



LEGALLY REQUIRED OFFICIAL POSTING

PLEASE DO NOT REMOVE UNTIL AFTER BELOW DATE AND TIME

North Hills West Neighborhood Council

General Board Meeting Agenda

Thursday, January 19, 2023 6:00 PM

Agenda items not completed may carry to next GBM on Thursday, February 16, 2023

Agenda shall be posted 72 Hours prior to Meeting – All Meetings are open to the Public

Currently all Neighborhood Council meetings are online only.

In conformity with the September 16, 2021, enactment of California Assembly Bill 361 (Rivas) and in furtherance with the Mayor's actions to minimize risk and exposure to the Coronavirus COVID-19, this North Hills West Neighborhood Council Board meeting will be conducted telephonically in a webinar format, and accessible via computer by inputting the webinar ID.

Zoom Meeting online or by telephone:

Please click or copy and paste this link to join the webinar by computer:

<https://zoom.us/j/97936776899>

**Dial Toll Free (877) 853-5257 or (833) 548-0282 to join the meeting by phone
then enter this webinar ID #: 979 3677 6899 and press #**

You can also go to zoom.us click on join meeting and enter the webinar ID

Every person wishing to address the Board must dial (669) 900-6833 (San Jose) or for Toll-Free dial: (833) 548-0282, 877-853-5257, 888-475-4499, or 833-548-0276 then press # to join the meeting.

If joining by computer use the raise hand function at bottom of screen.

Speakers will be called upon in the order they raised their hand.

PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS - When prompted by the presiding officer, to provide public input at the Neighborhood Council meeting the public will be requested to dial *9 or use the "Raise Hand" option, to address the Board on any agenda item *before* the Board takes an action on an item. Push *6 to unmute if calling in by phone. Comments from the public on agenda items will be heard only when the respective item is being considered.

Comments from the public on other matters not appearing on the agenda - *which are within the Board's jurisdiction* - will be heard during the **General Public Comment** period. Please note that under the Brown Act, the Board is prevented from acting on a matter that you bring to its attention during the General Public Comment period: however, the issue raised by a member of the public may become the subject of a future Board meeting. Public comment is limited to 1 minute per speaker, unless adjusted by the presiding officer. Alternatively, public comment may also be sent to secretary@nhwnc.net at least two hours prior to the meeting starting time; include in the email Subject Line "Public Comment" and the appropriate agenda item number; every effort will be made to read such comments aloud during consideration of that agenda item within the announced time limits.

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.

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. For assistance, please contact the Ethics Commission at (213) 978-1960 or ethics.commission@lacity.org

The Neighborhood Council system enables meaningful civic participation for all Angelenos and serves as a voice for improving government responsiveness to local communities and their needs.

We are an advisory body to the City of Los Angeles, comprised of stakeholder volunteers who are devoted to the mission of improving our communities.

Supporting documents available on our website at: www.nhwnc.net

ALL AGENDA ITEMS ARE SUBJECT TO DISCUSSION AND POSSIBLE ACTION BY THE BOARD Please Note:

Time allocations for agenda items are approximate and may be changed at the discretion of the Board President.

Call for New Board Member Nominations Three Board Seats are vacant (1 Residential & 2 General.)

We will accept applications for new Board Members until both seats are filled by appointment. This is accomplished as follows: application, nominee statement of qualifications, board discussion, and ultimately – selection by a majority vote. Please submit completed applications to: president@nhwnc.net and secretary@nhwnc.net. Details on all candidate requirements and board member duties are provided on the application form. Please go to: [https://clerk.lacity.org/sites/g/files/wph1491/files/2021-04/ENG_2021_NC_Candidate_Filing_Application_with_Board_Affirmation%20\(1\).pdf](https://clerk.lacity.org/sites/g/files/wph1491/files/2021-04/ENG_2021_NC_Candidate_Filing_Application_with_Board_Affirmation%20(1).pdf)

NHWNC Executive Officers:

Madlena Minasian – President, Maggie Elliott – Vice President, Pat Crone – Treasurer, Dave Brown – Secretary

Board Members:

Carol Hart, Linda Erdman, Garry Fordyce, Punam Gohel, David Hyman, Kreshell Ramey

1. Welcome, Call to Order and Flag Salute.

2. Roll Call, Determination of Quorum, Voting Eligibility Report and call for agenda item(s) recusals.

3. President's Comments, Announcements and Meeting Logistics – Madlena Minasian, President.

Note: we're currently seeking applicants for 3 Vacant Board Seats: 1 Residential & 2 General (see below)

<https://www.nhwnc.net/board-vacancies-seeking-new-board-member-nominees/>

4. Elected Officials, Public Agency Speakers, Field Representatives and Public Service Announcements. Up to three (3) minutes per speaker.

Stakeholders are allotted 1 minute for a question for each Agendized public official who visits. Questions do not count against public comment time totals. Public Officials who do not give advance notice of their participation in the NHW Neighborhood Council meeting are limited to 1 minute of announcements, which must include their contact information as part of their announcement.

- a. Assembly District 40 – Pilar Schiavo, Gaby Gurrola Field Representative

gaby.gurrola@asm.ca.gov <https://a40.asmdc.org/>

- b. Council District 12 John Lee / Field Representative – Lorena Espinal

Lorena.Espinal@lacity.org <https://councildistrict12.lacity.gov/>

- c. LAPD Devonshire Division Senior Lead Officer (SLO) - Jerome Knopp 37244@lapd.on-line <https://www.lapdonline.org/lapd-contact/valley-bureau/devonshire-community-police-station/>
- d. Department of Neighborhood Empowerment / NEA - John Darnell john.darnell@lacity.org <https://empowerla.org/>
- e. Report from Region 2 Budget Advocate or Budget Representative <https://www.budgetadvocates.org/>
- f. To find your Elected Representatives, City Agencies, Departments and more, click here: <https://neighborhoodinfo.lacity.org>
- g. Additional neighborhood information at: <https://knowyourcommunity.lacity.org>

5. General Public Comment: Each speaker can speak one time for up to one (1) minute.

PLEASE ADVISE IF YOU ARE A PAID LOBBYIST, THANK YOU.

Comments from the public on *non-agenda items* - within the Board's jurisdiction.
Our scope is limited to City & occasionally County Issues.

6. Board member announcements and comments.

7. Guest Speakers and Informational Presentations

(please confirm via email ahead of time before the meeting).

NC Election Administrator / City Clerk's Office, Naima Pulliam,
regarding the June 10, 2023 NHWNC Election.

<https://clerk.lacity.org/clerk-services/elections/nc-elections>

TIMELINES for NHWNC: Candidate filling opens 2/10/2023,

Candidate filling closes 3/23/2023,

Vote by mail ballot request opens 4/11/2023

Vote by mail request closes 5/22/2023

8. Discussion and possible action to approve the December 2022 Monthly Expenditure Report.

<https://www.nhwnc.net/reports/december-2022-monthly-expense-report/>

9. Discussion and possible action to approve the November 17, 2022 Board Meeting Draft

Minutes. <https://www.nhwnc.net/minutes/november-17-2022-special-board-meeting-draft-minutes/>

10. Discussion and possible action to approve the December 15, 2022 Board Meeting Draft

Minutes. <https://www.nhwnc.net/minutes/december-15-2022-draft-minutes/>

11. Discussion and possible action to approve an hourly rate increase by Partners in Diversity, (PID) to \$27.27.

12. Discussion and possible action to approve an hourly rate increase by Moore Business Results for the following categories: Communications \$132, Developer \$95 and Designer \$105.

13. Discussion and possible action to appoint one NHWNC board member to represent the NHWNC at the grievance hearing for grievance #385 (the received grievance). The designated person will prepare what to say at the grievance hearing. The person who is chosen to represent the board should fill out the "grievance response form"

<https://lacity.quickbase.com/db/bmadw4dzy?a=nwr>

14. Discussion and possible action to seek BONC (L.A. Board of Neighborhood Commissioners) and DONE (L.A. Dept. of Neighborhood Empowerment) approval to add the word “movant(s)” to NHWNC Bylaws Article V Governing Board, Section 8 Censure, first paragraph regarding the Censure 30-day notice.

Explanation: the word “movant(s)” does not exist in the DONE-approved June 7, 2022 NHWNC Bylaws; it also does not exist in the BONC Censure policy provided to the NHWNC.

This has caused controversy, confusion and frustration, and contributed to the NHWNC having to respond to a Grievance that might otherwise have been avoided.

