



NEIGHBORHOOD COUNCILS **EMPOWER** LA™

Department of
NEIGHBORHOOD EMPOWERMENT



Central San Pedro **Neighborhood Council Monthly Profile**

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Dear Central San Pedro Council leaders,

In September of 2017, we conducted a [demographic survey](#) of the Neighborhood Council board members to prepare for the 2019 election outreach. Now that elections are over, we are conducting a follow up survey of the board members to see if there are any changes in the demographics. Please help us by taking the [survey](#) before August 31, 2019. Thank you!

We have some staff updates to announce. We are happy to welcome three new Neighborhood Empowerment Advocates to the team. Freddy Cupen-Ames and Karen Hernandez will be joining the Valley team, and Jackie Kim will be joining the Central/East team. Freddy, Karen and Jackie add a great balance of Neighborhood Council, community organizing and government experience to our department. Congrats to Freddy, Karen and Jackie!

Citywide Campaigns

On July 12th, Mayor Eric Garcetti launched a new campaign to strengthen citywide emergency readiness calling on Neighborhood Councils to appoint preparedness officers and bring resilience issue directly into their communities. The Mayor encouraged Neighborhood Councils to participate in the Ready Your L.A. Neighborhood ([RYLAN](#)). This builds upon the Mayor's initiative, [Resilient Los Angeles](#). After each Neighborhood Council appoints its Resilient Liaisons, they would then appoint one to be the Preparedness Officer. The Preparedness Officer will serve as a liaison with the City's Emergency Management Department (EMD). After being trained by EMD, these Preparedness Officers will facilitate workshops in their area and develop [RYLAN](#) plans. The Mayor also called upon every Neighborhood Council to organize and host a block party to encourage families to participate in the RYLAN program. If you have questions, please contact the Department of Neighborhood Empowerment's Chief Resiliency Officer, John Darnell, at john.darnell@lacity.org.

Admin

In an effort to make required trainings easier for Neighborhood Council Board Members and to provide access to more online trainings, we have been transitioning Board Members to the online Cornerstone training platform. Login information were sent to new and current Board Members starting April 15 (post Hollywood area elections).

If you have not seen this email, please search in your email for the subject line "Welcome To The Neighborhood Council System – Important Required Training Info" from sender empowerla@lacity.org. If after searching, you are not able to find this email, please contact us at communications@empowerla.org.

Starting this month, the department will no longer accept training completed outside of Cornerstone, unless they are done in person. This includes the Financial Officer Funding training and the In-Person Ethics Training.

To login, learn more, or view FAQs about Cornerstone, please visit: <https://empowerla.org/nctrainings/>

We'd like to also welcome two new team members to the administrative support team. Erricka Peden has accepted a position with our Department as the Executive Administrative Assistant III for the General Manager's office. She will be joining our team later in August. In addition, Candy Rosales, a Commission Executive Assistant from the City Clerk's Office will be helping our Department support the Board of Neighborhood Commissioners. Please join us in welcoming them to the Neighborhood Council system.

Field

We're happy to announce our newest alliance into the Neighborhood Council system, the West Valley Neighborhood Alliance on Homelessness (WVNAH)! The WVNAH has steadily been building a strong network of Neighborhood Councils to facilitate greater collaboration and successfully conducted a Homelessness Solutions Information Fair! 11 of the 16 NCs in the West Valley have taken action to join the WVNAH and we're excited to see the WVNAH grow! The WVNAH meets regularly throughout the West Valley. For more information and to contact the WVNAH, email WVNAH@empowerla.org

On the bylaws front, we encourage our Neighborhood Councils to start reviewing your bylaws for potential amendments. We also encourage you to start thinking about the Neighborhood Council Reforms [CF 18-0467](#) as the Department will be providing a "Stipulation Worksheet" next month to implement components of the NC Reform. Each NC will need to agendaize and vote on the stipulation worksheet, otherwise, the default option will be implemented. Our NEAs will be reaching out to provide more information about the NC Reforms.

Funding

Rollover funds will be announced to each NC in August as our Program finalizes its end-of-Fiscal-Year account closing. Once you receive your official rollover funds balance, if any, you may finalize and submit or amend and resubmit your annual budget including the rollover funds.

