



## CANNDU Neighborhood Council Monthly Profile

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Dear CANNDU Council leaders,

Congratulations to Quyen Vo-Ramirez on her confirmation as Commissioner for the Board of Neighborhood Commissioners for the North Valley area! Commissioner Vo-Ramirez served as President of the Sylmar Neighborhood Council and was also a Planning Commissioner for the North Valley. We look forward to working with Commissioner Vo-Ramirez.

Thank you to everyone who submitted EmpowerLA and Neighborhood Council Civic Engagement Los Angeles Vanguard Award nominations! We are looking forward to seeing everyone at City Hall for the unveiling of the winners on Thursday, March 29th. Controller Ron Galperin will be our Master of Ceremonies for the evening. Please [RSVP](#) and come celebrate the work of Neighborhood Councils!

## Citywide Campaigns

We will be releasing the Neighborhood Council Resilience/Emergency Preparedness Plan template this month for Neighborhood Councils. As part of Mayor Eric Garcetti's [Resilient LA Plan](#), we will be working with Neighborhood Councils and the Emergency Management Department to create a plan for each of the 99 Neighborhood Councils in 2019. This template will help Neighborhood Councils begin conversations with their communities on resilience. For those Neighborhood Councils who have already begun such conversations and preparations, they can submit their work on the template so we can create a database of plans. Many thanks to the members of the Neighborhood Council Resilience/Emergency Preparedness Plan Working Group, the Neighborhood Council Emergency Preparedness Alliance, the Neighborhood Council Resilience Liaisons and our staffer, John Darnell, for all of their work creating the template. Much appreciation as well to our partnerships with Chief Resilience Officer, Marissa Aho, and EMD for their help on the template, too. We also wanted to wish Marissa the best of luck in her new position as the Chief Resilience Officer of Houston, Texas!

## Admin

Thank you for all your outreach efforts for the upcoming elections. As some of you may already know, the City of Los Angeles's Bus Bench Program enables City Departments and Neighborhood Councils to display Public Service Announcements (PSA's) on the City's bus benches free of charge. The Department of Neighborhood Empowerment has created a Bus Bench [Request Form](#) in order to make the process more efficient for all parties involved. Please read the first page of the form carefully as it explains deadlines and artwork specifications. If you have any questions, please email [communications@empowerla.org](mailto:communications@empowerla.org).

## Field

Neighborhood Council Elections are on all of our minds these days but let's not forget the basics of administering a Brown Act compliant meeting. Here are some helpful tips and tools for your Neighborhood Council agenda.

Here are sample agenda templates from Echo Park NC ([Google doc](#) & [Word .doc](#)), Greater Toluca Lake NC ([Google doc](#) & [Word .doc](#)), and Palms NC ([Google doc](#) & [Word .doc](#)) to share with our NC System. Please be sure to include the [required language](#) to your agenda.

To request an American Sign Language interpreter, Department on Disability can assist by following these [protocols](#). To request translation services, contact the pre-approved vendors found on the last page of the Monthly Profiles.

Here is a [sample meeting](#) script Presidents/Chairs can use to open the meeting. Finally, here is a meeting [disruption warning](#) to post at your meeting room's entrance just in case.

And remember to reach out to your Neighborhood Empowerment Advocate for questions and/or further assistance. Thank you for your service!

## Funding

Please be sure to take a look at your individual NC's Monthly Brief sent to your NC specifically by your Funding Program Representative. It contains information on your funding account balance, your MER status, as well as particular information on Funding Program topics. For the February Brief, we continued providing more information on the event approval request process and on board member reimbursements. As always, we're just a phone call or email away if you have any questions regarding funding matters.

