



Officers
ALEX GARAY
President

VICTORIA MILLER
Vice President

Karie Purcell
Secretary

PATRICIA BATES
Treasurer

LEE BLUMENFELD
Sergeant at Arms

MINUTES

ENCINO NEIGHBORHOOD COUNCIL EXECUTIVE COMMITTEE MEETING Tuesday November 19th, 2019 @ 6:30pm

**Encino Woman's Club Room – Kitchen
4935 Balboa Blvd., Encino CA 91316**

Call to Order. Roll call; determination of quorum.

Pat Bates, Karie Purcell, Alex Garay, Victoria Miller, Heather Michaels

Called to Order 6:41pm

Approval of October 2019 Executive Committee minutes: <https://www.encinonc.org/docs/34483273-5448.pdf>

K Purcell moved to approve / P Bates 2nd (4.0.0)

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

1. Officer's Reports:

A. President's Report (Exec Committee) 5min

1. Presentation at ENC General Board meeting – LA City Planning Team
2. Board member email communications – use of “BCC”, emailing outside the scope of the position
3. Self-governing - nothing

B. Vice-President's Report (Exec Committee) 5min

1. Update on committees – Tabled presentation, letter to be written early January
2. Update on Bylaws – K Purcell is typing Standing Rules and Bylaws for changes to be made.

C. Secretary's Report (Exec Committee) 5min

1. Review of General Board meeting minutes and Vote Count sheets –October 2019

A Garay moved to approve / V Miller 2nd (4.0.0)

D. Treasurer's Report & Finance Committee (10min)

1. 2019 October Monthly Expenditure Reports (MER) – need first aid kit and paper clips
2. NPG Request –

E. Sergeant-at-Arm's Report (Exec Committee) 2min - Roster, Ethics, Funding & Code of Conduct
absent

2. New Business Executive Committee (1 hour):

- A. **Council File 19-0492:** To support Councilmember Koretz’s motion. City Council made the finalized the item on 10/25/19 with no CIS filed. **Discussion** on filing a CIS after a city file has been finalized. **MOTION; EXE-19-11-0090:** K Purcell moved / P Bates 2nd (4,0,0)
- B. **Council File 19-0884:** To file a CIS in support of if amended to include CD5; write a letter to CM Blumenfield to include CD 5, with a copy to Councilmember Koretz. **MOTION; EXE 19-11-0091:**

CD3 include CD5, CD6, Sepulveda Basin (P Bates moved / K Purcell 2nd 4,0,0)
- C. **Council File 19-0002-S182, HR 1585 (Bass) / Violence Against Women Reauthorization Act of 2019:** Introduced on October 29, 2019 and referred to Rules, Elections, and Intergovernmental Relations Committee. Resolution is requesting that the City of Los Angeles include in its 2019-2020 Federal Legislative Program SUPPORT for H.R. 1585 (Bass), the “Violence Against Women Reauthorization Act of 2019,” which would reauthorize the expired Violence Against Women Act and make various improvements to the Act to meet the varied and changing needs of survivors. **MOTION; EXE 19-11-0092:**

V Miller / A Garay 4,0,0
- D. **Council File 19-0002-S183,** California Public Utilities Commission/Building Initiative for Low Emissions Development Program/Technology and equipment for Clean Heating Program Introduced on November 1, 2019, and referred to Rules, Elections, and Intergovernmental Relations Committee. Resolution is requesting that the City of Los Angeles include in its 2019-2020 State Legislative Program SUPPORT for the California Public Utilities Commission including the City of Los Angeles communities affected by 2019 wildfires in its available funding through the BUILD and TECH programs. **MOTION; EXE-19-11-0093:**

A Garay / V Miller 4,0,0
- E. **Food expense for final Outreach Committee meeting in 2019:** The ENC’s Outreach Committee team is has attended all of our events, much more than our board members. We’ve never requested a small budget for refreshments and with our last meeting of 2019 coming in December we would like to request up to \$150 for refreshments for the last Outreach Committee meeting of 2019. **MOTION; EXE-19-11-0094**

V Miller / K Purcell (4,0,0)
- F. **Approve General Board Meeting Dates for 2020:** 1/22/20, 2/26/20, 3/25/20, 4/22/20, 5/27/20, 6/24/20, 7/22/20, 8/26/20, 9/23/20, 10/28/20. skip November due to Thanksgiving and have the meeting on the 2nd Wednesday in December, 12/9/20 **MOTION; EXE 19-11-0095:**

