



## 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,

Thank you to everyone who attending the 2018 Congress of Neighborhoods! This year's Congress had a record attendance with over 1000 people registered. It was standing room only in City Council chambers when keynote speaker, Supervisor Janice Hahn, was spoke about the start of Neighborhood Councils and how the system is still growing in power. HUGE thanks to the Congress Planning Committee, chaired by the awesome Cindy Cleghorn, our staffers, especially Semee Park and Mary Kim, and all of the Neighborhood Councils members who attended and who helped sponsor the Congress. This month, we are starting to push out election outreach information to all the Neighborhood Councils, including demographics, to help target your outreach. While we will be conducting a citywide outreach campaign after the national elections in November, Neighborhood Councils must still get the word out to their stakeholders about candidate filing deadlines and election days if you want a strong turnout. Please make sure your board takes action as soon as possible to develop an outreach plan.

## Citywide Campaigns

EmpowerLA's Regional Outreach Gatherings for Neighborhood Councils will be heading out citywide again this month. We'll be contacting your outreach chairs to join us. In addition, we will be releasing to the Neighborhood Council Presidents/Chairs account information for [Canva](#), an online graphic design portal where we have developed templates for Neighborhood Councils to easily make designs for bus shelters, brochures, banners, etc. Presidents/Chairs can then designate those who will have access to Canva to work on the materials. We have paid for the access to Canva as part of our election outreach funding for this year so please take advantage of this great tool.

## Admin

A new training portal for all NC Board Members is being developed for release by the end of this calendar year. Board members will have access to their own personal training page, with important information on when they took required and optional trainings and have an ability to print out their certificates. Most importantly, the portal will be your one stop shop to take mandatory trainings online and have access to a wide variety of other optional training opportunities to broaden your skillset. Keep an eye on the department's future newsletters and communications for more details as they unfold.

## Field

We are pleased to include in this month's profile a Demographic Breakdown for your Neighborhood Council using the Census American Community Survey data. This report will help your board get a better idea of who your stakeholders are. Information such as race, age, language spoken at home and renter/homeowner will be helpful in determining how to best reach out to your stakeholders and identify who is missing from the conversation. Reach out to your Neighborhood Council Advocate to collaborate on developing outreach strategies to engage your stakeholders.

We are also partnering with the City Attorney's Office this month to offer two Live Reginal Ethics Trainings. There will be evening trainings in the Valley on the 22nd (location TBD) and on 29th at the

Boyle Heights Tech Center. If your Ethics is expired or expiring, now is the time to brush up and ask questions.

## Funding

Thank you for joining us at our two Funding Program workshops at Congress of Neighborhoods 2018. The workshops were well-attended, with rooms filled to capacity mostly. We hope the information you learned, and the questions answered were helpful and clarified NC funding process. One workshop was on planning successful NC events, hosted by Funding Program and DONE staff. We introduced a new tool to guide you on planning for your event approval requests. Please visit our website to download the document "NC Community Events Planning Checklist" for more information.

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.

While most NCs have submitted their annual budgets and Administrative Summary Packets, we have a few outstanding NCs which still must submit their budgets 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](mailto:Clerk.NCFunding@lacity.org) or visit our website at [Clerk.lacity.org](http://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. In order 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 likeminded 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 had the privilege of presenting 2 Outreach Workshops at the September 22 Congress of Neighborhoods and are starting our second round of Regional Outreach Gathering workshops to work with the Outreach and Election Chairs.

## Policy

Has your Neighborhood Council weighed in on the 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. Please join us at the next Homelessness Liaison meeting on Monday, October 29 at 6:30 pm. The Mayor's office will be making a presentation on the "A Bridge Home" program. Other speakers will also be presenting on how to address the homelessness crisis in the City. Please also join us for the next Civic U on Resiliency on Tuesday, October 30 at 6:30 pm at the Deaton Auditorium at LAPD HQ.

## City Clerk Election Administration

Thank you to everyone who attended the City Clerk's workshop, 2019 Neighborhood Council Elections: Who, What, When, Where, & How at the 2019 Congress of Neighborhoods. Please visit our website at [clerk.lacity.org/elections](http://clerk.lacity.org/elections) and subscribe to "Neighborhood Council Election Updates" for more information on your NC's regional schedule and election date. We look forward to working with all of you for a successful 2019 Election season!

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](mailto:clerk.electionsnclacity.org).

## Did you Know?

Much of the power of Neighborhood Councils comes from building relationships with your stakeholders as well as with your neighboring Councils. If your Neighborhood Council typically has more board or committee members at the meetings than stakeholders, it's time to look at your outreach methods and make some changes. If you've never contacted the other Neighborhood Councils within a Council District to discuss common issues and how to work them out together, it's time to reach out and set up a meeting. Please don't hesitate to contact your Neighborhood Empowerment Advocate if you have any questions on how to make your Neighborhood Council stronger.

## Account Balances, Community Impact Statements, Agendas, and Grievances

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

As of 10/1/2018, you have filed 0 Community Impact Statements, and 8 agendas have been posted for your Neighborhood Council for the current month.

As of 10/1/2018, 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	7/7/2020	7/30/2018	7/30/2018
Daisy	Chavez	Community Seat	9/5/2020	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](mailto: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](mailto: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](mailto:Rosters@EmpowerLA.org). Ethics Training is a required for all Board Members

First Name	Last Name	Board 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:

*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](#)

**October 2 6 – 9:30pm**

Board of Neighborhood Commissioners Meeting  
Del Rey Square

**October 3 6:30 – 8:30pm**

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

**October 6 8:45 – 10am**

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

**October 6 10am – 1pm**

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

**October 8 Holiday**

**October 11 6 – 9pm**

Valley Alliance of Neighborhood Councils (VANC) Election Forum  
CBS Studios - Carla's Cafe - 4024 Radford Avenue - Studio City, CA 91604

**October 13 10am – 12pm**

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

**October 15 1 – 4pm**

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

**October 15 5 – 7:30pm**

Ignite: Session 3

**October 15 7 – 9pm**

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

**October 17 8 – 10am**

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

**October 18 6:30 – 8:30pm**

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

**October 20 10am – 12pm**

Budget Advocates Meeting

**October 22 5 – 7:30pm**

Ignite: Session 4

**October 27 10am – 12pm**

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

**October 29 5 – 7:30pm**

Ignite: Session 5

**October 29 6 – 9pm**

Live Ethics Training  
Boyle Heights Technology Youth Center

**October 29 6:30 – 8:30pm**

Homelessness Liaison Meeting  
Controllers Conference Room 351 (City Hall East - 200 North Main Street, LA CA 90012)

**October 30 6:30 – 8:30pm**

Civic U: Resilient Los Angeles  
Deaton Auditorium - 100 West 1st Street, Los Angeles, CA 90012

## Existing Vendors for NCs

### Web Service Providers:

#### **Civic Resource Group**

Contact: Gregory Curtin, CEO  
[gregc@civicresource.com](mailto:gregc@civicresource.com)

#### **The Mailroom**

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

#### **Moore Business Results**

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

#### **Port Town Websites**

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

#### **The Web Corner**

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

#### **ZelDesign**

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

### Temp Service Providers:

#### **Apple One Employment Services**

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

#### **Lloyd Staffing**

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

#### **Partners in Diversity**

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

#### **Bridgegap Temporary Staffing and Services Agency**

Contact: Terrence Gomes  
(310)-387-1374  
[info@btsasa.com](mailto: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](mailto:NCsupport@LACity.org) or by calling **213-978-1551** for assistance.

**Thank you for all you do to Empower LA!**