



Jason Gallegos
Chair

Beatriz Zaragoza
BHNC Member

Tanya Garcia
BHNC Stakeholder



**Boyle Heights Neighborhood Council
Rules & Elections Committee
at
Allstate Insurance Office [parking in rear]
1850 East First Street, Los Angeles CA 90033
Monday, May 8th, 2017 @ 6:30pm**

I. Welcome & Roll Call

The BHNC Rules and Elections Committee acts as an advisory Committee to the BHNC on issues revolving around the rules, functions and technical procedures of the Council. Decisions made at this meeting act as recommendations to the BHNC Board, who have final collective vote over any position the Board will take at a Regular BHNC Board Meeting.

In compliance with California Government Code 54953.5(a) – 6 & for open transparency. The proceedings may be photographed, video, or audio recorded and published/distributed.

II. General Public Comment [5 minutes]

The public may provide comments to the committee on non-agenda items within the Neighborhood Council's subject matter jurisdiction. However, please note that under the Brown Act, this committee is prevented from taking action on the issue you bring to its attention until the matter is agendaized for discussion at a future public meeting.

III. Discussion and Possible Action to Approve the Minutes for [April 3rd](#). [5 minutes]

IV. Discussion and Possible Action to Approve the Minutes for [April 14th](#). [5 minutes]

V. Discussion and Possible Action to Set a Size Limitation to the Rules & Elections Committee Membership.

- (a) **Description:** The Rules & Elections Committee as described by the BHNC Bylaws has a set Minimum size limitation of three (3), but no upper restriction. As such, the Rules & Elections Committee will determine what the Maximum Size shall be. And at Maximum, how many Board Members may serve on the Committee at one time.
- (b) **Current Minimum Size:** 3 Members (All Inclusive).
- (c) **Previous Maximum Size:** Set at Chair's Discretion (3 Members):
- (d) **Current Maximum Size:** Set at Chair's Discretion (Max 3 Board Members, Max 5 total Committee Members).
- (e) **Current Quorum:** 2.
- (f) **Chair Recommended Maximum Size:** 3 Board Members, 4 Non-Board BHNC Stakeholders, 0 Non-BHNC Stakeholders. (**Max:** 7 Committee Members)
- (g) **Chair Recommended Quorum:** More than 50% of total Committee Membership at the time of the Agenda Submission/Approval by DONE.
- (h) **Option 1:** Keep the Size Limitations at the Chair's Discretion, w/Committee Understanding of the Limits. No Standing Rule Creation.
- (i) **Option 2:** Set the Size Limitations at **the Committee's** Discretion, who will agree via simple majority vote as to the adjustment of the Limits. No Standing Rule Creation.
- (j) **Option 3:** Create a Standing Rule for Board Approval with a structured nature as to the configuration of the Committee, for possible incorporation into the BHNC Bylaws at the next open adjustment period.
- (k) **Option 4:** Other (open discussion)

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 Jason Gallegos, Rules & Elections Committee Chair, at rules@bhnc.net

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 our website: www.bhnc.net or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on this agenda, please contact Lizzette Perez, Board Secretary, at secretary@bhnc.net or Jason Gallegos, Rules & Elections Committee Chair, at rules@bhnc.net

- VI. **Call for Open Enrollment into the Rules & Elections Committee. [5 minutes]**
- VII. **Update Regarding BHNC Bylaws Amendments Submission [5 minutes]**
- VIII. **Description:** Brief report from Committee Chair on the April 26th, 2017 BHNC General Board Meeting Vote, and the status of the submission. Updates shall be provided monthly.
- IX. **Discussion and Possible Action to set Dates for Future Rules & Elections Committee Meetings [5 minutes]**
- (a) **Description:** The Rules & Elections Committee will now return to a regularly scheduled monthly or bi-monthly meeting format. And set a Calendar for future tentative meeting dates of the Second Mondays of Each Month.
- (b) **Tentative Dates:** June 12th, July 10th, August 14th, September 11th, October 9th, November 13th, December 11th, January 8th, February 12th, March 12th, & April 9th.
- X. **Open Discussion on what Functions and Primary Missions the Rules & Elections Committee will take for the 2017-2018 Cycle. [10 minutes]**
- (a) **Description:** *2018 General Elections/Budget, Outreach, Inclusion of an unincorporated area in to the BHNC (Ramona Gardens), Creation of the Standing Excused Absence Regulations Document, Other (open forum).*
- XI. **Discussion regarding the BHNC mid-term Executive Officer selections [5 minutes]**
- (a) **Description:** June marks the end of the 2016-2017 Executive Officer & Executive Committee terms and the selection of the 2017-2018 Officers & Committee Members. The REC will discuss what role, if any, it will or should take part in these proceedings.
- XII. **Discussion on the Creation of a Standing Rules to Govern the Use of Teleconferencing as an Acceptable Method of Attendance. [10 minutes]**
- (a) **Description:** The Brown Act allows for teleconferencing as an acceptable means of attendance/quorum under certain specific conditions. The Rules and Elections Committee will consider a request on how to integrate this in to the Council Proceedings.
- XIII. **Review & Recommendation of the Procedures Necessary to Integrate the “Ramona Gardens Area” into the BHNC Boundaries. [20 minutes]**
- (a) **Description:** It has been requested that the area East of Soto St, North of Marengo, West of Indiana, & South of Valley Blvd. (the Ramona Gardens Area), having no associated Neighborhood Council affiliation be integrated in to the BHNC. The REC will review the proper procedures for this integration, any issues that may arise, and make a Recommendation to the BHNC Board on how to proceed.
- XIV. **Discussion & Possible Recommendation to Request up to 20% of the Yearly 2017-2018 Budget for the Purposes of the 2018 Elections. [20 minutes]**
- (a) **Description:** The Department of Neighborhood Empowerment (DONE) has made a recommendation that 20% of NC Budgets should be allocated for outreach and facilitation of the Council Elections. For 2017-2018 the BHNC budget will be 42,000\$US. Making the recommended allocation by DONE to be 8,400\$US.
- XV. **Discussion of Possible Standing Rules to adopt to help facilitate Board Integration to the new Bylaws [10 minutes]**
- XVI. **Announcements**
- XVII. **Adjournment**

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