



Officers  
PAT BATES  
President

VICTORIA MILLER  
Vice President

JODIE FRANCISCO  
Secretary

GLENN BAILEY  
Treasurer

HENRY ESHELMAN  
Sergeant at Arms

## MINUTES

### ENCINO NEIGHBORHOOD COUNCIL EXECUTIVE COMMITTEE MEETING

**Tuesday July 20<sup>th</sup>, 2021 @ 6:30pm via Zoom**

**1. Call to Order. Roll call; determination of quorum.**

*Meeting was called to order at 6:33PM a quorum was established. Pat Bates, Victoria Miller, Jodie Francisco, Glenn Bailey and Henry Eshelman were in attendance.*

**2. Approval of June 2021 Executive Committee minutes.**

*This item was moved to the next meeting as minutes weren't available*

**3. Public Comment on Non-Agenda Items (10 minutes) – Public Comments on Non-Agenda Items is limited to TWO MINUTES (2) per speaker; total time for all public comment is limited to 10 minutes. 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 2 minutes per speaker. Time may be modified at the Chair's discretion. *Mitch Englander prison, Call in User 3 had public comments***

**4. Officer's Reports:**

**A. President's Report – 5min**

*Pat has been busy reorganizing the website and trying to get everything updated. Committees are coming together, brief discussion of challenges ahead*

**B. Vice-President's Report – 5min**

*Victoria has been working on confirming the committee chairs and members*

**C. Secretary's Report – 5min**

**1. Review of General Board Meeting minutes and Vote Count sheets – June 2021.**

*This item had to be deferred as we didn't have the minutes due to a hardware issue, minutes will be prepared forthwith*

**D. Treasurer's Report – 5 min**

1. June 2021 Monthly Expenditure Report (MER), emailed to board 7/7/2021 and posted to ENC Financials webpage
2. Uploading Purchasing Card receipts to NC Funding Portal: President Pat Bates as pCard holder uploads receipts within 10 days of the charge being posted
3. Neighborhood Purposes Grants – update on previous NPGs

*Glenn gave a thorough report on each item. The Lanai School check is supposed to be cashed very soon. Glenn asked that we work on getting NPGs in earlier rather than later.*

#### **E. SAA Report – 2min**

*Henry requested that people have respect for everyone attending these meetings and try to refrain from profanity by members of the public making public comment. Henry has been sending emails to all the members who are new or have training expirations coming up.*

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

#### **5. New Business Executive Committee (1 hour):**

- A. Discussion and possible action:** *The Discussion & possible action to direct the Encino Neighborhood Council to file a Community Impact Statement supporting Amendment 55A to Council File 20-1376, if amended. This Amendment 55A requests development of a Street Engagement Strategy to address the needs of persons experiencing homelessness. The motion further requests that the City Attorney prepare and present an ordinance to replace Los Angeles Municipal Code §41.18 and amendments to LAMC §56.11 to prohibit sitting, sleeping, lying, storing personal property or otherwise obstructing the public right-of-way public right-of-way in various described types of locations. The motion directs that all possibly actions be taken to relocate people, and that law enforcement only engage if there is a serious threat to public safety. Most significant for our Encino community is provision 5 of Amendment 55A, which prohibits occupancy in locations where continued occupancy poses a particular and ongoing threat to public health and/or safety to a neighborhood or community or to those engaged in such occupancy. Circumstances include but are not limited to death of persons at the location, repeated serious crimes, and fires. For example, the September 6, 2020 fire in the Sepulveda Basin Wildlife Area resulted in the death of one entrapped unhoused person and destroyed at least 100 acres of parkland. There were over 30 fires in the area in 2020, and have been several this year to date. The motion requires that action under provision 5 be subject to 14 days notice (provision 6). The Encino Neighborhood Council requests that application of provision 5 be immediate, as it would most likely address an immediate situation endangering public safety.*

*Pat made a motion and Jodie seconded, vote was called and motion passed 5-0-0*

*The item will be added to the agenda for the 7/28/2021 general board meeting. Issue is presented at this meeting because a City Council vote will be taken before the next ENC Homelessness Committee meeting. Pat will check the Council file Link as the matter has been extended to CF 20-1376-S1, which contains the new LAMC §41.18 ordinance, and revise the wording of the CIS accordingly.*

