

CITY OF LOS ANGELES

PANORAMA CITY NEIGHBORHOOD COUNCIL

CALIFORNIA

PANORAMA CITY NEIGHBORHOOD COUNCIL

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Gurgen Mkrtchyan, VP • Marisa Persaud, VP
Ryan Reich • Tony Wilkinson, VP*

Vacant seats:

Resident-Homeowner Center-West
Resident-Renter Southwest (2023)
Business (2021) x2 (2023) x1



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ALTERNATES

Alt1 Vianca Perez • Alt2 Joe Taylor
Alt3 (vacant)
Alt4 (vacant)
Alt5 (vacant)
Youth Representatives
(vacant) • (vacant)

PANORAMA CITY NEIGHBORHOOD COUNCIL RULES COMMITTEE SPECIAL JOINT MEETING WITH BOARD MEETING AGENDA (ONLINE VIA GOTOMEETING)

Friday, April 9, 2021, 6:00 pm

Meeting Link (copy and paste into browser if this is not a "live" link):

<https://global.gotomeeting.com/join/296256549>

Meeting number (access code): 296-256-549 (The web link lets you use a browser or [better] the GoToMeeting app)
Join by phone (dial-in audio only; public comment is *9): +1 (646) 749-3122 United States Toll

[Please see online meeting notes on page 3 of agenda, and also BACKUP LINK on page 4]

The quorum for Panorama City Neighborhood Council committees is three. Public comments on agenda items will be heard when the item is considered. Public comments on other matters within the committee'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. 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 Plaza del Valle, Community Room (see below). If you need translation, or accommodation for a disability, please call the city Department of Neighborhood Empowerment at least three business days in advance (213-978-1551, or toll-free 3-1-1). The city is a covered entity under Title II of the Americans with Disabilities Act. 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. *Postal address, telephone, email on agenda are for Board Member Tony Wilkinson

- 6:00 1. Call to Order** and remarks (**Tony Wilkinson* Chair** [tonyw.civic@gmail.com]) [1m]
6:01 2. Roll Call of committee members or alternates (the quorum is three). [1m]
6:02 3. Public Comment and announcements (**Please limit to two minutes per speaker.**)
Public comment on agenda items will be heard at the time the item is considered. [8m]
6:10 4. ** OFFICE HOURS FOR CANDIDATES ** This Rules committee is also the PCNC Election committee for 2021. We will be here at 6:00 pm every Friday, April 2, 9, 16, 23, 30. Same online link. ALL candidates for any Neighborhood Council are welcome to drop in to ask questions about councils, campaigning, and what comes next. See Region 1 deadlines. Objective is to help candidates to RECRUIT VOTERS. If people do not ASK FOR A BALLOT there will be no votes! For PCNC, half of the Board seats and all five Alternates will be decided in the 2021 election. Alternates are the candidates with the five highest vote totals who did not gain a seat. [15m]

6:25 5. Consideration and possible action on the rules and mechanics for the 2021 election. Because of the pandemic, this will be an All-Vote-By-Mail election. Voters will need to document their "stake" in the council and request a ballot in advance. This can be done online or with a paper form returned by email or postal mail. An identity document and possibly another document to verify stakeholder status will be required. (Attached documents are checked and discarded by the City Clerk.) Ballots must be returned by postal mail or, on Election Day, to one of several ballot drop-off locations. Election rules are contained in an extensive Election Handbook. For more information see <https://clerk.lacity.org/elections/neighborhood-council-election> [5m]

- Candidate filing starts Saturday, December 19 and ends Tuesday, February 2. It is done ONLINE.
- Deadline to certify candidates is Friday, February 19. Email list is released to NCs to contact candidates.
- The Ballot application period begins online on Friday, February 19 and applications must be RECEIVED by **Tuesday, April 13**. Paper and email applications will be accepted starting Wednesday, January 20.
- Ballots will be mailed to voters beginning on Monday, March 22.
- Ballots must be postmarked or dropped off in person no later than **Tuesday, April 20 (Election Day)**.
- Postmarked ballots must be received by Friday, April 23, in order to be counted.
- Unofficial results are due by **Tuesday, April 27**. Certified results are due on or before Tuesday, May 5.