15. Discussion and possible action to seek BONC (L.A. Board of Neighborhood Commissioners) and DONE (L.A. Dept. of Neighborhood Empowerment) approval to remove the following sentence from NHWNC Bylaws Article V Governing Board, Section 8 Censure, first paragraph: “Those Board members shall not constitute a majority of the quorum of any Neighborhood Council body, such as a committee.”

Explanation: that sentence makes it impossible for the NHWNC to Censure a Board Member.

16. Discussion and possible action to seek BONC (L.A. Board of Neighborhood Commissioners) and DONE (L.A. Dept. of Neighborhood Empowerment) approval to remove the following sentence from NHWNC Bylaws Article V Governing Board, Section 9 Removal of Governing Board Members, first paragraph: “Those Board members shall not constitute a majority of the quorum of any Neighborhood Council body, such as a committee.”

Explanation: that sentence makes it impossible for the NHWNC to Remove a Board Member.

**17. Discussion and possible action to seek BONC (L.A. Board of Neighborhood Commissioners) and DONE (L.A. Dept. of Neighborhood Empowerment) approval to re-include in NHWNC Bylaws Article V Governing Board, Section 9 Removal of Governing Board Members,
the following wording previously removed by DONE:**

Petition by Stakeholders – A Stakeholder may submit a petition to remove a Board member to any Board member. It shall include: i) the identity of the Board member to be removed, ii) a sufficient summary description of the reason for removal, and iii) the valid signatures of one hundred and fifty (150) Stakeholders. The petition must clearly state the summary information (Items i, ii) as stated above on each signature page. Legible original signed petitions must be presented to the Board for review upon request. Stakeholders may be contacted to verify signature validity.

1. A petition must be submitted so as to be received via USPS Certified Mail, via email and/or hand delivered to a Board member at least fourteen (14) days prior to the next regularly scheduled General Board meeting. The matter shall be placed on the agenda for a vote of the Board at the next regular NHWNC General Board meeting.

2. Alternatively, a Stakeholder may present a petition for removal during the public comment (non agendized items) opportunity at a regularly scheduled General Board meeting. Petitions delivered in this fashion will be agendized for the next regularly scheduled General Board meeting.

3. The Board member who is the subject of the removal action shall have the right to deliver to Board members a written statement about the matter and/or to speak at the Board meeting prior to the vote, but shall not allowed to vote on the matter.

4. Removal of the identified Board member requires a 2/3 majority of the attending Board members.

Explanation: the wording was in the 2018 NHWNC Bylaws; DONE removed it from the Bylaws in 2020. In 2022 the NHWNC submitted a Bylaws change request to re-include it.

The NHWNC again requests that the above wording be re-included in the NHWNC Bylaws as it was in the 2018 Bylaws, with the only change being to reduce the number of Stakeholders required from 150 (then) to 100 (current request).

18. Discussion and possible action to submit a letter to BONC, DONE General Manager Raquel Beltran, Deputy City Attorney Ayelet Feiman and City Councilmember John Lee to accompany Board-approved Bylaws change requests. (See attached document #18.)

<https://www.nhwnc.net/agendas/january-19-2022-general-board-meeting-agenda/>

19. Discussion and possible action regarding Board meeting time and place for 2023.

20. Discussion and possible action to approve a Neighborhood Purposes Grant (NPG) in the amount of \$2,500. to the Southern California Preparedness Foundation in support of the CERT class at Mid-Valley Regional Library for six Thursdays starting March 2, 2023 from 5-7:30 pm to help pay for backpacks awarded to attendees completing the classes. (See attached document #20.) <https://www.nhwnc.net/agendas/january-19-2022-general-board-meeting-agenda/>

21. Discussion and possible action on NHWNC/Committee/Liaison/CIS filers appointments to add/remove.

22. Committee, Liaison and CIS filer Reports – up to two (2) minutes each.

Committees

- Beautification & Infrastructure
- Budget & Finance
- Emergency Preparedness & Public Safety
- Outreach/Events/Marketing
- Planning & Land Use Management
- Rules & Elections
- Ad hoc Board Retreat Committee
- Ad hoc Executive Committee
- Ad hoc Homeless Liaison
- Ad hoc Legislative Committee
- Ad hoc Parking Committee

Liaisons

- DWP Advocacy and MOU Oversight Committee
<https://empowerla.org/DWPMOU/>
- Board of Neighborhood Commissioners (BONC)

- Los Angeles Neighborhood Council Coalition (LANCC)
<https://empowerla.org/lancc/>
- Neighborhood Council Emergency Preparedness Alliance (NCEPA)
<http://www.lancc.org/>
- Neighborhood Council Sustainability Alliance
<https://www.ncsa.la>
- Plan Check Neighborhood Councils
<https://empowerla.org/planchecknc/>
- Valley Alliance of Neighborhood Councils (VANC) – Nov 10
<https://vanc34.org/>
- West Valley Neighborhood Alliance on Homelessness (WVNAH)
<https://wvnah.org/>
- 2022 Congress of Neighborhood Councils Videos
<https://www.neighborhoodcongress.la/>

23. Requests for Future Agenda Items. Send to: President@nhwnc.net minimum 10 days before desired meeting date, with **AGENDA REQUEST** in the subject line. Please attach documents, along with sufficient information and links to support adequate description for discussion.

24. Adjournment.

To all our Board Members, Neighborhood Watch Members and Stakeholders, thank you for all you do for our Community

North Hills West Neighborhood Council & Committee Agendas are posted for public review at Uncle Joe's Donuts – 8704 Woodley – North Hills CA 91343 and posted on the NHWNC website www.nhwnc.net

- You can also receive our agendas via email by subscribing to L.A. City's [Early Notification System \(ENS\)](#)
- Other Neighborhood Council agendas, City Dept and Agencies agendas can also be subscribed to

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 or services, may be provided upon request. If you require language services translation services and to ensure availability of services, please make your requests at least three (3) business days (72 hours) prior to the meeting you wish to attend by contacting us via email at Secretary@nhwnc.net.

RECONSIDERATION PROCESS: Reconsideration of a vote by the Board may be called as a motion by the Board members that voted on the prevailing side of the decision.

GRIEVANCE PROCESS: A stakeholder or group of stakeholders may present a grievance concerning the legality of actions by the Board during public comment. Substantive grievances will be examined by a panel set by the Board and the decisions may be appealed to the Department of Neighborhood Empowerment.

PUBLIC ACCESS OF RECORDS: In compliance with 'Government Code Section 54957.5, non-exempt writings that are distributed to a majority or all the board in advance of its meetings, may be viewed at the board meeting.

Documents may also be reviewed by going to the Board's website www.nhwnc.net.

In addition, if you would like a copy of any record related to an item on the agenda, please contact Board Secretary at secretary@nhwnc.net by phone 818-903-2259 or mail to NHWNC – PO Box 2091 – North Hills – CA – 91393.

NHWNC BYLAWS – Please be advised that the bylaws of the North Hills West Neighborhood Council provide a process for reconsideration of actions as well as a grievance procedure. For your convenience, the bylaws which were approved on 6-07-2022 are available during every meeting and online at: [www.http://nhwnc.net](http://nhwnc.net).

In compliance with 'government code section 5497.5, non-exempt writings that are distributed to a majority or all the Board in advance of a meeting are available on our website: [www.http://nhwnc.net](http://nhwnc.net)

For more information about the NHWNC please call – 818-903-2259 – or send mail to P.O. Box 2091 – North Hills CA 91393-2091. Or email to: board@nhwnc.net. We look forward to hearing from you!

Please Do Not Remove Before Friday, January 20, 2023



Grievance Certification

Grievant's Name: Garry Fordyce

Neighborhood Council: North Hills West

Grievance Number: 385

Complainant Alleges Violation of the Following: Neighborhood Council Bylaw: Article V, Section 8; Any other City code, executive directive, rule or regulation applicable to Neighborhood Councils.

Date Received: November 17, 2022

Date of Department Review: November 23, 2022

Dear North Hills West Neighborhood Council:

The Department of Neighborhood Empowerment (DONE) has certified a Grievance by a **Board Member** against the North Hills West Neighborhood Council on November 23, 2022. The Board shall not discuss the merits of the Grievance and the Boards' action shall not be a determination for the Grievance. Board discussion shall contain factual statements related to the Grievance only and is not intended to embarrass or humiliate the board member.

OVERVIEW OF GRIEVANCE-PROCESS:

The certification of a Grievance by the Department shall not be construed as a statement regarding the validity or invalidity of the Grievance. If a determination is made that the grievance meets the eligibility requirements as prescribed in [Sec. 22.818. Neighborhood Council Grievances Ordinance](#), a notification will be sent to the Neighborhood Council in question describing the next steps and suggested remedy.

