



WINNETKA NEIGHBORHOOD COUNCIL

c/o Winnetka Convention Center
 20122 Vanowen St., Winnetka, CA 91306
WinnetkaNC.com @WinnetkaNC
 Board@WinnetkaNC.com



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

REGULAR GENERAL MEETING MINUTES

Tuesday, November 10, 2015, 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

3. Board Member Roll-Call, Introductions, Meeting Rules & Announcements

Board Member	Apr 14	May12	Jun 9	Jun 23	Jul 14	Aug 11	Sep 8	Oct13	Nov10	Dec 8
Steven Fuhrman	x	x	X	X	X	AE	X	X	A	
Erick Lace	x	x	X	X	A	X	X	X	X	
Madison Lamoreaux	x	ae	A	A	Res					
Victor Lerma	L 9:40	x	X	X	X	X	X	X	X	
Eric Lewis	x	x	X	X	X	X	X	X	X	
Mary Ellen Moreno	x	x	A	Res						
Trevor Owen	x	x	A	X	A	X	x	X	X	

Kathleen Pelaez	x	x	A	X	X	X	X	X	AE	
John Poer	X	x	X	X	X	X	X	X	X	
JJ Popowich	Le	ae	X	X	X	X	X	X	X	
Carlos Perez					X	X	X	A	X	
Tess Reyes-Dunn	X	A	A	A	X	X	X	X	X	
Bettie Ross-Blumer	X	x	AE	X	X	X	A	AE	X	
Craig Ruggless					X	X	X	X	A	
Tom Sattler	X	x	X	AE	X	X	AE	X	X	
David Uebersax	X	x	X	A	A	X	X	X	X	
Vacant (Youth)										
Total	14	11	8	9		13	12	12	11	

4. Government Representative Updates:

- Kevin Taylor** (Office of the Mayor)– Appointed to Deputy Mayor – West SF Valley Mayor’s representative.
 - Here to advocate for West Valley at city hall.
 - He was able to go to top of mountain in Porter Ranch were the “gas leak” concern has been ongoing. They were able to cap the leak. No health threat.
 - Veterans, veteran care, and homeless veterans are a major priority.
 - The north east end of the valley’s largest Veteran’s Parade starts at 11:11 on 11/11/2015 in Arleta at Laurel Canyon and SF Mission.
- Officer Maldonado (LAPD)** –(818-731-2569) 23639@lapd.at.lacity.org)
 - He deals with quality of life issues not emergencies. Mike Burer city attorney touched on issue of homelessness as a social issue. It is not against the law. More shelters are needed but some homeless do not want to go to shelters. Crime is up compared to last year by 67.7%. Early release of people with substance abuse is a part of the issue. Fines are assessed with no consequence. 30 day lock up is no longer required and they are back on the street by the next week.
 - Meeting on the 2nd Thursday of the month at 7:00 at the Topanga station to work on strategy.
 - City council currently considering permitting street vending. It is currently against the law and a misdemeanor now. Trucks can be impounded. Permit needed from city or health department. Vendors will just be asked to move unless citizen complains about the noise etc. There are not enough officers for hard enforcement so patrols don’t stop for food servers without complaint.

- Biggest increase in crime is vehicle theft and break ins. Primary cause of auto break-ins is belongings left in vehicles. Do not leave anything in the car or back seat.
- Officers on down time are asked to patrol areas. Call with any suspicious activities 311 or 877.
- [Fuhrman]: Opened discussion about “street vending”. City Council currently considering permitting it. Currently it is illegal.
- [Reyes-Dunn]: asked about frequent helicopter activity near Valerio
- **Jenny Portillo** (for Bob Blumenfield CD3)
 - Office closed on Veteran’s Day.
 - Thanks for supporting the “For Sale Vehicles” motion. Went downtown to talk to committee. Letters and CIS helped. Council approved the motion. Added two hour parking on South side of Sherman Way. Takes about 45 days to go into effect and get signs up.
 - [Uebersax] thanked Lerma for getting discussion started on that issue.
 - Broke ground near ...Aliso Creek to develop parkland/open-space along river.
 - Sidewalk vending is still illegal, except for “events”. Economic Dev committee has it now. Councilmember Price is the chair.
 - Sending out emails to announce annual open house at CD. Asking for unwrapped toys. Stuffed toys are acceptable.
 - [Uebersax] re letter from neighbor with Parkinson’s – needs tree trimming. Jenny says to email her.
 - She will be gone November 23rd to November 30th.

5. 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.

