



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

Board Member	Oct 8	Nov 12	Dec 10	Jan 14	Feb 11	Mar 10	Apr 14*	May 12†	Jun 09†	Jul 14†	Aug 11†	Sep 08†	Oct 13†	Nov 10†
Ajantha Sriramya	A	A	X	X	X	E	N/A	A	X	X	X	LE	LE	A
Lisa Reeber	X	L	X	X	E	X	N/A	X	X	X	X	X	X	X
David Uebersax	X	X	X	X	X	X	N/A	X	X	X	X	X	X	X
Erick Lace	X	X	X	X	X	X	N/A	X	X	X	X	X	X	X
Franklin Solis	X	X	X	X	X	X	N/A	X	A	A	L	X	X	X
Steven Fuhrman	E	E	X	X	X	X	N/A	X	X	X	X	X	LE	X
Judith Giglio	X	X	X	A	X	X	N/A	X	X	X	X	X	LE	L/LE
Victor Lerma	X	X	X	X	A	X	N/A	X	X	X	L	A	X	L
Samantha Ludwig	X	X	X	A	X	X	N/A	X	X	X	X	X	X	X
Jill Kline	X	X	A	X	A	X	N/A	X	X	X	X	X	X	X
Celia Vasquez	X	X	X	X	X	X	N/A	X	X	X	X	X	X	E
Marwa Mulk	/	/	/	/	/	/	/	/	/	/	/	X	X	E
Alexander Tsao	/	/	/	/	/	/	/	/	/	/	/	/	X	X
Jonathan Vickburg	/	/	/	/	/	/	/	/	/	/	/	/	X	X
Ana Karen Estrada	X	X	A	X	X	X	N/A	A	A	/	/	/	/	/
Oswaldo Estrada	X	X	A	A	E	E	N/A	A	A	/	/	/	/	/

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

### 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.  
 David went over the meeting rules.

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

**A** Motion to approve minutes for September 8, 2020 (**WNC-2020-111020-5A**)  
 David asked if there were any changes requested.  
 Steven stated that on page 3 reseda needs to be changed to Reseda. There were no other changes requested.  
 Erick moved to approve September's minutes with the one change. Jill seconded the motion.  
 There was no further discussion and the vote was taken. (Handout)

Board Member	Position	Yes	No	Abstain	Absent	Ineligible	Recused
Ajantha Sriramya	At-Large				X		
Alexander Tsao	At-Large					X	
Celia Vasquez	At-Large				X		
David Uebersax	President			X			
Erick Lace	Vice President	X					
Franklin Solis	Parliamentarian	X					
Jill Kline	Assistant Parliamentarian	X					
Jonathan Vickburg	At-Large					X	
Judith Giglio	At-Large				X		
Lisa Reeber	Secretary	X					
Samantha Ludwig	Treasurer	X					
Steven Fuhman	At-Large	X					
Victor Lerma	Assistant Secretary				X		
Marwa Mulk	Youth Rep				X		

Vacant	At-Large						

Motion passed 6-0-1

**B Motion to approve minutes for October 13, 2020 (WNC-2020-111020-5B)**

David asked if there were any changes requested. There were none.

Erick moved to accept October meeting minutes as presented. Jill seconded the motion.

There was no discussion and the vote was taken. (Handout)

Board Member	Position	Yes	No	Abstain	Absent	Ineligible	Recused
Ajantha Sriramya	At-Large				X		
Alexander Tsao	At-Large					X	
Celia Vasquez	At-Large				X		
David Uebersax	President			X			
Erick Lace	Vice President	X					
Franklin Solis	Parliamentarian	X					
Jill Kline	Assistant Parliamentarian	X					
Jonathan Vickburg	At-Large					X	
Judith Giglio	At-Large				X		
Lisa Reeber	Secretary	X					
Samantha Ludwig	Treasurer	X					
Steven Furhman	At-Large			X			
Victor Lerma	Assistant Secretary				X		
Marwa Mulk	Youth Rep				X		
Vacant	At-Large						