We are reviewing your NC's FY18/19 expenditures to identify items purchased that qualify for inventory. Using a new inventory form, we are creating an inventory list for each NC from the items identified for FY18/19. In August, we will provide your NC with the list so you may review, update as necessary, and then approve it. The approved inventory list must then be uploaded through the Funding System portal for record-keeping purposes. The inventory list form will be in Microsoft Excel format so that you may also use for inventory items you may purchase in this new Fiscal Year. The inventory list should be kept in addition to the last inventory list your board approved and provided to DONE in 2018. If there are any updates to the 2018 inventory list, namely changes to the Current Status of items, your board will also need to approve the updates to that list and resubmit through the Funding System portal.

Items considered for inventory include:

- 1) Goods with at least a \$1,000 value and at least a 3-year expected life cycle
- 2) Electronic/Electric Equipment

3) Computer Hardware

4) Furniture/Other Equipment

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, August 6 at 6 pm at Glassell Park Community Center located at 3750 Verdugo Road, LA, CA 90065. 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 August, September, and October.

Thank you to the many Neighborhood Councils for submitting Community Impact Statements. Over 600 Community Impact Statements were submitted during FY 18-19. Los Feliz Neighborhood Council submitted the most Community Impact Statements during FY 18-19. Please contact Lorenzo at lorenzo.briceno@lacity.org if your Neighborhood Council has appointed new filers for Community Impact Statements.

LA County receives about \$7 BILLION every year based on Census data to fund programs such as Medicaid, SNAP, foster care, child welfare programs, Section 8 housing, and more. With the 2020 census being primarily administered online and LA being the hardest-to-count county, we need your help to ensure everyone is counted. If your NC is interested in hosting a census informational workshop with the Mayor's Office, please email your Neighborhood Empowerment Advocate.

Did you know?

The Congress of Neighborhoods is Saturday, September 28th. Save the date for a day long event of networking and workshops for Neighborhood Council board members citywide at City Hall! For more information, visit <https://www.nccongressla.com> Also, here is [Neighborhood Council Funding Contribution Form](#) for your Neighborhood Council to contribute to the 2019 Congress of Neighborhoods.

Account Balances, Community Impact Statements, Agendas, and Grievances

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

As of 8/2/2019, you have filed 3 Community Impact Statements, and 5 agendas have been posted for your Neighborhood Council for the current month.

As of 8/2/2019, 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	8/2/2019	1/8/2021	8/5/2019
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			

First Name	Last Name	Board Seat	Ethics Expiration	Funding Expiration	Code of Conduct Expiration
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
Patricia	Carroll	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
Maria	Couch	At Large Board Member
Michael	Pile	At Large Board Member
Tamra	King	At Large Board Member
Olivia	Serna	At Large Board Member
Patricia	Carroll	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
Patricia	Carroll	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](#)

Thursday, August 1

6:00pm

2019 Election feedback session North and South Valley

Saturday, August 3

8:45am

Neighborhood Council-LADWP Memorandum of Understanding Oversight Alliance Meeting

10:00am

Los Angeles Neighborhood Council Coalition Meeting

Monday, August 5

7:00pm

Neighborhood Council Budget Advocates Meeting

Tuesday, August 6

6:00pm

Board of Neighborhood Commissioners Meeting

Wednesday, August 7

6:30pm

Harbor Alliance of Neighborhood Council Meeting

Thursday, August 8

6:30pm

Valley Alliance of Neighborhood Councils Meeting

Saturday, August 10

10:00am

PlanCheckNC Meeting

Thursday, August 15

6:30pm

South Los Angeles Alliance of Neighborhood Councils Meeting

Saturday, August 17

10:00am

Neighborhood Council Budget Advocates Meeting

Monday, August 19

1:00pm

Board of Neighborhood Commissioners Regular Meeting

7:00pm

Alliance of River Communities (ARC)

Wednesday, August 21

8:00am

Westside Regional Alliance of Councils Monthly Meeting

Saturday, August 24

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

Bridgeway 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** for assistance.

Thank you for all you do to Empower LA!