• **Fayleen Harmon:**

- Wanted introduce herself. President - Canoga Park Women’s Club. 15th annual Veteran luncheon mentioned. The Canoga Park Women’s Club is non-profit, does community events and raises money.
- Lived in same house for 48 years.
- Concerned about Saticoy from Winnetka to Desoto. Especially planter at northwest corner of Saticoy and Mason which makes area look rundown. H. S. kids cleaned up the parkway a few years ago and did a wonderful job.
- [Popowich] Suggested possible inclusion in *Spring Clean* event.
- Also tagging on walls same location. North West corner
- [Sattler] tried to reach the owner but never succeeded.

6. President’s Report (Lewis)

- 2016 NC Elections being developed. Dates not set yet. Our election is likely in mid-April.
- Political Endorsements allowed as long you don’t say WNC endorses anything.

7. Vice-President’s Report (Lace)

- Thanks for helping with Halloween Party, setup and working.to Pelaez, Owen, and Poer.

REGULAR COMMITTEE REPORTS & MOTIONS

8. Youth Advocacy Committee Report (Owen)

- YA Cmte meetings: 4th Thurs. of each month, 6:30PM, Winnetka Child Care Center, 8361 Winnetka Ave.
- Next meeting will be: November 19, 2015, at 7:30PM at Limerick Avenue Elementary School.
- Upcoming event: March or April, “Spelling Bee”. To be annual, first attempt.

- UTLA is moving to get many schools to go “charter”. We’re trying to get someone to speak on this issue. Need to educate community on all sides of this issue.
 - WNC Youth Representative candidate search progress update. Still searching for age 16 or 17 for 6 months on the board.
 - Recap of Halloween Festival, Sat. Oct 31, 2015, at Winnetka Recreation Center.
 - Halloween Fair event nearly 300 attended
 - Meeting on Thursday 19th. is combined with Safety Committee meeting.
- 9. Outreach & Social Media Committee Report (Lewis)**
- OSM Cmte meetings: 4th Tue of each month, 7:00PM, Winnetka Convention Center.
 - Next meeting will be: November 24, 2015, at 7:00PM at Winnetka Convention Center.
 - OSM Cmte Report – No quorum for last meeting, but did have lecture.
 - Recap of 2015 WNC Public Lecture Series, part 5: Disaster Preparedness on 10/27/2015, offered excellent information on preparedness.
 - Planning to work with Chamber of Commerce in the near future.
- 10. Public Safety Committee Report (Pelaez)**
- PS Cmte meetings: 3rd Thurs. of each month, 7:00PM, Limerick Avenue Elementary School, 8530 Limerick Ave.
 - Next meeting will be: November 19, 2015, at 7:00PM at Limerick Avenue Elementary School.
- 11. Public Works & Transportation Committee Report (Uebersax)**
- PWT Cmte meetings: 4th Mon of each month, 7PM, Limerick Avenue Elementary School, 8530 Limerick Ave.
 - Next Meeting will NOT be: November 23, 2015, due to Thanksgiving week.
 - No meeting in October. Chair hopes to have November meeting on November 30 (5th Monday) at 7:00PM at Limerick Avenue Elementary School.
 - December date may be moved as well. Possibly Dec 7 or 14th.
 - Huge list of repairs, trimmings, sidewalks. Mayor Garcetti has renamed the “blitz” but it is still continuing. PW generated huge list of items to repair, using the Zine Funding. We still have more to do. We use a city form and a spreadsheet to try to keep track.
 - Recommends using MyLA311 application which uses GPS and provides a photo of the problem, and then sending the response number to Public Works for tracking.
 - MyLA311 application very useful for reporting many types of requests for help from the city.
 - Road Diet is still on our Agenda. Still undecided if it will help or hinder.
 - Turf replacement issues still being discussed.
- 12. Planning & Land Use Management Committee Report (Popowich)**
- PLUM Cmte meetings: 3rd Tue of each month, 7:00PM, Winnetka Convention Center.
 - Next Meeting will be: November 17, 2015 at 7:00PM at Winnetka Convention Center.
 - Discussion and possible action regarding the property located at 20500 Nordhoff Ave., Chatsworth, CA regarding the owner’s request for a variance(s) to allow for an assisted living facility. (Case #: ZA-2015-2412-ZV & ENV-2015-2413-EAF). (Popowich) [20 min]
 - **Dominic Hong:** TDA Consultants, Inc., presented the proposed project, with illustrations and explanations.
 - **[Nicole Kuklok Waldman:]** – Asking for variance to build 2 story building on south side of existing commercial building. Neighbors concerned about view from their homes.
 - All residents of facility will be locked in. 2 per room. Deliveries will be once a week. Thirty five parking spaces provided. Under 20 employees per shift. Residence will not be driving. Facility will hold ninety six residents with two per room. Landscaping elevation will stay the same. Will use non messy trees that are low maintenance. It is a locked facility.
 - **[Dr. Dan Kashani]** – Oversees operation at Roscoe and Louise. This will be a memory care unit to care for people with dementia and Alzheimer. This is a non-medical unit to care for levels one to four. He mentioned Lisa Tarshani, whose mother was living at facility which improved her

quality of mother's life. She would have otherwise been in a skilled nursing home. The cost will be \$2,000 to \$5,000 per month based on level of care. Says this is a much needed facility. Long waiting list for Memory Care facilities. This is not skilled nursing.

