



## CANNDU

### Neighborhood Council Monthly Profile

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Dear CANN DU Council leaders,

Thank you for all your amazing work this fiscal year! We closed the year in a sprint with a great Neighborhood Council Budget Day on June 23rd where we honored the Budget Advocates with well-deserved Neighborhood Council Spirit Awards. Many thanks to the Budget Advocates for their hundreds of hours of hard work, to the City family for collaborating, including Mayor Eric Garcetti's team, the City electeds and departments, and finally, our EmpowerLA staff, especially Neighborhood Empowerment Advocates, John Darnell and Julien Antelin, for supporting the Budget Advocates. In the last week of June, we started shifting to election outreach with a series of outreach workshops citywide. We'll be providing a series of educational opportunities on how to conduct inclusive outreach for the Neighborhood Council elections in 2019 so be sure to take advantage of this great information. We will be welcoming 2 new Neighborhood Councils to the system, North Westwood Neighborhood Council and Historic Cultural North Neighborhood Council, this summer. While the Wilshire Center-Little Bangladesh Neighborhood Council subdivision vote did not result in a new Neighborhood Council, over 19,000 voters participated in the election with most hearing about the Neighborhood Council system for the first time. BIG thanks to the Formation Committees, Neighborhood Councils, Office of the City Clerk, and our EmpowerLA staff, especially Mike Fong, for their amazing efforts in supporting the subdivision elections. We hope our Neighborhood Council elections next year will rise to this level of participation across the City.

## Citywide Campaign:

Your Neighborhood Council still has time to weigh in on the following:

The Office of the City Clerk [Election Stipulation Worksheet](#) for the 2019 Neighborhood Council elections, which proposes a new regional election schedule with the Central and East areas of the city having their elections first. Deadline: August 1st

Councilmember David Ryu's Neighborhood Council system reform recommendations. Councilmember Ryu has asked for Neighborhood Councils and Neighborhood Council Alliances to provide feedback and /or Community Impact Statements (CISs) to the Health, Education and Neighborhood Councils Committee under Council File 18-0467. [Click here to see the motion](#). Deadline: August 25th

## Administrative Update:

Just a friendly reminder to agendize and approve your Neighborhood Council inventory lists by July 15th as we will be moving the oversight to the Office of the City Clerk this month. Please make sure that the inventory lists include any new items that were purchased by your Neighborhood Council at the end of the fiscal year after the initial list was created and all electronics of your Neighborhood Council.

We are happy to be partnering with the Department on Disability on ensuring that all Neighborhood Council meeting locations and office spaces are compliant with the Americans with Disabilities Act (ADA) compliance. DOD will begin contacting Neighborhood Councils this month to do onsite checks. If there are any questions, please reach out to your Neighborhood Empowerment Advocate.

We are happy to announce that our nearly 1800 Neighborhood Council board members will soon have access to on demand ethics, funding and Code of Conduct trainings on the same online system as City employees. We're in the process of finalizing the accounts with the Personnel Department this month and will start providing accounts to board members this summer.

As we get ready for the 2019 elections, we have been reviewing all Neighborhood Council maps and have noticed some mistakes in map descriptions and the maps because of new buildings or streets developed since the Neighborhood Council's certification or vague wording. We'll be notifying the Neighborhood Councils affected and work with them to make the corrections.

## Funding Updates:

The NC Funding Program has successfully closed the fiscal year 2017-18. Thank you to all NCs for working with our Office to observe our key deadlines. While the numbers are not yet final as of this message... huge congratulations are to the NC System. You spent almost all your allocation, leaving only \$385,229.22 on the table! This is one of the lowest balances ever left by the NCs, if not **the** lowest. We are starting the new fiscal year with lots of announcements. To begin, please note that our Policies & Guidelines will go through a revision which will be ready for your comments by 7/2/18. As you know, we have been operating with new policies and guidelines since February of 2018 and as projected, there was a need to fill in gaps and clarify where needed. The new version dated 7/1/18, will be posted on our website ([clerk.lacity.org](http://clerk.lacity.org)) for your comments and questions. Also, the start of the fiscal year, marks the date when your special accounts can be viewed via our NC Funding Portal. You are also able to make requests via the portal on any special accounts you may have as well as see the transactions and balances online. Thank you to all those NCs that have submitted the 2018-19 Fiscal Administrative Packet. Please be reminded that we need your budget in place, along with the administrative packet, to release all funds at the start of the year. If we don't receive your budget, we will make \$333 available for up to 3 months for preparations for a meeting to vote on the Fiscal Administrative Packet. The start of the year is also a good opportunity for NCs to work on a strategic vision and goal setting so that you can have a plan to spend all of your NC funds by the end of the year. Since our funding deadlines are now codified in our policies and guidelines, you now know exactly how much time you have to spend your funds. Our training/education sessions will also resume in the new year, please refer to our website for additional information and to rsvp for any training/education session.