Motion passed 5-0-2

**6) GOVERNMENT REPRESENTATIVES:** Updates and reports from representatives of the offices of Mayor Garcetti, Councilman Bob Blumenfield (CM BB), Congressman Brad Sherman, State Senator Stern, State Assembly Jesse Gabriel, LA County Supervisor Sheila Keuhl, the LAPD, LAFD, LAUSD Board Member Scott Schmerelson, Dept. of Neighborhood Empowerment (DONE), Board of Neighborhood Commissioners (BONC), Neighborhood Council Budget Advocates (NCBA) and any other local, state, or federal agencies.

**Patricia Bates**, Budget Advocate. Pat reports that the city may have to do another \$700,000 cut to budget. Pat is pushing for a Memorandum of Understanding with Parks and Recreation Dept and Neighborhood Councils over concerns of no equity, wasting money and no increase in number of park rangers. She reports that there was a motion at City Council for improvements to be done at Sepulveda Basin. However, if there is no money to maintain the improvements then it is a waste of money.

Erick stated that there used to be an advisory board.

David stated that there is an Alliance of River Communities and that Blumenfield has done a lot.

Samantha asked if the Budget Advisory townhall is still happening this coming Saturday.

Patricia stated that the townhall is not occurring. But the West Valley Alliance for the Homeless is having the City Controller, Ron Galperin, present findings from his Proposition HHH audit.

Victor arrived to meeting at 6:53 pm

**Keith Banks**, Field Representative for Councilman Bob Blumenfield reported that his office has been busy. He stated that we may have noticed that the underpasses have fewer encampments. He stated that Judge Carter ordered the city and county to work together to find ways to house the unsheltered. LAHSA and other agencies needed to find housing by October 27<sup>th</sup>. Keith reports that they were able to place in interim housing 57 of the first 60 people. The underpass encampments that were assisted are Shoup, Fallbrook, Winnetka and Corbin. He stated that the City Council will be voting on an ordinance that states once people have been offered housing they can not go back to the encampment. Also, no one can encamp within 500 ft from a shelter. He stated that at the last City Council meeting there was a group that actively voiced no support for proposal. The vote was postponed to November 24<sup>th</sup>. He requested people to attend the meeting and comment.

Franklin stated that it was great to have the encampments gone and the people assisted. He asked if encampments near freeway exits and train tracks will be addressed. He asked what happens if people decline or come back? How is the outcome being tracked?

Keith stated that all of that is being worked out. He added that all of this is moving fast due to the urgency of need. At this point it is only underpasses due to Judge Carter stating there is a health issue to be near all the car exhaust. It will be done district by district. Its currently done with police but advocates state that use of police is too rough. Once cleared sanitation is notified. If people refuse police intervene. This is due to the Judges order and health concerns. Keith also stated that previous motion that no one can sleep on a sidewalk can not be enforced due to a settlement that states that until 60% of homeless have housing this ordinance can not be enforced.

David asked about Blumenfield's pilot program with Mountains Recreation and Conservation Authority.

Keith states that this pilot program was put on hold due to COVID-19.

David asked about stakeholders concerns with certain street vendors. Through the PLUM committee it was learned that the vendor's area has expanded with other vendors with a small flea market and music and that the vendors are not from this area but East LA.

Keith stated that when he looked recently there were no apparent violations, no music, no wires. He said that the investigators did find violations on two visits and did give citations.

Fariba (stakeholder) asked if the advocacy groups are aware that removal is for health concerns and only under certain conditions.

Keith said that he believes so. He reminded everyone to attend the City Council meeting to voice opinions.

Judith joined meeting at 7:34 pm.

Samantha asked of the 57 relocated, how many are chronically homeless vs newly homeless. Keith said he did have numbers for that but that majority are 20-30 years old, most have a substance abuse issue. He said that majority do have a place to go (i.e. family) if they didn't have a substance use issue. He said that no one in this group was homeless due to Covid-19 related issues.

