



Central San Pedro 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 Central San Pedro Council leaders,

We are happy to welcome our new General Manager, Raquel Beltran, in September. Raquel will be starting with the department on September 16th, and she will hit the ground running meeting with staff and Neighborhood Councils. Expect to see her making the rounds at Neighborhood Council alliance meetings around the city as she starts a listening tour with Neighborhood Councils. Best wishes for outgoing General Manager, Grayce Liu, in her new position as the City Engagement Officer for the Personnel Department! The City Council Health, Education, Neighborhoods, Parks, Arts, and River Committee asked the City Attorney to draft an ordinance to establish a uniform voting age of 16 years old for Neighborhood Council elections. For more information, please check out [Council File 18-0467](#).

Citywide Campaigns

The Congress of Neighborhoods is this month on Saturday, September 28th, at City Hall. Join hundreds of citywide Neighborhood Council members, elected and department representatives to network and learn how to be a better advocate for your communities. To register, [click here](#).

Admin

Registration is OPEN for the NC System's Biggest Event of the Year - the Congress of Neighborhoods

Registration is open for this year's Congress of Neighborhoods, happening Saturday September 28th at Los Angeles City Hall! The Congress is the LA Neighborhood Council system's biggest event, bringing together over 1,000 local leaders each year for a day of workshops and networking with City officials and other NC members. Free admission with RSVP - and breakfast, lunch, and parking are all included! Register now to ensure you get your pick of classes, at <http://NCCongressLA.com>

Canva & Nextdoor

Outreach Chairs and Presidents: be on the lookout for emails about setting up your NC's Canva and Nextdoor accounts. Canva is a graphic design app that comes pre-loaded with custom templates for items NCs commonly need; Nextdoor is a neighborhood-based social media platform. Both are powerful outreach tools. These emails are going out in September. If you don't get anything, please check your spam folder, or contact us at Communications@EmpowerLA.org

Field

The Congress of Neighborhoods is made possible by dedicated volunteers of the Neighborhood Council System and from financial contributions from Neighborhood Councils. If your NC is interested in contributing

to the Congress of Neighborhoods, please be sure to take Board action and submit this [form](#) through the NC Funding System portal as the "payment request document" along with the Board Action Certification (BAC) form.

The Department provided a report back to HENPAR Committee on the Neighborhood Council Reform [CF 18-0467](#) and will be providing updates on implementation soon. We will not be issuing a stipulation worksheet to implement the NC Reforms this month, but our NEAs will be reaching out to your NC to provide suggestions on bylaw amendments to help clarify bylaw language that can be open to interpretation and/or is ambiguous. These amendment recommendations are based on feedback from staff to help improve NC operations and/or to clear up ambiguity experienced during the last NC elections. Don't forget to turn in the [Bylaws Amendment Application](#) with the amended language to NCsupport@lacity.org

Finally, here is a "[Ground Rules for Discussion](#)" handout to assist you in conducting your NC meetings. We hope this is helpful and remember to reach out to your NEA for assistance and to collaborate! Thank you for your service!

Funding

Inventory reports are out. Please check your email box for the inventory reports Funding Program has sent to all NCs individually. Please review the email communication for instructions on next steps to follow.

With Fiscal Year 18/19 now closed, here are some highlights from the first year of NC funding rollover:

- 1) Total rollover funds - \$628,895
- 2) All 99 NCs had rollover available
- 3) Average rollover amount - \$6,352
- 4) Lowest rollover amount - \$4.26
- 5) 27 NCs had the maximum rollover amount of \$10,000

Outreach

The Department in conjunction with the City Clerk Elections will be compiling feedback from the 3 elections sessions and the voter survey to see what can be improved from the 2019 elections. A future gathering of outreach chairs will be scheduled so we can exchange, learn, and share best outreach practices. It is a goal to extrapolate best outreach practices that can be adopted. As we begin this fiscal year, it is a good opportunity for neighborhood councils to budget upcoming outreach events and to work with the City Clerk Funding to ensure all proper paperwork has been submitted. We are also working on an outreach report to share with City Council that lists recommendations for future budget asks.

Policy

Please join us at the upcoming Board of Neighborhood Commissioners meeting on Tuesday, September 3 at 6 pm at Fire Station 87 Community Room located at 10124 Balboa Blvd, Granada Hills, CA 91344. Agenda items include discussion and possible action regarding training for the neighborhood council board members. Discussion may include creating policies for mandated leadership and conflict resolution for board members and candidates. In addition, the Board of Neighborhood Commissioners will be hosting town hall meetings on creating policies for mandated leadership and conflict resolution for board members and candidates in October.

