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Dear CANNDU Council leaders,

Thanks in large part to the wonderful work of Neighborhood Councils, City Council proclaimed September to be Civic Engagement Month! They also honored the winners of the 2016 EmpowerLA Awards in City Council Chambers. Congratulations to all of you for making a difference at City Hall! We've prepared an awesome display about Neighborhood Councils in the bridge between City Hall and City Hall East, which will be up for the entire month. BIG thanks to the Department of Cultural Affairs and General Services Department for their assistance and to our Bridge Display Planning Committee for their creativity: Arin Abedian, Ann-Marie Holman, Suzanne Lewis, Armando Ruiz, Stephen Box, Sevak Paramazian, Jose Galdamez and Kathleen Quinn.. Please make sure that you check it out when you come for the Congress of Neighborhoods on Saturday, September 9th. If you haven't already registered, [click here now to do so](#). This is the biggest event Neighborhood Council event of the year, and along with many City electeds and department representatives, the Congress of Neighborhoods has also confirmed keynote speaker, Supervisor Mark Ridley Thomas. Many thanks to the Congress of Neighborhoods Planning Committee, chaired by the awesome Cindy Cleghorn, for their amazing efforts, and to our staff for their support, especially Neighborhood Empowerment Advocates, Jasmine Duckworth and Mary Kim! This month, we are also welcoming our two new members of the Board of Neighborhood Commissioners, North Valley Commissioner, Shooshig Susan Avakian, and the Harbor Commissioner, Raymond Regalado. We're looking forward to working with them. Check out the Admin section below on updates for Neighborhood Council demographics and elections.

## Citywide Campaign:

The CAO has released for the Neighborhood Councils' review the 2017-18 [Appropriation Limit Report](#) for the Gann Initiative, which limits the amount of revenue which can be appropriated in any fiscal year. The Council File associated with this report is for the budget [CF 17-0600](#) and, per Section 7910 of the Government Code, is provided to the public for review at least 15 days before adopting the appropriations limit.

## Administrative Update:

The Health, Education and Neighborhood Councils Committee adopted a motion to move the 2018 elections to 2019 while providing instructions to the City Clerk and EmpowerLA on election outreach and online voting/registration build out the next year. HENC Chair Councilmember David Ryu wanted to ensure that those Neighborhood Council that still desired to hold an election in 2018 would have another option of selection instead, which is a nonsecret vote either through caucus or signed/numbered ballots. If your Neighborhood Council wants to hold a selection in 2018 in lieu of an election, then please complete the [Selection Process Stipulation Worksheet](#) and return it to [elections@empowerla.org](mailto:elections@empowerla.org) by November 1, 2017 so that we can prepare for a selection for your Neighborhood Council next year. We're highlighting the Neighborhood Council diversity gathering information on the gender, age range and ethnicities of board members this month. Please take a moment to help us by taking this [short survey](#), which will be open through September 30th. We will only be using the information as a whole, i.e. there are 43% women in the Neighborhood Council system, and individual information will be confidential. Our staff will have the survey available during this month's Neighborhood Council meetings. The survey is voluntary. For members who don't take the survey, we'll provide visual estimates of the information with a file note that we did so.

## Funding Updates:

The Office of the City Clerk, [Neighborhood Council Funding Program](#) would like to congratulate the Neighborhood Councils for the many ways in which they empower their communities. Thanks to the online funding system, we know that system-wide, outreach and general operations expenditures are priority for NCs accounting for 75.8% of spent and committed funds. We also know that you value your partnerships with non-profit organizations and public schools because Neighborhood Purposes Grants (NPGs) account for 18.7% of your financial activity.

You can find all this information and more by visiting the [Neighborhood Council Funding System dashboard](#), which is accessible to anyone thereby making the financial operations of any neighborhood council transparent to the public. There is also an ability to look up information by individual NC on account balances and transactions in real time, which you can do on your desk top or via your mobile device.

NCs seem to also meet the challenge of completing their Monthly Expenditure Reports (MERs) with great ease in the new system. For those who have not seen how the system works yet, the Office of the City Clerk will be holding a session at Congress on Saturday 9/9/17 so please join us.

For any questions, comments or concerns, please visit our website at: [clerk.lacity.org](http://clerk.lacity.org) or contact us by telephone at (213) 978-1058 or via e-mail at: [Clerk.NCFunding@lacity.org](mailto:Clerk.NCFunding@lacity.org).

## Field Updates:

September rings back to school for many and the Leadership Academy is committed to supporting our Neighborhood Councils and cadre of life-long learners.

For those who missed July's Census Workshops, you can view and download the [Census Bureau's Presentation here](#). The Presentation provides a step-by-step guide on how to access Census Data for your Neighborhood Council.

To find out which census tracts makes up your Neighborhood Council boundaries, you can utilize the Bureau of Engineering's NavigateLA website. Here's a [step-by-step guide](#) on how to access the information.