Please check our website at <http://www.clerk.lacity.org> for upcoming training/education opportunities.

If you have any questions or concerns, please feel free to contact us at 213-978-1058 or email us at [clerk.ncfunding@lacity.org](mailto:clerk.ncfunding@lacity.org).

## Field Updates:

As we begin the new fiscal year, we want to encourage everyone to reach out to your Neighborhood Empowerment Advocate with how we can help. Last month, we shared with you NCs and [City Roles and Responsibility Sheet](#) which highlights the various City Departments and our roles supporting the Neighborhood Council System. To view this document, [click here for English Spanish Korean Chinese](#). This month, the City Attorney's Neighborhood Council Advice Division (NCAD) has updated how they will provide legal advice. All legal advice must be funneled through the Chair/President unless it is a question about a personal conflict of interest on a matter that may be coming before your Neighborhood Council. For more information, [click here for English Spanish Korean Chinese](#).

Don't forget to take some time to weigh in on the City's support of Neighborhood Councils as well as on Councilmember David Ryu's proposed Neighborhood Council system in our EmpowerLA Fiscal Year 2018-18 [Survey](#). Also, a friendly reminder that the Annual Self-Assessment is due by August 1st! You will have to submit directly through the online portal [here](#) or click [here](#) for a hard-copy to draft your responses with if needed.

Finally, don't forget to Save-the-Date for 2018 Neighborhood Council Congress of Neighborhoods hosted at City Hall on Saturday, September 22nd. The planning meetings for the Congress are held on the 1st Saturdays of the month from 1pm – 3 pm at LADWP's HQ (111 N. Hope Street, LA 90012)

P.S. Our 45 Civic Youth students this summer are busy learning about City government and the role Neighborhood Councils have to City policies and operations. If your Neighborhood Council has a Youth Committee and/or would like more youth participation, reach out to [Jasmine.Elbarbary@lacity.org](mailto:Jasmine.Elbarbary@lacity.org) to collaborate!

## Outreach Updates:

The Department is in Phase 1 of our Citywide Outreach Plan- Awareness. In this phase new partnerships have been formed to help spread word of the NC System. For the system to grow, we believe relationships and collaboration is a must. We are excited to be working with Global Shapers, a group of inspirational millennials dedicated to creating an impact-generating project that would better their local community. One project they committed to was sending a survey to their database that asked how they engage Neighborhood Councils. They will be partnering with us also on providing support for social media and design. Another group we partnered with is the Council District 9 Coalition. This Coalition brings together many non-profits from Council District 9 to discuss like-minded issues. We have been able to speak at a few of their Get Out to Vote youth workshops and had youths committed to learning more about Neighborhood Councils. A youth alliance in South LA may be underway. Lastly, we are excited to have brought on a few temporary staff to support our outreach efforts. Please welcome Nour Chabann, Marcos Damian Hernandez, Ara An, and Erick Martinez. Nour, Marcos, and Ara have organizing backgrounds and are helping us identify community assets in the Valley, South LA, and Wilshire Center Koreatown. We are also rolling out our Citywide Regional Outreach Gatherings. We have 84 RSVPs so far. Times, Dates, and Regions of the gatherings are as follows: HARBOR AREA Monday, June 25th 24000 S. Western, Harbor City, CA 90710 6:00pm-8:00pm

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CENTRAL AREA (Hollywood Area) Tuesday, June 26th Hollywood City Hall 6501 Fountain Ave, CA 90028 6:00pm-8:00pm

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CENTRAL AREA (Downtown/Westlake Area) Tuesday, June 26th New Economics For Women, 303 Loma Dr, CA 90017 6:00pm-8:00pm

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SOUTH LA Wednesday, June 27th Mercado la Paloma 3655 S Grand Ave #240, CA 90007 6:00pm-8:00pm

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EAST AREA Thursday, June 28th Silver Lake Library 2411 Glendale Blvd, Los Angeles, CA 90039 6:00pm-8:00pm

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NORTHEAST AREA Thursday, June 28th Ramona Hall 4580 N Figueroa St, CA 90065 6:00pm-8:00pm

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VALLEY AREA Monday, July 16th Granada Hills Charter 10535 Zelzah Ave, CA 91344 6:00pm-8:00pm

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WEST AREA Tuesday, July 24th IMAN Center 3376 Motor Ave. CA 90034 6:00pm-8:00pm

## Policy Updates:

Congratulations to Van Nuys Neighborhood Council for filing the most Community Impact Statements this fiscal year with 47 CISs on file! A total of **505** CISs were filed this year, which is the most ever filed. Thank you to all the Neighborhood Councils who are advocating for their community at City Council! Check out the [full list here](#).

