



# Winnetka Neighborhood Council

## GENERAL MEETING MINUTES

Tuesday, August 13, 2019, 6:30 PM

Winnetka Convention Center (WCC)

20122 Vanowen St. Winnetka, CA 91306

(Located next to Winnetka Bowl, ground floor of hotel)

[board@winnetknc.com](mailto:board@winnetknc.com) | [www.winnetkaNC.com](http://www.winnetkaNC.com) | @winnetkaNC



<b>President</b>	<b>Treasurer</b>	<b>Secretary</b>	<b>Parliamentarian</b>
David Uebersax	Samantha Ludwig	Lisa Reeber	Erick Lace
<b>Vice-President</b>	<b>Assistant Treasurer</b>	<b>Assistant Secretary</b>	<b>Assistant Parliamentarian</b>
JJ Popowich	Gregory Coley	Victor Lerma	Sayed Amir Malekpour
<b>Board Members</b>			
Steven Fuhrman	Franklin Solis	Judith Giglio	Ajantha Sriramya
John Poer	Vacant	<b>Youth Representative: Vacant</b>	

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., CA 91306 and are available on our website at [www.winnetkanc.com](http://www.winnetkanc.com). You can also receive our agendas via email by subscribing to L.A. City's Early Notification System at the website below:

<http://www.lacity.org/government/Subscriptions/NeighborhoodCouncils/index.htm>

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** (Refreshments) [10 min]

17 # of Guests

2) **CONVENE MEETING and PLEDGE OF ALLEGIANCE** [1 min]

Meeting convened at 6:47 pm with full quorum.

3) **BOARD MEMBER ROLL CALL** [2 min]

Board Member	Apr 9	May 14	Jun 11	Jul 09	Aug 13
Gregory Coley	X	X	A	X	A
Ajantha Sriramya	A	A	LE	LE	A
Lisa Reeber	X	X	X	X	X
David Uebersax	X	X	X	X	X
Erick Lace	X	X	X	X	X
Franklin Solis	X	X	X	L	X
JJ Popowich	X	A	A	X	X
John Poer	A	A	A	A	A
Steven Fuhrman	X	X	X	X	X
Judith Giglio	X	X	X	X	A
Sayed Amir Malekpour	X	A	A	A	A
Victor Lerma	X	A	X	X	X
Samantha Ludwig	X	X	X	X	X
Tamicka Easley	A	X	X	/	/
Vacant	/	/	/	/	/

**X = Present, A = Absent, E = Excused, / = Not on the Board at this time, L = Late, LE = Left early**

**4) MEETING RULES & ANNOUNCEMENTS [2 min]**

**A** The Board may take action on any item on the agenda, which may be taken out of order.

**5) APPROVAL OF MINUTES:** We will review and approve the Minutes as available. [5 min]

**A** Motion to approve minutes for May 14, 2019 [May's minutes were already approved at a previous meeting.](#)

**B** Motion to approve minutes for June 11, 2019 (**WNC-2019-081319-01**) [Mr. Lace moved to accept minutes as recorded. Mr. Fuhman seconded the motion. Vote taken and motion passes 6-0-2.](#)

Board Member	Position	Yes	No	Abstain	Absent	Ineligible	Recused
Gregory Coley	Assistant Treasurer				X		
Ajantha Sriramya	At-Large				X		
Lisa Reeber	Secretary	X					
David Uebersax	President			X			
Erick Lace	Parliamentarian	X					
Franklin Solis	At-Large	X					
JJ Popowich	Vice President			X			
John Poer	At-Large				X		
Steven Fuhrman	At-Large	X					
Judith Giglio	At-Large				X		
Sayed Amir Malekpour	Assistant Parliamentarian				X		
Victor Lerma	Assistant Secretary	X					
Samantha Ludwig	Treasurer	X					
Vacant	At-Large						
Vacant	Youth Rep.						

