



# CITY OF LOS ANGELES

## EAST HOLLYWOOD NEIGHBORHOOD COUNCIL

### Bylaws, Ethics & Standing Rules Committee Meeting Agenda



ERIC GARCETTI – MAYOR

EAST HOLLYWOOD NEIGHBORHOOD COUNCIL CERTIFIED COUNCIL # 91 APRIL 19, 2007

Thursday, February 10, 2022 7:00PM

Committee Members Christopher Martinez - Chair Jillian Schultz - Member Skylar Summers - Member

P.O BOX 292359 LOS ANGELES, CA 90029

Via ZOOM

<https://us02web.zoom.us/j/87907186248>

Via Phone: +1 (669) 900-6833

Meeting ID: 879 0718 6248

ehnc@easthollywood.net www.EastHollywood.net IG: @easthollywoodnc Facebook: @easthollywoodnc Twitter: @easthollywoodnc

VIEWING MEETING: The public may join the meeting by [1] Going to www.easthollywood.net and joining via Zoom (Meeting ID 928 0565 8816) [2] Calling (669) 900-6833 (Meeting ID 928 0565 8816).

IN CONFORMITY WITH THE SEPTEMBER 16, 2021 ENACTMENT OF CALIFORNIA ASSEMBLY BILL 361 (RIVAS) AND DUE TO CONCERNS OVER COVID-19, THE EAST HOLLYWOOD NEIGHBORHOOD COUNCIL MEETING WILL BE CONDUCTED ENTIRELY WITH A CALL-IN OPTION OR INTERNET-BASED SERVICE OPTION.

PUBLIC COMMENT: Members of the public may submit public comment for any agenda item or on matters not appearing on this Agenda within the Council’s jurisdiction either prior to the meeting or during the period allotted for public comment. Public comment may be submitted by [1] by clicking the ‘raise hand’ button via Zoom during the period allotted for public comment, or [2] by dialing \*9 (if joining the meeting via telephone) to ‘raise hand’ during the period allotted for public comment. Public comment for agenda items is limited to 1 minute, with a cumulative total of 3 minutes for multiple agenda items. General public comment shall be limited to a cumulative total of 2 minutes.

AB 361 Updates: Public comment cannot be required to be submitted in advance of the meeting, only real-time public comment is required. If there are any broadcasting interruptions that prevent the public from observing or hearing the meeting, the meeting must be recessed or adjourned. If members of the public are unable to provide public comment or be heard due to issues within the Neighborhood Council’s control, the meeting must be recessed or adjourned.

#### I. Call to Order

#### II. Roll Call

#### III. Public Comment on Non-Agenda Items

#### IV. Action Items

1. Discussion and possible action regarding amendments to board member feedback on bylaws, Article II Purpose, Section Purpose of the EHNC and Section The Policy of this Council shall be to:
  - a. First: fix typo under (E) To foster a sense OF community"...
  - b. Second: I propose adding something relating to equity either as Item (G) under "Purpose" or Item (7) under "Policy". For example - To recognize the historic disparities in treatment of different demographic groups under the administration and adjudication of law (including the

