



## Downtown LA Neighborhood Council Monthly Profile

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Dear Downtown LA Council leaders,

Dear Neighborhood Council leaders and colleagues:

April begins following the country's celebration of one of America's most significant civil rights leaders, [Cesar E. Chavez](#). The United Farm Workers of America organization he founded, along with others, fought for better pay, benefits and protections for workers. Cesar inspired nonviolent but aggressive labor movements across the nation in support of the rights of those workers - people whom we identify today as essential workers in the COVID era. **Chávez** is rightfully celebrated for his efforts with his name now gracing parks, streets, schools, libraries and university buildings. **Que Viva Chavez!**

We also use this space as an opportunity to share [Mayor Garcetti's](#) statement on the violence against Asian Americans. We encourage Neighborhood Councils to be a part of the [#NOPlaceForHateLA](#) campaign and report incidents to the [Civil and Human Rights and Equity Department](#). This topic is a good segway into efforts taken by the Board of Neighborhood Commissioners whom we commend for their leadership on the current discourse on race, discrimination, and equity. In February, the Commission adopted a [Statement on Civility and Positive Human Relations in the Neighborhood Council System](#). Neighborhood Councils are encouraged to use this statement as a guide for resolutions they might choose to have their own boards adopt.

Every day, we receive wonderful remarks about the great work of the Neighborhood Councils. I am sharing recent remarks shared by John F. Szabo, the City of Los Angeles's Librarian of the Los Angeles Pub and head of the board of Online Computer Library Center.

"I wanted to reach out to let you know of a delightful experience I had with the **Voices NC**. We have been soliciting public input for the dedication of the Vermont Square Branch Library to former City Councilmember Rita Walters. I was quite impressed with how the meeting was run, the transparency of making information available in chat and on their webpage, and their facilitation of public input. It was a lovely exercise in democracy and public participation."

This year's [Earth Day Celebration](#) will be on April 20-22. Learn more about the City's LA100 recent announcement releasing the findings of the [Los Angeles 100% Renewable Energy Study](#) (LA100) -- an unprecedented analysis of pathways the City can pursue to reach a 100% renewable energy grid while prioritizing equity and maintaining reliability and affordability. Learn more about how to [restore our Earth](#) with these tips.

April also begins the Jewish spring festival better known as Passover. We wish our NC colleagues who observe "Chag Sameach."

Thank you for your service and dedication to public service.



Raquel Beltran  
General Manager

# Department Administration

## **Planning 101 Training Update**

Thank you so much to the many Neighborhood Council Board Members and Planning & Land Use Committee members for completing the Planning 101 training.

If you are a current member of a Neighborhood Council Planning & Land Use committee member and haven't yet taken the Planning 101 - Project Planning training, the Department of Neighborhood Empowerment is extending the deadline to complete this training to August 1, 2021.

This training is a requirement for NC Land Use Committee members (or for an entire board, for those NCs without Planning & Land Use Committees) per the Board of Neighborhood Commissioners' NC [Leadership Orientation policy](#).

The Planning 101 – Project Planning training will be available on the Cornerstone platform in the coming months. Currently, the training is not available anywhere until then. We will make an announcement when it is available.

Once it is available, we will assign the training to all PLU Committee members that have been submitted to us at [rosters@empowerla.org](mailto:rosters@empowerla.org). Please be sure to complete the Planning 101 training by August 1, 2021.

Furthermore, many NCs who do have Land Use Committees have nevertheless added language to their standing rules that requires their entire board to take these Planning 101 trainings. This is a best practice because it helps strengthen the ability of all board members to review land use cases that come before them, and to write Community Impact Statements (CIS) on land use matters that have maximum impact.

Thank you for your leadership and service with the Neighborhood Council system.

## **Board Member Suspensions - Profiles**

As you know, for the past year the Department has successfully worked with Boards and Board Members to ensure compliance with the mandatory trainings required of Neighborhood Council board members. Our approach is and continues to be providing guidance and assistance as needed.