The Neighborhood Council Grievance process is, in general, authorized to address alleged violations of the Neighborhood Council's rules, Los Angeles City ordinances regarding the Neighborhood Council system, Neighborhood Council funding rules from the City Clerk, or policies of the Department of Neighborhood Empowerment or Board of Neighborhood Commissioners (BONC). The jurisdiction of complaints that are reviewed under the Neighborhood Council Grievance process is limited in scope. For example, the Neighborhood Council Grievance process is prohibited from addressing allegations against individual board members or addressing violations of State or Federal law.

The allegation outlined Grievance #385 is considered to be within the jurisdiction of the grievance process. As such, Grievance #385, pertaining to the alleged bylaw violation relative to Censure activity has been certified. This letter serves as notification that we have certified the grievance. The grievance will be processed in accordance with the [Ordinance](#). Any Grievance filed by a board member against his or her own board will bypass consideration for a resolution by the impacted Neighborhood Council Board. As such, the Department will forward Grievance #385 directly to the Regional Grievance Panel for consideration.

Pursuant to the Grievance Policy, the following steps should be done to hear the Grievance.

Within 60 days of the email communication from the Department, the North Hills West Neighborhood Council has the opportunity to agendize the matter at their next regularly scheduled or Special Board meeting and ensure that the necessary steps are done:

Step 1: Description of item should read **“Discussion and Possible action to appoint a North Hills West Neighborhood Council Board Member as the authorized representative at the Regional Grievance Hearing for Grievance #385 filed against the North Hills West Neighborhood Council”**

1. Determine the North Hills West NC's response to the Grievance, including all information required by the Department of Neighborhood Empowerment's Grievance Response Form.
2. Designate a North Hills West Board Member as the designated representative authorized to submit the [Grievance Response Form](#) and Witness Statement Forms (if any) to the Department, and authorized to appear and speak on behalf of the Board at the Regional Grievance Panel Hearing for the Grievance consistent with the Board-approved response to the Grievance.
3. Identify up to three witnesses to complete Witness Statement Forms in support of the North Hills West NC's response to the Grievance (if applicable)

Step 2: Waive consideration of the grievance and therefore, not appointing a designated representative for the hearing on the Grievance.

Step 3: If the Grievance was agendized, after Board discussion and action to appoint a representative, the authorized representative will need to respond to the Department via the Grievance Response Form and can include up to three witness statements if applicable.

- Notices regarding the Regional Grievance Panel will be sent to neighborhood council authorized representative via email to the email address that is provided to us in Grievance Response Form.

Please contact me at Lorenzo.Briceno@lacity.org if additional clarification is needed relative to this Letter of Certification. We recommend referring to [Sec. 22.818. Neighborhood Council Grievances Ordinance](#) as it may provide answers to questions.

Respectfully,

Grievance #385

Department of Neighborhood Empowerment Grievance Form

Thank you for contacting the Department of Neighborhood Empowerment regarding your Grievance. Your concerns are important to us. Please fill out this form as completely as possible to help expedite our determination. Please be aware that the information you are submitting is subject to the California Public Records Act.

We will NOT be able to respond to your Grievance unless you provide a valid email or mailing address. Please note that once you click Save at the upper right corner, your Grievance will be submitted.

All witness statements must be attached on this form.

The Department will not process more than three Grievance Forms filed by the same person in any calendar year and no more than five Grievance Forms filed by the same individual in any three year period. All Grievances submitted through this portal are considered processed.

First Name

Garry

Last Name

Fordyce

Please identify your role within the Neighborhood Council system:

Board Member

Phone Number

[REDACTED]

Email Address

gfordyce.nhwnc@gmail.com

Mailing Address

[REDACTED]

Neighborhood Council

North Hills West

Neighborhood Council Bylaws

Specific Violation Alleged

Failure to indicate the nature of your alleged Grievance will result in the dismissal of your Grievance.

☒ Neighborhood Council Bylaw

Article Number

Article V

Section

Section 8

☐ Los Angeles Administrative Code

☐ Plan for the Citywide System of Neighborhood Councils

☐ Board of Neighborhood Commissioners Policy

☐ Department Policy

☒ * - Any other City code, executive directive, rule or regulation applicable to Neighborhood Councils.

Date of Alleged Violation

10-20-22

A Grievance must be filed within 30 days from the date of the event giving rise to the Grievance. Any Grievance alleging a violation relating to Neighborhood Council funding must be filed within 90 calendar days of the date the expenditure is made.

Please state below

Grievance on North Hills West NC by Garry Fordyce

Alleged Violations and Explanations of Censure activity against Board member Garry Fordyce at the North Hills West NC (hereafter referred to as NHWNC) general Board meeting of 10-20-2022

Process Violations of NHWNC Bylaws:

Statutes violated:

A. Failure to follow NHWNC Bylaws specific directions. North Hills West Bylaws, Article V, Section 8, first paragraph states, "The Neighborhood Council ("Neighborhood Council") may censure any Board member at a regular or special meeting open to the public following a good-faith determination by the Neighborhood Council Board that the member has engaged in conduct that is contrary to rules and regulations applicable to the Board or that impedes the orderly business of Board operations." Furthermore, "Grounds for censure include, but are not limited to, Persistent disruptive conduct at meetings, Violations or abuses of the Board's bylaws or Rules, Violations of the Code of Conduct, acting on behalf of the Board without authorization, and misuse or abuse of the censure or removal process by acting in bad faith."

B. Failure to comply with North Hills West Bylaws Article V, Section 8, Item 1: Specifically, second sentence states, "Those board members shall not constitute a majority of any Neighborhood Council body, such as a committee." Additionally, the last sentence of this item states "The motion shall not be based upon conclusions, e.g., "for alleged violations of the Code of Conduct" but shall

contain factual statements that describe conduct only and is not intended to embarrass or humiliate the board member."

C. Failure of Board members to follow the spirit of the Oath of Office and Code of Conduct on a consistent bases has contributed to this desire for censure and created an abundance of negativity towards Garry's presence on the Board.

D. Failure to present proper and complete grounds for censure as stated in Article V, Section 8, Item 1 and 3, "The Notice shall provide the specific facts and grounds for the proposed censure".

Please specify the exact rule and explain the facts of the alleged violation.

Explanation of Alleged Process Violations by NHWNC Above:

a. There was no Good-faith determination that any specific violation of the NHWNC bylaws were violated. NHWNC bylaws require (as stated above in Statutes violated item A) violations to be identified as meeting some or all of the conditions addressed as grounds for censure. At no point during the NHWNC September general Board meeting, in which, it is assumed, the "determination" that a board member was "engaged in conduct that is contrary to rules and regulations applicable to the Board that impedes the orderly business of the Board" were there any specific activities addressed that related to any rules or regulations. At no point, (before, during or after the censure motion) were any specific rules or regulations cited as being violated.

During the September Board meeting each member of the board was asked to present their impression of Garry Fordyce's comments at various meetings. Comments presented, addressed how the members felt about Garry's comments. There were no specific violations cited other than hearsay communications accusing Garry of unconfirmed comments at non council meetings.

Both the September and October board meetings were not recorded, even after multiple requests by many stakeholders to record the meetings, and because the chairperson refused to do so, there is no way to verify actual statements. With no written documentation of any specific activity that violated any rules or regulations presented to the Board Members or Public during the September or October 2022 meetings, The only action achieved was the public humiliation of Garry Fordyce.

With no specific evidence and only personal conjecture presented verbally, the process was flawed and amounted to an effort to attack a board member for having opposing positions on issues. Furthermore, issues were brought up by some Board Members that accused Garry of actions from almost ten year earlier during prior periods of service as a board member. Actions that were never adjudicated or brought to a censure motion.

Over the years, during Board Meetings, Garry has, many times, voiced his position on issues. Time after time, some board members have disagreed with Garry by criticizing his position in public. It has been obvious that the majority of the Board has a dislike for Garry. This has caused members of the board to take exception to much of Garry's positions and has fermented both disdain and disrespect for most everything Garry addresses. The latest being Garry's attempt to address the issue of unilateral disregard, by the Council's President, for the bylaws requirement to have the members agree to set the meeting Date and time per Exhibit A (NHWNC Bylaws Article VIII, Section 1)

There is a dangerous lack of understanding by the NHWNC board as to their responsibilities to each other. Proper evaluation of the attitudes and actions of the board need to be considered in deciding how to bring the council up to standards that will allow them to function with members that are not in lockstep with the Board. This would include Exhaustive Efforts to teach the board how to function effectively with respect in situations of discord.

b. Regarding the process of members requesting censure of a fellow Board member. In Item B, under Statutes Violated above, clearly the censure policy within the NHWNC bylaws, precludes any group of members that wish to request a censure of another member, from constituting a quorum of the board or of any committee of the Board.

