



NEIGHBORHOOD COUNCILS **EMPOWER** LA™

Department of
NEIGHBORHOOD EMPOWERMENT



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Dear CANNDU Council leaders,

We're a quick 2 months from the end of the fiscal year! Please be mindful of the Neighborhood Council Funding Program deadlines in early June. Currently, there is \$2.4 million of unspent Neighborhood Council funding, which is two-thirds of the yearly allocation. If your Neighborhood Council needs to spend down funds, please consider contributing to the Congress of Neighborhoods and Neighborhood Council Budget Advocates' work next year since they both serve the entire Neighborhood Council system. Click here for the Board Resolution Form. Next fiscal year, the Mayor's proposed budget provides \$42,000 annual funds per Neighborhood Council. Please have your Neighborhood Council complete the [Fiscal Year 2017-2018 Strategic Budget Package](#) and submit by July 1, 2017.

Citywide Campaign:

The Mayor's proposed budget for Fiscal Year 2017-2018 has been released so please have your Neighborhood Council weigh in on it with a Community Impact Statement for [Council File 17-0600](#) for the City Council to review. Per the City Charter, Neighborhood Councils are to weigh in on the City budget so your Neighborhood Council can discuss any of the City department's asks, including [EmpowerLA's budget request](#), or the Neighborhood Council Budget Advocates [white paper](#) in your CIS.

Administrative Update:

We anticipate the certification of the [97th Neighborhood Council](#) by the Board of Neighborhood Commissioners this month - Hermon Neighborhood Council. There is still a pending election challenge for the forming Skid Row Neighborhood Council before the election results are certified.

Funding Updates:

The NC Funding Program is gearing up to close the budget fiscal year in June 2017. Because of the preparation and logistics involved with year-end closing and moving to a new funding system, we are asking the NCs to observe key dates in June. **PLEASE BE REMINDED:** If you have expenses to cover after June 1, 2017, ex. 4th of July event expenses, they must be approved at your May 2017 board meeting AND the Funding Request Form must be received by June 1, 2017. All event submissions must be received 30-days in advance of the event. Board approved emergency expenses after the Bank Card cut-off deadline of June 11, 2017 will be dealt with on a case by case basis and may need to be charged to your 2017/18 budget.

Staff will be assisting with close-out paperwork for NPGs, Events, Community Improvement Projects, etc. We will be holding two NC Funding Trainings in May, one at City Hall and one in South Los Angeles. If a Neighborhood Council is missing 3+ MERs, this Office will assign a contracted vendor to work with the NC at the NC's expense to bring the MERs up to compliance. Finally, we have completed our Citywide round table discussions regarding the new funding system. We will be coordinating a focus group of NC Treasurers to vet some of the specific issues and concerns from the discussions. Should you have any questions or concerns, please contact us at (213) 978-1058 or via e-mail at Clerk.NCFunding@lacity.org

Field Updates:

We're teaming up with the City Attorney's office to offer 3 Live Ethics Trainings for the month of May. All board members are bound by California State Law to take Ethics Training every two years. If you need translation/interpretation, please contact NCsupport@lacity.org at least 3 days before the workshop so we can arrange it. Stay tuned for the details to come, and we look forward to seeing you there!

Valley: Monday, May 22nd 7 - 9 pm

Central/East LA: Wednesday, May 17th 7 - 9 pm

Harbor/South: Thursday, May 25th 7 - 9 pm

If you can't make it, it's ok! You can always take an online ethics course available at www.empowerla.org/self-serve We're still recruiting for Neighborhood Council Civic Youth so please direct anyone ages 16-24 years old, who is interested in leadership and advocacy, to [apply on our website](#) by May 24th.

Outreach Updates:

EmpowerLA's Outreach Team is pleased to offer the final template of the Neighborhood Guide, [click here](#) to read more about getting your own guide, which you can get printed and distributed by your local printer or mailing house. The guide introduces your Neighborhood Council to your stakeholders, both residential and business, so they know who your council is, what you do, and how to connect with City of LA services. To get free artwork for your own Neighborhood Guide, just fill out [this form](#) with your council's information, and you'll receive a guide that is ready for your local printer or mail house. The Neighborhood Guide mailer program was piloted by the Mayor's Innovation Team, together with the Historic Highland Park Neighborhood Council, which was the first council to distribute this mailer.

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

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

As of 4/31/2017, your current checking account balance is \$38,139.69, and as of 05/01/2017, you have \$0.00 in your city account

As of 5/1/2017, you have filed 0 Community Impact Statements, and 3 agendas have been posted for your Neighborhood Council for the current month.

As of 5/1/2017, 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	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
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:

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](#)

5/1/2017	DEADLINE	Bylaw Amendment Application Deadline
5/1/2017	10:00am - 12:00pm	Neighborhood Council Homelessness Liaisons Meeting
5/1/2017	6:00pm - 8:00pm	City Clerk Neighborhood Council Funding Training - South LA
5/2/2017	6:00pm - 9:00pm	Board of Neighborhood Commissioners Regular Meeting
5/3/2017	6:30pm - 8:30pm	Harbor Alliance of Neighborhood Councils Monthly Meeting
5/6/2017	8:45am - 10:00am	Neighborhood Council-LADWP Memorandum of Understanding Oversight Alliance Monthly Meeting
5/6/2017	10:00am - 1:00pm	Los Angeles Neighborhood Council Coalition Monthly Meeting
5/11/2017	6:00pm – 9:00pm	Valley Alliance of Neighborhood Councils Meeting
5/13/2017	10:00am - 12:00pm	PlanCheckNC Monthly Meeting
5/15/2017	1:00pm - 4:00pm	Board of Neighborhood Commissioners Regular Meeting
5/16/2017	7:00am - 8:00pm	General Municipal Election Day
5/17/2017	8:30am - 10:00am	Westside Regional Alliance of Councils Monthly Meeting
5/17/2017	6:00 pm - 8:00pm	City Clerk Neighborhood Council Funding Training - City Hall
5/17/2017	7:00pm - 9:00pm	Leadership Academy - Live Ethics Training - Central/East LA
5/18/2017	6:30pm - 8:30pm	South Los Angeles Alliance of Neighborhood Councils Monthly Meeting
5/19/2017	9:00am - 10:00am	Rules, Elections, Intergovernmental Relations, and Neighborhoods City Council Committee Meeting
5/20/2017	10:00am - 12:00pm	Neighborhood Council Budget Advocates Meeting
5/21/2017	1:00pm - 4:00pm	Congress of Neighborhoods Planning Committee Meeting
5/22/2017	7:00pm - 9:00pm	Leadership Academy - Live Ethics Training - Valley
5/24/2017	DEADLINE	Neighborhood Council Civic Youth Application
5/25/2017	7:00pm - 9:00pm	Leadership Academy - Live Ethics Training - Harbor/South
5/27/2017	10:00am - 12:00pm	Neighborhood Council Emergency Preparedness Alliance Monthly Meeting
5/28/2017	1:00pm - 4:00pm	Congress of Neighborhoods Planning Committee Meeting
5/29/2017	Holiday	Memorial Day
6/1/17	DEADLINE	Last day to submit a funding request (FRF) to NC Funding
6/7/17	DEADLINE	Last day to issue a Union Bank Account online check payment
6/11/17	DEADLINE	Last day to use the NC Bank Card
7/1/2017	DEADLINE	Strategic Budget Package Due

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!