**C** Motion to approve minutes for July 13, 2019 [Minutes not available and item will be moved to next month.](#)

**6) GOVERNMENT REPRESENTATIVES:** Updates: The latest information from representatives of the offices of Mayor Garcetti, Councilman Bob Blumenfield (CM BB), Congressman Brad Sherman (CMN BS), State Senator Stern, 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]

[Keith Banks, Field Representative for Councilmember Blumenfield, announced a new pilot program for addressing issues along the LA River. The river falls under many jurisdictions as it goes through the Valley so coordinating to address issues has been difficult. Authority for the area has now been given to the Mountains Recreation and Conservation Authority. This should reduce current difficulties in addressing issues along the river.](#)

[Blake Clayton, Field Deputy for County Supervisor Sheila Kuehl, announced the passing of OurCounty Sustainability Plan. This plan is the boldest regional approach to addressing climate issues and charts a path forward to not only confront climate change and pollution, but to do so in ways that also address other challenges, like traffic, the housing affordability crisis, and longstanding inequality. Go to <https://www.lacounty.gov/newsroom/la-county-sustainability-plan/>](#)

Semee Park, EmpowerLA representative, introduced herself and reminded everyone about the upcoming Congress of Neighborhood Councils.

**7) PUBLIC COMMENT:** 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, 20 min max]

Stakeholder 1 reported the Neighborhood Watch sign needs to be replaced and that he would also like to join the watch but doesn't know how. Mr. Solis shared the days, times and locations of the two Neighborhood Watches that serve Winnetka.

Stakeholder 2, Rachel, reported the need for a crosswalk at Vanowen and Lurline. She states there is a bus stop there but no safe place to cross the street. She stated they have requested a pedestrian activated signal through Blumenfield's office. Mr. Uebersax stated that the Public Works and Transportation Committee can also look at the issue and make a request.

**8) CONSENT CALENDAR:** Board members or members of the public may request any item listed on the consent calendar to be pulled for discussion. If you wish to pull an item for discussion, please advise the Secretary before the meeting or request the item be pulled at for discussion.

**9) FINANCIAL CONSENT CALENDAR:** Board members or members of the public may request any item listed on the consent calendar to be pulled for discussion. If you wish to pull an item for discussion, please advise the Secretary before the meeting or request the item be pulled at the time it is brought up for discussion. [15min]

**A** The WNC approves the following items on the Financial Consent Calendar. (Ludwig/Coley/Uebersax)  
**(WNC-2019-081319-02)**

- Moore Business Results Invoices (Outreach)
  - ◇ Moore Business Results – Invoice #WNC-2019-0801 in the amount of \$278.30 (for activity in the month of July)
  
- Valentino's expenses for meeting food (Outreach)
  - ◇ August 13, 019 meeting in the amount of \$50.00
  
- ExtraSpace Storage (Office)
  - ◇ July Storage expense: \$244.00
  
- Ellies' Lock and key (Office)
  - ◇ Duplication of keys: \$27.10
  - ◇ Purchase of locks: \$59.11

Ms. Ludwig and Mr. Uebersax reviewed the Items on consent calendar. Mr. Furhman moved to accept all items as written. Mr. Lace seconded the motion. Vote taken on WNC-2019-081319-02 and motion passed 8-0-0.

Board Member	Position	Yes	No	Abstain	Absent	Ineligible	Recused
Gregory Coley	Assistant Treasurer				X		
Ajantha Sriramy	At-Large				X		
Lisa Reeber	Secretary	X					
David Uebersax	President	X					
Erick Lace	Parliamentarian	X					
Franklin Solis	At-Large	X					
JJ Popowich	Vice President	X					
John Poer	At-Large				X		
Steven Fuhrman	At-Large	X					
Judith Giglio	At-Large				X		
Sayed Amir Malekpour	Assistant Parliamentarian				X		
Victor Lerma	Assistant Secretary	X					
Samantha Ludwig	Treasurer	X					
Vacant	At-Large						
Vacant	Youth Rep.						