Two member requesting censure of Garry Fordyce were Dave Brown and Punam Gohel who are two of three members of the Rules and Elections Committee. This is a direct violation of the NHWNC bylaws. The third member requesting the censure, Carol Hart is a member of the Retreat Committee along with Punam Gohel. They make up two of three members of the Retreat Committee. What's more, Dave Brown is an alternate member of the Retreat Committee. See Exhibit B (NHWNC Minutes of August 18, 2022, Regular Board Meeting) Agenda item 19.

Based on the NHWNC Bylaws Article V, Section 8, Item 1, member's requesting a censure motion were in violation of Article V, Section 8, Item 1 and should not have been allowed to bring a censure motion. Furthermore, there was no specific grounds in any of the letters (see Exhibit C – Letters from board members requesting Censure) to justify the censure request. Other than a dislike for the individual and their feelings that they (the Board member bring the censure motion) were uncomfortable with having to listen to Garry's position on issues, there is no specific cause of action to bring a censure motion. It can only be assumed that because Garry spoke passionately in presenting his position, he was disruptive. Disruptive behavior is not specifically or definitively defined in the NHWNC bylaws, but a prudent person would define disruptive behavior as unorderly behavior, conducted in such a manner as to be causing normal progress of board operations to be impeded, even after the board has attempted to stop the member's communication. Since no evidence had been presented of such behavior (disruptive) other than conjecture, based on recognition that the meetings are taking longer than desired, and then assuming the cause of longer meetings is because of Garry's comments on issues.

Concerning the requirements for notice of censure process of a board member, as well as the request of a motion from three members, there is no doubt that the Bylaws were not followed. Looking only at, the timing of the data sent to Garry that requested the censure motion (emails from board members) and the timing of documents sent to Garry supporting the request for censure, (see Exhibit D – USPS tracking Data) there are questions? How is it that the documents noticing the censure motion and listing alleged violations were sent to Garry prior to the NHWNC President receiving the requests from members requesting a censure? Curious! Comparing the time of issue of the requests for censure, Exhibit C, to the, in possession time at the US Post Office, Exhibit D, the request for censure could not have been drawn up without a serial meeting, a Brown Act Violation!

In reading the emails (Exhibit C) requesting censure, specifically from Carol Hart, you ask, how it is that she opens her email with, "It is with a sad heart that I must agree to asking that you agendize and that the Board discuss a "Motion to Censure" Board member Garry Fordyce"? The implication of that sentence is that if she is agreeing then there has been prior communication among members of the council regarding a subject to be brought before the council. And then the last sentence in Carol's email states, "I apologize for the delay and for anything I've forgotten but I'm not feeling very well". Are we hearing that there has been a serial meeting? If a meeting of four or more members has occurred then that would constitute a Brown Act violation and therefore

the censure motion may not be addressed, maybe ever.

There are many issues of concern and based on the requirement that parties requesting censure may not constitute a quorum of the board or committee as stated in the NHWNC bylaws Article V, Section 8, item 1, the censure motion should never have been on the agenda.

c. Even during the censure motion at the 10-20-2022 meeting there were open mike comments of disgust made while Garry was making his comments. While this is not unusual at NHWNC meetings it does represent the disdain for Garry's opinions. While this is rude and disruptive behavior it also displays a total lack of appreciation and acceptance of the Council's Oath of Office which requires that each member agree to each other's right to his or her position even if it differs from their own. The best example of how Garry has been treated is shown by actions taken by a current NHWNC Board member who, over the years, has visited other Neighborhood Councils to try to keep Garry from being involved with those councils. Two of those councils are Northridge South and Granada Hills South.

Campaigning against a fellow member of your Board at other NCs with no other evidence than a belief of an improper action, is simply a personal vendetta. Even if the effort is done with good intention, unless there is an effort to prove the allegation, no action should be taken. Because of these prior actions, by one of the individuals requesting the censure, a position of bias exists. Acting on bias is a violation of not only the spirit of, the Oath of Office and Code of Conduct, but every sense of human decency. For this reason, the action of censure must be expunged.

d. Regarding the Documentation presented, to Garry and the Council, that is supposed to represent the activity constituting Garry's actions that violated various rules and regulations, there are a few problems. Neither the allegations of violations nor the notice to Garry were properly presented. The allegations were in direct violation of the NHWNC Bylaws Article V, Section 8, Item 1 in which it states, "The Motion shall not be based upon Conclusions, e.g., "for alleged violations of the Code of Conduct" but shall contain factual statements that describe conduct only and is not intended to embarrass or humiliate the board member". Furthermore, the notice provided to Garry regarding a meeting to censure him, did not contain the same information as the October 20, 2022, agenda. Main difference is the notice did not list the board members who requested the censure. See Exhibit F for comparison of censure motion information between the notice letter and the October 20, 2022, agenda.

It should be noted that most of the items listed in the violations list (see Exhibit E – List of Violations) are from long before Garry was elected to the current NHWNC Board. Any or all of those allegations listed, that are prior to the current board, should have been addressed when they occurred. Trying to punish a member for past allegations is simply mean and humiliating. Failing to do your job until you think you have enough support, when you believe a wrong has been done, is not justice but dishonest and presents the possibility that the concerns are not only unjustified but unimportant. Therefore, the action of censure is not justified.

This list (Exhibit E) is concerning is another way. How, when and who prepared it? This is important to the issue of why did it take so long to bring a motion on the items listed but most importantly, how do you hold a stakeholder accountable for violations of rules and regulations that do not apply to stakeholders? You see in the list of Violations are ten (10) items that were during a period when Garry was not on the board or any committee. Whoever put this list together had very little understanding of what he/she was doing or just did not care about being fair. This is kind of strange due to the Council, NHWNC, spending almost \$800.00 to research the censure motion, which there is no Board approval to pay for that research.

To consider allegations of improper behavior, such allegation must be presented in a clear and complete manner. The list of allegations are not only incomplete but they are not presented with specific rules that were violated. Simple statements of concepts such as "disruptive", "disrespectful", or "derogatory" are not grounds based on any specific rules or regulations. Many of the allegations are statements that amount to opinions of difference. Such as the so called violation listed in Exhibit E as, August 18, 2022, "Report from NHWNC Region 2 Budget Advocate, that said "nothing much is going on." What is the rule or regulation that was violated?

Another listing in Exhibit E, Item 7 on the first page of the list of violations states that in an email with a date of "7/20 – 8-18-2022, "GF falsely, disrespectfully and derogatorily claimed that NHWNC meeting time notice was not provided." There are no grounds for that statement being a violation or for it being called, "disrespectfully and derogatorily" presented. Where is the hard evidence presented that Garry's statement is false? And if Garry's comment is false, where is it stated that a member cannot make an error? This listed item, as well as most, if not all, of the allegations listed, are not only incomplete but taken out of context, presented in a humiliating way based on no other facts or hard evidence than personal feelings. While the words used in a communication of any kind have specific meanings, they carry attitude based on the way they are heard by the receiver and the way they are spoken by the speaker. If there is a recording it may be possible to understand the attitude of the verbal presentation. Unfortunately, there is no recording of either meeting, most importantly, the October 20, 2022, meeting. As such descriptive words defining attitude must be disregarded.

It is obvious, that the process for presenting the violations was not in compliance with the NHWNC Bylaws Article V, section 8.

Therefore, all actions of censure must be removed from any records and an apology as well as public retractions on social media and websites must be made.

Why? Because the NHWNC has seen fit to further humiliate Garry by posting the censure of a board member as a reason to invite stakeholders to the meeting on their website and maybe other platforms.

Remedy

There are various remedies available. Please select from the list below the remedy OR remedies you are seeking. Please be advised that the Department has sole discretion in determining whether your remedy conforms with your Grievance.

From the list below, which remedy or remedies are you seeking?

- ☒ 1) Warning to the Neighborhood Council board, individual board member, or, members.
- ☒ 2) Required corrective action of the Neighborhood Council.

- ☒ 3) Mandated training for the Neighborhood Council, individual board member, or, members.
- ☐ 4) Required mediation for the Neighborhood Council board, individual board member, or, members.
- ☐ 5) Suspension of Neighborhood Council board until mandated trainings are taken by board, board member, or, members.
- ☒ 6) Temporary suspension of Neighborhood Council Funding.
- ☒ 7) Placement of the Neighborhood Council board under control and supervision of the Department.
- ☐ 8) Suspension of individual board member or members.
- ☐ 9) Initiation of de-certification process or process to declare board seats vacant.

