



Officers:
 PAT BATES • President
 VICTORIA MILLER • Vice President
 ALEX GARAY • Secretary
 GLENN BAILEY • Treasurer
 HENRY ESHELMAN • Sergeant at Arms

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NOTICE AND AGENDA
ENCINO NEIGHBORHOOD COUNCIL
EXECUTIVE COMMITTEE MEETING
Tuesday, February 15, 2022 @6:30

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/87172153317>

Meeting ID: 871 7215 3317

Or One tap mobile :

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Dial (for higher quality, dial a number based on your current location):

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IN CONFORMITY WITH THE SEPTEMBER 16, 2021 ENACTMENT OF CALIFORNIA ASSEMBLY BILL 361 (RIVAS) AND DUE TO CONCERNS OVER COVID-19, THE ENCINO NEIGHBORHOOD COUNCIL MEETING WILL BE CONDUCTED ENTIRELY WITH A CALL-IN OPTION OR INTERNET-BASED SERVICE OPTION

Public Comment: Public Comments on Non-Agenda Items is limited to TWO MINUTES (2) per speaker. Time may be adjusted at the Chair’s discretion. Public calling in, please press *9 on your phone to raise your hand to speak. For those that are using the Zoom Webinar please use the raise your hand feature to speak. Public comment on agenda items will be heard when the item is up for discussion. Public comment on agenda items is limited to 1 minutes per agenda item. Comments from the public on agenda items will be heard only when the respective item is being considered. Time may be adjusted at the Chair’s discretion.

AB 361 Updates: Public comment cannot be required to be submitted in advance of the meeting, only real-time public comment is required. If there are any broadcasting interruptions that prevent the public from observing or hearing the meeting, the meeting must be recessed or adjourned. If members of the public are unable to provide public comment or be heard due to issues within the Neighborhood Council’s control, the meeting must be recessed or adjourned.

1. **Call to Order. Start recording. Roll call. determination of quorum.**
2. Approval of January 2022 Executive Committee [Minutes](#)
3. Reports from Public Officials/Departments/Community Agencies
4. Public Comment on Non-Agenda Items – Public Comments on Non-Agenda Items is limited to TWO MINUTES (2) per speaker. Time may be adjusted at the Chair’s discretion. Public calling in, please press *9 on your phone to raise your hand to speak. For those that are using the Zoom Webinar please use the raise your hand feature to speak.
5. Officer's Reports:
 - A. President's Report
 - B. Vice-President's Report
 - C. Secretary's Report
 1. Review of Prior General Board Meeting minutes
 - D. Treasurer's Report
 1. [January 2022 Monthly Expenditure Report \(MER\)](#), emailed to board and posted to ENC Financials webpage
 2. Discussion of LA City Attorney/DONE decree regarding any documents showing a vote count.
 3. Neighborhood Purposes Grants – update on previous and potential NPGs. Potential NPGs may include grants for the LAFD Foundation and the Los Angeles Police Foundation.
 - E. Sergeant-at-Arms Report:
 1. Anti-Bias (ABLE) training required of all Board Representatives and Alternates. Deadline was extended to January 1, 2022 so is now past due. Standing rule revision will be considered to clarify requirements and consequences on non-compliance.
 2. Planning 101 training is required of all members of the Planning and Land Use Committee. Deadline was extended to January 1, 2022. Any member who has not completed Planning 101 training may not participate in the committee until they do so.
 3. DONE issues a NC Monthly Update (formerly Monthly Profile) at the beginning of every month. It is the responsibility of every Board member to review this information upon receipt. Discussion regarding ENC distribution of the Monthly Update to all ENC Board members if needed.
 4. Discussion and possible action regarding current compliance situation

Motion, Discussion, and Vote may be taken on all items

6. **New and Old Business Executive Committee**
 - A. **Discussion and possible action: Add to standing rules the following :Standing Rules Article XIV §2 Training.** *Neighborhood Council Board Members, whether elected, selected or appointed, are required to complete and keep current all mandatory trainings in order to be seated at meetings (board, committee, and/or any alliance where the member represents the Board), make or second motions or vote on issues that come before the Board. Trainings available to Board Members are created to ensure success during their period of service. This includes all mandatory trainings as may be promulgated by the Board as well as all local, county, state and federal laws, including, without limitation, the policies approved by the Board of Neighborhood Commissioners, the Department of Neighborhood Empowerment's rules and regulations, the City Governmental Ethics Ordinance (Los Angeles Municipal*

Code Section 49.5.1), the Brown Act, the Public Records Act, the Americans with Rev. October 2021 32 Disabilities Act, and all laws and governmental policies pertaining to Conflicts of Interest. Newly seated Members must complete their required trainings within 45 days of being seated or the above conditions apply, and further, they must have completed Funding and Ethics training prior to voting on any Funding matters.