## 10) NON-CONSENT CALENDAR:

- A** Presentation and possible action with regards to WNC participation in the West Valley Neighborhood Alliance on Homelessness. (<http://www.wvnah.org/>) While the issues involving unsheltered people are complex and diverse--ranging from impacts in neighborhood streets and alleys, sidewalks and open space, flood control channels and the Los Angeles River--there exists a need to mitigate local Public Safety issues, as well as seek solutions and 'Homefulness' at a regional level. Winnetka NC has been asked to become the 12<sup>th</sup> Neighborhood Council of 16 in the West Valley, joining Canoga Park, Reseda, Tarzana, Woodland Hills/Warner Center and others. One of our neighboring NC leaders will make a brief presentation. [15min]
- Tom Booth and Corrine Ho discussed stated that the Alliance is made up mostly of Neighborhood Council members, stakeholders, social services agencies and interfaith groups. This group works to keep all participants and the general public informed about homelessness issues, current strategies and available resources to increase knowledge and understanding. Mr. Popovich asked if they are wanting a commitment from a WNC member. Mr. Booth states that they are asking for someone to be a liaison and who will attend monthly meetings and help with events. Mr. Solis asked how different this is from other groups and if there are established benchmarks to show effectiveness. Mr. Booth stated the focus of the Alliance is education on causes, solutions, issues, etc.
- Mr. Lace motioned to accept the request to become a member and offered to be the liaison. Mr. Popovich seconded the motion. Verbal Vote taken and motion passed unanimously.
- B** Discussion and possible action pursuant to fairly and consistently adhering to the Board Member attendance policy per WNC Bylaws. Since their update several years ago, there has been great latitude for Board Members who have not been able to participate to the degree which they would prefer. With vacancies sometimes hard to fill, the grounds for consideration of removal following 3 absences in a year timespan, has been lax, in the hopes of recuperation of Members--whether active, longstanding or newly elected—who have been temporarily sidelined. As a result, Unapproved Absences of other Members have also not resulted in Board action, so as to not be inconsistent with the application of policy. In the meetings since the seating of the current Board, in discussion regarding this policy, it has been determined that the Board wishes to comply with the requirements incumbent

upon Members, and the President has reached out to determine the intentions of those not currently active. [10min]

Discussion on what is required of a board member occurred. Ms Ludwig made the motion to remove the two inactive board members (JP and SAM). Mr. Popovich seconded the motion. Vote was taken on WNC-2019-081319-03 and motion passed 8-0-0.

Board Member	Position	Yes	No	Abstain	Absent	Ineligible	Recused
Gregory Coley	Assistant Treasurer				X		
Ajantha Sriramya	At-Large				X		
Lisa Reeber	Secretary	X					
David Uebersax	President	X					
Erick Lace	Parliamentarian	X					
Franklin Solis	At-Large	X					
JJ Popowich	Vice President	X					
John Poer	At-Large				X		
Steven Fuhrman	At-Large	X					
Judith Giglio	At-Large				X		
Sayed Amir Malekpour	Assistant Parliamentarian				X		
Victor Lerma	Assistant Secretary	X					
Samantha Ludwig	Treasurer	X					
Vacant	At-Large						
Vacant	Youth Rep.						

**C** Discussion and possible action to fill Board Vacancies [15min]

- Consideration to appoint a candidate for the At Large Director Seat (expiring 2021)  
 Jill Kline requested to be appointed to this vacant seat. She moved to Winnetka in March and previously was the Chief of Staff for a State Senator in another state. She found out about WNC by doing a Google search.  
 Mr. Lace made the motion to appoint Jill Kline to fill the At Large Member seat expiring 2021. Mr. Popovich seconded the motion. Vote was taken on WNC-2019-081319-04 and motion passed 8-0-0.

Board Member	Position	Yes	No	Abstain	Absent	Ineligible	Recused
Gregory Coley	Assistant Treasurer				X		
Ajantha Sriramya	At-Large				X		
Lisa Reeber	Secretary	X					
David Uebersax	President	X					
Erick Lace	Parliamentarian	X					
Franklin Solis	At-Large	X					
JJ Popowich	Vice President	X					
John Poer	At-Large				X		
Steven Fuhrman	At-Large	X					
Judith Giglio	At-Large				X		
Sayed Amir Malekpour	Assistant Parliamentarian				X		
Victor Lerma	Assistant Secretary	X					
Samantha Ludwig	Treasurer	X					
Vacant	At-Large						
Vacant	Youth Rep.						

- Consideration to appoint a candidate for the vacant Youth Member Seat [There are no candidates for this position.](#)
- Consideration to appoint a candidate for any other vacated seat [There are no candidates for this position.](#)

**D** Discussion and possible action with regards to WNC participation in the 2019 Congress of Neighborhood General Assembly, proposed for the Closing Session. LANCC and the Congress Planning Committee have been collaborating on the format for a joint session for Delegates from all NC's to weigh in on a citywide issue. Details and specific language for a specific motion are being finalized, to enable a vote, subject to the guidance by each Board. [No discussion or action taken on this item.](#)

**11) TREASURER'S REPORT:** (Ludwig) Update, discussion, and possible action regarding the status of Winnetka NC finances, Funding porta, and any additional financial reports as needed. [20min]

**A** Discussion, review, and approve Monthly Expense Report (MER) for July 2019:

- "The Winnetka NC Board has reviewed the July 2019 Monthly Expenditure Reports. The Board approves the report and authorizes the Treasurer to submit the report to the City Clerk." (Ludwig/Coley/Uebersax) **(WNC-2019-081319-05)**