## Outreach

We are in Candidate Recruitment phase of our outreach for NC Elections. Through social media, traditional media, and boots on the ground, we helped spread the word of deadlines for candidate filing. In focusing on the first few regions, we provided extra support for the targeted NCs. Support came in the form of disseminating flyers (English/Spanish) to those NCs. Candidate Workshops have been offered to Regions where candidate filing is closing. On February 9th we hosted a Rally in the Valley to bring together the 34 Valley NCs and recruit candidates. Upcoming Candidate Workshops will be West Valley, West Area, South LA, and Harbor Area. The Harbor Candidate Elections Workshop will be on March 2nd City Clerk/EmpowerLA Candidate Workshop

Saturday March 2, 10 am – 12 noon  
Harbor City – Harbor Gateway Library  
24000 S Western Ave, Harbor City, CA 90710  
RSVP at <http://bit.ly/HarborNCCandidateWorkshop>

SHOW THE WAY, SOUTH LA: an Elections event for all Central/South LA Neighborhood Councils

Saturday March 9th, 10 am – 2 pm  
LA Trade Technical College Aspen Hall  
2215 S. Grand Ave 90015

Free parking in 24th St Parking structure (enter off 24th just east of Grand) RSVP at <http://bit.ly/SouthLACandidateWorkshop>

## Policy

The Homelessness Resource Fair originally scheduled for Saturday, March 2 at Grand Park has been postponed due to the weather. We will keep you posted regarding the rescheduled event date/time. The City of Los Angeles, Department of Neighborhood Empowerment, in collaboration with County, State and Federal governmental agencies, is organizing the 1st Homelessness Resource Fair. The event aims to connect these people and organizations with those who want to take action but don't know where to start.

Governmental Agencies will present an update on their projects and policies, advocates and organizations will present their work and explain how to duplicate it in other communities as well as coordinating service events within their community.

At the Homelessness Resources Fair, there will also be a hygiene product drive.

Details of the event:

Date/Time: TBD

Grand Park

200 N Grand Ave, Los Angeles, CA 90012

We would be really happy to count you as one of the exhibitors. If you are interested, please complete this Exhibitor Form. If you have any question, you can contact us by email at [julien.antelin@lacity.org](mailto:julien.antelin@lacity.org), [mary.kim@lacity.org](mailto:mary.kim@lacity.org) or [mario.hernandez@lacity.org](mailto:mario.hernandez@lacity.org)

EmpowerLA will be holding the AB 1234 Ethics Training for Neighborhood Council on March 20, 2019.

The location of the training will be:

Controller's Conference Room 351  
City Hall East  
200 N Main Street  
Los Angeles, CA 90012  
6:30 pm - 8:30 pm

RSVP to attend the training.

Thank you.

## City Clerk Election Administration

The Candidate Filing period is still open for Regions 4, 3, 11, 9, and 12. The filing periods for Regions 10 and 13 will open in early March. Thank you to everyone who submitted an application for candidacy. A list of certified candidates will be posted on our website approximately 60 days prior to each Regional Election Day. If you have any questions or concerns related to the candidate filing process or need assistance with registering an account or submitting an application, please contact our office at 213-978-0444 or email us at [clerk.electionsnc@lacity.org](mailto:clerk.electionsnc@lacity.org). Please visit our website at <https://clerk.lacity.org/los-angeles-city-clerk-election-division> for more information on the 2019 NC Elections.

## Did you know?

We partnered with MomsLA to interview former and current Neighborhood Council board members to talk about how Neighborhood Councils have had a positive impact on their family and community life. Check out these interviews at EmpowerLA's YouTube page [[YouTube.com/EmpowerLA](https://www.youtube.com/EmpowerLA)]

Account Balances, Community Impact Statements, Agendas, and Grievances

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

As of 3/4/2019, you have filed 1 Community Impact Statements, and 3 agendas have been posted for your Neighborhood Council for the current month.