- processes of local governments such as neighborhood councils), and support efforts that foster equity of resources and opportunity among the residents and stakeholders of East Hollywood.
- c. could there be an additional tenant under Article II item 2 or 3 that also incorporates equity.
  2. Discussion and possible action regarding amendments to board member feedback on, Article IV Stakeholder to:
    - a. Perhaps a clause indicating that stakeholder status is not dependent on housing status?
  3. Discussion and possible action regarding amendments to board member feedback on bylaws, Article V Governing Board:
    - a. some of the board positions are frequently hard to fill, wondering if making them At Large positions indefinitely is not a good idea
    - b. We are such a diverse neighborhood with some many cultures in it I wonder if an Immigrant Rights or Diversity and Inclusion Rep or committee might be nice to have
    - c. I think it is worth discussing whether we need a student representative and youth representative.
    - d. Edit “Section 11: Community Outreach – The Board shall communicate with Stakeholders on a regular basis in a manner ensuring that information is disseminated evenly and in a timely manner.” to include “respect for an alignment with the policies, best practices, and standing rules of the Outreach Committee. Board members shall not indiscriminately use the official platforms of the Neighborhood Council to disseminate information about committee meetings or other public events.”
  4. Discussion and possible action regarding amendments to board member feedback on bylaws, Article VII Committees and Their Duties, Section 1: Standing Committees:
    - a. Edit: “All seated EHNC Board Members must join at least one committee and regularly attend.” to “All seated EHNC Board Members must join at least one **active** committee and regularly attend. If the committee to which a board member belongs has not been regularly meeting, i.e. is inactive, it is the responsibility of the board member to join another actively meeting committee as soon as possible and begin regularly attending meetings.”
    - b. Does it make sense to draft some language about how many committees a board member can chair or be involved in? To encourage more participation from everyone - right now everyone needs to belong to one, but a few belong to one and a few belong to many, and wondering if there's any way to encourage more balance
    - c. Fix typo in (C): All funding requests made to the EHNC must be presented and vetted by the Budget and Finance Committee, with the exception that IF the committee cannot meet in a timely manner"...
    - d. Just curious why we can't have more than 4 board members on any committee?
    - e. I think it is worth discussing the addition of a provision requiring or encouraging a community member (i.e., not a board member) to join each committee. Such a requirement could organically encourage more community involvement. I see no procedure here for adding members to committees. I think it would be appropriate to specify procedures.
  5. Discussion and possible action regarding amendments to board member feedback on bylaws, Article VIII Meetings, Section 2: Agenda Setting and Section 3: Notifications/Postings to:
    - a. Change “ARTICLE VIII MEETINGS” to “ARTICLE VIII GOVERNING BOARD & COMMITTEE MEETINGS”
    - b. Change “Section 1: Meeting Time and Place – The Board shall hold regular meetings at such times as it shall be fixed by resolution, but in no event less than twice per calendar quarter.” to “Section 1: Meeting Time and Place – The **Governing** Board shall hold regular meetings at such

- times as it shall be fixed by resolution, but in no event less than twice per calendar quarter.”
- c. Add Section 2.5 (can eventually become 3 and renumber those below): Agenda Setting for Committee Meetings – Committee chair or co-chair are responsible for setting the agenda for committee meetings. Committee chair and/or co-chair will send an email to the full board and all committee members and interested members of the public calling for agenda item submissions at least 48 hours before the 72 hour Brown Act required window for public dissemination of agendas. Committee members and the public can then provide items to the chair and co-chair to be added to the agenda at the next scheduled meeting. For the sake of transparency and accountability, the Committee chair or co-chair will respond to requested items with confirmation of inclusion on the agenda; or explanation of why a given agenda item could not be included.
  - d. Fix typo Section 2: Agenda Setting: "The agenda shall BE set"...
  - e. Section 2 has an error "be" should be included in between, " The agenda shall " BE "set by a..." that should fix it.
  - f. Clarify Section 3: "Notice of a regular meeting shall be a minimum of three (3) days seventy-two (72) hours in advance" - I'm assuming this should be either 3 days, OR 72 hours. Can we just say 72hrs?
  - g. Where are we required to post? Do we maintain a database of stakeholders?
  - h. Section 4 currently reads: “A minimum of one (1) Board member must chair or co-chair and serve as a liaison between each Standing Committee and the Board. Members of Standing Committees are to be appointed by the Board, but committee membership is not limited to Board members.” add additionally “If a committee has not met the minimum number of times outlined in committee descriptions above in any 12 month period, the Executive Committee has the power to dissolve the committee XXXXX”.
6. Discussion and possible action regarding amendments to board member feedback on, Article XIV Compliance including Section 2: Training:
- a. I loved Jillian and Lucine's training for new Board Members, which was even more helpful than the ethics and funding training. Can we have a mandatory orientation for all new board members as a permanent thing? I think it was immensely helpful as a pilot program!
  - b. Section 2: Just a question, should we add language that says they also need to take the Code of Conduct training as well to even be eligible to vote?
7. Discussion and possible action regarding amendments to board member feedback on, ATTACHMENT B – Governing Board Structure and Voting – 18 Seats to:
- a. Again questioning whether the youth and student seats are both needed.
8. Discussion & possible action regarding putting select sections of the bylaws (and amendments discussed above) where appropriate into the EHNC standing rules”