Upon our bi-monthly review of our training records, we see that some Board Members have been out of compliance for longer than 30 days of their Code of Conduct expiration date. It may also be possible that we do not have information to support that they have completed the Code of Conduct agreement, including their signature, as of 30 days of receiving their Cornerstone Board Member Training Portal login credentials. Pursuant to the Code of Conduct Policy, these Board Members have been notified that their status has been suspended. While suspended, they cannot act on any matter that comes before your Neighborhood Council and cannot be counted for the purpose of establishing a quorum of the Neighborhood Council. They have 30 days from the date of their notice to submit their signed Code of Conduct agreement in the Cornerstone Board Member Training Portal.

It is in the Department's interest to avoid the need to progress to the next step, which is to remove the board member from service on your Neighborhood Council. We are available to provide individuals with assistance in this regard. If their Code of Conduct is not submitted within 30 days of this notice, they will be removed from the board.

If they would like to provide evidence of their Code of Conduct compliance, they should notify the Department and include any substantiating evidence by emailing [rosters@empowerla.org](mailto:rosters@empowerla.org).

**The following Board Members have been suspended:**

N/A

## City Clerk Funding

### **It's the 4th Quarter!**

We are now in the 4<sup>th</sup> and last quarter of the Fiscal Year. Please keep an eye on the following deadlines impacting use of your NC funds as we approach the end of the Fiscal Year:

- **May 20, 2021 - Final date to submit an Event Approval Request**
- **June 1, 2021 - Final date to submit a check payment request**
- **June 20, 2021 - Final date for any bank card transactions**

### **Rollover of Funds**

Please refer to Policy 1.1.3, Annual Budget Funds Rollover, in the [Policies and Guidelines Handbook](#) for more information on NC's ability to roll over funds at the end of the Fiscal Year. NCs are able to roll over up \$10,000 from one Fiscal Year to the next, on a non-cumulative basis. Non-cumulative means no more than \$10,000 may be rolled over and added each year to the City's annual budget allocation for each NC.

An NC is INELIGIBLE to receive rollover funds if any of the following apply:

- 1) In Exhaustive Efforts status as determined by DONE;
- 2) Funds are in "frozen" status, i.e., due to missing Monthly Expenditure Reports;
- 3) The current sitting Treasurer and Bank Cardholder are not in good standing per Program Policy

Please note that the ability of NCs to encumber funds authorized for last Fiscal Year is not available for this Fiscal Year. If there are any updates, we will notify you right away.

### **Election Transition**

As NC election season is underway, please work closely with your DONE Field Staff to ensure a smooth transition of power from the outgoing Board to the new Board. Please be aware of Board positions that are up

for election or may be continuing as this may affect your Financial Officers (Treasurers, Bank Cardholders, Signers), and your ability to access your NC funds.

Depending on your Board structure and election results, your NC may need to appoint new or re-appoint continuing Financial Officers at your very first meeting of the new Board. If necessary, our Office will work with you to process certain payments in a custodial manner, particularly office/operational expenditures as needed.

### **Election Expenditures**

Outreach is an important part of your election process to increase awareness and participation in your community. To this end, keep in mind that expenditures over \$5,000 may involve possible agreement with a vendor, which may take time to execute. As you plan your election outreach efforts, please be sure to work with your Funding Rep and vendors in a timely manner on election-related services that may involve agreements. This will ensure that election outreach to your community is done on time and not delayed by a possible agreement process.

### **Program Training and Workshops**

Please visit our Program website ([click here](#)) to view and register for upcoming training sessions, including:

1. Program Policies & System Portal Training (Required for all Financial Officers)
2. Program Workshop – NC Community Events

For Financial Officers who are not able to attend the scheduled required Training, please contact your Funding Rep ([click here](#)) to coordinate a one-on-one training session, if possible.