As of 3/4/2019, 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	10/23/2018	11/6/2016
Esther	Glaze	Vice Chair (2018)	1/30/2020	7/10/2018	1/15/2019
Vacant Seat	Vacant Seat	Recording Secretary (2020)			
Vacant Seat	Vacant Seat	Communication Secretary (2018)			
Vacant Seat	Vacant Seat	Treasurer (2018)			
Vacant Seat	Vacant Seat	Parliamentarian (2020)			
Vacant Seat	Vacant Seat	At-Large Representative (2018)			
Vacant Seat	Vacant Seat	At-Large Representative (2020)			
Vacant Seat	Vacant Seat	Community Interest At large (2020)			

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

### 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:

Title	Case#	Case Lead	Open Date	Status
CANNDU Agenda Support	23676	Semee Park	2/15/2019	C - Resolved

*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](#)

### **Monday, March 4**

All day - Region 4 - Candidate Registration Ends

7 – 9pm - Neighborhood Council Budget Advocates Meeting -Department Conference Room

### **Tuesday, March 5**

All day - Region 3 - Candidate Registration Ends

6 – 9pm - Board of Neighborhood Commissioners Regular Meeting

Reseda Neighborhood Council Community Space, 18118 Sherman Way, Reseda, CA 91335

### **Wednesday, March 6**

6:30 – 8:30pm - Harbor Alliance of Neighborhood Council Meeting

Kaiser Permanente Way Harbor City - Community Outreach Portables, 25965 Normandie Ave. Harbor City 90710

### **Thursday, March 7**

All day - Region 13- Candidate Registration Begins

### **Saturday, March 9**

10am – 2pm - "Show the Way, South LA" NC elections rally

2215 S. Grand Ave, Los Angeles, CA 90015

10am – 12pm - PlanCheckNC Meeting - For meeting location please go to <http://plancheckncla.com/>

1 – 3pm - IgniteLA Elections Workshop - Vermont Square Branch Library

### **Monday, March 11**

6:30 – 8:30pm - IgniteLA Elections Workshop - Los Angeles City Hall

### **Thursday, March 14**

6:30 – 9pm - Valley Alliance of Neighborhood Councils Meeting

Sherman Oaks Hospital, 4929 Van Nuys Blvd., doctor's conference room

### **Saturday, March 16**

10am – 2pm - Candidate Workshop - 3376 Motor Ave, Los Angeles, CA 90034

### **Saturday, March 16**

10am – 12pm - Neighborhood Council Budget Advocates Meeting

### **Monday, March 18**

1 – 4pm - Board of Neighborhood Commissioners Regular Meeting

City Hall, 10th Floor Conference Center, Room 1050, 200 North Spring Street, Los Angeles, CA 90012

7 – 9pm - Alliance of River Communities (ARC)

Rio de Los Angeles State Park, 1900 San Fernando Road, Los Angeles, CA 90065

### **Tuesday, March 19**

All day - Region 11- Candidate Registration Ends

### **Wednesday, March 20**

8 – 10am - Westside Regional Alliance of Councils Monthly Meeting - Lenny's Deli, 2379 Westwood Blvd, 90064

### **Thursday, March 21**

6:30 – 8:30pm - South Los Angeles Alliance of Neighborhood Councils Meeting

Martin Luther King Jr. Therapeutic Recreation Center

### **Monday, March 25 – Holiday**

### **Tuesday, March 26**

All day - Region 9 & 12- Candidate Registration Ends

### **Thursday, March 28**

6 – 9pm - EmpowerLA Awards Dinner - Los Angeles City Hall

### **Saturday, March 30**

10am – 12pm - Neighborhood Council Emergency Preparedness Alliance Meeting

Emergency Management Dept's EOC 500 E Temple Street, Los Angeles 90012

### **Saturday, March 30**

REGION 5 – Election Date

## 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: Jessica Vasquez  
[jessicav@appleone.com](mailto:jessicav@appleone.com)  
Contact: Vivi Hoang  
[vhoang@appleone.com](mailto:vhoang@appleone.com)  
(213)-892-0234

**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!**