## V. New & Old Business

## VI. Adjournment

**AGENDAS & PUBLIC COMMENT:** Public comments on agenda items will be heard when the item is considered. Public comments on other matters within the council's jurisdiction may be made during the Public Comment period. Public comments are limited to two minutes per speaker. Action may be taken on any agenda item except Public Comment, announcements and reports. Actions may be reconsidered only if a motion for reconsideration is adopted at the same meeting where the action was taken. You may request a copy of printed materials that are distributed at the meeting. You may record the meeting by audio, video or photographic means as long as it is not disruptive. Meeting notices and agendas are posted at various locations (see list below). If you believe the council is not following the law or its own rules you may file a grievance in writing with copies to both the Chair and the Secretary. Please be respectful of others, even when you differ with them.

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**COUNCIL PROCESS:** Everyone who lives, works, owns property, attends school, is a member of a faith organization or works in a non-profit organization that provides services within the boundaries of the East Hollywood Neighborhood Council is a "stakeholder." All stakeholders are members of the Council. Stakeholders elect a Governing Board to represent them. This Board is recognized as the decision-making entity by the City of Los Angeles and was elected on March 31, 2019. While the Board is an official decision-making entity, meetings are conducted as much as possible in a town hall format. Committees are open to anyone with an interest in East Hollywood. The East Hollywood Neighborhood Council depends on the active public participation of its diverse, dynamic and unique community for its success.

**POSTING SITES:** Meeting notices and agendas are posted at the following locations within East Hollywood (three days in advance for regular meetings and one day in advance for special meetings). The official posting is at **The Hollywood Hotel**, 1160 N. Vermont Avenue and on our website at [www.easthollywood.net](http://www.easthollywood.net). The agenda may also be posted at: (1) **Armen Realty**, 5111 W. Santa Monica Boulevard (2) **Stakeholder Residence**, 772 N. Kenmore (3) **Against The Stream**, 4300 W. Melrose. You can also receive our agendas via email by subscribing to L.A. City's Early Notification System (ENS).

**NOTICE TO PAID REPRESENTATIVES:** If you are compensated to monitor, attend, or speak at this meeting, City law may require you to register as a lobbyist and report your activity. See Los Angeles Municipal Code Section 48.01 et seq. More information is available at [ethics.lacity.org/lobbying](http://ethics.lacity.org/lobbying). For assistance, please contact the Ethics Commission at (213) 978-1960 or [ethics.commission@lacity.org](mailto:ethics.commission@lacity.org)

**THE AMERICAN WITH DISABILITIES ACT:** As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and, upon request, will provide reasonable accommodation to ensure equal access to its programs, services and activities. Sign language interpreters, assistive listening devices and other auxiliary aids and/or services, may be provided upon request. To ensure availability of services, please make your request at least 3 business days (72 hours) prior to the meeting by contacting the Department of Neighborhood Empowerment by calling (213) 978-1551 or email: [NCsupport@lacity.org](mailto:NCsupport@lacity.org)

**PUBLIC ACCESS OF RECORDS:** In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all of the board in advance of a meeting may be viewed at <http://www.easthollywood.net> or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact Andoni Elias Nava, [andonieliasnava@easthollywood.net](mailto:andonieliasnava@easthollywood.net).

**RECONSIDERATION AND GRIEVANCE PROCESS:** For information on the NC's process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the NC Bylaws. The Bylaws are available at our Board meetings and our website [www.easthollywood.net](http://www.easthollywood.net)