

**HEALTH, EDUCATION AND NEIGHBORHOOD COUNCILS COMMITTEE REPORT  
relative to the proposed reforms to the Neighborhood Council (NC) System.**

Recommendations for Council action, as initiated by Motion (Ryu - Blumenfield - et al.):

1. INSTRUCT the Department of Neighborhood Empowerment (DONE) to:
  - a. Begin phasing out the use of the term EmpowerLA in any and all print and/or online messaging and branding, and report back to the Health, Education and Neighborhood Councils (HENC) Committee in 120 days with a status update and methods to more cohesively brand the NC System.
  - b. Develop formal rules, guidelines and a process for NC selections, including minimum requirements for outreach and allowable seat criteria, and report back to the HENC Committee in 120 days with a strategy and timeline for implementation.
  - c. Implement a system-wide minimum voting age and board member age of 16 years, with the exception of up to one youth seat per NC in which the minimum age to vote or hold the seat can be as low as 14 years old.
  - d. Develop an ongoing compendium of best practices for community engagement, policy making, legislative processes and financial management, among others, generated in collaboration with the NC, and develop a working how to manual to be periodically disseminated to NC's, and report back to the HENC Committee with a status update in 120 days.
  - e. Develop a departmental points of contact list for all City departments, bureaus or agencies, including but not limited to the Departments of Aging; Animal Services; Cannabis Regulation; Bureau of Contract Administration; Disability; Economic and Workforce Development; Emergency Management; Office of Finance; Los Angeles Fire Department; Housing and Community Investment; City Planning; Los Angeles Police Department; Port of LA; Recreation and Parks; Transportation; Water and Power; Los Angeles World Airports; the Zoo and City sanctioned Business Improvement Districts, with the assistance of the aforementioned entities, and share the contact lists with the entire board of the NC, facilitate trainings for departmental points of contact on best practices for assisting NC's, and coordinate with NC's to appoint designated points of contact between the NC membership and each department, creating a single, responsible point of communication flowing in both directions. If no NC contact is appointed, the NC President or Chair shall be the default contact.
2. INSTRUCT the DONE, with the assistance of the City Clerk, to report back to the HENC Committee in 120 days with suggestions on how to deliver demographic and neighborhood data to NC's that would point out areas where current seat allocations, when compared to the data, may not be equitable and provide written suggestions for ways each NC could amend their bylaws to create a more equitable allocation of seats if the data shows potential inequities.

3. INSTRUCT the DONE, with the assistance of the City Attorney, to report back on establishing rules and guidelines stipulating that after each decennial census, NC's will evaluate any seats tied to residency and allocate those seats proportionally based on population.
4. INSTRUCT the DONE and the Department of City Planning to design and implement a mandatory planning and land use management training, required of both current and future Chairs and Vice Chairs of the NC planning and land use committees, and report back to the HENC Committee in 120 days with a status update on the roll out of the training.
5. INSTRUCT the DONE, with the assistance of the Department of General Services, to assist NC's with accessing shared space in City facilities, as envisioned in Council file No. 16-0298, and report back to the HENC Committee in 120 days with a status update on the implementation of the program and a process to notify the NC's.
6. INSTRUCT the City Clerk and the DONE to implement a process by May 1, 2019 for NC's to roll over a non-cumulative maximum of \$10,000 in any given fiscal year.
7. INSTRUCT the City Clerk, with the assistance of the DONE, to report back to the HENC Committee in 120 days on the feasibility of holding all NC elections on the same day in order to provide for uniform Citywide outreach and advertising and increase voter turnout.
8. REQUEST the City Attorney, with the assistance of the DONE and City Clerk to prepare and present an Ordinance by January 14, 2019 to amend the Los Angeles Administrative Code to define community interest stakeholder as any individual who lives, works, or owns real property in the neighborhood and also to those who participate in, or are a member of a community organization, defined as a named entity, which has a physical street address within the boundaries of the NC for not less than one year prior to the NC election or selection which performs verifiable ongoing activities and operations that confers some benefit on the community. This may include but is not limited to, chambers of commerce, houses of worship or other faith-based organizations, educational institutions, non-profit organizations or other such community based organizations. NC's may and are encouraged to expand this definition by amending their bylaws to include other defined groups of stakeholders that conform to the above definitions.

Fiscal Impact Statement: Neither the City Administrative Officer nor the Chief Legislative Analyst has completed a financial analysis of this report.

Community Impact Statement: Yes.

For:

Empowerment Congress North Area Neighborhood Council  
Eagle Rock Neighborhood Council  
Palms Neighborhood Council  
Arroyo Seco Neighborhood Council  
Los Feliz Neighborhood Council  
Greater Wilshire Neighborhood Council

PICO Neighborhood Council  
Greater Echo Park Elysian Neighborhood Council  
Hollywood Hills West Neighborhood Council  
Greater Toluca Lake Neighborhood Council  
East Hollywood Neighborhood Council  
Van Nuys Neighborhood Council  
Del Rey Neighborhood Council

For if Amended:

Encino Neighborhood Council  
Greater Valley Glen Neighborhood Council  
Central Hollywood Neighborhood Council  
Woodland Hills-Warner Center Neighborhood Council  
Granada Hills North Neighborhood Council  
Silver Lake Neighborhood Council  
Coastal San Pedro Neighborhood Council  
Lake Balboa Neighborhood Council  
Zapata-King Neighborhood Council  
Greater Valley Glen Neighborhood Council  
Northwest San Pedro Neighborhood Council  
Sherman Oaks Neighborhood Council  
Historic Highland Park Neighborhood Council  
Atwater Village Neighborhood Council  
Bel Air-Beverly Crest Neighborhood Council  
Westside Neighborhood Council  
NoHo Neighborhood Council  
Historic Cultural Neighborhood Council

Against:

Hollywood Hills West Neighborhood Council

Neutral:

Wilshire Center Koreatown Neighborhood Council

Summary:

At its regular meeting held on December 11, 2018, the HENC Committee considered Motion (Ryu - Blumenfield, et al) relative to the proposed reforms to the NC System. The City Clerk, and General Manager, DONE, provided the Committee with a brief overview of the matter, and responded to related questions.

After additional consideration, and after providing an opportunity for public comment, the Committee recommended that Council approve the recommendations as reflected above. This matter is now forwarded to the Council for its consideration.

Respectfully Submitted,

HEALTH, EDUCATION, AND NEIGHBORHOOD COUNCILS COMMITTEE

**MEMBER VOTE**

RYU: YES  
CEDILLO: ABSENT  
WESSON: YES

EV

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A handwritten signature in black ink, appearing to be 'J. C. S.', located to the right of the member vote section.

**-NOT OFFICIAL UNTIL COUNCIL ACTS-**