Please state why you are seeking the above mentioned remedy or remedies.

Statement of why the action of Exhaustive Effort and removal of censure of Garry Fordyce is being requested:

NHWNC as a Board should be put into exhaustive efforts to bring the Board up to standards which would provide for a better working environment that would give the city some protection from liability, due to actions that may be taken based on lack of knowledge for proper operation. That said, when people on the board are treated in a disrespectful way the possibility for serious grievance is more likely. Just Item eight (8) on the first page of the list of violations could be cause for claiming liable. Printing a stakeholders comment which may liable a member without including some disclosure that the opinion is not that of the council would be reasonable but obviously was not considered. Such carelessness is a sign that the council is acting either in bad faith or just does not know what they are doing. Recently it has been discovered that the council spent almost \$800.00 to research the censure motion and there is no evidence of the board approving that expenditure. Funds should be frozen until the council has been retrained on the proper handling of their financial responsibilities. Most of all, the council needs to learn how to work together and conduct their operations in good faith with the various rules and regulations under which they are bound, and the Oath of Office they have sworn to.

Finally, the removal of the censure of Garry Fordyce is needed to correct a flawed and bias action against a fellow board member. Because the entire censure process was accomplished under questionable circumstances and no specific evidence citing violations of any rules and regulations, the censure must not be allowed to stand.

Witness Information

ALL of your Witness information and Witness Statement needs to be included at this time. The Department will ONLY accept and review Witness information included at time of submission. You can find the Witness Statement form [here](#).

Witness 1 Contact Information

First Name Cindy	Last Name Cleghorn	
Email Address [REDACTED]	Phone Number [REDACTED]	Witness Statement Witness-Cindy C Form(1) (002).pdf

Witness 2 Contact Information

First Name Steve	Last Name Slutzah	
Email Address [REDACTED]	Phone Number [REDACTED]	Witness Statement Witness-Steve S Form(1) (002).pdf

Witness 3 Contact Information

First Name Brian	Last Name Allen	
Email Address [REDACTED]	Phone Number [REDACTED]	Witness Statement Witness-Brian A Form(1) (002).pdf

☐ If no witness, please check this box

Supporting Documents

Before submitting, please include ALL supporting documentation HERE. The Department will ONLY process and review materials included at time of submission.

Supporting Document
Exhibit A - NHWNC
Bykaws.pdf

Supporting Document
Exhibit B -NHWNC-DRAFT-Minutes-
2022-8-18.pdf

Supporting Document
Exhibits C D & F - Censure letters -
Tracking & Notice.pdf

Supporting Document
Exhibit E - Violations
List.pdf

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

✓ By checking this box and typing my name below, I am electronically signing this form.

Garry Fordyce

To SUBMIT, please click "Save" on top right corner.

Status	Staff	Initial Status	
Approved		PC (No Action)	
Notes	NC Determination	Panel Determination	Date Closed

asd
No Response Form records found

**DEPARTMENT OF NEIGHBORHOOD
EMPOWERMENT WITNESS STATEMENT FORM**

FOR DEPT USE ONLY

Grievance # _____
Witness Form # _____

Witness Name: Brian Allen

Contact Number: _____

Mailing Address: _____

Email: _____

Grievances are defined as set forth in the Los Angeles Administrative Code Section 22.818.

"The following information contained herein is within my own personal knowledge and relates only to facts and circumstances surrounding the Grievance submitted by Garry Fordyce on 11-17-2022 regarding North Hills West Neighborhood Council."

I, Brian Allen, am a resident of Los Angeles and a member of Granada Hills North Neighborhood Council. On October 20, 2022, I attended the North Hills West Neighborhood Council (hereafter referred to as NHWNC) General Board meeting and witnessed the censure of Garry Fordyce. NHWNC failed to properly bring a censure motion to the board due to not following their bylaws. NHWNC bylaws require proper notice to be given, citing specific actions that violate specific rules or regulations along with the motion and naming the requesters of the censure. That was not accomplished. Not only were the violations listed conclusions but there were no specific rules or regulations cited.

I attend most NHWNC meetings, and I have not heard any attempt to establish a good faith determination as required in the bylaws. Looking at the requests for censure, the dates of censure requests were long after the August 2022 Board meeting where a possible attempt to consider censure was made. How do you discuss censure before the request is made?

During the October Board meeting the censure was conducted for, I think, more than an hour. Most of the time was spent by the president reading much of the governing documents. Never were any alleged violations connected to specific rule or regulation.

NHWNC Bylaws, specify that the censure process is not to humiliate or embarrass. All I heard was comments that provided personal feelings about Garry's comments during board meetings. Fact is, I never heard any participation on Garry's part that was not addressing his opinion or position on a matter before the board.

During the censure discussion NHWNC's NEA, John Darnell, Advised the council to discontinue the censure. He was ignored. The only concern of the President was to get the censure passed. Unfortunately, space allotted is insufficient for a complete witness statement or I could say more..

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date: 11-15-2022

Name: Brian Allen

Signature: _____

Department Review

Date witness form received: _____ Date witness form reviewed: _____

Witness form reviewed by: _____ Grievance number: _____

**DEPARTMENT OF NEIGHBORHOOD
EMPOWERMENT WITNESS STATEMENT FORM**

FOR DEPT USE ONLY

Grievance # _____
Witness Form # _____

Witness Name: Cindy Cleghorn

Contact Number: _____

Mailing Address: _____

Email: _____

Grievances are defined as set forth in the Los Angeles Administrative Code Section 22.818.

"The following information contained herein is within my own personal knowledge and relates only to facts and circumstances surrounding the Grievance submitted by Garry Fordyce on 11/17/2022 regarding North Hills West Neighborhood Council."

I was a witness to the NHWNC board meeting held Oct. 20, 2022 wherein GARRY FORDYCE was censured. I submit the following witness statement and attachments in support of GARRY FORDYCE's GRIEVANCE. It is my understanding that his GRIEVANCE will go to the REGIONAL GRIEVANCE PANEL because GARRY FORDYCE is a BOARD MEMBER OF THE NHWNC. The Censure of a board member was promoted across the website and social media platforms of the NHWNC. The intent to humiliate GARRY FORDYCE. A spreadsheet containing over 80 items going back six+ years was used in the censure. Are there spreadsheets like this for ALL board members showing their participation on the board? Nothing contained within the spreadsheet showed verification for the censure as required in the BONC Censure Policy and the Bylaws of the NHWNC board. The spreadsheet was difficult for someone not familiar with Excel to understand. To be able to read the items, you had to open a cell. No specific facts were contained within the Censure Motion. Censure policy states that no quorum of the board or committee can submit a censure motion. Punham Gohel, Carol Hart and alternate Dave Brown are movants of the Censure motion and they are a quorum of the Ad-Hoc Retreat committee for the NHWNC. Further Punam Gohel and Dave Brown are a quorum of the Rules & Elections committee and were movants to the Censure. During the Censure Motion, president Madlena encouraged a yes vote by the board voting. Madlena was not neutral or fair. She cut people off from speaking and focused on promoting to pass the Censure motion. Garry should not be subject to badgering humiliation. RGP should reverse the Censure vote & instruct the board to reverse the Censure vote and they need to apologize to Garry Fordyce.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date: 11-17-22

Name: Cindy Cleghorn

Signature: _____

Department Review

Date witness form received: _____

Date witness form reviewed: _____

Witness form reviewed by: _____

Grievance number: _____

North Hills West Neighborhood Council Meeting

October 20, 6pm



Censure of a Board Member

Call (669) 900-6833

Zoom : 979 3677 6899

NHWNC.net

General Board Monthly Meeting

October 20 @ 6:00 pm - 9:00 pm

North Hills West Neighborhood Council Meeting



NHWNC.net

October 20, 6pm

Censure of a Board Member

Call (669) 900-6833, Zoom : 979 3677 6899

Join us for our North Hills West Neighborhood Council Meeting on Thursday, October 20, 6pm.

On our agenda is the Censure of Board Member

To view supporting documents, listed in agenda order, please see:

<https://www.nhwnc.net/agendas/october-20-2022-general-board-meeting-agenda/>

Zoom Meeting online or by telephone:

Please click or copy and paste this link to join the webinar by computer:

<https://zoom.us/j/97936776899>

Dial Toll Free (877) 853-5257 or (833) 548-0282 to join the meeting by phone then enter this webinar ID #: 979 3677 6899 and press #

Add to calendar

Ad Hoc Committees

Ad Hoc Committees meet as necessary, notification/posting identical to Standing Committees.