Combing through Census Data can be insightful and may reveal some interesting characteristics about your community. For example, you can find out what are the modes of transportation your residents take to go to work and their commute time, which may help shape your Neighborhood Council's transportation policy. You can find out which areas in your neighborhood have a higher concentration of limited English speakers and formulate an outreach campaign in a different language.

Finally, here's a step-by-step guide on [How to Utilize Zimas for Mailers](#). Many thanks to our partners at the Department of City Planning (DCP) for the wealth of information presented at last month's Planning 101s held Citywide. DCP's Zimas is a powerful tool to help analyze the zoning and land-use in your neighborhood. It can also be utilized to download addresses into an Excel document to then be mail-merged. Coupled with the insight you now have with Census Data, you can push out a targeted mailer campaign.

If there are questions or need assistance, reach out to Semee Park, Director of Neighborhood Council Operations at [semee.park@lacity.org](mailto:semee.park@lacity.org) or by calling [\(818\) 374-9898](tel:(818)374-9898).

## Outreach Updates:

The Department has submitted an Election report to the City Council's Health, Education, and Neighborhood Councils Committee with details on proposed Citywide Outreach Campaigns that would be conducted by the department. If you have any ideas or feedback on citywide and regional outreach campaigns, please email [Stephen.Box@LACity.org](mailto:Stephen.Box@LACity.org) or call 213-978-1116. To review the report, [click here](#). EmpowerLA's second podcast is out and features an interview with Board of Neighborhood Commissioners President, Joy Atkinson. Thanks for Brett Shears and Arin for making it happen! [Click here to listen!](#)

## Policy Updates:

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?

Raphael Sonenshein, Executive Director of the Pat Brown Institute, Cal State Los Angeles, and Neighborhood Council Civic University professor, credits the Neighborhood Council system for "saving Los Angeles" in the 1990's when various parts of the City wanted to secede because they felt City Hall was not representing their communities. Neighborhood Councils were proposed as a way to bring local voices to City Hall and were voted into the City Charter by Angelenos in 1999.

*Please continue to the next page to see your Account Balances, Community Impact Statements, Agendas, Grievances, Board Member certification status, Expired or Missing Mandatory Trainings, Neighborhood Council cases, Important dates, and Existing Vendors for NCs.*

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

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

As of 9/1/2017, you have filed 0 Community Impact Statements, and 3 agendas have been posted for your Neighborhood Council for the current month.

As of 9/1/2017, 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)	8/8/2017	3/31/2016	11/6/2016
Esther	Glaze	Vice Chair (2018)	1/26/2018	5/6/2016	12/15/2016
Vacant Seat	Vacant Seat	Recording Secretary (2020)			
Vacant Seat	Vacant Seat	Communication Secretary (2018)			
Cathy	Simpson	Treasurer (2018)	7/18/2018	7/13/2016	11/3/2016
Christopher	Perry	Parliamentarian (2020)	6/15/2018	7/11/2016	1/13/2017
Ly'brindus	Jackson	At-Large Representative (2018)	1/26/2018	7/11/2016	12/19/2016
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

In order 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:

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

First Name	Last Name	Board Seat
Stephanie	Campbell	Chair (2020)

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

*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](#)

9/1/17	<b>DEADLINE</b>	Submit Neighborhood Council Strategic Budget Package
9/2/17	8:45am - 10:00am	Neighborhood Council-LADWP Memorandum of Understanding Oversight Alliance Monthly Meeting
9/2/17	10:00am - 1:00pm	Los Angeles Neighborhood Council Coalition Monthly Meeting
9/4/17	<b>Holiday</b>	Labor Day
9/4/17	7:00pm - 9:00pm	Neighborhood Council Budget Advocates Meeting
9/5/17	6:00pm - 9:00pm	Canceled - Board of Neighborhood Commissioners Regular Meeting
9/6/17	6:30pm - 8:30pm	Harbor Alliance of Neighborhood Councils Monthly Meeting
9/9/17	7:30pm - 4:30pm	Congress of Neighborhoods Day
9/9/17	10:00am - 12:00pm	Cancelled - PlanCheckNC Monthly Meeting
9/14/17	6:00pm – 9:00pm	Valley Alliance of Neighborhood Councils Meeting
9/18/17	1:00pm - 4:00pm	Board of Neighborhood Commissioners Regular Meeting
9/18/17	7:00pm - 9:00pm	Alliance of River Communities (ARC) Meeting
9/20/17	8:30am - 10:00am	Westside Regional Alliance of Councils Monthly Meeting
9/21/17	6:30pm - 8:30pm	South Los Angeles Alliance of Neighborhood Councils Monthly Meeting
9/29/17	10:00am - 12:00pm	Neighborhood Council Emergency Preparedness Alliance Monthly Meeting
9/30/17	<b>DEADLINE</b>	Last Day to take the Neighborhood Council Demographics Survey

## 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)

**Bridgeway 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!**