[Ms. Ludwig reviewed the MER for July. The beginning balance was \\$52,000 with \\$680.21 spent and \\$556.60 outstanding. The ending balance was \\$50,763.19. Mr. Popovich motioned to accept the July 2019 MER as reported. Mr. Lace seconded the motion. Vote taken on WNC-2019-081319-05 and motion passed 8-0-0](#)

Board Member	Position	Yes	No	Abstain	Absent	Ineligible	Recused
Gregory Coley	Assistant Treasurer				X		
Ajantha Sriramya	At-Large				X		
Lisa Reeber	Secretary	X					
David Uebersax	President	X					
Erick Lace	Parliamentarian	X					
Franklin Solis	At-Large	X					
JJ Popowich	Vice President	X					
Jill Kline	At-Large					X	
Steven Fuhrman	At-Large	X					
Judith Giglio	At-Large				X		
Vacant	At-Large						
Victor Lerma	Assistant Secretary	X					
Samantha Ludwig	Treasurer	X					
Vacant	At-Large						
Vacant	Youth Rep.						

**B** Discussion & possible action to amend 2019-2020 budget to incorporate \$10,000 roll over funds (Total 2019-2020 Budget to be \$52,000). (Ludwig) **(WNC-2019-081319-06)** [Ms. Ludwig stated that \\$10,000 from the last budget was rolled over to this year's budget. Ms. Ludwig suggested adding it to the \\$2,000 already in the Outreach line item to make \\$12,000. She states this will help cover the cost of the newsletter. Mr. Popovich motioned to approve the \\$10,000 be added to the Outreach line item for a](#)

total of \$12,000. Mr. Lace seconded the motion. Vote was taken on WNC-2019-081319-06 and motion passed 8-0-0.

Board Member	Position	Yes	No	Abstain	Absent	Ineligible	Recused
Gregory Coley	Assistant Treasurer				X		
Ajantha Sriramya	At-Large				X		
Lisa Reeber	Secretary	X					
David Uebersax	President	X					
Erick Lace	Parliamentarian	X					
Franklin Solis	At-Large	X					
JJ Popowich	Vice President	X					
Jill Kline	At-Large					X	
Steven Fuhrman	At-Large	X					
Judith Giglio	At-Large				X		
Vacant	At-Large						
Victor Lerma	Assistant Secretary	X					
Samantha Ludwig	Treasurer	X					
Vacant	At-Large						
Vacant	Youth Rep.						

- C** Discussion & possible action to approve \$98.34 reimbursement for 2018 purchase of board member shirts by Erik Lace. (Ludwig) **(WNC-2019-081319-07)** Mr. Popovich moved to approve this reimbursement as stated. Ms. Ludwig seconded the motion. Vote was taken on WNC-2019-081319-07 and motion passed 8-0-0.

Board Member	Position	Yes	No	Abstain	Absent	Ineligible	Recused
Gregory Coley	Assistant Treasurer				X		
Ajantha Sriramya	At-Large				X		
Lisa Reeber	Secretary	X					
David Uebersax	President	X					
Erick Lace	Parliamentarian	X					
Franklin Solis	At-Large	X					
JJ Popowich	Vice President	X					
Jill Kline	At-Large					X	
Steven Fuhrman	At-Large	X					
Judith Giglio	At-Large				X		
Vacant	At-Large						
Victor Lerma	Assistant Secretary	X					
Samantha Ludwig	Treasurer	X					
Vacant	At-Large						
Vacant	Youth Rep.						

- D** Discussion & possible action to approve “proposed action” recommendations in Storage Facility Visual Inventory (dated 07/16/19) (Ludwig) **(WNC-2019-081319-08)** Ms. Ludwig motioned to approve the proposed actions. Mr. Lace seconded the motion. Vote taken on WNC-2019-081319-08 and motion passed 8-0-0.

Board Member	Position	Yes	No	Abstain	Absent	Ineligible	Recused
Gregory Coley	Assistant Treasurer				X		
Ajantha Sriramy	At-Large				X		
Lisa Reeber	Secretary	X					
David Uebersax	President	X					
Erick Lace	Parliamentarian	X					
Franklin Solis	At-Large	X					
JJ Popowich	Vice President	X					
Jill Kline	At-Large					X	
Steven Fuhrman	At-Large	X					
Judith Giglio	At-Large				X		
Vacant	At-Large						
Victor Lerma	Assistant Secretary	X					
Samantha Ludwig	Treasurer	X					
Vacant	At-Large						
Vacant	Youth Rep.						