Signup for email notification here: <https://www.lacity.org/government/subscribe-agendasnotifications/neighborhood-councils>

Ad Hoc Board Retreat Committee:

Punam Gohel – Chair, Carol Hart, Angel Collins, Dave Brown – Alternate Member

This Committee specializes in the rules the Council operates under and must abide by. If the bylaws contain something that needs to be modified or item added, this Committee evaluates the item(s) with input from Stakeholders, and forwards a recommendation to the full Board for additional discussion and approval. Once approved, changes are submitted to D.O.N.E. for final review and approval, subsequently becoming incorporated into the bylaws, the rules we operate under.

This Committee also has the primary initial responsibility of our Neighborhood Council elections, which happen every two years. The Elections and the Outreach volunteers join forces to support and promote the elections.

Members:

Punam Gohel-Chair, Dave Brown, Pat Crone

**DEPARTMENT OF NEIGHBORHOOD
EMPOWERMENT WITNESS STATEMENT FORM**

FOR DEPT USE ONLY

Grievance # _____
Witness Form # _____

Witness Name: Steve Slutzah Contact Number: [REDACTED]
Mailing Address: [REDACTED] Email: [REDACTED]
[REDACTED]

Grievances are defined as set forth in the Los Angeles Administrative Code Section 22.818.

"The following information contained herein is within my own personal knowledge and relates only to facts and circumstances surrounding the Grievance submitted by Garry Fordyce on 11/17/2022 regarding North Hills West Neighborhood Council."

As an individual and member of the public I am making this statement as the result of attending two North Hills West Neighborhood Council meetings held on September 15th and October 20 2022. At those meetings I witnessed the public humiliation of Garry Fordyce a NHWNC Board Member. The Chairperson refused numerous requests to record these meetings. I can only assume this is not to have an accurate record of what transpires at these meetings. The only record is taken by an individual who seems to have a personal vendetta against Mr. Fordyce.

The meeting on September 15th was a round table discussion on "things I don't like about Garry Fordyce". The majority of Garry's complaints were in regard to his attempt to have the board comply with their bylaws and the Brown Act.

In my opinion, the meeting on October 20 was a kangaroo court to censure Mr. Fordyce even after John Darnell the NEA Rep advised the Board that they had not followed proper procedure. During the censure discussion the chairperson silenced a board member who objected to the proceedings by arbitrarily muting her in mid-sentence. The censure covered approximately 86 instances of generalities going back 8 years with no substantive proof. When one board member asked to change her vote, the NEA rep stepped in because she was being denied her right to change her vote.

This Board continues to violate their own bylaws by changing meeting times arbitrarily and in conflict with required postings. Everyone has the right to speak and voice their opinions at Council meetings. It seems that this board does not share that opinion.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date: 11/17/2022

Name: Steve Slutzah Signature: [REDACTED]

Department Review

Date witness form received: _____ Date witness form reviewed: _____

Witness form reviewed by: _____ Grievance number: _____

January 19, 2023

Dear Raquel Beltran, DONE General Manager, BONC, Deputy City Attorney Ayelet Feiman, and City Councilmember John Lee:

The NHWNC Bylaws were approved by the L.A. Department of Neighborhood Empowerment (DONE) on June 7, 2022. The North Hills West Neighborhood Council (NHWNC) is currently defending itself against a Grievance because DONE says that the NHWNC did not do something which is not in the NHWNC Bylaws. The NHWNC Bylaws require that three NHWNC Board Members request that a censure consideration be agenzized so that it may be discussed and voted upon. DONE says that the “movant(s)” of a censure motion must be named in the agenzized censure item. However, nowhere in the Bylaws does it state that the identity of those three Board Members must be disclosed to agenzize the matter. In fact, the word “movant” is non-existent in the DONE-approved NHWNC Bylaws, and also non-existent in the BONC Censure policy provided to the NHWNC following initiation of a Censure process. This caused controversy, confusion and frustration, and contributed to the NHWNC having to respond to a Grievance that might otherwise have been avoided. The NHWNC acted in good faith regarding the censure motion considered at its October 20, 2022 Board meeting, precisely because DONE approved the NHWNC Bylaws. DONE retroactively created or applied a rule that is not in the Bylaws they themselves approved.

DONE erred in revisions it made to the NHWNC Bylaws that it approved on June 7, 2022, and should remedy this situation by holding the NHWNC harmless from defending itself from any procedural Grievance arising from its reliance on its DONE-approved Bylaws. We respectfully request that DONE dismiss the Grievance lodged against the NHWNC.

If the Grievance is allowed, the NHWNC does not believe it is possible to convene a fair and unbiased Grievance panel, given the unfavorable light that has been placed on the NHWNC at such citywide meetings as the BONC meetings of November 1st and 21st, 2022, whereby a number of people made public accusations against the NHWNC in an apparent attempt to try this Grievance in the court of public opinion.

Although all these people said they spoke to BONC as private individuals, the impact of their statements, because of the various and multiple roles they play within the citywide Neighborhood Council system, will make it impossible for the NHWNC to get a fair and unbiased panel.

In addition, the ability of Stakeholders to request removal of a Board Member was unilaterally deleted by DONE from the 2018 NHWNC Bylaws, without the NHWNC's knowledge, with no explanation from DONE, and despite the NHWNC's attempt to retain this provision in the Bylaws that DONE approved on June 7, 2022.

To address problems in the DONE-approved Bylaws of June 7, 2022, the NHWNC discussed, at its January 19, 2023 General Board Meeting, agendized items 14 through 17 (see below) inclusive, to discuss and approve Bylaws request changes. An extract of the wording for these agenda items is attached to this letter. One of the items regards which Board Members can request that a censure consideration be agendized. The DONE-approved June 7, 2022 NHWNC Bylaws are currently in conflict with themselves over this because the Bylaws make it impossible for a censure motion to be agendized. The result of this is that neither the Board nor Stakeholders have the ability to consider censuring or removing a Board Member.

Your attention to this matter is of utmost importance to our Neighborhood Council so that we can continue the work of serving our Stakeholders.

Sincerely,

North Hills West Neighborhood Council

Attachment: NHWNC Board-approved Bylaws Change Requests

CC: City Councilmember John S. Lee councilmember.lee@lacity.org

Deputy City Attorney Ayelet Feiman ayelet.feiman@lacity.org

DONE General Manager Raquel Beltran raquel.beltran@lacity.org

BONC commission@empowerla.org

NHWNC Bylaws approved June 7, 2022

<https://www.nhwnc.net/wp-content/uploads/2022/06/NHWNC-Approved-Bylaws-6.7.2022.pdf>

NHWNC General Board Meeting 1/19/23 Agenda items 14-17:

14. Discussion and possible action to seek BONC (L.A. Board of Neighborhood Commissioners) and DONE (L.A. Dept. of Neighborhood Empowerment) approval to add the word "movant(s)" to NHWNC Bylaws Article V Governing Board, Section 8 Censure, first paragraph regarding the Censure 30-day notice.

Explanation: the word "movant(s)" does not exist in the DONE-approved June 7, 2022 NHWNC Bylaws; it also does not exist in the BONC Censure policy provided to the NHWNC. This has caused controversy, confusion and frustration, and contributed to the NHWNC having to respond to a Grievance that might otherwise have been

avoided.

15. Discussion and possible action to seek BONC (L.A. Board of Neighborhood Commissioners) and DONE (L.A. Dept. of Neighborhood Empowerment) approval to remove the following sentence from NHWNC Bylaws Article V Governing Board, Section 8 Censure, first paragraph: “Those Board members shall not constitute a majority of the quorum of any Neighborhood Council body, such as a committee.”

Explanation: that sentence makes it impossible for the NHWNC to Censure a Board Member.

16. Discussion and possible action to seek BONC (L.A. Board of Neighborhood Commissioners) and DONE (L.A. Dept. of Neighborhood Empowerment) approval to remove the following sentence from NHWNC Bylaws Article V Governing Board, Section 9 Removal of Governing Board Members, first paragraph: “Those Board members shall not constitute a majority of the quorum of any Neighborhood Council body, such as a committee.”

Explanation: that sentence makes it impossible for the NHWNC to Remove a Board Member.