## **NC Direct Support Operations**

As you know, the Department has successfully supported Neighborhood Councils during the COVID-19 pandemic by designing the trailblazing [Empowered Virtual Governance](#) system. A year ago, we purchased a one-year Zoom platform subscription to facilitate a smooth transition to virtual meetings. Once learning that the subscription was ending, and to avoid the NC System coming to an abrupt halt, the Department identified resources necessary to extend the Zoom licenses for all Neighborhood Councils in the System for one year. Additionally, we are excited to share that the [Roberts Rules Made Simple parliamentary procedures](#) license available for each board member has also been extended for an additional year!

### **Who is your new Neighborhood Empowerment Advocate (NEA)?**

You may have noticed that we began 2021 as we ended 2020 with a modification of our operating structures in order to respond to the impact of COVID-19 on the City of Los Angeles and its fiscal crisis. One of the impacts is the non-replacement of staff members leaving the department. During the last 12 months, four of our staff members left the Department and one is deployed as a Disaster Service Worker doing an amazing job related to Project Roomkey. Considering the size of our Department, you'll understand that any modification of our workforce has a direct impact on our operations.

We apologize if your Neighborhood Council has been impacted by recent changes and we want to make sure that we make the information available at all times. If you need to know who your Neighborhood Empowerment Advocate is; who the Department's director supervising your area is; or who your funding representative at the Office of the City Clerk is, please use the dedicated [dashboard](#): This Dashboard is also on our website in the Department Section: [Empowerla.org/departments](http://Empowerla.org/departments)

## NC Outreach and Elections

Hello NC leaders,

We are in full gear with our election outreach efforts. We have been busy! Here is a link to our current outreach efforts: <http://tiny.cc/NCElectionOutreachReport>

Some highlights:

- In partnership with City Clerk, we had 8 Candidate info sessions with 1,109 sign-ups. That is a 363% increase from 2019 per session RSVPs.
- We connected with 70+ CBOs to see if they wanted to partner with our outreach efforts.
- 300,000 election postcards in 4 languages distributed at vaccine centers.
- 65 Election Outreach Strategy Sessions were held with individual NCs.
- 4 Regional Election Outreach Sessions were held for 8 Election Regions.

### Election support by EmpowerLA

Here is the list of support strategies and tools the Department is providing to each NC during the 2021 NC Elections: <http://tiny.cc/2021NCElectionResources>

### Cut & paste voting overview to share with your voters

Here's some suggested language for explaining how to vote in this year's Neighborhood Council elections, which are entirely Vote-By-Mail for the first time. (Use this [timeline spreadsheet](#) to find the dates for your NC to fill in the blanks):

*Neighborhood Council elections are entirely Vote-By-Mail this year, due to COVID-19. **Ballots are postage-paid, but are only available by request.** Request your ballot on the City Clerk's website at <https://tiny.cc/VBMballot> by **[your NC's ballot request deadline]**.*

*Ballots must be postmarked by **[your NC's Election Day date]** or returned by that date in a local ballot drop box. Drop boxes are open from 9:00am the Friday before Election Day until 8:00pm on Election Day. Search for drop box locations near you at <http://tiny.cc/FindMyNC>.*

Take care of your voters: give them any other info they need to know in order to successfully cast their ballots, such as details on any voter eligibility documentation required by your NC.

### Ballot drop box lookup tool

Voters may use any drop box in their region that is convenient. See a list of ballot drop box locations near you at <http://tiny.cc/FindMyNC>.

## Guide for unhoused voters

Special considerations are in place to ensure unhoused voters can participate in their Neighborhood Council elections. Read and download City Clerk's overview on how to get your ballot at <http://tiny.cc/UnhousedVoterGuide>.