At upcoming Board of Neighborhood Commissioners meetings in July and August, there will be an agenda item providing an opportunity to provide feedback and input on the definition of a community interest stakeholder. The next Board of Neighborhood Commissioners meeting will be on Tuesday, July 3 at 6 pm at the Seoul International Park in Koreatown. There will also be a Board of Neighborhood Commissioners meeting on Monday, July 16 at 1 pm at Room 1050 of City Hall.

The next Homelessness Liaison meeting will be on Monday, June 30 at 6 pm. Thank you to the Neighborhood Council Homelessness Liaisons for your work and efforts in addressing the homelessness crisis.

New and updated Council Files can be [found here](#) and are updated every week in our Friday newsletter.

Below is the list of the people who are registered to file Community Impact Statements for your Neighborhood Council. Please email Lorenzo at [lorenzo.briceno@lacity.org](mailto:lorenzo.briceno@lacity.org) to update this list.

## Did You Know?

Neighborhood Council board members can be personally liable for conduct not in the course and scope of their duties as a board member. The Office of the City Attorney has provided guidance on this issue. Please take a moment to review this important information. [Click here for English Spanish Korean Chinese](#)

## Account Balances, Community Impact Statements, Agendas, and Grievances

Click [here](#) for the Neighborhood Council Funding Dashboard to find your current account balance.

As of 7/2/2018, you have filed 2 Community Impact Statements, and 3 agendas have been posted for your Neighborhood Council for the current month.

As of 7/2/2018, 0 Grievances have been filed against your Neighborhood Council.

*Please continue to next page to see your Board Member certification status, Expired or Missing Mandatory Trainings, Neighborhood Council cases, Important dates, and Existing Vendors for NCs.*

Your current Board Members and their certification are as follows:

First Name	Last Name	Board Seat	Ethics Expiration	Funding Certification	Code of Conduct
Stephanie	Campbell	Chair (2020)	12/6/2019	3/31/2016	11/6/2016
Esther	Glaze	Vice Chair (2018)	1/30/2020	1/23/2018	12/15/2016
Vacant Seat	Vacant Seat	Recording Secretary (2020)			
Vacant Seat	Vacant Seat	Communication Secretary (2018)			
Christopher	Perry	Parliamentarian (2020)	6/15/2018	7/11/2016	1/13/2017
Vacant Seat	Vacant Seat	At-Large Representative (2020)			
David	Solis	Community Interest At large (2020)	7/28/2018	8/31/2013	1/10/2017

Please submit any updates and changes to the roster to [Rosters@EmpowerLA.org](mailto:Rosters@EmpowerLA.org), including any Ethics Certifications.

*Please continue to next page to see Expired or Missing Mandatory Trainings, your Neighborhood Council cases, Important dates, and Existing Vendors for NCs.*

## Board Members with Expired or Missing Mandatory Trainings

To vote on Neighborhood Council funding items, Neighborhood Council board members must have current ethics training and funding training. The Neighborhood Council bylaws may also require these trainings to vote for nonfunding items as well. To serve on a board, Neighborhood Council board members must also have either read and signed a Code of Conduct or have watched the video. To complete these trainings, please click [here](#).

**NOTE:** in person and online ethics training must be a minimum of 2 hours. If you complete the ethics training online, please ensure that you take 2 hours to complete the training as we will not accept any certificates that show less than 2 hours.

The following board members below are missing one of these mandatory trainings. If updates are needed, please contact [Rosters@EmpowerLA.org](mailto:Rosters@EmpowerLA.org).

### Board Members who have not completed the Funding training:

Funding - Eligibility to Vote on Financial Matters a. To be eligible to vote on any NC Expenditure, Financial Reports, and/or annual budgets, the board member must:

- Be an Elected, Appointed and/or Selected Board Member of the NC
- Be 18 years of age or older
- Have completed the California State Ethics Training Requirement for Local Officials (AB 1234)
- Have completed the online NC Board Member Funding Training and obtain a passing score of 70% on any test associated with the online course.

### Board Members with missing or expired Ethics Certificates:

ETHICS - All Board Members are bound by California State Law to take Ethics Training every two years. Take the online course, and send your certificate to [Rosters@EmpowerLA.org](mailto:Rosters@EmpowerLA.org). Ethics Training is a required for all Board Members

First Name	Last Name	Board Seat
Christopher	Perry	Parliamentarian (2020)

### Board Members who have not completed the Code of Conduct training or their certificate has expired:

CODE OF CONDUCT - All Board Members must read the Code of Conduct policy and [fill out this form](#) acknowledging that they have read and are aware of the policy.

