



Boyle Heights Neighborhood Council Monthly Profile

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Dear Boyle Heights Council leaders,

City Attorney Neighborhood Council Advice Division (NCAD) Managing Deputy City Attorney Darren Martinez has transferred to the Administrative Citation Enforcement Unit. Darren has been in the NCAD since 2001 after working on land use legal matters in the City Attorney's Office. For the past 17 years, Darren has been invaluable in guiding the Neighborhood Council system doing everything from providing legal advice to Neighborhood Councils, the Board of Neighborhood Commissioners, and our department to conducting live Ethics trainings or legal roundtables across the City to acting in Neighborhood Council educational videos like the Brown Act and the Code of Conduct trainings. We so appreciate Darren's work these many years and wish him the best in his new position. Carmen Hawkins, who has been part of NCAD for the past 4 years, is now the new Managing Deputy City Attorney for NCAD. Congratulations to Carmen!

Citywide Campaigns

On Thursday, November 29, 2018, EmpowerLA and the Department of Aging will co-host a Purposeful Aging Town Hall for Neighborhood Councils. Recently, the City and County of Los Angeles released the Age-Friendly Action Plan for the Los Angeles Region 2018-2021, which will guide efforts over the next three years to enhance our region's age-friendliness in key areas such as transportation, housing, emergency preparedness, social participation and outdoor space. A presentation on the action plan will be given by the Department of Aging, and we want to hear from Neighborhood Councils on their current efforts on aging issues, and potential opportunities they see will help make our city more age-friendly. The event will be at Ronald F. Deaton Auditorium at 6:30 pm. To RSVP, please click <https://www.eventbrite.com/e/purposeful-aging-town-hall-for-neighborhood-councils-tickets-51605084196>

Admin

EmpowerLA's Administrative division is working on the Department's budget proposal for the 2019-20 fiscal year. Managers have met with the Budget Advocates to answer questions about funding priorities and goals for the next year. Budget asks are focused on improving service levels to the Neighborhood Councils and keeping up with the growing number of NCs in the system, which is now at 99! Additional staff and funding requests will also be made to grow the department and broaden the scope of services we provide to NCs, from innovative technology training, to automated systems for updating bylaws and boundaries, and a broad variety of outreach tools and templates to spread the message of civic engagement. City Department Budget proposals are due November 16, and once submitted, as in prior years, EmpowerLA will share our proposal via our website and newsletter.

Field

As we start gearing up for the holidays, remember to post cancellation notices for your NC meetings following the BONC [Agenda Posting Policy](#) if your meeting dates/times change.

Also, did you know that the City's Department on Disability (DOD) provides American Sign Language (ASL) interpretation for stakeholders requesting accommodations at your NC meeting? Request can be submitted via <http://disability.lacity.org/procedures-forms/sign-language-interpretation-request-form> .

Finally, I hope everyone has had a chance to review the NC Demographic Profiles from last month's Monthly Profile. Remember to reach out to your advocate to collaborate on developing a targeted outreach strategy for your NC. We are available to meet with you at your convenience so please reach out!

Funding

We are happy to announce the promotion of one of our staff members, Janet Hernandez, from Funding Assistant to Funding Supervisor. Janet has been providing great customer service to Neighborhood Councils as a Funding Assistant since 2014, primarily in the Valley. With her knowledge and experience in our Funding Program, she will now be responsible for supervising Funding Assistants assigned to support your Funding requests and inquiries. We are also welcoming Paola Posada into the NC family as our new Funding Assistant. Paola will be working with the NCs in the Valley area. As we enter the fifth month of this Fiscal Year, we remind NCs to revisit their annual budgets to assess your funding needs and plans, and make any annual budget adjustments/amendments if necessary. If you do make any annual budget amendments, please be sure to provide us with a copy of the approved amended budget through the Funding System portal, and you may also email it to your Funding Assistant. This will assist in processing your funding requests, particularly recurring office/operational expenditures authorized per your annual budgets. In November, we are planning on bringing back Funding Roundtables. The Roundtables will be an opportunity to discuss and answer your questions about Funding Program topics, i.e. NPGs, events, outreach, Community Improvement Projects, annual budgets, etc. We will also conduct a presentation with questions and answers on a topic. To start off, we will begin presentations with the Funding Program's event review and approval process. Please visit our website to RSVP.

If you have any questions for us, don't hesitate to contact us at (213) 978-1058 or via e-mail at Clerk.NCFunding@lacity.org. And visit our website at clerk.lacity.org/neighborhood-council-funding-program.

Outreach

As you know, we have been providing Neighborhood Councils with outreach tools for the past several months during our Regional Outreach Gatherings as well as in last month's profiles when we provided the demographics of all the Neighborhood Councils to help target outreach. After the mid-term elections in November, our citywide outreach plans will begin as we start our social media campaign and targeted local outreach for Neighborhood Councils who have had low voter turnout in the past. We will also activate our many community partnerships to begin candidate recruitment. For more information on our outreach, [click here](#) for our report back to City Council on our election outreach efforts.