Samantha asked about for updates about the small home project.

Keith said that funding has been secured for 56 pallet/cabin homes. These should be ready by April and will be in the District parking lot. There will be wrap around services, security and they Oxnard and Reseda. He said that the shelter will be opening soon at Saticoy and Canoga that will have 100 beds. He said that 2 hotels have been purchased by the city to house homeless. The hotels are the Super 8 in Canoga Park and the Motel 6 in Reseda.

Frank asked if Blumenfield will be holding some type of open house/toy drive for the holidays. Keith said there is no definite plans yet but he will let us know.

Steven stated that recently he saw the city removing some city trees. He asked why one city crew comes out to cut the tree down and place cones around stump and then another city crew comes out and removes the stump.

Keith said he would look into that process.

Steven said that we need to things smarter and more efficiently, especially with the budget concerns.

- 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 agency. [3 min each, 20 min max]

David called for comments.

**Fariba Toha**, stakeholder, shared an interest in being on the PLUM committee and wanted some information.

David gave an overview of what the committee does. He explained that in the past developers mailed notices to all parties within 500 ft of a development project. A developer complained and city attorney stated that it is unfair to ask the developer to pay for this. Recently NCs found a way to get around this by posting signage at development locations notifying people of PLUM meeting when project will be discussed. The PLUM meeting is the third Tuesday. We still need a chair and would love to have you be an active member. Committee members must take a 90 minute training per a new rule from the Department of Neighborhood Empowerment.

David asked for any other comments.

## **8) NON-CONSENT CALENDAR:**

### **A Discussion and possible action to fill Board Vacancies and update Committee Memberships.**

- Pursuant to discussions at recent Board Meetings, at which we have filled all but one of our Board vacancies, we have asked those who have already attended to join us for this meeting, at which time we would consider filling this final seat, with a term expiring in 2023.
- While also continuing outreach efforts, we have had new correspondence from several Stakeholders, and we are encouraging them to attend this meeting, as well as considering joining any of our specific committees.
- Finally, we are also preparing for the upcoming Neighborhood Council Elections upcoming in 2021, for terms that would be expiring in 2025.
- Following any selection of Board Members, they may be sworn in. While they may immediately be a part of ensuing discussions at this September 08 Meeting, eligibility to vote on general motions may (or may not) may be subject to the fulfillment of the normal requirements for Board Members (Ethics Training, Code of Conduct), and/or Financial

### Motions (Funding Training).

David asked those attending tonight who are interested in a board seat to tell everyone a little about her/himself. He reintroduced Shania Accius who attended last month. (Handout) Shania stated she is very active in the community. She is a girl scout leader, President of the non profit Zwati Cultural Collective. She has two daughters and is a Vice President of a sorority. (Handout)

Juan Becarra (Kyle) stated he is 21 years old and just graduated with his associates degree and has applied to Stanford. He stated he is excited to be here.

Christian R Maher stated that he is a homeowner in Winnetka. (Handout)

Ilias Brunson stated that he is a Biotech student at CSUN. He stated that he is active throughout the valley with music.

Fariba Toha stated that she has lived in Winnetka for 13 years. She stated that all politics are local. She stated that Winnetka was a safe community but lately she feels that has decreased. She is a Political Science major.

David thanked everyone and asked if anyone had questions.

Steven stated he is thrilled to see so many interested people. He stated he saw Kyle's name on agenda for last month and asked why he wasn't able to attend.

Juan (Kyle) stated that it was due to health issues.

Jill noted Shania's connection to small business and asked how the board could be a resource for those businesses.

Shania stated that what she did was start a Facebook group for Black owned businesses and connected them to the Black community. She stated that offhand she can't think of specifics but that NC boards can start by reaching out to the businesses.

Erick noted that the vacant board position is until 2023. He said that he thinks some candidates would be better on a committee.

David asked the candidates what committees they would be interested in.

