



NEIGHBORHOOD COUNCILS **EMPOWER** LA™

Department of
NEIGHBORHOOD EMPOWERMENT



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Dear CANNDU Council leaders,

Thank you to all the Neighborhood Council board members who completed the demographics survey in September! We are in the process of compiling the results and will release them later on this month. We are happy to welcome our FUSE Corp Fellow, Aparna Mukherjee, today. Aparna will spend the next year with us to assist in the creation of an Office of Civic Engagement, which will work with City departments to use effective civic engagement models to connect with Neighborhood Councils and other community stakeholders. Aparna is relocating from New York City and is a product strategist and operations leader with experience helming digital and mobile projects for some of the world's biggest media outlets. At The New York Times, she ran the paper's education ventures group. Aparna's other innovation-focused roles include launching social media for McKinsey & Co., serving as director of operations for startup accelerator Grand Central Tech, and launching Morgan Stanley's alumni network. As a reporter, she has written for the Wall Street Journal, Associated Press, Bloomberg News, and The New Yorker. Aparna earned a BS from Bryn Mawr College, where she was a Luce Scholar, and a master's in journalism and an MBA from Columbia University, where she lectures on business strategy to MBAs. We're excited to that Aparna is joining the EmpowerLA team!

Citywide Campaign:

City Council has continued the recommendations of the [Health, Education and Neighborhood Councils Committee](#) regarding Neighborhood Council election timing and online voting to October 6, 2018. If your Neighborhood Council is interested in conducting a selection instead of an election, please make sure to complete and vote on the [Neighborhood Council Selection Procedures Worksheet](#). The due date is November 1, 2017.

Administrative Update:

The recent string of fraud emails are being investigated by the City and have involved several enforcement agencies. Fortunately, no funds have been paid to any fraudulent vendors from any of the Neighborhood Councils to date, but we will need to keep monitoring for now. The Department is continuing to collect opinions on our current web page, what you like, what you don't like, and whether you can find the choices you're looking for while navigating the site. Please take a moment to complete our survey so we can make our website a more effective and useful resource for you.

Funding Updates:

Many thanks to all the NC Treasurers and card holders that have attended our NC Funding and System Trainings. As of now, we have trained a total of 95 NCs, needing only 2 more NCs for 100% compliance! We have issued a total of 86 Credit Cards and have conducted over 15 trainings on Funding and the online System. We continue to hear good feedback on the system as well as your opinions on needed tweaks. We have gotten some questions about training on NC Funding that is geared for regular board members. It is our goal to have a new training tool available on our website within the month of October. We have taken our current training that we do for Treasurers and card holders, and condensed it into a 30 minute narrated powerpoint presentation, which covers key points and critical information for board members to know. The presentation will culminate with an online quiz to ensure that you have a good foundation on the rules and guidelines for expenditures of public funds. We will be holding 3 Funding and System training sessions in October; two located in downtown and one out in the field. We will announce the date and location for the field training shortly. Special Note: Please remember that when submitting payment requests and uploading documents, we need you to redact any sensitive, identifiable information such as social security numbers. The system will not request that information and if we see it on your documents, we will most likely reject the request and let you know that sensitive information has been identified and needs to be redacted. If you have any questions please visit our website at: clerk.lacity.org or contact us at (213) 978-1058 or via e-mail at: Clerk.NCFunding@lacity.org.

Field Updates:

As the weather starts to cool, it's the perfect time to start planning ahead for community improvement projects (CIP) in your neighborhood. Here are 5 helpful tips for your Neighborhood Council. 1. Refer to your Strategic Plan to help identify the project and/or location for your CIP. 2. Research and apply for all the necessary permits, particularly for work being conducted in the public right-of-way. Mayor Eric Garcetti's [Great Street DIY Manual](#) is a "Great" resource for Neighborhood Councils, with a step-by-step guide to over 50 projects, and how to pull the necessary City permits. 3. Contact your Neighborhood Council Advocate to see how EmpowerLA can assist and help troubleshoot. 4. Flush out the details, finalize the budget and vet the CIP through your NC Committee/Board process. Don't forget to submit all the necessary paperwork to the City Clerk's Funding Team. 5. Outreach, outreach, outreach! Refer back to September's Monthly Profile for targeted outreach/mailed strategies. Hope this is helpful! For more information, visit <http://lagreatstreets.org>. For questions, contact Semee Park at semee.park@lacity.org