- **Daniel DeHart:** (Did not speak).
- **Lois English:** (Letter): Opposed
- **Janet Kaegan:** (email) : Opposed
- **[Popowich]** – read several emails and letters all opposed. The objection's raised were:
 - The addition to the rear of building.
 - Concern about building being turned into a drug rehab.
 - Trash not down wind and problems with rezoning the old "P" zone area.
- **[Reyes-Dunn]** – Project sounds great, but must be legal and approved.
- **[Poer]** – Concerned that "use" will change later, also that presentation should be more honest about it and make it clear that it is a FOR PROFIT project.
- **[Lerma]** – Where do patients come from? (Ans:) Primarily from neighborhood.
- **[Ross-Blumer]** – "We've been burned by other developers doing things that were not made clear." Building process must be fair, honest and considerate. Has issues with any building on Sunday and the pools around area must be protected. She is very angry about behaviors of Williams Homes developer in the Winnetka Avenue project.
- **[Lewis]** – "We are responsible to represent all of Winnetka, and we only have local resistance so far." Ficus trees not a good choice unless a gardener provided to keep homes clear of all the debris they produce.
- **[Lace]** – Wanted to clarify where the building would be. (Ans:) 35' from existing property line.
- **[Owen]** – Questioned stakeholders, who are concerned about building being 65 feet closer.
- **[Kashani]** – This project is part of ALW "assisted living" program
 - [?] Does the project info include proper setbacks?. (Ans:) All setbacks are proper.
 - [?] Plans show that SW corner adds an external emergency stair. Can people get to roof to use roof? **[Kashani]** no Roof use planned.
- **[Kashani]** – Northridge has both assisted living and memory care. This may have both as well.
- **[Perez]** – Asks that the name reflect the actual use. Memory Care. He wishes there were more stakeholders. He is not a fan about the change of zoning. The view should remain the same. He opposes.
- **[Popowich]** – Likes what is provided and does not understand the stakeholders' problems. If the developers agree it's the best protection. WNC and LLC to enter into formal agreement about what will be done and how it will be done, and developers will be responsible for communicating any changes back to PLUM with Popowich as contact.
- **MOTION:** Move to approve the proposal as presented, requesting a change in zoning from *Commercial Office* to *Eldercare*, with a condition to submit a request to City Council that all future use be restricted to Memory Care. Any other usage is strictly prohibited.
 - The developer agrees to replace a row of non-invasive trees along the south side of the property.
 - The developer agrees to ensure these trees will be low impact in terms of debris to houses on Gresham Street.
 - The developer agrees to repair any and all damage that may occur during construction including but not limited to hardscape, landscape, buildings or any other property in adjacent properties.

Motion by: Lace

Second: Owen

Amended Motion by: Ross-Blumer

Second: Reyes-Dunn

FAILED: 5, 6, 0

WNC-2015- 110915-01

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, Kathleen					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						
Total	5	6	0	0	3	0

- **MOTION:** The WNC shall send a letter to the zoning administrator requesting extension of consideration.

Motion by: Uebersax Second: Trevor Owen

Passed by unanimous consent.

APPROVED: 11, 0, 0

WNC-2015- 110915-02

NEW & RETURNING AGENDA ITEMS

- 13.** 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.

TABLED until DECEMBER Meeting.

Motion by: Lace Second: Owen

FAILED: 2, 8, 0

WNC-2015-111015-03

Board Member	Yes	No	Abstain	Recused	Absent	Ineligible
Fuhrman, Steven					X	
Lace, Erick	X					
Lerma, Victor		X				
Lewis, Eric		X				
Owen, Trevor	X					
Pelaez, Kathleen					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						
Total	2	8	0	0	4	0

14. TABLED: Discussion and possible action regarding purchasing WNC name badges for new board members and possibly committee members, too. (Lewis)

15. Discussion and possible action regarding establishing a response system for the stakeholder submissions that are received by the WNC Secretary via the WNC website’s “Contact Us” feature. (Lewis)

16. TABLED: 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.

TABLED: 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)

17. TABLED: Discussion and possible action on providing a CIS (Community Impact Statement) on: Council File: 15-1138 relative to declaring a State of Emergency and providing emergency shelter and housing to the homeless was heard in a joint Homelessness and Poverty and Housing Committee on October 14, 2015. The joint committee voted to approve recommendations to instruct the City Attorney to provide a report, or prepare and present a draft ordinance. The joint committee also instructed the Chief Legislative Analyst (CLA) to prepare and present a resolution to effectuate the State of Emergency, as needed. Additionally, the committee instructed the City’s Planning Department, and Department of Building and Safety to prepare and present a report with draft ordinance language, to implement the intent of the motion. The joint committee’s recommendations and instructions are contingent upon the City Council approving and directing the involved departments to move forward with the requests. The matter has moved out of both committees and is scheduled to go before the full City Council for deliberations, further instructions, or approval.

