



Boyle Heights Neighborhood Council Monthly Profile

Table of Contents

(Please click on the desired heading to go to that section of the document)

Opening Remarks

Citywide Campaign:

Administrative Update:

Funding Updates:

Field Updates:

Outreach Updates:

Policy Updates:

Did You Know?

Account Balances, Community Impact Statements, Agendas, and Grievances

Your current Board Members and their certification are as follows:

Board Members with Expired or Missing Mandatory Trainings

Board Members who have not completed the Funding training:

Board Members with missing or expired Ethics Certificates:

Board Members who have not completed the Code of Conduct training or their certificate has expired:

Your cases for this month are:

Important Dates

Existing Vendors for NCs

Dear Boyle Heights Council leaders,

We are happy to announce the new North Westwood Neighborhood Council as the 98th certified Neighborhood Council in the City of Los Angeles. The Board of Neighborhood Commissioners certified the NWWNC, which subdivided from the Westwood Neighborhood Council, on Monday, August 27, 2018. Much appreciation to the North Westwood Neighborhood Council, Westwood Neighborhood Council and all the stakeholders who came out to give public comment. The certification meeting for the Historic Cultural North Neighborhood Council, which subdivided from the Historic Cultural Neighborhood Council, will be in October. Registration for the [Congress](#) of Neighborhood Councils has opened! We are hoping to see all our Neighborhood Council members at City Hall on Saturday, September 22, 2018. There will be nearly 40 workshops, complimentary breakfast and lunch, and great opportunities to network with Neighborhood Council leaders citywide. Many thanks to the Congress of Neighborhoods Planning Committee, led by the amazing Cindy Cleghorn, for all their work putting together this conference!

Citywide Campaigns

We had a great Civic University: Resilient Los Angeles session on Tuesday, August 14th. Thank you to the nearly 60 Neighborhood Council members who showed up to discuss how Neighborhood Councils can collaborate on making their communities resilient. The next Resiliency Liaison meeting will be on Tuesday, October 30th at 6:30 pm. More info on the upcoming Resiliency Liaison will be available soon. We are now working with the Neighborhood Council Emergency Preparedness Alliance to put together a template for a Neighborhood Council Resilience and Emergency Preparedness plan. Requesting every Neighborhood Council to adopt such a plan is part of [Resilient LA](#). If you are interested in joining the working group to put together the template, please contact John.Darnell@lacity.org. Also, please send representatives to the Neighborhood Council Emergency Preparedness Alliance the last Saturday of the month to join the ongoing work on getting LA ready in case of an emergency.

Admin

Thank you for your assistance in the 2017/2018 Neighborhood Council Inventory. Each Neighborhood Council Board needed to agendize a review and approval of the inventory report and submit a BAC form to Neighborhood Empowerment. We are now past the original deadline given to submit this document, and staff has attempted to make contact several times. As of this date, there are still 38 Neighborhood Councils that have not submitted their BAC forms confirming their inventory. If your NC has not yet reviewed and approved your inventory report, please do so immediately.

Field

With the upcoming 2019 election, September is a good time to start planning for community outreach events to highlight the good work of your Neighborhood Council. It's best practice to give yourself 60 to 90 days lead time to execute a community event/project. This is to ensure the Board has ample time to discuss the project, approve funding, assign roles and responsibilities, research permits, draft contracts, outreach and recruit volunteers. Some suggestions include: partnering with [City Plants](#) to organize a tree adoption and/or planting event in your neighborhood, working with the [Office of Community Beautification](#) to conduct a community clean up, or creating beautiful art in your community by applying to the [Department of Cultural Affairs' Mural Registration Program](#). Every community event is an opportunity to connect with your stakeholders and to showcase your efforts and accomplishments. Think about what issues matter in your community and what City resources are available to help address those issues. Also think about

how can your stakeholders participate to be part of the solution? Remember, the Department is here to help! Let's collaborate and see everyone at NC Congress!

Funding

As we move into the fall/autumn months, we are reminded that the holidays will be upon us quickly. To this end, the NC Funding Program would like to emphasize to you the notion of planning ahead. Please pay close attention to the timelines and requirements related to events and community improvement projects. In many cases, NCs must obtain additional insurance for certain things and county permits must be secured before the event. We need all related documents prior to approving events, so please work with your Neighborhood Empowerment assigned field personnel for assistance on this process. If you have any general questions about events or any other funding related matter, please contact your funding representative for assistance.

We continue to experience delays with NCs uploading credit card receipts. Not uploading your credit card receipts in a timely manner is ground for freezing funds. Also, when you are missing a credit card receipt, the system will not allow you to generate your Monthly Expenditure Reports (MERs) which may lead to frozen funds as well.