## Vote-By-Mail FAQ

City Clerk answers questions on why Vote-By-Mail is being used for NC elections Citywide, and how it will work in the 2021 NC Elections: <http://tiny.cc/FAQforVBM>

## Detailed election timeline for your NC

Here is City Clerk's detailed list of all key dates for each election region: <http://tiny.cc/NCRegionalTimelines>

## Bus Bench/Bus Shelter Ads for NCs

NCs can place bus bench/shelter ads through the City's outdoor ads program to promote their elections or to increase general awareness. The only cost will be for printing; space rental is free, but subject to availability. Read the how-to guide and get the order form at: <http://tiny.cc/OutdoorAdsForNCs>

We're looking forward to working with you on your upcoming election! Please don't hesitate to let us know if you have any questions.

## NC Policy and Governmental Relations

Thank you to the Board of Neighborhood Commissioners for a wonderful meeting on Tuesday, March 2, 2021 and Monday, March 15, 2021. Over 100 Neighborhood Council board members and stakeholders participated in these robust meetings.

Please join us at the upcoming Board of Neighborhood Commissioners meetings on Tuesday, April 6 at 6 pm and Monday, April 19 at 1 pm via Zoom. Topics to be discussed include updates on Department budget, staffing, other operational matters, and 2021 Neighborhood Council elections.

Thank you to the many Neighborhood Councils Board Members and stakeholders who have provided feedback, input, and comments regarding the proposed digital media policy. The Department is currently in the process of revising the proposed draft media policy. The revised draft of the proposed digital media policy will be on the agenda for the Board of Neighborhood Commissioners meeting on Monday, April 19 at 1 pm via Zoom.

On Tuesday, March 23, the Arts, Parks, Health, Education, and Neighborhoods Committee heard Council File 21-0182 motion authored by Councilmember Rodriguez, Ridley-Thomas, Koretz, Harris-Dawson) relative to the creation of the [Olivia Mitchell](#) Youth Council, which will include one male and one female young person per Council District who will serve one year terms. The motion passed unanimously 3-0 and will be going to the full City Council soon.

The Department will keep you posted on the progress of Council File 21-0182.  
[https://clkrep.lacity.org/onlinedocs/2021/21-0182\\_mot\\_02-10-2021.pdf](https://clkrep.lacity.org/onlinedocs/2021/21-0182_mot_02-10-2021.pdf)

## Office of Community Engagement/Innovation:

### **Data Liaison update**

Thank you to the 47 neighborhood councils that have appointed 91 Data Liaisons. Data Liaisons already completed 3 sessions and can now create a map, make it look good and analyse the data including in the map. In April, our training will be focused on creating surveys and how survey results can be displayed on a map. An experienced survey analyst will be our guest speaker to educate us on how to avoid pitfalls and make sure that survey results are representative of the community you survey.

If your Neighborhood didn't appoint a Data Liaison yet, it is not too late. We will make sure that they catch up and we will provide all the learning material and recording. If you want to know more about what a data liaison is and how to become one, don't hesitate to visit the data liaison [hubsite](#).

### **EmpowerLA Data website**

We invite you to have a look at the Data Page of our website. We recently reorganized it in order to provide you more information and make it an entry door to many data tools available in the city and elsewhere.

### **Recommended Readings**

#### Social Mobility

If you are interested in social mobility (movement of individuals, families, or groups through a system of social hierarchy or stratification), don't hesitate to read this [great article from Brookings](#). The author used an incredible amount of data to analyze the evolution of the American society and the impact of family environment in one's future.

#### Health Data

As we are all focused on the impact of Covid-19 on our communities, we want to invite you to have a look at this [Health Atlas](#) of the City of Los Angeles issued in 2013. Even if this report is 8 years old, there is still major information in it. Also, you might be interested by this [infographic](#) developed by the Department of City Planning which allows you to compare many different indicators of a specific area without the other communities of Los Angeles.

## City Clerk Administration:

### **Candidate Filing**

The candidate filing period for all 2021 Neighborhood Councils Elections ended last month.

### **List of Certified Candidates**

The official List of Certified Candidates for Regions 11 and 12 will be sent to the NC Boards and posted to our website on April 9 and April 16, respectively. A candidate contact list will also be provided to the NC boards to notify candidates of any training, outreach, or candidate forum opportunities.