Shania stated Outreach and Social Media

Juan (Kyle) stated that he would need to review the committees. He stated he is withdrawing his name due to the time commitment.

Christian stated that he is open to committees.

Ilias stated that he was not sure.

Fariba stated PLUM, Public Safety and PWT

Alex asked if any other candidates have ties to the business community.

Christian stated that he works at Blue Shield and he does a lot of volunteering through them.

Franklin thanked everyone and stated he wants everyone to really understand the commitment involved. He asked people to think of any conflicts they would have with meeting once or twice a month consistently.

Juan (Kyle) stated he would like to repeat his request to have his name removed.

Fariba stated that she will be in grad school but would like to be involved.

Ilias stated that he understands the commitment and wants to do it.

Christian asked what the commitments were outside of meetings.

David said it depends. If you are part of a committee there could be events, if you chair there are agendas and minutes, if you are on the board you must commit to board meeting and at least one committee.

Shania stated she lives a life of service and that she is totally available and committed. She said that her children are watching.

Steven stated that it is important those involved with other groups to not get on the board to promote those groups.

Jill moved to appoint Shania Accius to fill the vacant board position. Samantha seconded the motion. There was no further discussion and the vote was taken.

Judith left meeting at 8:15 pm.

Board Member	Position	Yes	No	Abstain	Absent	Ineligible	Recused
Ajantha Sriramy	At-Large				X		
Alexander Tsao	At-Large					X	
Celia Vasquez	At-Large				X		
David Uebersax	President	X					
Erick Lace	Vice President	X					
Franklin Solis	Parliamentarian	X					
Jill Kline	Assistant Parliamentarian	X					
Jonathan Vickburg	At-Large					X	
Judith Giglio	At-Large				X		
Lisa Reeber	Secretary	X					
Samantha Ludwig	Treasurer	X					
Steven Furhman	At-Large	X					
Victor Lerma	Assistant Secretary	X					
Marwa Mulk	Youth Rep				X		
Vacant	At-Large						

Motion passed 8-0-0

Erick conducted the searing in of Shania Accius.

Samantha reminded all new board members to set up a WNC email and to submit their bios for the website.

David reminded the other people that 7 positions will be up in the election in 2021.

David asked for the training status of all board members

Victor stated he has not completed the Ethics training

Franklin stated that he did complete the Ethics training

David noted that Victor will be due to take Funding and Code of Conduct soon and AJ will be due to take Funding soon.

- B** Discussion and possible action in regards to possible changes to the WNC By-Laws, particularly in light of suggestions and requirements by DONE and/or BONC in terms of ages for Youth Reps, and any other changes required prior to the 2021 Neighborhood Council Elections.

David asked if By-Laws were approved

Erick stated they were.

David stated that changes were being discussed for all Neighborhood Councils concerning the age of Youth Representatives. The age might be lowered to 14 years.

**9) TREASURER’S REPORT:** (Ludwig/Uebersax) Discussion and possible action regarding the status of Winnetka NC finances, Funding portal, and any additional reports as needed. [20min]

**A** Discussion, review, and approve Monthly Expense Reports (MER) for August 2020

- “The Winnetka NC Board has reviewed the August 2020 Monthly Expenditure Report. The Board approves the report and authorizes the Treasurer to submit the report to the City Clerk.” (Ludwig//Uebersax) **(WNC-2020-111020-9A)**

Samantha reviewed the August MER. She stated the beginning balance was \$38801.12, the amount spent was \$355.25, the amount outstanding was \$1454.18 and the net available was \$37091.69. (Handout)

Lisa moved to accept the August MER as presented. Jill seconded the motion. There was no discussion and the vote was taken.