While most NCs have submitted their budget and fiscal administrative packet, we have a few outstanding NCs which still must submit their budget and admin packets. Please note that if we do not have a budget in place, your credit card limits will remain at \$333.00

If you have any questions, please contact us at (213) 978-1058 or via e-mail at Clerk.NCFunding@lacity.org or visit our website at Clerk.lacity.org

Outreach

The Department is in Phase 1 of our Citywide Outreach Plan- Awareness. In this phase new partnerships have been formed to help spread word of the NC System. For the system to grow, we believe relationships and collaboration is a must. We are excited to be working with Global Shapers, a group of inspirational millennials dedicated to creating an impact-generating project that would better their local community. One project they committed to was sending a survey to their database that asked how they engage Neighborhood Councils. They will be partnering with us also on providing support for social media and design. Another group we partnered with is the Council District 9 Coalition. This Coalition brings together many non-profits from Council District 9 to discuss like-minded issues. We have been able to speak at a few of their Get Out to Vote youth workshops and had youths committed to learning more about Neighborhood Councils. A youth alliance in South LA may be underway. Lastly, we are excited to have brought on a few temporary staff to support our outreach efforts. We have completed our Regional Gatherings in which outreach leaders from each NC had an opportunity to learn on a regional level...the how to's of outreach. On August 20th, we will be convening a gathering of neighborhood leaders, non-profits, business owners, and academics from across the City to inform them about Neighborhood Councils and how they can get involved in the 2019 elections. In September, we will be holding our 2nd Citywide Outreach Chair gathering.

Policy

Has your Neighborhood Council weighed in on the on Neighborhood Council System Reforms as proposed in [Council File 18-0467](#)? Your Neighborhood Council can submit a Community Impact Statement on the various proposed reforms. Public input on the Neighborhood Council system reforms has been extended until October 7, 2018. The City Council has

also requested the Office of the City Attorney to draft a revised subdivision ordinance to take into consideration the Board of Neighborhood Commissioners' recommendations with modifications ([Council File 12-1681-S1](#)) and the Health, Education and Neighborhood Council Committee recommendations ([Council File 12-1681-S3](#)), which include a proposal to delay the next subdivision applications from 2019 to 2022.

New and updated Council Files can be [found here](#) and are updated every week in our Friday newsletter.

Below is the list of the people who are registered to file Community Impact Statements for your Neighborhood Council. Please email Lorenzo at lorenzo.briceno@lacity.org to update this list.

First Name	Last Name	Public Email Address
Marisol	Sanchez	president@bhnc.net
Alessandro	Negrete	environment@bhnc.net
Carlos	Montes	secretary@bhnc.net

City Clerk Election Administration

Hello from the City Clerk - Election Division! We are excited to begin the 2019 NC Election season. This year, the City Clerk will be overseeing all election operations for NCs. This includes, but is not limited to, recruiting polling places and poll workers, certifying candidates, and overseeing Election Day operations. To help us administer this year's elections, the City Clerk will be utilizing Neighborhood Council Election Administrators to serve as the primary liaison between the City Clerk, Department of Neighborhood Empowerment staff, NC Boards, and stakeholders to implement NC elections. Many of your board's may have already been contacted by a NC Election Administrator. In general, a NC Election Administrator's responsibility will include reviewing individual NC bylaws, developing ballot voting models based on these bylaws, recruiting NC polling places, reviewing candidate eligibility requirements, assisting with candidate filing processes, and overseeing polling place operations at assigned polls on Election Day. Please note that NC Election Administrators will not be overseeing the Outreach portion of elections, which can include setting up candidate forums or other efforts to promote your board's election. Overall, a NC Election Administrators are expected to work closely with their assigned NCs to ensure that their elections run smoothly. For more details on your assigned NC Election Administrator, please contact the City Clerk's office at (213) 978-0444 or at clerk.electionsnclacity.org.

Did you Know?

The City Council has approved an online voting pilot for 10 Neighborhood Councils in the 2019 Neighborhood Council elections ([Council File 15-1022-S3](#)). This pilot allows the City to continue to make improvements to the platform. The Office of the City Clerk will be announcing the 10 Neighborhood Councils in the pilot later this month. The Neighborhood Councils in the pilot will be pulled from the election region into a new Region 13, which will go last next June, to ensure enough time for the outreach and build out.

Account Balances, Community Impact Statements, Agendas, and Grievances

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

As of 8/31/2018, you have filed 0 Community Impact Statements, and 8 agendas have been posted for your Neighborhood Council for the current month.