### **Vote-By-Mail (VBM)**

The VBM Application period for Neighborhood Councils in Regions 1-4, and 8-10 are currently open to those who wish to file an application to request a NC ballot.

### **VBM Application Periods Opening**

The VBM Application period for the following regions opens this month:

- Region 11 - Friday, April 9, 2021
- Region 12 - Friday, April 16, 2021

### **VBM Application Periods Closing**

The VBM Application period for the following regions close this month:

- Region 8 - Tuesday, April 6, 2021
- Region 1 - Tuesday, April 13, 2021
- Region 2 - Tuesday, April 20, 2021
- Region 3 - Tuesday, April 27, 2021

### **How to Request a NC Ballot**

Beginning 60 days prior to Election Day, stakeholders can submit a VBM Application using the new Vote-By-Mail Portal to request a NC ballot. Applications are reviewed to ensure stakeholders meet the NCs' voter requirements, and once approved, ballots are mailed to the voters. Voted ballots can be returned by mail using the postage-paid envelope provided or dropped in a ballot drop box by Election Day. The deadline to submit a VBM application is seven (7) days prior to Election Day. NC ballots must be postmarked by Election Day and received no later than ten (10) days thereafter.

**Note:** Applications or required documentation must be submitted no later than 5:00 p.m. on filing deadline days.

### **VBM Applications**

Stakeholders can submit an online application using the [2021 NC Vote-By-Mail Application Portal](#) on our website. Those without internet access can submit a [VBM Paper Application](#) beginning 90 days prior to Election Day.

### **VBM Information and Resources**

For [VBM FAQs](#), [Instructions on how to complete paper applications](#), [2021 VBM Dates and Deadlines](#), [2021 NC Voter Guide](#), [Voting Information for the Unhoused](#) and more information on VBM voting, visit our [Vote-By-Mail Application page](#) on our website.

### **Authorized Service Providers**

The Office of the City Clerk is seeking community organizations to be service providers for the unhoused, monolingual speakers, youth, seniors, the disabled, and individuals without access to digital technology to participate in the 2021 All Vote-By-Mail Neighborhood Council Elections. If you know of an organization that

provides services to the community or may be interested in participating in the program, please share our [Service Provider Program](#) flyer with them.

### **List of Service Providers**

For a list of the authorized service providers in your area, see the [List of Service Providers](#) on our website. Staff continue to recruit locations for Regions whose Election Days are later in the season.

### **County VBM Ballot Drop Boxes**

The Office of the City Clerk is partnering with the County of Los Angeles to use their Ballot Drop Boxes for the 2021 Neighborhood Council Elections. The agreement was established to provide voters with a location where their ballots can be dropped off at a secure location over a 5-day period. Ballot Drop Boxes will be opened at 9:00 a.m. on the Friday before the election and closed at 8:00 p.m. on Tuesday (Election Day). You can visit our website to view your Ballot Drop Box location on our [Election Day/Drop Box Info](#) page.

### **Tally of NC Election Ballots**

On March 17, the City Clerk began live streaming the tally of ballots. Each region's ballot tally takes place on the 1st, 6th\*, and 14th days after Election Day, from 9:00 a.m. - 4:30 p.m. (hours vary and are contingent upon ballots received). The tallies are live-streamed via **Zoom**

<https://zoom.us/j/97969094234?pwd=bmUxOUZQS3BpSHNLSkg4c3hqMkVjUT09> (Passcode 188118).

*\*The May 31 tally will be held on June 1.*

### **Election Results**

Unofficial Results will be posted on the 7th\* day after Election Days and Official Results will be posted on the 15th day after Election Days. For more information, please contact the City Clerk's Election Division at (213) 978-0444.

