

Special Board Training/Special Board Meeting Minutes

Saturday, October 6, 2018, 9:00am-3:00pm

Crowne Plaza Hotel

601 Palos Verde Street, San Pedro CA 90731

1. Breakfast

2. -3. Call to Order and Order Roll Call: Meeting called to order 9:24am by President Alexander Hall. There was quorum with 9 Board Members and 2 stakeholders present.

Board Members	Roll Call/Attendance
James Allen	Present left at 2:20 pm
Frank Anderson	Present
Rachel Bruhnke	Excused
Louis Caravella	Present
Jane Castillo	Present
Maria Couch	Present at 12:30pm
Donald Galaz	Present
Matt Garland	Present left at 9:39am
Jose Guerrero	Present at 9:38am – left at 2:17pm
Alexander Hall	Present
Ryan Hemphill	Absent
William Marmolejo	Present left at 2:33pm
Jeffrey McBurney	Absent
Claricza Ortiz	Present at 9:30am
Khixaan Obioma-Sakhu	Present
2 vacant seats	

4. Adoption of Agenda - Motion by Matt Garland to remove items 8B, 10, 11, 12 second by James Allen, motion failed.

6 no (Hall, Castillo, Obioma-Sakhu, Caravella, Marmolejo, Ortiz) 4 yes (Garland, Anderson, Galaz, Allen) 1 abstention – Guerrero.

Motion to Adopt Agenda by Alexander Hall, second by Khixaan Obioma-Sakhu Passed with 7 (Hall, Castillo, Obioma-Sakhu, Caravella, Guerrero, Marmolejo, Ortiz) 3 no (Anderson, Galaz, Allen)

5. Welcome and Introductions

-Ground Rules

-Icebreaker

-Recap of last meeting

6. Adriana Cabrera

Department of Neighborhood Empowerment Representative

-Community Improvement Projects –item not addressed

-Community Impact Statements

-Strength-Based Thinking

-Diversity Awareness

7. Los Angeles City Clerk Representative – **not present**

-Neighborhood Purpose Grant

8. CeSPNC Administrative Procedures- Alexander Hall

-Committee Assignments & Goals

(Making sure every board member is on a committee and they are all filled out. Also setting end of year goals for each committee. Each committee should set a regular meeting date/time/location)

- Agenda Committee – Chair: Council President, members: Executive Officers
- Bylaws Committee – pending chair, members: Frank Anderson, Khixaan Obioma-Sakhu, Claricza Ortiz, Maria Couch
- Communications & Outreach Committee Chair: Khixaan Obioma-Sakhu
- members: Jane Castillo, Maria Couch, Claricza Ortiz, Andrew Soto
- Election Committee -pending
- Finance Committee- Chair: Matt Garland, members: Claricza Ortiz, Maria Couch, Khixaan Obioma-Sakhu, Linda Alexander
- Homelessness Committee- Chair: James Allen, members: Lou Caravella, Karen Caesar, Bill Roberson, Shari Weaver
- Land Use Planning & Public Works Committee –Chair: Maria Couch, members: Frank Anderson, Bill Roberson, Meg McCarthy
- Port Committee-Chair: Frank Anderson, members: Lou Caravella, Ryan Hemphill, James Allen
- Public Safety & Transportation Committee-Chair: Will Marmolejo, members: Jane Castillo, Maria Couch, Frank Anderson, Gabrielle DeBernadetto, Meg McCarthy
- Rec and Parks Committee
- Sustainability Committee- Chair: Rachel Bruhnke, members: Ryan Hemphill, Lou Caravella, Bill Roberson.

Ad Hoc Issues Committee- Chair: James Allen, Maria Couch, Frank Anderson, Matt Garland, Jose Guerrero

Agenda Setting Committee: 1st Tuesday

Monthly Board Meetings: 2nd Tuesday

Public Safety & Transportation Committee: 3rd Tuesday

Sustainability Committee: 3rd Thursday, 5:30 -7PM City Hall

Outreach & Communications Committee: 4th Wednesday, 6:30PM

Land Use Planning & Public Works Committee: 4th Thursday, 6PM

- Liaison Assignments

-Neighborhood Watch/CPAB: Will Marmolejo, Jane Castillo

-Schools: Khixaan Obioma-Sakhu

- **Legal Liaisons:** Khixaan Obioma-Sakhu
- **CD15 Liaison:** The duties of the CD15 Liaison are to interact with Council District 15 representatives to get updates on issues that affect the Central San Pedro area. Board Member Danielle Sandoval is the current CD15 Liaison.
- **Arts Liaison:** Jane Castillo
- **Budget Advocate:**
- **Government Relations:** Alexander Hall, Jane Castillo
- **HANC (Harbor Alliance of Neighborhood Councils):** Frank Anderson
- **PBID:** Linda Alexander
- **Small Business/San Pedro Chamber of Commerce:** James Allen
- **Homelessness Liaison to City Hall:** Danielle Sandoval
- **LADWP Liaison:**
- **Senior Liason:** Frank Anderson
- **Parks and Recreation:** Frank Anderson
- **Rancho San Pedro:** Maria Couch, James Allen
- **Non-Profits:**

(Neighborhood Watch/CPAB. School, PBID, Small Business/Chamber of Commerce, Senior liaison, Parks & Rec, Rancho San Pedro, Arts, Government Affairs, Non- Profit and Alternate Signer)

(Action Item) **Motion by Alexander Hall, second by Khixaan Obioma-Sakhu to appoint Jane Castillo as Alternate Signer.**

Passed unanimously.

-Training on Google Drive and Google Calendar

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Board Project Assignments

Cleaning out the office: **Maria Couch (Lead), Alexander Hall, Donald Galaz, Frank Anderson**

completing Google Drive: **Alexander Hall, Maria Couch**

completing Google Calendar:

Break/Lunch 12:00-1:00

9. Mock meeting to establish protocols and procedures and procedural language under Robert's Rules of Order **-item not addressed**

10. CeSPNC Reflections and Future Planning

-Catching Up (updates on Committee Projects—Give Day, Adopt-a-Block, etc.)

(Possible Action Item) – **item not addressed**

-Goal setting for future CeSPNC projects

(Possible Action Item) –**item not addressed**