- B. Creation of an independent oversight committee for the Department of Neighborhood Empowerment (DONE). Currently BONC has no oversight authority over DONE and with recent investigations regarding NC election funds, the creation of new policies, and other several other instances, including the failure to have NCs thrive, there should be an oversight committee that has the authority to step in, investigate, take corrective measure and oversee DONE. Should the ENC make a recommendation to the board to have City Council, the City Attorney's Office and the Mayor of Los Angeles, investigate and report back on the creation of an oversight committee for DONE, consisting of NC Board members and Stakeholders, appointed by City Councilmembers and/or the Mayor of Los Angeles. **Discussion and Possible Action.**
- C. Designation of LANCC delegate and alternate - The ENC should revisit the appointed delegates to LANCC to decide if they should continue or if a selection of new delegates is needed. **Discussion and possible action.**
- D. **Discussion and Possible Action:** Discuss adopting BONC public comment policy as to how we will implement it, who will keep track of whose minutes, etc.
- E. **Discussion and Possible Action: Status of Draft [Digital Communication Policy](#), possible [Community Impact Statement \(CIS\)](#).** The draft policy - which covers use of platforms like social media, email newsletters, and websites - will have a 60-day review process, leading up to the Commission's March 21, 2022 meeting, when they are expected to make a final decision on this policy. Do we want to update the prior proposed CIS?
- F. **Discussion and Possible Action:** Review [format and agenda](#) for Councilmember Raman meeting on 2/23/2022 @5:30 PM
- G. **Discussion and possible action:** Rules for PLU committee, including but not limited to committee member *ex parte* communications with developers and other interested parties, authority of PLU Committee Chairperson, clarification of the authority of the PLU committee independent from the entire board (e.g. pre-application letters for the Ventura/Cahuenga Design Advisory Committee Chairperson (which would be the PLU Chair)), clarification of recusal rules for PLU committee Members who also represent other interested parties. Needs follow-up.
- H. **Announcement:** DONE is accepting Bylaws amendments now. The submittal deadline is April 1, 2022
- I. **Applications for open positions on the Encino Neighborhood Council :Open Positions Include:** At Large Alt (1), Apartment/Condo Alt (1), Business Rep Alt (2), Education Alt (1), Public Safety Rep Alt (1), Religious Alt (1), Volunteer Alt (1), Area 2 Alt (1), Area 3 Rep (1), Area 3 Alt (1) Let's get these filled!

7. Review General Board Meeting Draft Agenda

8. Board Member Comment on Non Agenda Items

9. Adjournment by _____ pm

Next Executive Committee meeting: _____

The Encino Neighborhood Council (ENC), is a Certified Neighborhood Council of the City of Los Angeles which ADVISES City, other Governmental Officials' and the Community on issues or concerns that are affecting the community of ENCINO. The ENC is made up of volunteers who are ELECTED by the community who live, work or otherwise are involved in the community of ENCINO. The ENC also makes appropriations of City Funds for Community Projects and needs as requested and approved by various committees and the general board.

PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS – Comments from the public on agenda items will be heard only when the respective item is being considered. Comments from the public on other matters not appearing on the agenda that are within the Board's jurisdiction will be heard during the General Public Comment period. Please note that under the Brown Act, the Board is prevented from acting on a matter that you bring to its attention during the General Public Comment period; however, the issue raised by a member of the public may become the subject of a future Board meeting. Public comment on agenda items is limited to 1 minutes per speaker per item, unless adjusted by the presiding officer of the Board or Committee.

PUBLIC POSTING OF AGENDAS - ENC agendas are posted for public review as follows: Glass case outside the Encino Chamber of Commerce office at 4933 Balboa Blvd, Encino, Encino-Tarzana Branch Library, and digitally at www.encinonc.org You can also receive our agendas via email by subscribing to L.A. City's Early Notification System at

<https://www.lacity.org/government/subscribe-agendasnotifications/subscribe-other-meetings-agendas-and-documents>

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, assisted listening devices, or 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 by contacting the Department of Neighborhood Empowerment by calling (213) 978-1551 or email:

NCsupport@lacity.org

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: encinonc.org 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 Pat Bates, Board President, at (747) 282-0450 or email via president@encinonc.org.

RECONSIDERATION AND GRIEVANCE PROCESS

For information on the ENC's process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the ENC Bylaws. The Bylaws are available at our Board meetings and our website

<https://www.encinonc.org/ncfiles/viewPageFile/3541>

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 Section 48.01 et seq. More information is available at ethics.lacity.org/lobbying. For assistance, please contact the Ethics Commission at (213) 978-1960 or ethics.commission@lacity.org

SERVICIOS DE TRADUCCIÓN: Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte a Pat Bates, Presidente de la Mesa Directiva, al (747) 282-0450 o por correo electrónico president@encinonc.org para avisar al Concejo Vecinal.