
Fwd: Notice of Board Member Removal - Code of Conduct Training

Atziri Camarena <atziri.camarena@lacity.org>
To: Lou Caravella <louiscaravellaforpedro@gmail.com>

Wed, Sep 1, 2021 at 1:11 PM

Good afternoon Lou,

I wanted to make you aware of the communication that was sent to Richard. We have tried reaching in the past but not heard from him and I recall that he has not been present for the past few board meetings.

Atziri Camarena
Neighborhood Empowerment Advocate

Department of Neighborhood Empowerment
200 N. Spring Street, Suite 2005
Los Angeles, CA 90012
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NEIGHBORHOOD COUNCILS
EMPOWER LA
Department of
NEIGHBORHOOD EMPOWERMENT



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----- Forwarded message -----

From: **EmpowerLA** <empowerla@lacity.org>
Date: Tue, Aug 31, 2021 at 5:35 PM
Subject: Notice of Board Member Removal - Code of Conduct Training
To: Rj Olivarez <rj.olivarez63@gmail.com>
Cc: Atziri Camarena <atziri.camarena@lacity.org>

Dear Richard J. Olivarez,

We are sending this letter as follow up to the letter sent to you regarding the status of your Code of Conduct training. The letter followed previous efforts by the Department to reach out to you regarding the need to bring your training requirement current. Unfortunately, the letter advised that your service on your Neighborhood Council board was suspended pursuant to the Code of Conduct policy

approved on November 1, 2016.

Upon review of your training records with the Department, we continue to lack support of your completion of the Code of Conduct agreement, including your signature, as of 30 days of your suspension from the Central San Pedro Neighborhood Council board. ***Pursuant to the aforementioned Code of Conduct policy, we are moving forward with the next step and notifying you of your removal from the Central San Pedro Neighborhood Council board.*** Your board seat is now vacant, and any vacant seats may only be filled pursuant to the Neighborhood Council's bylaws. If you are interested in continuing to serve on the board, you may reach out to them directly.

We recognize that it may be possible that this notification is being sent to you in error. You can confirm the information by logging in to your Cornerstone account.

Your Code of Conduct expired on:

**If (None Recorded) is displayed above, this indicates that you have not previously signed the Code of Conduct agreement.*

Any Board Member removed pursuant to this policy shall have the right to present to the Department evidence that he or she has in fact complied with this policy. The Department shall be the sole decision maker as to the sufficiency of the evidence submitted. If you would like to provide evidence of your Code of Conduct compliance, please notify us and include any substantiating evidence by emailing rosters@empowerla.org.

Again, if you feel that the Department has inaccurate information, you can review your records in the Cornerstone Board Member Training Portal. To log in to Cornerstone, please log in with the information below:

Website: <https://lacity.csod.com/>

***Note: If you have previously logged in to Cornerstone and remember your password, please use the password you chose instead of Password1. If you cannot remember your password, you can reset your password by clicking the "Forgot Password?" link or by contacting communications@empowerla.org.*

If we do not hear from you within 30 days, we will deactivate your Cornerstone account.

We continue to be available to work with you in any way needed. If you have any questions regarding your training(s), please contact rosters@empowerla.org.

Thank you,

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Department of Neighborhood Empowerment

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Los Angeles, CA 90012

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