As of 8/31/2018, 0 Grievances have been filed against your Neighborhood Council.

Please continue to next page to see your Board Member certification status, Expired or Missing Mandatory Trainings, Neighborhood Council cases, Important dates, and Existing Vendors for NCs.

Your current Board Members and their certification are as follows:

First Name	Last Name	Board Seat	Ethics Expiration	Funding Certification	Code of Conduct
Marisol	Sanchez	Community Seat	6/8/2018	7/30/2018	7/30/2018
Daisy	Chavez	Community Seat	8/19/2018	6/26/2018	8/19/2016
Jose	Pelico	Community Seat	10/25/2019	1/9/2018	10/22/2017
Ana	Antuna	Community Seat	5/21/2020		
Alessandro	Negrete	Community Seat		6/22/2016	1/17/2017
Alexander	Bowman	Community Seat	4/5/2019	1/9/2018	4/5/2017
Carlos	Montes	Community Seat	6/8/2017	8/24/2015	1/12/2017
Vacant Seat	Vacant Seat	Area 1 Seat			
Dina	Cruz	Area 2 Seat			5/2/2018
Vacant Seat	Vacant Seat	Area 3 Seat			
Vacant Seat	Vacant Seat	Area 4 Seat			
Karina	Rivera	Community Seat		5/21/2018	
Lizette	Perez	Community Seat	8/17/2018	6/12/2016	1/24/2017
Veronica	Polanco	Community Seat		11/14/2017	11/14/2017
Marisol	Marquez	Community Seat	7/27/2018	6/25/2018	6/19/2018
Kalin	Balcomb	Community Interest Seat	5/13/2020		
Vivian	Escalante	Community Seat		3/28/2018	
Mayra	Carrillo	Community Seat			7/25/2018
Rafael	Chagoya	Community Seat	7/12/2017	7/27/2018	7/27/2018

Please submit any updates and changes to the roster to Rosters@EmpowerLA.org, including any Ethics Certifications.

Please continue to next page to see Expired or Missing Mandatory Trainings, your Neighborhood Council cases, Important dates, and Existing Vendors for NCs.

Board Members with Expired or Missing Mandatory Trainings

To vote on Neighborhood Council funding items, Neighborhood Council board members must have current ethics training and funding training. The Neighborhood Council bylaws may also require these trainings to vote for nonfunding items as well. To serve on a board, Neighborhood Council board members must also have either read and signed a Code of Conduct or have watched the video. To complete these trainings, please click [here](#).

NOTE: in person and online ethics training must be a minimum of 2 hours. If you complete the ethics training online, please ensure that you take 2 hours to complete the training as we will not accept any certificates that show less than 2 hours.

The following board members below are missing one of these mandatory trainings. If updates are needed, please contact Rosters@EmpowerLA.org.

Board Members who have not completed the Funding training:

Funding - Eligibility to Vote on Financial Matters a. To be eligible to vote on any NC Expenditure, Financial Reports, and/or annual budgets, the board member must:

- Be an Elected, Appointed and/or Selected Board Member of the NC
- Be 18 years of age or older
- Have completed the California State Ethics Training Requirement for Local Officials (AB 1234)
- Have completed the online NC Board Member Funding Training and obtain a passing score of 70% on any test associated with the online course.

First Name	Last Name	Board Seat
Ana	Antuna	Community Seat
Dina	Cruz	Area 2 Seat
Kalin	Balcomb	Community Interest Seat
Mayra	Carrillo	Community Seat

Board Members with missing or expired Ethics Certificates:

ETHICS - All Board Members are bound by California State Law to take Ethics Training every two years. Take the online course, and send your certificate to Rosters@EmpowerLA.org. Ethics Training is a required for all Board Members

First Name	Last Name	Board Seat
Marisol	Sanchez	Community Seat
Daisy	Chavez	Community Seat
Alessandro	Negrete	Community Seat
Carlos	Montes	Community Seat
Dina	Cruz	Area 2 Seat
Karina	Rivera	Community Seat
Lizette	Perez	Community Seat
Veronica	Polanco	Community Seat
Marisol	Marquez	Community Seat
Vivian	Escalante	Community Seat
Mayra	Carrillo	Community Seat
Rafael	Chagoya	Community Seat

Board Members who have not completed the Code of Conduct training or their certificate has expired:

CODE OF CONDUCT - All Board Members must read the Code of Conduct policy and [fill out this form](#) acknowledging that they have read and are aware of the policy.