- B. Discussion & possible action:** *Discussion and possible action to appoint Board Members to attend the 2021 Civic University for Neighborhood Councils scheduled on September 9, 23 and 30, 2021. The Department of Neighborhood Empowerment, in partnership with the Mayor's office and Cal State LA's Pat Brown Institute for Public Affairs, invites each Neighborhood Council to appoint board members to attend Civic U. The number of appointees from each Board will need to be less than a majority of the quorum for your board. We invite your Board to take gender diversity and inclusiveness in its decisions. Your Neighborhood Empowerment Advocate is ready to assist you in this process. The 90 minutes sessions will be held virtually on: Thursday, September 9, 2021, at 6:30pm: *Power Structure at Los Angeles City Hall* Thursday, September 23, 2021 at 6:30pm *The Guts of City Government* Thursday, September 30, 2021 at 6:30pm: *Mobilizing for**

*Discussion about adding this to the General Board meeting agenda and Pat said she would email all of the board members and see who was interested*

- C. Refer to Parks/Environment Committee for further updates:** City's Tree Inventory has started in Encino this month and included counting the 400,000th tree. *This was mentioned and noted*
- D. Discussion and possible action:** regarding the Encino Neighborhood Council NextDoor account, which allows 3 users: President, Outreach Chair and Election Chair. *Discussion & possible action to treat Vice-President as Election Chair in non-election years.*

*Glenn made the motion, Jodie seconded motion passed 5-0-0*

- E. Announcement:** DONE is accepting Bylaws amendments now. The submittal deadline is April 15, 2022
- F. Review new board roster and committee assignments,** discuss and add to general meeting agenda for ratification of committees. *Pat will contact people to be on Parks/Environment committees and Homelessness (to see who wants to continue). Victoria has prepared and is continuing on Committee appointment report.*
- G. Discussion and possible ratification** of Lee Blumenfeld vote at Valley Alliance of Neighborhood Councils meeting regarding local control of policing at schools *Discussion was postponed to a future meeting as it was not clear what the motion was*

- 6. Review General Board Meeting Draft Agenda** *Deferred until items from this meeting can be added, Executive committee will review prior to publication.*

- 7. Board Member Comment on Non Agenda Items.**

*Henry noted it would be great to get more coverage in the local Encino Enterprise publication, Pat noted she will be submitting an article for the next edition. We should also consider the Studio City-Sherman Oaks-Encino News.*

*The following will be included on the ENC 7/28/2021 General meeting agenda with discussion and possible action: Item 13 (Discussion and possible action regarding revisions to the Board of Neighborhood Commissioners Code of Conduct Policy) presented at the Board of Neighborhood Commissioners' meeting on 7/19/2021 describes changes proposed to the Code of Conduct which must be acknowledged by all Neighborhood Council (NC) Board Members. Here is the link to the presentation from DONE Director Raquel Beltran's office: <https://empowerla.org/wp-content/uploads/2021/07/CODE-OF-CONDUCT-AMENDMENT-07162021.pdf> . Item 6 of the revised code contains a provision (below) which allows DONE with approval of Director Raquel Beltran to suspend a NC member, and that the board member may not appeal the decision, specifically:*

*NEIGHBORHOOD COUNCIL BOARD MEMBER CODE OF CONDUCT POLICY 2021-1 Item 6: If a Board Member or Committee Member is alleged to have violated either the City's Workplace Equity Policy or the Commission's Code of Conduct, the Department, with written approval from the General Manager, may immediately suspend the Board Member or Committee Member for a period of up to 90 days. Said Board Member or Committee Member shall not be eligible to act on any matter that comes before their Neighborhood Council Board or Committee and shall not be counted for the purpose of establishing a quorum of the Neighborhood Council Board or Committee. The Department will notify the Board Member or Committee Member of their suspension by sending a letter to their last known email address and/or mailing*

- a. The Department will also notify the Board by email and/or First Class U.S. mail regarding the suspension of the Board Member and that the Board Member's position shall not be deemed vacant during the suspension period*

- b. The Department shall be the sole decision-maker with respect to a suspension. The Board Member or Committee Member may not appeal the suspension decision.*

- c. The Neighborhood Council shall retain its authority to remove Committee Members for failure to affirm this policy or for failure to adhere to its provisions.*

**8. Adjournment at 8:27 PM**

**Next Executive Committee meeting: August 17<sup>th</sup>, 2021**

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