6:30 6. Consideration and possible action on OUTREACH for our 2021 Board election. To assure a Board that represents the diversity of cultural backgrounds and opinions in our community, an affirmative effort is required to enlist a diverse group of candidates. Since Panorama City makes an effort to conduct "everyone wins" elections, candidates who do not gain the seat for which they were running may become Alternate board members, or they may join with us on committees where most of the work gets done.

Because of the pandemic, an increasing number of our neighbors are unhoused. We will make a special effort to assure that unhoused stakeholders within our boundaries can participate in their Neighborhood Council. Also, the voting age is now ***16***! We need to engage young voters. PCNC spent nearly \$5,000 on a direct mail program, using Every Door Direct Mail (EDDM) to encourage candidates and voters in and near the central business district, the Center-West nomination district, and the Southwest nomination district.

This meeting will focus on door hanger copy and layout development and on plans to recruit students and others to distribute "how to get a ballot" door Hangers. In addition, discussion at last week's meeting added the idea of printing "how to" information on the back of the official paper ballot request form, including information about what documents must be submitted along with the application. Concerns were expressed about the difficulty of using the online request portal without "how to" information, which might discourage many voters from completing their application. Other programs like social media will also be discussed. [10m]

See the EmpowerLA city site for more information: <https://empowerla.org/elections/>

The following items (7, 8, 9, and 10) relate to detailed rules through which the city government has attempted to regulate the speech and behavior of Neighborhood Council Board Members. Rather than getting lost in their details, it is worthwhile considering how these efforts, especially taken together, could change the nature of the entire Neighborhood Council system, possibly destroying its Charter mandate to involve more people in government. Few people seem to be asking "What effect will this rule have?" All of these efforts began with individual NC complaints. Be careful what you ask for.

6:40 7. Consideration and possible action on the draft Social Media Policy for Neighborhood Councils, which was created by the Department of Neighborhood Empowerment in consultation with the City Attorney, and which is now being considered for possible action by the Board of Neighborhood Commissioners. This includes the effect of California Assembly Bill 922, which took effect on January 1 and which deals with the use of social media by elected officials. The proposal has raised many questions from

Neighborhood Council participants about the potential for its language to curtail the free speech rights of Neighborhood Council Board members when they act as private individuals. The document in English is linked below. Unfortunately, there is no Spanish version available. [10m]

<https://empowerla.org/wp-content/uploads/2020/11/Draft-Digital-Media-Policy-for-BONC-on-9.29.2020.pdf>

- 6:50 8. **Consideration and possible action regarding the Code of Conduct Policy, both as originally enacted and as subsequently revised by the Board of Neighborhood Commissioners (BONC).** The original policy was a response by BONC to the threat of legislative action by the City Council to address individual complaints from NC Board Members about what might be termed failures of Boards (which are city agencies) to "maintain a safe workspace". This is in fact our responsibility, distinct from our responsibility to the public. [5m]
- 6:55 9. **Consideration and possible action regarding the Censure and Removal Policy of the Board of Neighborhood Commissioners, which it mandated be incorporated in all Neighborhood Council bylaws.** Neighborhood Council Boards always had the ability to pass censure motions against their members, whether provided for in their bylaws or not. BONC attempted to create a uniform censure policy, and thereby placed it in bylaws like those of Panorama City Neighborhood Council where the founders intentionally omitted censure provisions in the belief that censures create needless internal conflict and division. While doing this, BONC CREATED a new power of Board Members to remove their peers, elected officials, from the body for alleged speech or behavioral sins. The timing of this 'improvement' to the system unfortunately coincided with the rise of "cancel culture" in US society. [5m]
- 7:05 10. **Consideration and possible action regarding the Neighborhood Council Grievance Policy, which was created by the Department of Neighborhood Empowerment (DONE) under a previous administration, working in concert with the Board of Neighborhood Commissioners.** This system allowed Board Members for the first time to file grievances against their own Board. (This was formerly a right only of the public.) The system continues to create controversy because of its glacial speed and a backlog of grievances that for a time had not been judged as valid by DONE and forwarded to Neighborhood Councils (better now). [5m]
- 7:10 11. **Consideration and possible action on developing a local agency plan for the Panorama City Neighborhood Council to participate in the city's Executive Directive 27 on Racial Equity along with the numerous other Executive Directives on Equity, including Gender Equity, an Age-Friendly City and others.** The Panorama City Board approved the Rules recommendation to create an Equity Officer position. On March 25 Lanira Murphy was appointed to the position. Any recommendation for elements of an equity plan will be developed with the guidance and perspective of Ms. Murphy. This agenda item will remain on Rules agendas so that she and the committee can discuss proposed plans and policies. Note that the City Council adopted **Council File 20-20990** that requires the Department of Neighborhood Empowerment to develop (1) a plan to implement Diversity, Equity, Inclusion and Anti-Bias training for Neighborhood Council Members and (2) a plan to implement the Mayor's Executive Directive 27 on racial equity in city government at the Neighborhood Council level. [7m]