First Name	Last Name	Board Seat
Ana	Antuna	Community Seat
Karina	Rivera	Community Seat
Kalin	Balcomb	Community Interest Seat
Vivian	Escalante	Community Seat

Please continue to next page to see your Neighborhood Council cases, Important dates, and Existing Vendors for NCs.

Your cases for this month are:

Title	Case#	Case Lead	Open Date	Status
Rosters - Code of Conduct Certification Update	22487	Kyle Stone	8/3/2018	C - Resolved
Rosters - Code of Conduct Certification Update	22494	TUX Team	8/3/2018	O - Open
Rosters - Code of Conduct Certification Update	22508	TUX Team	8/6/2018	O - Open
Rosters - Code of Conduct Certification Update	22520	TUX Team	8/6/2018	O - Open
Rosters - Code of Conduct Certification Update	22538	TUX Team	8/7/2018	O - Open

Please continue to next page to see Important dates, and Existing Vendors for NCs.

Important Dates

For all events, please check out [EmpowerLA's Calendar](#)

September 1 8:45 – 10am

Neighborhood Council-LADWP Memorandum of Understanding Oversight Alliance Meeting
For meeting location please go to <http://www.lancc.org/>

September 1 10am – 1pm

Los Angeles Neighborhood Council Coalition Meeting
For meeting location please go to <http://www.lancc.org/>

September 1 1 – 3pm

NC Congress of Neighborhoods Planning Committee Meetings
111 N Hope St, Los Angeles, CA 90012 (Cafeteria)

September 3 Holiday

September 4 6 – 9:30pm

Board of Neighborhood Commissioners Meeting
Sylmar Recreation Center

September 5 6:30 – 8:30pm

Harbor Alliance of Neighborhood Council Meeting
Kaiser Permanente Way Harbor City - Community Outreach Portables, 25965 Normandie Ave. Harbor City 90710

September 8 10am – 12pm

PlanCheckNC Meeting
For meeting location please go to <http://plancheckncla.com/>

September 13 6:30 – 9pm

Valley Alliance of Neighborhood Councils Meeting
Sherman Oaks Hospital, 4929 Van Nuys Blvd., doctor's conference room

September 15 10am – 12pm

Budget Advocates Meeting

September 17 1 – 4pm

Board of Neighborhood Commissioners Regular Meeting
City Hall, 10th Floor Conference Center, Room 1050, 200 North Spring Street, Los Angeles, CA 90012

September 17 7 – 9pm

Alliance of River Communities (ARC)
Rio de Los Angeles State Park, 1900 San Fernando Road, Los Angeles, CA 90065

September 19 8 – 10am

Westside Regional Alliance of Councils Monthly Meeting
Lenny's Deli, 2379 Westwood Blvd, 90064

September 20 6:30 – 8:30pm

South Los Angeles Alliance of Neighborhood Councils Meeting
Community Health Councils - 3731 Stocker - Suite 201, Los Angeles CA 90008

September 29 10am – 12pm

Cancelled - Neighborhood Council Emergency Preparedness Alliance Meeting
Emergency Management Dept's EOC 500 E Temple Street, Los Angeles 90012

Existing Vendors for NCs

Web Service Providers:

Civic Resource Group

Contact: Gregory Curtin, CEO
gregc@civicresource.com

The Mailroom

Contact: Kristina Smith
(310)-514-1797
ksmith@klct.com

Moore Business Results

Contact: Wendy Moore
(818)-252-9399
wmoore@moorebusinessresults.com

Port Town Websites

Contact: Jill Fox
(310)-832-0836
jill@porttownwebsites.com

The Web Corner

Contact: Robert Adams, Owner
(818)-345-7443
rob@thewebcorner.com

ZelDesign

Contact: Zelda Harrison
(310)-559-2770
zeldesign@sbcglobal.net

Temp Service Providers:

Apple One Employment Services

Contact: Jenn Rounds
(213)-892-0234
jrounds@appleone.com

Lloyd Staffing

Contact: Luly Santana
(562)-860-2555 Ext 101
LSantana@lloydstaffing.com

Partners in Diversity

Contact: Arlene Apodaca
(626)-793-0020
arlene.apodaca@p-i-d.biz

Bridgegap Temporary Staffing and Services Agency

Contact: Terrence Gomes
(310)-387-1374
info@btsasa.com

Translation Services:

Languages 4 You

(818) 720-7105

Continental Interpreting Services

(800) 201-7121

We will continue to refine the Neighborhood Council Profiles over the next year based on your feedback. If you have any questions, comments or suggestions, please contact the Neighborhood Council Support Helpline at NCsupport@LACity.org or by calling **213-978-1551** for assistance.

Thank you for all you do to Empower LA!