17. Discussion and possible action to seek BONC (L.A. Board of Neighborhood Commissioners) and DONE (L.A. Dept. of Neighborhood Empowerment) approval to re-include in NHWNC Bylaws Article V Governing Board, Section 9 Removal of Governing Board Members, the following wording previously removed by DONE:

Petition by Stakeholders – A Stakeholder may submit a petition to remove a Board member to any Board member. It shall include: i) the identity of the Board member to be removed, ii) a sufficient summary description of the reason for removal, and iii) the valid signatures of one hundred and fifty (150) Stakeholders. The petition must clearly state the summary information (Items i, ii) as stated above on each signature page. Legible original signed petitions must be presented to the Board for review upon request. Stakeholders may be contacted to verify signature validity.

1. A petition must be submitted so as to be received via USPS Certified Mail, via email and/or hand delivered to a Board member at least fourteen (14) days prior to the next regularly scheduled General Board meeting. The matter shall be placed on the agenda for a vote of the Board at the next regular NHWNC General Board meeting.
2. Alternatively, a Stakeholder may present a petition for removal during the public comment (non agendized items) opportunity at a regularly scheduled General Board meeting. Petitions delivered in this fashion will be agendized for the next regularly scheduled General Board meeting.

3. The Board member who is the subject of the removal action shall have the right to deliver to Board members a written statement about the matter and/or to speak at the Board meeting prior to the vote, but shall not allowed to vote on the matter.

4. Removal of the identified Board member requires a 2/3 majority of the attending Board members.

Explanation: the wording was in the 2018 NHWNC Bylaws; DONE removed it from the Bylaws in 2020. In 2022 the NHWNC submitted a Bylaws change request to re-include it. The NHWNC again requests that the above wording be re-included in the NHWNC Bylaws as it was in the 2018 Bylaws, with the only change being to reduce the number of Stakeholders required from 150 (then) to 100 (current request).

DRAFT

**City of Los Angeles
Office of the City Clerk
Neighborhood Council Funding Program**

Neighborhood Purposes Grants

Neighborhood Purposes Grants (NPGs) provide NCs opportunities to develop partnerships with local 501(c)(3) nonprofits and public schools to build community and enhance neighborhoods in the City of Los Angeles. Projects and activities supported by NPGs vary widely and can include, but are not limited to:

- The Arts
- Beautification
- Community Support
- Education
- Community Improvements

NPG-funded projects and activities must be for a **public benefit** and purpose, **open**, **accessible**, and **free of charge** to stakeholders.

Grants approved by NCs exceeding \$5,000 involve further review and possible City contract by the Office of the City Clerk.

Visit the NC Funding Program website page on NPGs ([click here](#)) to find out more details about how 501(c)(3) nonprofits and public schools serving NC areas can apply. There are two NPG Information Packets; One for prospective applicants to help guide them in the application process, and one for NC board members outlining considerations and factors to keep in mind while evaluating NPG requests.

A “Project Completion Report” template is also provided to help ensure accountability in the use of Grant funds and help demonstrate how NCs and their partners are supporting L.A. communities and stakeholders. NCs and NPG recipients are strongly encouraged to work together to complete and submit the Report at the conclusion of the project.

Any questions you may have with the NPG process, please contact us at the NC Funding Program:

- Clerk.NCFunding@lacity.org
- (213) 978-1058

Neighborhood Council Funding Program

APPLICATION for Neighborhood Purposes Grant (NPG)



This form is to be completed by the applicant seeking the Neighborhood Purposes Grant and submitted to the Neighborhood Council from whom the grant is being sought. All applications for grants must be reviewed and approved in a public meeting. Upon approval of the application the Neighborhood Council (NC) shall submit the application along with all required documentation to the Office of the City Clerk, NC Funding Program.

Name of NC from which you are seeking this grant: _____

SECTION I - APPLICANT INFORMATION

1a) _____
Organization Name *Federal I.D. # (EIN#)* *State of Incorporation* *Date of 501(c)(3) Status (if applicable)*

1b) _____
Organization Mailing Address *City* *State* *Zip Code*

1c) _____
Business Address (If different) *City* *State* *Zip Code*

1d) **PRIMARY CONTACT INFORMATION:**

_____ *Name* *Phone* *Email*

2) **Type of Organization- Please select one:**

☐ Public School *(not to include private schools)* or ☐ 501(c)(3) Non-Profit *(other than religious institutions)*
Attach Signed letter on School Letterhead **Attach IRS Determination Letter**

3) _____
Name / Address of Affiliated Organization (if applicable) *City* *State* *Zip Code*

SECTION II - PROJECT DESCRIPTION

4) Please describe the purpose and intent of the grant.

5) How will this grant be used to primarily support or serve a public purpose and benefit the public at-large.
 (Grants cannot be used as rewards or prizes for individuals)

SECTION III - PROJECT BUDGET OUTLINE

You may also provide the Budget Outline on a separate sheet if necessary or requested.

6a)	Personnel Related Expenses	Requested of NC	Total Projected Cost
		\$	\$
		\$	\$
		\$	\$

6b)	Non-Personnel Related Expenses	Requested of NC	Total Projected Cost
		\$	\$
		\$	\$
		\$	\$

7) Have you (applicant) applied to any other Neighborhood Councils requesting funds for this project?

☐ No ☐ Yes If Yes, please list names of NCs: _____

8) Is the implementation of this specific program or purpose described in Question 4 contingent on any other factors or sources or funding? (Including NPG applications to other NCs) ☐ No ☐ Yes If Yes, please describe:

Source of Funding	Amount	Total Projected Cost
	\$	\$
	\$	\$
	\$	\$

9) What is the TOTAL amount of the grant funding requested with this application: \$ _____

10a) Start date: ____/____/____ 10b) Date Funds Required: ____/____/____ 10c) Expected Completion Date: ____/____/____
(After completion of the project, the applicant should submit a Project Completion Report to the Neighborhood Council)

SECTION IV - POTENTIAL CONFLICTS OF INTEREST

11a) Do you (applicant) have a current or former relationship with a Board Member of the NC?

☐ No ☐ Yes If Yes, please describe below:

Name of NC Board Member	Relationship to Applicant

11b) If yes, did you request that the board member consult the Office of the City Attorney before filing this application?

☐ Yes ☐ No ***(Please note that if a Board Member of the NC has a conflict of interest and completes this form, or participates in the discussion and voting of this NPG, the NC Funding Program will deny the payment of this grant in its entirety.)**

SECTION V - DECLARATION AND SIGNATURE

I hereby affirm that, to the best of my knowledge, the information provided herein and communicated otherwise is truly and accurately stated. I further affirm that I have read the documents "What is a Public Benefit," and "Conflicts of Interest" of this application and affirm that the proposed project(s) and/or program(s) fall within the criteria of a public benefit project/program and that no conflict of interest exist that would prevent the awarding of the Neighborhood Purposes Grant. I affirm that I am not a current Board Member of the Neighborhood Council to whom I am submitting this application. I further affirm that if the grant received is not used in accordance with the terms of the application stated here, said funds shall be returned immediately to the Neighborhood Council.

12a) Executive Director of Non-Profit Corporation or School Principal - REQUIRED*

PRINT Name Title Signature Date

12b) Secretary of Non-profit Corporation or Assistant School Principal - REQUIRED*

PRINT Name Title Signature Date

* If a current Board Member holds the position of Executive Director or Secretary, please contact the NC Funding Program at (213) 978-1058 or clerk.ncfunding@lacity.org for instructions on completing this form

Neighborhood Council Funding Program

APPLICATION for Neighborhood Purposes Grant (NPG)



This form is to be completed by the applicant seeking the Neighborhood Purposes Grant and submitted to the Neighborhood Council from whom the grant is being sought. All applications for grants must be reviewed and approved in a public meeting. Upon approval of the application the Neighborhood Council (NC) shall submit the application along with all required documentation to the Office of the City Clerk, NC Funding Program.

Name of NC from which you are seeking this grant: _____

SECTION I - APPLICANT INFORMATION

1a) _____
Organization Name *Federal I.D. # (EIN#)* *State of Incorporation* *Date of 501(c)(3) Status (if applicable)*

1b) _____
Organization Mailing Address *City* *State* *Zip Code*

1c) _____
Business Address (if different) *City* *State* *Zip Code*

1d) **PRIMARY CONTACT INFORMATION:**

Name *Phone* *Email*

2) **Type of Organization- Please select one:**

☐ Public School *(not to include private schools)* **or** ☐ 501(c)(3) Non-Profit *(other than religious institutions)*
Attach Signed letter on School Letterhead **Attach IRS Determination Letter**

3) _____
Name / Address of Affiliated Organization (if applicable) *City* *State* *Zip Code*

SECTION II - PROJECT DESCRIPTION

4) Please describe the purpose and intent of the grant.

