

Central San Pedro Neighborhood Council

Overview of Committees & Liaisons

By Lou Caravella

Committee work is important but not too time-consuming. Committees usually meet once per month for about an hour and half to two hours, and that's where the specifics of our work are discussed: motions, resolutions, letters, Community Impact Statements (CIS), budget proposals, and more.

For general information on Committees, check out the [Committee page on our website](#). (Please note that some information, especially committee memberships, might not be current.) You can also view our [Bylaws](#) and [Standing Rules](#), where much of the content below comes from.

Outreach and Communications Committee - Webpage

Standing Rules Article 9 §1.B: "The Outreach and Communication Committee: The Outreach and Communication Committee's purpose is to assure that every effort is made to maximize outreach, awareness and involvement in the Neighborhood Council. The committee will maintain a list with contact information of all stakeholders who have provided such information to the Council. The Outreach and Communication Officer shall be the chairperson of this committee and perform his/her duties as prescribed in the Bylaws."

Outreach also publishes periodic newsletters and updates social media, most frequently Facebook: [@CentralSanPedroNeighborhoodCouncil](#). And, in coordination with our webmaster, the Outreach Committee updates our webpage as well.

Finance - Webpage

Standing Rules Article 9 §1.C: "The Finance Committee: The Governing Board shall appoint the Chairperson of this committee. His/her duties will include 1) calling and presiding over Finance Committee meetings; 2) work with the Treasurer to assure deadlines are met; 3) the Finance Chair shall, with the Finance Committee, review and consider changes or modifications to the Council's financial policies and then submit them to the Board for approval."

Port Committee - Webpage

Standing Rules Article 9 §1.E: "The Port Relations Committee: The Port Relations Committee shall monitor activities and developments related to the Port of Los Angeles, receive reports and presentations on such matters, and prepare as appropriate, reports to the Governing Board and recommended actions that support the best interests of the community in relation to 3 the Port. The Port Chair and the President are the authorized personnel to present the Council's positions to the Board of Harbor Commissioners."

Chairman Frank Anderson adds: The Port Committee deals with all Port of Los Angeles issues that affect our stakeholders either directly, or indirectly as in cases where Port activities have a nexus to Central San Pedro, e.g. pollution mitigation. The Committee has established liaisons

with the Harbor Area Neighborhood Council (HANC) and Port itself with the Port/Chamber/NCs meetings. Both groups meet once a month and deal with current Port issues.

The Port Committee also has a place on the Board of Harbor Commissioners (BOHC) monthly agendas to present motions and resolutions passed by the Central Board. Issues that the Committee has dealt with recently include the "West Harbor" redevelopment at the former Ports O'Call site, utilizing Port properties for homeless encampments, connectivity and traffic concerns, and the establishment of closer and more substantial communication with the Port through the initiation of a virtual town hall meeting.

Parks and Schools - [Webpage](#)

Chairman Frank Anderson: The Parks and Schools Committee deals with issues that affect our local parks and schools, particularly within Central's boundaries. The Committee is aiming to improve communication with Council District 15, Los Angeles Recreation and Parks, District 7 of the Los Angeles Unified Board of Education, and local park advisory boards (PAB). The goal is to play a significant role in improving Central's few parks, and to ensure that our local public schools have the resources that they need to improve student success.

Recent issues that the Committee has dealt with include the establishment of improved communications with all park and school stakeholder groups, and to help foster the complete revamping of the Anderson Memorial Senior Citizens Center through the expenditure of \$1.5M of Quimby funds to pay for a park-generated list of priority improvement.

Public Safety and Transportation - [Webpage](#)

Chairman Frank Anderson: The Public Safety and Transportation Committee deals with issues that promote both improved public safety (e.g. monthly crime statistics) and transportation (e.g. traffic calming). The Committee has focused on improving public awareness of crime trends and locations in Central San Pedro through monthly communications with the Senior Lead Officer (SLO) and the local neighborhood watches.

Transportation concerns have been aimed at improvements in traffic safety such as higher profile crosswalks, more visible signage, and enhanced lighting. Recent issues that the Committee has dealt with include the proposed installation of billboards at city bus shelters, the use of additional city funding to support an unarmed model of dealing with crime responses, and the impact of "West Harbor" and downtown redevelopment on connectivity between downtown San Pedro and the Port of Los Angeles.