*\*The March 30 unofficial results were posted on March 31. The June 1st Unofficial Results will be posted on June 2.*

To view the tally and election results dates for each Region, see the Regional NC Election Timelines here: [tinyurl.com/ElectionTimelines](http://tinyurl.com/ElectionTimelines)

Please visit our website at [clerk.lacity.org/elections/neighborhood-council-election](http://clerk.lacity.org/elections/neighborhood-council-election) for more Neighborhood Council election information. While you are there, please subscribe to "[Subscribe for NC Election Updates](#)" to receive new and up-to-date election information as it becomes available.

If you have questions or need assistance, please contact our office at (213) 978-0444 or email us at [clerk.election@lacity.org](mailto:clerk.election@lacity.org).

## **ADU Accelerator Program**

We are sharing information about an exciting housing pilot program, the [LA ADU Accelerator Program](#), just launched by the City of Los Angeles to help address our affordable housing shortage. The LA ADU Accelerator Program pairs older adults with homeowners seeking stable and long-term tenancy for their accessory

dwelling units (ADUs). Homeowners receive benefits such as qualified tenant referrals, tenant case management, and consistent and timely rental payments.

By partnering with the LA ADU Accelerator Program to rent out your ADU, you will strengthen Los Angeles and help a neighbor in-need.

**Applications for the program are open now.** To apply now, visit the program website: [adu.lacity.org](http://adu.lacity.org). Spots are limited!

If you have any questions, please contact [adu@lacity.org](mailto:adu@lacity.org).

## Cannabis Regulation

On February 25, 2021, the Department of Cannabis Regulation (DCR) began transmitting [Public Convenience or Necessity \(PCN\)](#) requests to the City Clerk. As required, DCR has also begun notifying the impacted Neighborhood Councils via email.

DCR has created a [video](#) to assist key stakeholders, such as Neighborhood Councils, understand their role in the Public Convenience or Necessity Process (PCN) for Commercial Cannabis Retail Applicants.

The following PCN resources are also available to assist stakeholders: [Video Tutorial](#)

- [PCN Information and Procedure Bulletin](#)
- [Stakeholder Input Form](#)

For additional information, please visit DCR's website at [cannabis.lacity.org](http://cannabis.lacity.org), or contact Rocky Wiles ([Rocky.wiles@lacity.org](mailto:Rocky.wiles@lacity.org)) or Josie Trevizo ([josie.trevizo@lacity.org](mailto:josie.trevizo@lacity.org)).

## COVID-19 Updates

**FEMA Assistance:** In April, FEMA will provide up to \$7,000 in funeral assistance for COVID-related deaths and expenses incurred after January 20, 2020. Here is a bit more information pulled from the website: [In April, FEMA will begin accepting applications.](#) Visit the website here:

<https://www.fema.gov/disasters/coronavirus/economic/funeral-assistance>

**Volunteer opportunities:** IsraAid has a volunteer opportunity we would like to share. Volunteers are needed to distribute vital relief supplies to our communities to ensure the provision of vital supplies to the most vulnerable communities. As part of their COVID-19 response, they are seeking volunteers to sort, assemble and distribute food packages at regional distribution centers. Teen volunteers are eligible to receive volunteer credits upon completion of volunteer shifts. Register today and make a difference!

Criteria to volunteer: Age 14+ (16+ for Santa Clara operation), 2) ability to lift up to 25 pounds, 3) active health insurance, 4) US citizenship/permanent resident, 5) access to a car.

To learn more and/or register, visit: <https://www.israaid.org/programs/emergency-roster/>

Visit this [website](#) for more information about Mayor Garcetti's efforts to Keep LA Safe.

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

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

As of 4/5/2021, you have filed 15 Community Impact Statements, and 2 agendas have been posted for your Neighborhood Council for the current month.