5) How will this grant be used to primarily support or serve a public purpose and benefit the public at-large.
 (Grants cannot be used as rewards or prizes for individuals)

SECTION III - PROJECT BUDGET OUTLINE

You may also provide the Budget Outline on a separate sheet if necessary or requested.

6a)	Personnel Related Expenses	Requested of NC	Total Projected Cost
	None	\$0	\$0
		\$	\$
		\$	\$

6b)	Non-Personnel Related Expenses	Requested of NC	Total Projected Cost
	CERT class completion backpacks with contents	\$2,500	\$5000.00
	Ordering, acquisition, compiling and distribution of back	\$0	\$
	Follow-thru make-up attendee backpack distribution	\$0	\$

7) Have you (applicant) applied to any other Neighborhood Councils requesting funds for this project?

☒ No ☐ Yes If Yes, please list names of NCs: _____

8) Is the implementation of this specific program or purpose described in Question 4 contingent on any other factors or sources or funding? (Including NPG applications to other NCs) ☒ No ☐ Yes If Yes, please describe:

Source of Funding	Amount	Total Projected Cost
	\$	\$
	\$	\$
	\$	\$

9) What is the TOTAL amount of the grant funding requested with this application: \$2,500.00

10a) Start date: 3/2/23 10b) Date Funds Required: 4/6/23 10c) Expected Completion Date: 4/6/23
(After completion of the project, the applicant should submit a Project Completion Report to the Neighborhood Council)

SECTION IV - POTENTIAL CONFLICTS OF INTEREST

11a) Do you (applicant) have a current or former relationship with a Board Member of the NC?

☐ No ☒ Yes If Yes, please describe below:

Name of NC Board Member	Relationship to Applicant
Dave Brown	SCPF Board Member
Maggie Elliott	SCPF Board Member

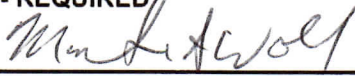
11b) If yes, did you request that the board member consult the Office of the City Attorney before filing this application?

☒ Yes ☐ No *(Please note that if a Board Member of the NC has a conflict of interest and completes this form, or participates in the discussion and voting of this NPG, the NC Funding Program will deny the payment of this grant in its entirety.)

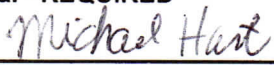
SECTION V - DECLARATION AND SIGNATURE

I hereby affirm that, to the best of my knowledge, the information provided herein and communicated otherwise is truly and accurately stated. I further affirm that I have read the documents "What is a Public Benefit," and "Conflicts of Interest" of this application and affirm that the proposed project(s) and/or program(s) fall within the criteria of a public benefit project/program and that no conflict of interest exist that would prevent the awarding of the Neighborhood Purposes Grant. I affirm that I am not a current Board Member of the Neighborhood Council to whom I am submitting this application. I further affirm that if the grant received is not used in accordance with the terms of the application stated here, said funds shall be returned immediately to the Neighborhood Council.

12a) Executive Director of Non-Profit Corporation or School Principal - REQUIRED*

<u>Martin Woll</u>	<u>Treasurer</u>	<u></u>	<u>1/11/2023</u>
PRINT Name	Title	Signature	Date

12b) Secretary of Non-profit Corporation or Assistant School Principal - REQUIRED*

<u>Michael Hart</u>	<u>Vice-President</u>	<u></u>	<u>1/11/2023</u>
PRINT Name	Title	Signature	Date

* If a current Board Member holds the position of Executive Director or Secretary, please contact the NC Funding Program at (213) 978-1058 or clerk.ncfunding@lacity.org for instructions on completing this form



SOS SURVIVAL PRODUCTS

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Phone: 800 479-7998 • Fax: 818 909-0360

www.sosproducts.com

PACKING SLIP

R9-009153



Customer #: 5384A

Invoice Date: 01/04/2018

Terms:

PO: KIT CONTENTS

Promised Date:

SHIP TO

SOUTHERN CA PREPAREDNESS

BILL HOPKINS

19300 RINALDI ST UNIT 7333

Northridge, CA 91327

U.S.A.

BILL TO

SOUTHERN CA PREPAREDNESS

BILL HOPKINS

19300 RINALDI ST UNIT 7333

Northridge, CA 91327

U.S.A.

SHIP TO: (818)-835-5384

BILL TO: (818)-835-5384

SKU	Description	Qty
1 2009GHNNC-4	CERT KIT GHNNC #4	1
2 CERT27	CERT Hard Hat GREEN	1
3 CERT245	CERT Vest GREEN Stripes & Pock	1
4 95131B	Large Backpack GREEN	1
5 21217	Safety Goggles ANSI Z87.1	1
6 21206	Leather Palm Gloves, LG	1
7 54313A	** LED Flashlight w/ Batteries	1
8 20852	Lumber Marking Crayon YELLOW	1
9 22410	Whistle w/Lanyard METAL	1
10 2500	Mylar Blanket	1
11 54012	12 Hr Lightstick GREEN	2
12 45700	Hand/Wrist Splint 12" Cardboard	1
13 45800	Triangular Bandage EACH 36x36x51	2
14 43557	4"x 4.1 Yds-Conf. Gauze Roll	2
15 43144	Gauze Pad 4"x4" Sterile EACH	6
16 46434A	Stretch Vinyl Glove LG PAIR	1
17 46525	Ice Pack EACH	1
18 11135	Emergency Poncho	1
19 46248	Antiseptic Wipes EACH	20
20 45751	Cloth Tape 1/2"x 10 Yds	1
21 41011	Flex Wrap 1"x5 yd	1
22 41002	Elastic Bandage 2"x5 yd	1
23 46530A	Hand Warmers PAIR	1
24 28149E	N95 Valved Respirator Mask EACH	2
	Screen Printing	

Control Total: 52

OPEN SHIPMENT IMMEDIATELY - DISCREPANCIES
MUST BE REPORTED WITHIN 15 DAYS OF INVOICE
DATE

SALESPERSON: JEFF

jeff@sosproducts.com

Page: 1 of 1

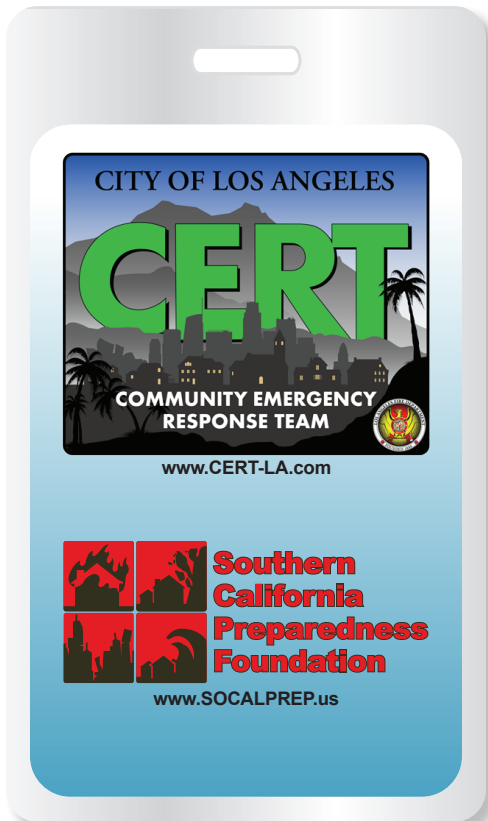
LUGGAGE TAG LAM

arnett
INNOVATIVE SECURITY CREDENTIALS

arnettcredentials.com
info@arnettcredentials.com

JOB #: 30348

PROOF: 1



QTY: 100

Lam Front
Insert Size: 2.25" x 3.5"
Designation: NHWNC Pass
Variable Data: None



Lam Back

TERMS & CONDITIONS

PLEASE READ CAREFULLY

By replying via email, your approval assumes your responsibility and agreement that the order and artwork are correct as you have specified. We are not responsible for any spelling or quantity errors approved by the client, regardless of where the error originated. Due to the differences in computer monitors, the colors displayed in this proof are only to be used as guides.

Once we receive this email approval, production will begin on your order. Please be sure that the order quantities, specs, and artwork are correct. Your order will not be processed without your emailed approval. If this order is changed after approval, you will be responsible for all costs incurred for merchandise already completed.

Prompt email reply of proof will help avoid delays in completion of your project.

WHAT NEXT?



REPLY TO ORIGINATING EMAIL WITH
YOUR APPROVAL
OR
CHANGES TO THE ARTWORK
AND/OR SPECIFICATIONS