A Garay / P Bates 4,0,0

G. **Approve Exec Committee Meeting Dates for 2020:** 1/14/20, 2/18/20, 3/17/20 (St. Patty's Day), 4/14/20, 5/19/20, 6/16/20, 7/14/20, 8/18/20, 9/15/20, 10/20/20, and 12/1/20 (ENC General Board meeting is on 12/9/20. **MOTION; EXE 19-11-0096:** K Purcell / V Miller 4.0.0

H. **18th Annual Victory for Victims C.A.T.S.** – NHMC's Center for Assault Treatment Services (C·A·T·S) held their 17th Annual "Victory for Victims 5K/10K Walk/Run" on April 20, raising \$172,000. C·A·T·S is the only 24-hour/7-day-per-week program providing forensic medical evidentiary examinations and interviews in the San Fernando and Santa Clarita Valleys for victims of domestic and sexual violence, child sexual and physical abuse, and victims of human trafficking. One hundred percent of the proceeds from this event, benefit C·A·T·S program. The event will be on April 25th, 2020 at Woodley Park. In addition to supporting the program, the ENC can have a booth at the event. **MOTION; EXE 19-11-0096:**

\$150 for booth - K Purcell / A Garay 4,0,0

I. **Items/Motions that fail in committee:** Discussion on items that fail in committee. Should they come forth to the ENC General Board meeting with the recommendation from the committee or once an item/motion fails in committee is it considered "dead"? Is the deciding factor whether or not it passes or fails by consent?

- **Example 1:** The Outreach Committee new promotional items on the agenda. One of items are widgets. The committee does not approve the widgets (**non-consent**). In this case the item usually does not make it to the general board agenda. Since it was non-consent, should the item be on the General Board meeting's agenda?
- **Example 2:** A Stakeholder speaks about a traffic concern their area during public comment and the concern is deferred to the Traffic & Transportation committee for their recommendation. The committee does not approve the recommendation **by consent**. Should the item be placed on the agenda since the Stakeholder made the request to the entire board even though the committee opposed the item by consent?
- **Example 3:** A developer reaches out to the PLU Committee Chair directly to request to make a presentation to the committee for a new apartment building on Ventura Blvd. The committee votes against the project, **by consent**. Since the request was made directly to the committee, should the project be voted on by the board even though the item failed by consent?

J. **Security at General Board meetings:** DONE provided a quote for LAPD officers to be at ENC meetings for security. The average cost is \$50-\$55 per hour per officer. The ENC Board would have to vote on an amount to which it will spend on obtaining officer service. They require a 2 week minimum timeline for the request. Once the NC has voted on it, DONE would submit a memo to LAPD who would then confirm that the requested will be provided. **Discussion & possible action:** Should the ENC have LAPD as security at the general board meetings?

19-11-0097: ENC recommends hiring 1 LAPD Officer for security @ ENC General Board Meetings @ the cost of 165.00 per meeting. V Miller moved / P Bates 2nd (4,0,0)

K. **New PC for the ENC: Discussion and possible action** on purchasing a new PC for the ENC's office. Suggested PC is Dell. – TABLED (A Garay has laptop at home)

- L. **Going Greener: Discussion and possible action** on the ENC going greener. Between committees and general board meetings, the ENC prints and discards too much paper. Thoughts on how the ENC can print less paper and how we can recycle paper after a meeting rather than discarding it.

19-11-0098: ENC Exec committee recommends starting January 2020 to have General Board Agenda viewed via overhead to reduce paper waste, any leftover papers will be recycled. K Purcell / V Miller 4,0,0

3. Review General Board Meeting Draft Agenda

4. Board Member Comment on Non Agenda Items

5. Adjournment by 8:00pm

Next Executive Committee meeting January 14, 2020 (have one listed for 12/17/19, should we keep it as well?)

PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS – The public is requested to fill out a “Speaker Card” to address the Board on any agenda item before the Board takes an action on an item. 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 is limited to 2 minutes per speaker, unless adjusted by the presiding officer of the Board.

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, Encino Community Center

· www.encinonc.org

· You can also receive our agendas via email by subscribing to L.A. City’s Early Notification System at <http://www.lacity.org/government/Subscriptions/NeighborhoodCouncils/index.htm>

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 Alex Garay, Board President, at [\(818\) 971-6996](tel:8189716996) or email via president@encinonc.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: www.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 Alex Garay, Board President, at [\(818\) 971-6996](tel:8189716996) or email via president@encinonc.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: www.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 Alex Garay, Board President, at [\(818\) 971-6996](tel:8189716996) 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 www.encinonc.org **SERVICIOS DE TRADUCCION:** Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte a Alex Garay, Presidente de la Mesa Directiva, al [\(818\) 971-6996](tel:8189716996) o por correo electrónico president@encinonc.org para avisar al Concejo Vecinal."