As of 4/5/2021, 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 Expiration	Code of Conduct Expiration
Patricia	Berman	At-Large Stakeholder Board Member	6/3/2021	7/23/2022	6/26/2021
Wendell	Blassingame	Center City East Residential Director	9/14/2022	9/9/2022	9/9/2022
Scott	Bytof	South Park Resident Alternate	11/12/2021	9/30/2020	11/12/2021
Edward	Baney	Historic Core Business Alternate	7/14/2022		6/15/2022
Ian	Chi-Young	Civic Center/Financial District Residential Director	4/17/2022	10/21/2022	7/12/2022
Dan	Curnow	Center City East Residential Director	8/1/2020	8/11/2022	8/11/2022
Joan	McCraw	South Park Residential Director			11/12/2022
Richard	Nordin	Social Service Providers (SSP)			2/8/2023
Claudia	Oliveira	Historic Core Residential Director	5/29/2022	9/2/2022	9/2/2022
Vacant Seat	Vacant Seat	Center City East Business Director - At-Large			

First Name	Last Name	Board Seat	Ethics Expiration	Funding Expiration	Code of Conduct Expiration
Naira	Harootunian	Civic Center/Financial District Business Director	3/11/2021	10/12/2022	6/28/2022
Ryan	Afari	Fashion District Business Director	9/30/2022	10/5/2022	5/19/2022
Patricia	Barrett	South Park Residential Director	6/29/2022	7/2/2022	7/2/2022
Harold "Mac"	McCarthy	South Park Business Director	10/11/2020	7/7/2021	7/7/2021
Marcus	Lovingood	Historic Core Business Director	7/8/2021	7/8/2021	7/8/2021
Tony	Hoover	Area-Wide Stakeholder Board Member	7/30/2021	7/16/2021	7/1/2021
John	Swartz	Area-Wide Stakeholder Board Member	7/13/2021	7/11/2021	7/11/2021
Colleen	Hilderman Clayton	Historic Core Residential Director	10/4/2021	8/3/2021	8/3/2021
Mindy	Kordash-Shim	Historic Core Residential Director	7/8/2021	7/9/2021	7/8/2021
Alexandre	Limandri	South Park Business Director	7/5/2021	7/5/2021	7/5/2021
Patricia	Louis	South Park Residential Director	7/8/2021	7/8/2021	7/8/2021
Shawn	Smith	Center City East Business Director – At-Large	1/14/2022	1/14/2022	1/14/2022
Audrey	Von Ahrens	Area Wide Alternate		4/26/2022	4/26/2022
Nicholas	Previsich	Area Wide Alternate	4/28/2022	4/29/2022	4/29/2022
Michelle	Duffie	Center City East Residential Director Alternate	6/9/2022	6/8/2022	2/24/2022
Reeyan	Raynes	Historic Core Resident Alternate	3/9/2022	2/21/2022	2/21/2022
Laura	Highcove	South Park Resident Director Alternate	6/26/2022	4/12/2022	4/12/2022
Vacant Seat	Vacant Seat	Historic Core Business Director			
Vacant Seat	Vacant Seat	Historic Core Business Alternate			
Vacant Seat	Vacant Seat	Center City East Business Director – At-Large Alternate			
Vacant Seat	Vacant Seat	Fashion District Residential Director			
Vacant Seat	Vacant Seat	Financial District Resident Alternate			
Vacant Seat	Vacant Seat	Social Service Providers (SSP)			
Vacant Seat	Vacant Seat	Center City East Business Director – At-Large Alternate			

First Name	Last Name	Board Seat	Ethics Expiration	Funding Expiration	Code of Conduct Expiration
Vacant Seat	Vacant Seat	Area-Wide Homeless Residential Director			

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 complete all three (3) Board Member Trainings – Ethics, Code of Conduct, and Funding. 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 complete the Code of Conduct training. To complete these trainings, please log into the Cornerstone Board Member Training Portal. If you do not know your login information, please contact [communications@empowerla.org](mailto:communications@empowerla.org). 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. To be eligible to vote on any NC Expenditure, Financial Reports, and/or annual budgets, the board member must:

