matters involving procedural disputes, e.g., the Board's failure to comply with the Board's Rules or Bylaws, or its failure to comply with the City's Charter, the Plan, local ordinances, state law, and/or federal law.

In the event that a grievance cannot be resolved through this grievance process, the complainant has the right to appeal the matter to the Department of Neighborhood Empowerment for consideration or dispute resolution.

**MOTION:**

Motion by:

Second:

APPROVED: Yes \_\_, No \_\_, ABST \_\_, REC \_\_, AB \_\_, INX \_\_

WNC-2016-062316-##

Board Member	Yes	No	Abstain	Recused	Absent	Ineligible
Fuhrman, Steven						
Lace, Erick						
Lerma, Victor						
Lewis, Eric						
Owen, Trevor						
Pelaez, Jaime						
Perez, Carlos						
Poer, John						
Popowich, JJ						
Reyes-Dunn, Tess						
Ross-Blumer, Bettie						
Ruggless, Craig						
Sattler, Tom						
Uebersax, David						
Vacant, Youth						
Total						



**WNC**  
Celebrating Diversity with Unity  
and Dedication to the Community