- E Discussion and possible action regarding Myron order status. (Ludwig) [No action needed this month.](#)
- F Discussion & possible action to approve WNC magnet design (Ludwig) [Moved to September](#)
- G Discussion & possible action to approve payment in the amount of \$250 to Canoga Park Chamber of Commerce for participation in the 2019 Memorial Day Parade per earlier motion for previous fiscal year. (Uebersax) [Moved to September](#)

## 12) REGULAR COMMITTEE REPORTS & MOTIONS:

[No reports given where there is an asterisk \\*](#)

- A Planning & Land Use Management Committee (PLUM) Report (Popowich) [10 min]
  - NOTICE: Meetings are held at the WCC on the 3rd Tuesday of each month at 6:30 PM
    - ◇ While Meetings have been suspended in recent months, due to advice from the City Attorney and the Department Of Neighborhood Council regarding the previous method of notification of stakeholders adjoining proposed projects once used by NC PLUM committees throughout the City, the Chair is exploring alternatives such as posting of large signs on the premises, so as to maximize the outreach done (along with email, website, and other media) to ensure stakeholders possibly impacted might have an opportunity to learn when WNC PLUM Committee and Board would conduct hearings.
- B Public Safety Committee (PSC) Report (Ludwig) [10 min] \*
  - NOTICE: Meetings are held at the WCC on the 4<sup>th</sup> Wednesday of each month at 7:00 PM
    - ◇ General update on Committee plans and activity
- C Public Works & Transportation Committee (PWT) Report (Uebersax) [10 min] \*
  - NOTICE: Meetings are held at the WCC on the 4<sup>th</sup> Monday of each month at 7:00 PM
    - ◇ General update on Committee plans and activity
    - ◇ Discussion as to scheduling and preliminary planning for the 2020 Spring Clean, suggested for



April 18, at Winnetka Park, and possible.

- D Outreach & Social Media Committee (OSM) Report (Reeber) [10 min] \***
  - NOTICE: Meetings are held at the WCC on the 4<sup>th</sup> Tuesday of each month at 7:00 PM
    - ◇ General update on Committee plans and activity
- E Youth Advocacy Committee (YAC) Report (Lace) [5 min] \***
  - NOTICE: The YAC Committee Meeting: TBD (Location to be decided)
    - ◇ General update on Committee plans and activity
- F Budget & Finance Committee (B&F) Report (Ludwig/Uebersax) [2 min] \***
  - NOTICE: Meeting TBD (Location to be decided)
- G Elections & By-Laws Committee (REB) Report (Uebersax) [2 min] \***
  - NOTICE: Meeting TBD (Location to be decided)

**13) OFFICER & LIAISON REPORTS:** [No reports given](#)

- A** President's Report (Uebersax) [5 min]
- B** Secretary's Report (Reeber/Lerma) [4 min]
- C** Budget Advocate/Budget Rep Report (Uebersax/Ludwig) [5 min]
- D** LA DWP Memorandum of Understanding Oversight Committee Report (Uebersax) [2min]
- E** LA Neighborhood Council Coalition (LANCC) Report: (Uebersax): [2 min]
- F** Valley Alliance of Neighborhood Councils (VANC) Report: (??) [3 Min]
- G** LA City Council District 3 Beautification Action Team Liaison Report: (No Rep) [2 min]
- H** LA Public Works Liaison Report: (Uebersax) [2 min]
- I** Reserve Animal Control Officer (RACO) Liaison Report (Vacant) [2 min]

**14) GOOD OF THE ORDER [2 min]**

**15) MEETING ADJOURNED** [Meeting adjourned at 9:43 pm.](#)

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**THE AMERICAN WITH DISABILITIES ACT**

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 contacting the either:

- The Winnetka NC Board Secretary via email at [secretary@winnetkanc.com](mailto:secretary@winnetkanc.com), or
- The Winnetka NC President at 818-992-1650, or via email at [duebersax@winnetkanc.com](mailto:duebersax@winnetkanc.com).

**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.winnetkanc.com](http://www.winnetkanc.com) 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 the Winnetka NC Board Secretary via email at [secretary@winnetkanc.com](mailto:secretary@winnetkanc.com).

**RECONSIDERATION AND GRIEVANCE PROCESS**

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.

#### **SERVICIOS DE TRADUCCION**

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.