https://www.lamayor.org/mayor_garcetti_s_executive_directives

<https://cityclerk.lacity.org/lacityclerkconnect/index.cfm?fa=ccfi.viewrecord&cfnumber=20-0990>

- 7:17 12. **Consideration and possible action of the recommendation of Board Chair John DiGregorio and Public Safety Chair Martha Cortez that the Rule Committee formulate proposals for Board participation policies for the newly constituted Board after the election.** These proposals would include but not be limited to:
- Minimum Committee Participation
 - Specific Roles/Tasks for Board Members outside of the Executive Committee
 - Tightening of language on attendance policies.

Board policies in these areas would be directed to making sure that our Board shares responsibilities, that no one's plate gets too full, and to preventing burn-out.

From discussion at the March 12 meeting, include social media participation and coordination.

Expand the committee discussion to include expectations for meeting frequency, creation of new committees where there are willing leaders with a plan, and the possible need for multiple online meeting accounts for the convenience of committee chairs. [8m]

7:25 13. Consideration and possible action to create suggestions for an incremental and cost-effective plan to implement the earlier recommendation of the Rules Committee that the Board consider (1) a commitment to a program of Spanish translation and interpretation to make the council's operations more accessible to the community, and (2) allocate up to \$5,000 from the current Fiscal Year budget for Spanish translation and interpretation.

The need for an implementation plan arises from (1) the likely substantial costs if (as is highly likely) there will be inadequate city funds to supplement this council's Spanish language program expenses, and (2) the impact on the council's ability to do its work in a timely manner when most of its participants are not able to prepare their own documents in Spanish. [15m]

7:40 14. Consideration and possible action to begin compiling a Policies and Procedures manual that will collect current and future Board actions that govern its day to day practices in a reference document. This document will include longstanding policies like the quorum of 3 for committees. It may include recommendations for additional policies and procedures that arise from discussions of how to implement goals such as active Board member participation. [5m]

7:45 15. Adjournment

Council Process: The council gained its official city role upon certification by the Board of Neighborhood Commissioners on March 15, 2007. Everyone who lives, works or owns real property within the boundaries of the Panorama City Neighborhood Council, or who declares a Community Interest in the area and the basis for it, is a "stakeholder". All stakeholders are members of the Council. Stakeholders elect a Board of Directors to represent them. This Board is recognized as the decision-making entity by the City of Los Angeles. The current Board was elected on April 27, 2019. The next election is planned for April 24, 2021. While the Board is the official decision-making entity, meetings are conducted as much as possible in a town hall spirit. Committees are open to anyone with an interest in Panorama City. Panorama City's neighborhood council is much more than its Board, and it depends on public participation for its success.