City Clerk Election Administration

The City Clerk retains election materials for a period of 90 days after the certification of your NC's election results. Once this period has passed, your Board will be able to pick up the Stakeholder Registration Forms (excluding any stakeholder documentation) for at-poll voters, Candidate Filing Records (excluding candidate documentation), and ballots cast at the polls. In order to retrieve these documents, your Board must designate an individual to pick up these materials. That individual must then contact the City Clerk to schedule a time to retrieve the documents. If you have questions about this process, please contact our office at (213) 978-0444 or email us at Clerk.Election@lacity.org. Thank you.

Did you know?

Even though Neighborhood Council elections are over, outreach for the 2021 elections continues every year. Engage your communities with important topics affecting them at your Neighborhood Council meetings. We'll also be happy to work with your board to conduct Neighborhood Council 101's in the community so contact your NEA or contact NCsupport@EmpowerLA.org

Account Balances, Community Impact Statements, Agendas, and Grievances

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

As of 9/6/2019, you have filed 0 Community Impact Statements, and 5 agendas have been posted for your Neighborhood Council for the current month.

As of 9/6/2019, 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
Carrie	Scoville	At Large Board Member	11/10/2017	6/30/2020	4/14/2017
Claricza	Ortiz	At Large Board Member	9/15/2019	1/8/2021	8/17/2019
Frank	Anderson	At Large Board Member	7/6/2018	6/30/2020	6/30/2019
James	Allen	At Large Board Member	12/13/2019	6/30/2020	8/24/2019
Jane	Castillo	At Large Board Member	12/11/2019	9/25/2020	11/27/2019
Jeffrey	McBurney	At Large Board Member	7/5/2020	1/8/2021	7/18/2020
Khixaan	Obioma-Sakhu	At Large Board Member	7/9/2021	4/30/2021	7/12/2021
Louis	Caravella	At Large Board Member	11/21/2019	6/30/2020	11/22/2019
Maria	Couch	At Large Board Member	8/6/2021	1/8/2021	8/6/2021
Matthew	Garland	At Large Board Member	3/4/2020	1/8/2021	1/9/2020
Michael	Pile	At Large Board Member		6/27/2021	6/27/2021
Vacant Seat	Vacant Seat	At Large Board Member			
Tamra	King	At Large Board Member		6/2/2021	6/2/2021
Olivia	Serna	At Large Board Member			
Patricia	Carroll	At Large Board Member	8/6/2021	8/8/2021	8/8/2021
Linda	Nutile	At Large Board Member	11/4/2020	7/16/2021	11/4/2020
Meg	McCarty	At Large Board Member	6/16/2021	6/15/2021	6/14/2021

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
Olivia	Serna	At Large Board Member

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
Carrie	Scoville	At Large Board Member
Frank	Anderson	At Large Board Member
Michael	Pile	At Large Board Member
Tamra	King	At Large Board Member
Olivia	Serna	At Large Board Member

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
Carrie	Scoville	At Large Board Member
Olivia	Serna	At Large Board Member

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](#)

Monday, September 2

Holiday

7:00pm

Neighborhood Council Budget Advocates Meeting

Tuesday, September 3

6:00pm

Board of Neighborhood Commissioners Meeting

Wednesday, September 4

6:30pm

Harbor Alliance of Neighborhood Council Meeting

Saturday, September 7

8:45am

Neighborhood Council-LADWP Memorandum of Understanding Oversight Alliance Meeting

10:00am

Los Angeles Neighborhood Council Coalition Meeting

Thursday, September 12

6:30pm

Valley Alliance of Neighborhood Councils Meeting

Saturday, September 14

10:00am

PlanCheckNC Meeting

Monday, September 16

1:00pm

Board of Neighborhood Commissioners Regular Meeting

7:00pm

Alliance of River Communities (ARC)

Wednesday, September 18

8:00am

Westside Regional Alliance of Councils Monthly Meeting

Thursday, September 19

6:30pm

South Los Angeles Alliance of Neighborhood Councils Meeting

Saturday, September 21

10:00am

Neighborhood Council Budget Advocates Meeting

10:00am

Neighborhood Council Budget Advocates Meeting

Saturday, September 28

8:00am

NC CONGRESS 2019

10:00am - Neighborhood Council Emergency Preparedness Alliance Meeting

Existing Vendors for NCs

Web Service Providers:

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

Temp Service Providers:

Apple One Employment Services

Contact: Wendy Diaz
(213) 787-2278
Wdiaz@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

At work Personnel Services

Contact: Jennifer Rounds
(562) 222-4649
santafesprings@atwork.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](tel:213-978-1551) for assistance.

Thank you for all you do to Empower LA!