Policy

The regular meeting of the Board of Neighborhood Commissioners for November 6th is cancelled because of the elections. Instead, the Commission will hold a special meeting in South Los Angeles on

Monday, November 5 at 6 pm at Hooper Avenue Elementary School 2 located at 1225 E 52nd St, Los Angeles, CA 90011. Our Neighborhood Council Resilience Liaisons learned about cybersecurity issues and the next step on the creation of the Neighborhood Council Resilience/Emergency Preparedness template. Many thanks to our volunteers who met last month to start discussing what the template should include. We'll be having several more meetings to finalize the template, so it can be ready to be shared with Neighborhood Councils next year.

City Clerk Election Administration

Over the past month, City Clerk staff has been attending NC meetings to introduce themselves, provide general election information, and begin answering your questions about the upcoming 2019 NC Elections. During the coming month of November, we will be rolling out the 2019 Neighborhood Council Election Handbook, which will provide details on the conduct of NC elections. We will also be putting the final touches on the NC candidate filing portal before the beginning of NC candidate filing in mid-December. Please visit our website at clerk.lacity.org/elections and subscribe to "Neighborhood Council Election Updates" for more information.

Did you Know?

City Attorney Neighborhood Council Advice Division (NCAD) Managing Deputy City Attorney Darren Martinez has transferred to the Administrative Citation Enforcement Unit. Darren has been in the NCAD since 2001 after working on land use legal matters in the City Attorney's Office. For the past 17 years, Darren has been invaluable in guiding the Neighborhood Council system doing everything from providing legal advice to Neighborhood Councils, the Board of Neighborhood Commissioners, and our department to conducting live Ethics trainings or legal roundtables across the City to acting in Neighborhood Council educational videos like the Brown Act and the Code of Conduct trainings. We so appreciate Darren's work these many years and wish him the best in his new position. Carmen Hawkins, who has been part of NCAD for the past 4 years, is now the new Managing Deputy City Attorney for NCAD. Congratulations to Carmen!

Account Balances, Community Impact Statements, Agendas, and Grievances

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

As of 11/1/2018, you have filed 0 Community Impact Statements, and 8 agendas have been posted for your Neighborhood Council for the current month.

As of 11/1/2018, 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, 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 |
|------------|-----------|----------------|
| 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](#)

November 3, 2018 8:45 – 10am

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

November 3, 2018 10am – 1pm

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

November 5, 2018 5 – 7:30pm

Ignite: Session 6/Culmination
Los Angeles City Hall

November 5, 2018 6 – 9pm

Board of Neighborhood Commissioners Special Meeting
Hooper Avenue Elementary School 2

November 5, 2018 7 – 9pm

Budget Advocates Meeting
Department Conference Room

November 6, 2018 6 – 9:30pm

Cancelled - Board of Neighborhood Commissioners Meeting
TBD

November 7, 2018 6:30 – 8:30pm

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

November 8, 2018 6:30 – 9pm

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

November 10, 2018 10am – 12pm

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

November 12, 2018 Holiday

November 15, 2018 6:30 – 8:30pm

South Los Angeles Alliance of Neighborhood Councils Meeting
Martin Luther King Jr. Therapeutic Recreation Center

November 17, 2018 10am – 12pm

Budget Advocates Meeting

November 17, 2018 2:30 – 6:30pm

Vote Center Placement Project
Northridge Academy High School

November 19, 2018 1 – 4pm

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

November 19, 2018 7 – 9pm

Alliance of River Communities (ARC)

Rio de Los Angeles State Park, 1900 San Fernando Road, Los Angeles, CA 90065

November 21, 2018 8 – 10am

Westside Regional Alliance of Councils Monthly Meeting

Lenny's Deli, 2379 Westwood Blvd, 90064

November 22, 2018 Holiday

November 23, 2018 Holiday

November 24, 2018 10am – 12pm

Neighborhood Council Emergency Preparedness Alliance Meeting

Emergency Management Dept's EOC 500 E Temple Street, Los Angeles 90012

November 29, 2018 5:30 – 9pm

Town Hall - Purposeful Aging

November 29, 2018 6 – 10pm

Vote Center Placement Project

Los Angeles Fire Dept. Station 89

December 1, 2018 8:45 – 10am

Neighborhood Council-LADWP Memorandum of Understanding Oversight Alliance Meeting

For meeting location please go to <http://www.lancc.org/>

December 1, 2018 10am – 2pm

Vote Center Placement Project

Westwood Recreation Center

December 1, 2018 10am – 1pm

Los Angeles Neighborhood Council Coalition Meeting

For meeting location please go to <http://www.lancc.org/>

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: Jessica Vasquez
jessicav@appleone.com
Contact: Vivi Hoang
vhoang@appleone.com
(213)-892-0234

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

Bridgeway 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!