Board Member	Position	Yes	No	Abstain	Absent	Ineligible	Recused
Ajantha Sriramy	At-Large				X		
Alexander Tsao	At-Large					X	
Celia Vasquez	At-Large				X		
David Uebersax	President	X					
Erick Lace	Vice President	X					
Franklin Solis	Parliamentarian	X					
Jill Kline	Assistant Parliamentarian	X					
Jonathan Vickburg	At-Large					X	
Judith Giglio	At-Large				X		
Lisa Reeber	Secretary	X					
Samantha Ludwig	Treasurer	X					
Steven Fuhman	At-Large	X					
Victor Lerma	Assistant Secretary	X					
Marwa Mulk	Youth Rep				X		
Shania Accius	At-Large					X	

Motion passed 8-0-0

**B** Discussion, review, and approve Monthly Expense Reports (MER) for October 2020

- “The Winnetka NC Board has reviewed the August 2020 Monthly Expenditure Report. The Board approves the report and authorizes the Treasurer to submit the report to the City Clerk.” (Ludwig//Uebersax) **(WNC-2020-111020-9B)**

Samantha reviewed the October MER. She stated that the beginning balance was \$36802.69, the amount spent was \$289, the amount outstanding was \$0 and the net available was \$36513.69. (Handout)

Erick moved to approve the October 2020 MER as presented. Lisa seconded the motion. There was no discussion and the vote was taken.



Board Member	Position	Yes	No	Abstain	Absent	Ineligible	Recused
Ajantha Sriramya	At-Large				X		
Alexander Tsao	At-Large					X	
Celia Vasquez	At-Large				X		
David Uebersax	President	X					
Erick Lace	Vice President	X					
Franklin Solis	Parliamentarian	X					
Jill Kline	Assistant Parliamentarian	X					
Jonathan Vickburg	At-Large					X	
Judith Giglio	At-Large				X		
Lisa Reeber	Secretary	X					
Samantha Ludwig	Treasurer	X					
Steven Fuhman	At-Large	X					
Victor Lerma	Assistant Secretary	X					
Marwa Mulk	Youth Rep				X		
Shania Accius	At-Large					X	

Motion passes 8-0-0

- C** Update on status of approvals for regular payments made via web (monthly or yearly) for which Invoices are not provided in accordance with NCFunding preferences, as well as status of payment authorized for Hootsuite.

David stated that Constant Contact went from \$38.25 to \$44 a month. He is looking into any discounts offered if paid in full.

Erick stated that there might be a discount for the storage unit if there is a full year commitment. He stated he will look into that.

David stated that payment for Hootsuite is still pending.

Erick asked if Jill had been reimbursed.

Jill stated that she has been and that she will follow up with Hootsuite.

## 10)REGULAR COMMITTEE REPORTS & MOTIONS:

- A** Outreach & Social Media Committee (OSM) Report (Reeber/Kline) [20 min]

- NOTICE: Meetings are held as needed on the 1st Tuesday of each month at 7:00 PM
  - ◇ General update on Committee plans and activity.
  - ◇ Discussion and possible action on approving the OSM Committee motion to name Jill Kline the new chair of the Outreach and Social Media Committee. (The Board greatly commends Lisa Reeber’s outstanding work in reviving this important committee!)

Lisa reported that she felt it best if she steps down as committee chair and that the committee is making a recommendation to appoint Jill as new chair.

David thanked Lisa for her work and approved the appointment of Jill without objection from board.

- ◇ Discussion and possible action on approving the Community Impact Statement opposing the Proposed Digital Communications Policy by BONC.

Jill presented the CIS she wrote in response to the draft Digital Media Policy proposed by Department of Neighborhood Empowerment. (Handout).

Someone suggested that Neighborhood Councils in second paragraph be changed to Neighborhood Council system.