Posting Sites: California's open meetings law, the Ralph M. Brown Act, requires that meeting notices be physically posted at a regular location 72 hours in advance for regular meetings and 24 hours in advance for special meetings. The location must be accessible to the public seven days a week, 24 hours a day. That location is the outside steel doors of the Plaza Del Valle Community Room, Building G, 8700 Van Nuys Boulevard, Panorama City, CA 91402. This council is also required to follow the City of Los Angeles posting policy for Neighborhood Councils. That policy additionally requires that councils post agendas through the city's Early Notification System (ENS), post the agendas on the council's website (if one exists), and make an effort to send agendas by electronic mail (if such a list exists). This council posts agendas on its website, panoramacitync.org. This council uses the city's ENS mailing list as its agenda email list. You may sign up for the ENS agenda system at: <http://lacity.org/government/Subscriptions/NeighborhoodCouncils/index.htm>

In addition to the Plaza Del Valle posting location, this council MAY post agendas at other locations within Panorama City. These may include: (1) Panorama City Branch Library, 14345 Roscoe Boulevard; (2) Panorama Recreation Center, 8600 Hazeltine Avenue; (3) Sepulveda Recreation Center, 8801 Kester Avenue; and (4) Casa Esperanza, 14705 Blythe Street. In addition to the ENS agenda list, this council MAY include agendas in its occasional informational emails. You can subscribe to the council's informational email list by sending your request to 'info@panoramacitync.org'. You can also sign up on the council's website. In order to respect our stakeholders' inboxes, messages to the informational email list will be sent at most once or twice a month. *The only way to assure that you will receive emailed agendas is through the ENS list.*

Americans with Disabilities Act (ADA): 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, or 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 prior to the meeting you wish to attend by contacting the Panorama City Neighborhood Council Land Use Chair at least three business days in advance (818-212-5384).

Agenda-related written materials: The council may occasionally prepare supplementary information to the agenda ("agenda packets"). When this is done, the agenda packets are normally made available both to Board or committee members and to the general public at the start of the posted meeting. In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all of the Board or committee *in advance of a meeting* may be viewed by appointment at the Panorama City Neighborhood Council office, 14500 Roscoe Boulevard, Suite 400, Panorama City, CA 91401, (818-714-2133) during normal business hours, 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 Cheryl Compton, PCNC - Secretary, 14500 Roscoe Boulevard, Suite 400, Panorama City, CA 91402 (ComptonPNCN@gmail.com).

For more information about the Panorama City Neighborhood Council, visit our website: panoramacitync.org --> Please note that the public is welcome to join in the video and text chat at this online meeting. Public comment may be made in the online meeting when public comment is called for by the chair. The meeting may be recorded.

The City of Los Angeles has required that the following statements be included in every Neighborhood Council agenda for online meetings, which they refer to as "virtual meetings". (We prefer the term online meetings. These are 'real' and official meetings. They are hosted electronically, as currently permitted by the state open meetings rules.)

VIRTUAL MEETING TELECONFERENCING NUMBER FOR PUBLIC PARTICIPATION

In conformity with the Governor's Executive Order N-29-20 (MARCH 17, 2020) and due to concerns over COVID-19, the Panorama City Neighborhood Council meeting will be conducted entirely telephonically.

Every person wishing to address the Neighborhood Council must dial **+1 (646) 749-3122** and enter **296-256-549** and then press # to join the meeting. If a password is requested, enter **[none required]**. Instructions on how to sign up for public comment will be given to listeners at the start of the meeting.

GENERAL PUBLIC COMMENT ON NON AGENDA ITEMS

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 you wish to attend by contacting the Department of Neighborhood Empowerment by email: NCsupport@lacity.org or phone: (213) 978-1551.

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 [the Panorama City Neighborhood Council no longer maintains a physical office] and at our website: panoramacitync.org 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 John DiGregorio at [no phone available] or email: johndPCNC@gmail.com

BACKUP MEETING ROOM IF THERE ARE TECHNICAL ISSUES

We had audio issues at the December 28 meeting. If we have audio issues again, we will wait for 10 minutes to assure that the public has access and then, with notice to all in attendance, use the following alternative meeting room:

Join Zoom Meeting

<https://us04web.zoom.us/j/7272488954?pwd=SW4wcThlZmFKSWRXa1p5YVVJONGdrUT09>

Meeting ID: 727 248 8954

Passcode: YhDV12