*Please continue to next page to see your Neighborhood Council cases, Important dates, and Existing Vendors for NCs.*

Your cases for this month are:

*Please continue to next page to see Important dates, and Existing Vendors for NCs.*



## Important Dates

For all events, please check out [EmpowerLA's Calendar](#)

- 7/2/2018 7 – 9pm Neighborhood Council Budget Advocates Meeting
- 7/3/2018 6 – 9:30pm **POSTPONED:** Board of Neighborhood Commissioners Regular Meeting
- 7/3/2018 6:30 – 7:30pm **POSTPONED:** Board of Neighborhood Commissioners Special Town Hall Meeting
- 7/4/2018 6:30 - 8:30pm Harbor Alliance of Neighborhood Council Meeting
- 7/7/2018 8:45 – 10am Neighborhood Council-LADWP Memorandum of Understanding Oversight Alliance Meeting
- 7/7/2018 10am – 1pm Los Angeles Neighborhood Council Coalition Meeting
- 7/7/2018 1 – 3pm NC Congress of Neighborhoods Planning Committee Meeting
- 7/12/2018 6:30 – 9pm Valley Alliance of Neighborhood Councils Meeting
- 7/13/2018 **Deadline for EmpowerLA Fiscal Year Survey**
- 7/14/2018 10am – 12pm PlanCheckNC Meeting
- 7/15/2018 **Deadline for Neighborhood Council Inventory List Approval**
- 7/16/2018 1 – 4pm Board of Neighborhood Commissioners Regular Meeting
- 7/16/2018 6 – 8pm Valley Area Regional Outreach Gathering
- 7/16/2018 7 – 9pm Alliance of River Communities (ARC)
- 7/18/2018 8:30 – 10am Westside Regional Alliance of Councils Monthly Meeting
- 7/19/2018 6:30 – 8:30pm South Los Angeles Alliance of Neighborhood Councils Meeting
- 7/21/2018 10am – 12pm Neighborhood Council Budget Advocates Meeting
- 7/24/2018 6 – 8pm West Area Regional Outreach Gathering
- 7/28/2018 10am – 12pm Neighborhood Council Emergency Preparedness Alliance Meeting
- 7/30/2018 6 – 8:30pm Homelessness Alliance Meeting
- 8/1/2018 **Deadline for City Clerk Election Stipulation Worksheet**
- 8/1/2018 **Deadline for Neighborhood Council Self Assessment**
- 8/1/2018 6:30 – 8:30pm Harbor Alliance of Neighborhood Council Meeting

## Existing Vendors for NCs

### Web Service Providers:

#### **Civic Resource Group**

Contact: Gregory Curtin, CEO  
[gregc@civicresource.com](mailto:gregc@civicresource.com)

#### **The Mailroom**

Contact: Kristina Smith  
(310)-514-1797  
[ksmith@klct.com](mailto:ksmith@klct.com)

#### **Moore Business Results**

Contact: Wendy Moore  
(818)-252-9399  
[wmoore@moorebusinessresults.com](mailto:wmoore@moorebusinessresults.com)

#### **Port Town Websites**

Contact: Jill Fox  
(310)-832-0836  
[jill@porttownwebsites.com](mailto:jill@porttownwebsites.com)

#### **The Web Corner**

Contact: Robert Adams, Owner  
(818)-345-7443  
[rob@thewebcorner.com](mailto:rob@thewebcorner.com)

#### **ZelDesign**

Contact: Zelda Harrison  
(310)-559-2770  
[zeldesign@sbcglobal.net](mailto:zeldesign@sbcglobal.net)

### Temp Service Providers:

#### **Apple One Employment Services**

Contact: Jenn Rounds  
(213)-892-0234  
[jrounds@appleone.com](mailto:jrounds@appleone.com)

#### **Lloyd Staffing**

Contact: Luly Santana  
(562)-860-2555 Ext 101  
[LSantana@lloydstaffing.com](mailto:LSantana@lloydstaffing.com)

#### **Partners in Diversity**

Contact: Arlene Apodaca  
(626)-793-0020  
[arlene.apodaca@p-i-d.biz](mailto:arlene.apodaca@p-i-d.biz)

#### **Bridgegap Temporary Staffing and Services Agency**

Contact: Terrence Gomes  
(310)-387-1374  
[info@btsasa.com](mailto:info@btsasa.com)

### Translation Services:

#### **Languages 4 You**

(818) 720-7105

#### **Continental Interpreting Services**

(800) 201-7121

We will continue to refine the Neighborhood Council Profiles over the next year based on your feedback. If you have any questions, comments or suggestions, please contact the Neighborhood Council Support Helpline at [NCsupport@LACity.org](mailto:NCsupport@LACity.org) or by calling **213-978-1551** for assistance.

**Thank you for all you do to Empower LA!**