Homelessness - [Webpage](#)

The **Committee on Homelessness** is tasked with reviewing local issues and concerns in relation to the City's Comprehensive Homeless Strategy, which establishes up front that the City cannot achieve a reduction in homelessness unilaterally. Central to an effective system to reduce homelessness is on-going coordination with the County of Los Angeles, existing non-profit providers, and Los Angeles Homeless Services Authority (LAHSA).

Standing Rules Article 9 §1.K: “The CeSPNC Homeless Committee will appoint, and the CeSPNC Board shall approve, the membership and chair of this Subcommittee CAB (Community Advisory Board) in accordance with its bylaws and retains the right to expand or limit the number of members or scope of this CAB at its sole discretion. The number of subcommittee members shall be made up of at least half of stakeholders who reside, work, or own property or a business within one fourth mile from the shelter or bridge home or stakeholders who regularly utilize the harbor/beach park and ride or adjacent bus stops. The final authority over this Subcommittee will be the CeSPNC Board.”

Land Use and Planning - Webpage

Standing Rules Article 9 §1.E: “The Land Use Planning & Public Works Committee: The Land Use Planning Committee shall monitor issues related to its areas of responsibility that affect the Council area and its stakeholders, report such issues to the Governing Board, and propose appropriate responses for Governing Board’s consideration. The committee shall monitor the Early Notification system of the City of Los Angeles Planning Department and provide for the Council’s timely response as necessary.”

Our colleagues at [The Northwest San Pedro Neighborhood Council's Planning & Land Use Committee](#) also have a lot of information about projects throughout San Pedro, including Central’s area. Central also has monthly joint Planning and Land Use meetings with the Coastal and Northwest San Pedro Neighborhood Councils.

Agenda - Webpage

The agenda for monthly Board & Stakeholder meetings is set at an Agenda setting meeting the week before the B&S meeting. The Board Secretary or Minute-taker sends that agenda to Kristina for official posting.

Standing Rules Article 9 §1.A: “The Agenda Setting Committee meeting will be held at least five (5) days prior to all monthly Council meetings. Three (3) Executive Officers or any five (5) Board members constitute a quorum for the agenda-setting meeting. All Governing Board members present at the meeting may vote to determine the agenda. Any member of the Governing Board or any stakeholder may submit a written request for the inclusion of an item on the agenda.”

It’s important that our agendas are well-worded, well-organized, concise, and thorough. Learning them is a bit of a skill in itself but after you get the hang of the conventions, it’s not too bad. Committee Chairs usually draft the agendas for their committee meetings, and then forward them along to our executive administrator Kristina Smith for official public posting in the required places.

All agendas must be posted publicly at least 72 hours in advance. Special meetings are usually only called for urgent matters or housekeeping, and they are usually limited to one or two specific issues. Agenda’s for special meetings may be posted up to 24 hours before the meeting.

Bylaws - Webpage

Article 9 §1.F: “The Bylaws & Standing Rules Committee: Standing Rules, Bylaws, and Policies & Procedures coming out of any committee should be referred to the Bylaws Committee for conformity, conflicts and clarity prior to being adopted by the Board.”

Election Committee

Article 9 §1.D: “The Election Committee: The Election Committee shall conduct oversight of the biennial s/election process used to s/elect members to the Governing Board. Any board member or stakeholder who is intending to run for a board position may not serve on the Election Committee.”

Liaisons

These are the major liaison positions that we typically have. We usually do not have all of these positions filled at any one time. Some go dormant and are filled again on an as-needed basis.

- Los Angeles Neighborhood Council Coalition (LANCC)
- Homelessness Liaison to City Hall and/or the CD 15 Working Group
- Rancho San Pedro Community Advisory Committee (CAC)
- Council District 15
- Property Owners Business Improvement District (PBID)
- Small Business/San Pedro Chamber of Commerce
- Community Police Advisory Board (CPAB)
- Harbor Alliance of Neighborhood Councils (HANC)
- Port of Los Angeles
- Budget Advocates
- Budget Tribunes
- Schools
- Legal
- Arts
- Government Relations
- LA Department of Water and Power (LADWP)
- Department of Aging