There are 3 sub files to this CF#, 15-1138-S1, 15-1138-S2 and 15-1138-S3. All three sub files are similar. However, sub council file # 15-1138-S1 is authorizing and instructing the Controller to create a new account in the Unappropriated Balance (UB) entitled Serving and Housing LA’s Homeless. Additionally, it’s instructing the City Administrative Officer (CAO) and the Chief Legislative Analyst (CLA) to develop and report to the Council a multi-year spending plan to reduce homeless in the City of Los Angeles by using a number of funding sources.

A motion on this item would be to approve/disapprove support of 15-1138-S1. (Lewis/Poer) [10 minutes]

ADDITIONAL REPORTS & MOTIONS

18. Secretary’s Report (Poer/Pelaez) [4 min]

- Discussion and approval of the Winnetka NC Minutes for October 13, 2015.
- Published agenda and minutes have incorrect names in “header” portion of document, omitting Carlos Perez, and Craig Ruggless.
- **MOTION:** To approve the Minutes for the Winnetka Neighborhood Council meeting of October 13, 2015 with appropriate changes to the names of members shown in the “header” portion of the document.

Motion by: Poer Second: Lace

APPROVED: (by consensus) **10,0,0**

WNC-2015-111015-04

19. Parliamentarian’s Report (Owen) [2 min]

- Need to move our meetings along. PLEASE

20. Treasurer’s Report (Popowich/Uebersax)

Update, discussion, and action regarding Winnetka NC finances as needed.

- Discussion and possible action regarding: Payment of invoice from Moore Business Results in the amount of \$448.05. (Popowich) [5 min]
- **MOTION:** The WNC Council approves payment of the “Moore Business Results” November invoice in the amount of \$448.05.

Motion by: Popowich Second: Lace

APPROVED: 5, 0 No, 4 absent, 5 Ineligible

WNC-2015-111015-05

Board Member	Yes	No	Abstain	Recused	Absent	Ineligible
Fuhrman, Steven					X	
Lace, Erick	X					
Lerma, Victor						X
Lewis, Eric						X
Owen, Trevor	X					
Pelaez, Kathleen					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						
Total	5				4	5

- Discussion and possible action to approve payment of the July, August, September, and October invoices from AppleOne. [5 min]
- **MOTION:** The WNC Council approves payment of the “Apple One” invoices for July, August, September, and October.
- Motion by: Lace Second: Owen

APPROVED: #, #, #

WNC-2015-111015-06

Board Member	Yes	No	Abstain	Recused	Absent	Ineligible
Fuhrman, Steven					X	
Lace, Erick	X					
Lerma, Victor						X
Lewis, Eric						X
Owen, Trevor	X					
Pelaez, Kathleen					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						
Total	5	0	0		4	5

- TABLED - Presentation of the Treasurer's Report including discussion and possible action to approve the October expenditure report. (Popowich)
- MOTION: "The Winnetka NC Board has reviewed the October 2015 Monthly Expenditure Report including the US Bank Statement for the month ending in (past month), 2015. The Board approves the report and authorizes the Treasurer to submit the report to DONE."
- **[Popowich]** says he is not helping the committee because his time doesn't allow him to access banks and make needed purchases. He may have to resign.
- **[Uebersax]** says he can try to do more to assist.

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

- Discussion re status of 2016 elections.
- Discussion and possible action of WNC use of Nation Builder for election outreach.

22. Valley Alliance of Neighborhood Councils (VANC) Representatives (Lewis)

- VANC meetings: 2nd Thurs. of each month, 6:30PM, Sherman Oaks Hospital, 1st fl. Conference rm.
- WNC Rep to VANC still needed.

23. Good of the Order

- Uebersax – noted the special report about Turf Terminators contributing to Mayor and his recommendation that they do the turf removal services.
- Ross-Blumer – (re PLUM meetings) When we have a "hot" issue – can we add a stenographer? Vice chair should take minutes but PLUM meetings sometimes are quite active and help is needed.

24. Future Agenda Items & other Calendar Events [2 min]

25. Adjournment Time: 10:00pm

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.

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.

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.



WING
Celebrating Diversity with Unity
and Dedication to the Community