Outreach Updates:

As part of our general outreach to raise the visibility of Neighborhood Councils in your communities, we are continuing our Neighborhood Council 101 workshops within each of the Neighborhood Council boundaries. We like to combine the workshops with additional information about City services from MyLA311, Purposeful Aging, Clean Streets, Housing, etc. If your Neighborhood Council has an idea for a workshop, please let your Neighborhood Empowerment Advocate know so we can collaborate together on it. Thank you!

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 to update this list

Did You Know?

In the past week, Neighborhood Council leaders have responded to comments made by California Senate President Pro Tem Kevin de Leon about the Neighborhood Councils. For more information, [click here](#). City Councilmember David Ryu will be sharing the concerns of his Neighborhood Councils with Senator De Leon's office.

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 10/2/2017, you have filed 0 Community Impact Statements, and 3 agendas have been posted for your Neighborhood Council for the current month.

As of 10/2/2017, 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, 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.

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](#)

10/2/17	7:00pm - 9:00pm	Neighborhood Council Budget Advocates Meeting
10/3/17	6:00pm - 9:30pm	Board of Neighborhood Commissioners Regular Meeting
10/4/17	6:30pm - 8:30pm	Harbor Alliance of Neighborhood Councils Monthly Meeting
10/6/17	10:00am - 2:00pm	Valley Disaster Preparedness Fair
10/7/17	8:45am - 10:00am	Neighborhood Council-LADWP Memorandum of Understanding Oversight Alliance Monthly Meeting
10/7/17	10:00am - 1:00pm	Los Angeles Neighborhood Council Coalition Monthly Meeting
10/9/17	Holiday	
10/10/17	6:00 p.m. to 8:30 p.m.	NC Funding Program Training - City Hall East, Rm. 351
10/12/17	6:00pm – 9:00pm	Valley Alliance of Neighborhood Councils Meeting
10/14/17	10:00am - 12:00pm	PlanCheckNC Monthly Meeting
10/16/17	1:00pm - 4:00pm	Board of Neighborhood Commissioners Regular Meeting
10/16/17	7:00pm - 9:00pm	Alliance of River Communities (ARC) Meeting
10/18/17	8:30am - 10:00am	Westside Regional Alliance of Councils Monthly Meeting
10/19/17	6:30pm - 8:30pm	South Los Angeles Alliance of Neighborhood Councils Monthly Meeting
10/23/17	6:00 p.m. to 8:30 p.m.	NC Funding Program Training - City Hall East, Rm. 351
10/28/17	10:00am - 12:00pm	Neighborhood Council Emergency Preparedness Alliance Monthly Meeting
11/1/17	Deadline	Neighborhood Council Selection Worksheet

Existing Vendors for NCs

Web Service Providers:

Civic Resource Group

Contact: Gregory Curtin, CEO

gregc@civicresource.com

The Mailroom

Contact: Kristina Smith

(310)-514-1797

ksmith@klct.com

Moore Business Results

Contact: Wendy Moore

(818)-252-9399

wmoore@moorebusinessresults.com

Port Town Websites

Contact: Jill Fox

(310)-832-0836

jill@porttownwebsites.com

The Web Corner

Contact: Robert Adams, Owner

(818)-345-7443

rob@thewebcorner.com

ZelDesign

Contact: Zelda Harrison

(310)-559-2770

zelDesign@sbcglobal.net

Temp Service Providers:

Apple One Employment Services

Contact: Jenn Rounds

(213)-892-0234

jrounds@appleone.com

Lloyd Staffing

Contact: Luly Santana

(562)-860-2555 Ext 101

LSantana@lloydstaffing.com

Partners in Diversity

Contact: Arlene Apodaca

(626)-793-0020

arlene.apodaca@p-i-d.biz

Bridgeway Temporary Staffing and Services Agency

Contact: Terrence Gomes

(310)-387-1374

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 or by calling **213-978-1551** for assistance.

Thank you for all you do to Empower LA!