Jill moved to approve the CIS with the suggested change and to authorize her to submit the final CIS. Erick seconded the motion. There was no further discussion and the vote was taken. **WNC-2020-111020-10A**

Board Member	Position	Yes	No	Abstain	Absent	Ineligible	Recused
Ajantha Sriramya	At-Large				X		
Alexander Tsao	At-Large					X	
Celia Vasquez	At-Large				X		
David Uebersax	President	X					
Erick Lace	Vice President	X					
Franklin Solis	Parliamentarian	X					
Jill Kline	Assistant Parliamentarian	X					
Jonathan Vickburg	At-Large					X	
Judith Giglio	At-Large				X		
Lisa Reeber	Secretary	X					
Samantha Ludwig	Treasurer	X					
Steven Furhman	At-Large	X					
Victor Lerma	Assistant Secretary	X					
Marwa Mulk	Youth Rep				X		
Shania Accius	At-Large					X	

Motion passed 8-0-0

**Alex** reported on an opportunity to reach out to small businesses with opportunity to get PPE. A group was formed called PPE United and is doing a pilot program where small businesses can apply to get PPE. The application is available through the PPE United website. Alex states that the valley is often left out or last to know about such opportunities and stated that WNC could let the small businesses in our community know about this opportunity.

Erick stated that the Winnetka Chamber of Commerce could also assist.

Alex stated that the business has self-certify that it has 100 or fewer employees. The business will apply and set up order. He asked for WNC to rent a U-Haul to pick it up and distribute.

Lisa asked if this discussion and possible decision is appropriate since the item is not on the agenda.

David stated that as president he can authorize \$1000 to be spent for a declared emergency.

Lisa stated that this amount was increased to \$5000.

Samantha stated that she thinks that amount was already spent.

Alex stated that he will work with Chamber of Commerce to get it figured out.

**B 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.

David stated that the committee will try to meet this month.

- C Planning & Land Use Management Committee (PLUM) Report (Uebersax) [10 min]**
- NOTICE: Meetings are held as needed on the 3rd Tuesday of the month
    - ◇ General update on Committee plans and activity.
    - ◇ Discussion as to membership, and the new mandatory training now being implemented for those who serve on Neighborhood Council PLUM committees.

David stated that there was nothing to report that wasn't already discussed.

- D Youth Advocacy Committee (YAC) Report (Lace) [5 min] No report**

- NOTICE: The YAC Committee Meeting as needed
  - ◇ General update on Committee plans and activity

- E Public Safety Committee (PSC) Report (Ludwig) [5 min] No report**

- NOTICE: Meetings TBD

- F Budget & Finance Committee (B&F) Report (Ludwig/Uebersax) [2 min] No report**

- NOTICE: Meeting TBD

- G Elections & By-Laws Committee (REB) Report (Uebersax) [2 min] No further report.**

- NOTICE: Meeting TBD

**11) OFFICER & LIAISON REPORTS: No reports given due to time**

- A President's Report (Uebersax) [5 min]**

- B Secretary's Report (Reeber/Lerma) [4 min]**

- C LA DWP Memorandum of Understanding Oversight Committee Report (Uebersax) [2min]**

- D LA Neighborhood Council Coalition (LANCC) Report: (Uebersax): [10 min]**

- E Valley Alliance of Neighborhood Councils (VANC) Report: (Reeber) [5 Min]**

- F West Valley Neighborhood Alliance on Homelessness Report: (Lace) [5 Min]**

- G LA City Council District 3 Beautification Action Team Liaison Report: (Solis) [2 min]**

- H LA Public Works Liaison Report: (Uebersax) [2 min]**

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

Glenn Bailey reported that the townhall with City Controller Ron Galperin will be November 30<sup>th</sup> from 5:30pm to 6:30pm.

David asked if there were any other comments.

**13) MEETING ADJOURNED Meeting was adjourned at 9:53 pm**

**Meeting minutes were taken by Lisa Reeber, WNC Secretary**

**Meeting minutes were approved on March 9<sup>th</sup>, 2021**

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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 Department of Neighborhood Empowerment by email: NCSupport@lacity.org or phone: (213) 978-1551 and/or 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 Winnetka Recreation Center, 8401 Winnetka Ave., CA 91306 and are available on our website at [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) or email [duebersax@winnetkanc.com](mailto:duebersax@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 (818) 314-0333.

**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](http://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).