

Board Members



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 David Rodriguez
 Jessica Urquiza



City of Los Angeles
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 Pacoima, CA 91331
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Board Meeting Agenda
PACOIMA NEIGHBORHOOD COUNCIL

“MEETING LOCATION”
 Wednesday Apr. 16th 2014
 6:30-8:30 pm
 Pacoima Community Center
 11243 Glenoaks Blvd, #3
 Pacoima, CA 91331

The public is requested to fill out a "Speaker Card" to address the Board on any item of the agenda prior to the Board taking action on an item. Comments from the public on Agenda items will be heard only when the respective item is being considered. Comments from the public on other matters not appearing on the Agenda that is within the Board's subject matter jurisdiction will be heard during the Public Comment period. Public comment is limited to 2 minutes per speaker, unless waived by the presiding officer of the Board. **Agenda is posted for public review at Pacoima Branch Library, 13520 Van Nuys Blvd, Council District 7 Office, 13630 Van Nuys Blvd, Pacoima Community Center, 11243 Glenoaks Blvd, MEND office, 13640 Van Nuys Blvd, Pacoima Skills Center, 13545 Van Nuys Blvd.** As covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and upon request, will provide reasonable accommodation to ensure equal access to its programs, services, and activities. Sign language interpreters, assistive listening devices, or other auxiliary aids and/or services may be provided upon request. To ensure availability of services please make your request at least 3 business days prior to the meeting you wish to attend.

The Neighborhood Council system enables meaningful civic participation for all Angelenos and serves as a voice for improving government responsiveness local communities and their needs. We are an advisory body to the City of Los Angeles, comprised of stakeholder volunteers who are devoted to the mission of improving our communities.

AGENDA:

Call to order, roll call & flag salute. **BUSINESS**
 (3 minute discussion for Council and stakeholders)

- Comments/announcements from Elected officials or their representatives. (3 min. for each person)
- Comments/announcements from City departments. (3 min. for each person)

I. (5 min.) Approval of Minutes Presented by Vanessa Serrano

II. (10 min.) Treasurer’s Report by Ruth Martinez

Discussion and/or Possible Action: Proposal of 60 day period to submit application in request for funding before day of event, application must be completed and reviewed by treasure and or financial committee before submitting any documentation to Empower LA.

- A. **Motion:** To update Bylaws with proposal of submitting application/documentation within 60 day period before event.
- B. Currently there are unresolved/pending files from previous board, in order too get resolved all pending, missing documentation must be submitted no more than 7 business days. (Deadline to submit all paperwork is April 25, 2014 by 3:00pm) details are as follows:

- C. 1. Hubert Humphrey Aquatic Center (\$1000) missing items by organization: Demand Warrant- Incomplete application, Signatures missing, Invoice, Tax payer ID, W9 form, BTRC- Los Angeles Business Tax Registration Certificate 501(c)3
- D. 2. ABD Senior Center (\$1500) missing items by organization: DW incomplete/Description and purpose of expenditure, Invoice
- E. 3. Rev. Arthur Broabous (\$500) missing items: DW incomplete/Description and purpose of expenditure, Invoice, BTRC- Los Angeles Business Tax Registration Certificate, 501(c)3, Benefit Statement
- F. 4. LAPD Foothill (\$2000) missing documentation: Demand Warrant- Incomplete/Description and Purpose of Expenditure, Internal Department Transfer
- G. 5. MGA Banners (\$2,500) Missing documentation: Demand Warrant does not match invoice, Incomplete, pending signatures
- H. 6. Jeffery Stanfield Board Member Reimbursement (\$74. 25) Copy of Credit Card Statement, Demand Warrant Incomplete, signature

III. (5 min.) Deborah Greenfield requesting to become a PNC Board Member requesting the vacant Senior Seat **Action:** approval/disapproval

IV. (5 min.) PNC Monthly \$75 Refreshments **Action:** Selection of refreshments

V. (5 min.) Outreach Committee Report: recommends the PNC to collaborate with Comfort Zone on Saturday June 7th 2014 with the purchasing of paper supplies and refreshments, and to not exceed \$5,440.

Description:

The Comfort Zone Program is designed to help as many families within the community on communicating with their family members, in a positive and effective manner. The positive communication is the key to improving school, home, and peer relations. The Comfort Zone program is a 16 week program.

Discussion and/or Possible Action:

Motion: move to approve a Neighborhood Purpose Grant (NPG) up to \$2,000 for Comfort Zone for its Workshop to be held at the San Fernando Valley Boys and Girls Club on Saturday, June 7, 2014, 8:00 am - 3:00 pm. Funds with assist in the purchase of refreshments, ink, and paper materials to the participates of the workshops. PNC will be provided a booth space for PNC outreach ,and PNC logo will be placed on Comfort Zone website. Funds approved will be taken from Annual Budget's NPG category.

VI. PNC Election of the Committee Chairs *Nominations and self-nominations of the Committee chairs. 1 minute speech of each candidate.*

- a. Election of the Community Outreach and Communications Committee Chair
- b. Election of the Housing, Economic Development and Land Use Committee Chair
- c. Election of the Public Safety and Health Committee Chair
- d. Election of the Adhoc Bylaws Committee Chair
- e. Election of the Financial Committee Chair

VII. (5 min.) President's Report

VIII. Comments on non-agenda items. Please fill out speaker's card (2 minutes per person).

IX. Board member comments (1 min. each person)

X. Adjourn

"In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all of the board in advance of a meeting may be viewed at 11243 Glenoaks Boulevard, #1, Pacoima, California, at our website by clicking on the following link:

<http://www.pacoimanc.org>, or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact email: mgonzales@pacoimanc.com or Mike Gonzales President at (661) 555-5460 or email: GRIEVANCE PROCESS: Any person or group adversely affected by the decisions or policy of the PNC may file a written grievance with the Board. The Board shall then refer the matter to the Grievance Committee, which shall have 10 working days to meet with the person submitting a grievance and to discuss ways in which the matter may be resolved. The Committee shall prepare a written report for the Board outlining their recommendations for resolving the grievance. The Board must then address the report at the next regular or special meeting. In the event that a grievance cannot be resolved through this grievance process, the matter may be referred to the Department of Neighborhood Empowerment for consideration or dispute resolution in accordance with the Plan. The formal grievance process is not intended to apply to Stakeholders who simply disagree with a position or action taken by the Board at one of its meetings. Those grievances can be discussed at Board meetings. This grievance process is intended to address matters involving procedural disputes, e.g. the Board's failure to comply with these Bylaws, or its failure to comply with the City's Charter, the Plan, or local, state, or, federal law.