- i. Be an Elected, Appointed and/or Selected Board Member of the NC
- ii. Be 18 years of age or older
- iii. Have completed the following three (3) trainings on the Cornerstone Board Member Training Portal
  1. Ethics and Open Government Training
  2. Funding Training for Neighborhood Council Board Members
    - (a) Must obtain a passing score of 70% on any test associated with the online course at least once every 2 years.
    - (b) Board members may also attend the in-person Funding Training required for NC Financial Officers, at least once every 2 years.
  3. Code of Conduct for Neighborhood Council Board Members on the Cornerstone Board Member Training Portal

### 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. The Ethics Training is required for all Board Members.

### 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 acknowledge that they have read and are aware of the policy.

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
Tree Removal Notification	29245	Erica Cruz	3/10/2021	C – Resolved

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](#)

### Friday, April 2

DONE Offices Closed

### Saturday, April 3

8:45am

Neighborhood Council-LADWP Memorandum of Understanding Oversight Alliance Meeting

10:00am

Los Angeles Neighborhood Council Coalition Meeting

### Monday, April 5

6:00pm

Sunland Tujunga Regional Grievance Panel - Grievance #265

7:00pm

Neighborhood Council Budget Advocates Meeting

### Tuesday, April 6

6:00pm

Board of Neighborhood Commissioners Meeting

7:00pm

Alliance of River Communities (ARC)

### Wednesday, April 7

6:30pm

Harbor Alliance of Neighborhood Council Meeting

### Thursday, April 8

6:30pm

Valley Alliance of Neighborhood Councils Meeting

### Saturday, April 10

10:00am

PlanCheckNC Meeting

1:00pm

Congress of Neighborhoods Planning Committee Meeting

### Sunday, April 11

6:30pm

Neighborhood Council Sustainability Alliance (NCSA) Meeting

### Thursday, April 15

6:30pm

South Los Angeles Alliance of Neighborhood Councils Meeting

### Saturday, April 17

10:00am

Neighborhood Council Budget Advocates Meeting

### Monday, April 19

1:00pm

Board of Neighborhood Commissioners Regular Meeting

6:00pm

Westside Regional Alliance of Councils Monthly Meeting

**Saturday, April 24**

10:00am

NC Emergency Preparedness Alliance Meeting

**Monday, April 26**

1:00pm

Cancelled - Board of Neighborhood Commissioners Special Meeting

## Existing Vendors for NCs

Web Service Providers:

Temp Service Providers:

Apple One Employment Services

NC's can use any Web Service Provider that is approved by their NC board. A contract may be required.

## Translation (Written) Services:

### **Barbier International, Inc.**

Contact: Daniel Sain, US Sales and Communications Director  
(844) 824-0477, ext. 1106  
[translations@barbierinc.com](mailto:translations@barbierinc.com)  
or [Interpretation@barbierinc.com](mailto:Interpretation@barbierinc.com)

### **Interpreters Unlimited, Inc.**

Contact: Shamus Sayed, Chief Operating Officer  
(800) 726-9891  
[info@interpreters.com](mailto:info@interpreters.com)

### **Key Translations International**

Contact: Marlene Gomez, Owner  
(714) 752-6761  
[mgomez@ktitranslations.com](mailto:mgomez@ktitranslations.com)

## Interpretation (Verbal) Services

### **Barbier International, Inc.**

Contact: Daniel Sain, US Sales and Communications Director  
(844) 824-0477, ext. 1106  
[translations@barbierinc.com](mailto:translations@barbierinc.com)  
or [Interpretation@barbierinc.com](mailto:Interpretation@barbierinc.com)

### **Interpreters Unlimited, Inc.**

Contact: Shamus Sayed, Chief Operating Officer  
(800) 726-9891  
[info@interpreters.com](mailto:info@interpreters.com)

Contact: Wendy Diaz  
(213) 787-2278  
[Wdiaz@appleone.com](mailto:Wdiaz@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)

### **At work Personnel Services**

Contact: Jennifer Rounds  
(562) 222-4649  
[santafesprings@atwork.com](mailto:santafesprings@atwork.com)

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](tel:213-978-1551) for assistance.

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