

CITY OF LOS ANGELES
CALIFORNIA

SYLMAR NEIGHBORHOOD COUNCIL

PRESIDENT: Tammy Flores

VICE PRESIDENTS:

Administration: Diane Valencia

Communications: Maria Silva

TREASURER: Wilson Bell

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SPECIAL MEETING OF THE BYLAWS COMMITTEE – MINUTES

Thursday, January 12, 2017 – 7:00 PM

Flowers 4-U, 13521 ½ Hubbard Street, Sylmar, CA 91342

Committee Chair – Diane Valencia

Sylmar Neighborhood Council Meeting Minutes are a summary, not an exact, verbatim, word-for-word transcript of what was said at a Meeting. The only two exceptions are the Motions shown in italics and quotes shown with quotation marks (“ ”) at the beginning and ending of a word or words. The Minutes are not, nor were they ever meant to be, a comprehensive record of what was said about an issue or project.

1. Call to Order and Welcome

Ms. Valencia called the meeting to order at 7:06 PM

2. Roll Call

Committee members present: Diane Valencia, George Ortega, Patti Rau, Bonnie Bernard

Committee members absent: Marti Marshall, Derek Martin

(Mr. Martin arrived at approximately 8:00 PM)

3. Housekeeping: Sign-In Sheets, etc.

Ms. Valencia briefly discussed these items

4. Public Comment on non-agendized matters, within the Committee’s subject matter jurisdiction.

None

5. Discussion and possible action to approve the Minutes of the December 13, 2016 Special Bylaws Committee meeting.

Motion by Ms. Bernard, Second by Ms. Rau, to approve the Minutes. Motion passed 3/0/1 with Mr. Ortega abstaining.

6. Discussion and possible action to review and approve changes to the current SNC Bylaws.

The Committee continued its review of the Bylaws, beginning with Article XI, Grievance

A. Any Grievance by a Stakeholder must be submitted ~~in writing~~ to the Board who shall place the matter on the agenda for the next regular Council meeting Department and will be processed pursuant to any and all City ordinances, policies and procedures pertaining to Neighborhood Councils.

~~B. At that meeting, the Board shall refer the matter to an Ad Hoc Grievance Panel comprised of three (3) Stakeholders randomly selected by the Board from a list of Stakeholders who have expressed an interest in serving form time to time on such a Panel.~~

~~C. Within two (2) weeks of the Panel's selection, the Board shall coordinate a time and place for the Panel to meet with the person(s) submitting a Grievance to discuss ways in which the dispute may be resolved.~~

~~D. Within two (2) weeks following such meeting, a Member of the Panel shall prepare a written report to be forwarded to the Board outlining the Panel's collective recommendations for resolving the Grievance. The Board may receive a copy of the Panel's report and recommendations prior to a Board meeting, but, in accordance with the Brown Act, the matter shall not be discussed amongst the Board Members until it is heard publicly at the next regular Council meeting.~~

~~E.B.~~ This Grievance process is intended to address matters involving procedural disputes, such as the Board's failure to comply with Board Rules or these Bylaws. It is not intended to apply to Stakeholders who merely disagree with a position or action taken by the Board at one of its meetings, which Grievances may be aired publicly at Council meetings. The Neighborhood Council grievance review process will be conducted pursuant to any and all City ordinances, policies and procedures pertaining to Neighborhood Council grievances.

~~F.C.~~ Directors are not permitted to file a Grievance against another Director or against the Council, except as permitted under the City's grievance policy.

Motion by Ms. Bernard, second by Ms. Rau. Motion passed 4/0/0.

During discussion regarding Grievance process and other matters:

Motion by Ms. Bernard, Second by Ms. Valencia to 1) request that the Petition for the removal of a Director by Stakeholders, as drafted by Kathy Grubert, be agendaized at an upcoming Board meeting; 2) request that a link be established on the SNC's website which will link directly to DONE's Grievance portal. Motion passed 3/0/1 with Mr. Ortega abstaining.

Article XII Parliamentary Authority

~~Additional rules, policies and/or procedures regarding the conduct of the Board and/or Council meetings may be developed and adopted by the Board.~~

Motion by Ms. Rau, Second by Ms. Bernard. Motion passed 4/0/0

Article XIII Amendments

~~Any Board Member or Stakeholder may propose an amendment to these Bylaws.~~ The Board may forward any proposals to the Bylaws Committee to review and to provide recommendations to the Board.

Motion by Ms. Bernard, Second by Mr. Martin. Motion passed 5/0/0.

Section 1: Code of Civility – The Council, its Representatives, and all Community Stakeholders shall conduct all Council business in a civil, professional and respectful manner. Board members will abide by BONC's ~~the Commission's~~ Neighborhood Council Board Member Code of Conduct Policy.

Motion by Ms. Bernard, Second by Ms. Rau. Motion passed 5/0/0.

Section 2: Training – All Board Members shall take ~~training in the fundamentals of Neighborhood Council, including, but not limited to: ethics, funding, workplace violence and sexual harassment, and Code of Conduct trainings provided by the City within forty five (45) days of being seated, and shall remain current in all such training or they will lose their Council voting rights. Ethics and funding trainings are required for voting on land use related matters. All board members must take ethics and funding training prior to making motion and voting on funding related matters.~~ any and all training required by the Department in the fundamentals of Neighborhood Council, which shall include ethics and funding. Directors must remain current in all required training, prior to making motions and voting on any Council matter.

Motion by Ms. Valencia, Second by Mr. Martin. Motion passed 5/0/0.

The Committee discussed how the Department of Neighborhood Empowerment should be referred to after the initial reference. Currently, they are referred to as DONE initially, but there are later references to “Department”.

Motion by Ms. Valencia, Second by Mr. Martin to change all references to “Department” to be consistent.
Motion passed 5/0/0.

7. Committee Member Comments on subject matters within the Committee’s jurisdiction

None

8. Future Agenda Items:

Please email the Committee Chair, Diane Valencia, at Diane.Valencia@SylmarNC.org

Next meeting date: February 9, 2017, 7 PM, location TBD.

9. Closing Remarks, Announcements, Acknowledgements, and Adjournment

Ms. Valencia motioned to adjourn the meeting at 9:08 PM. With no objection, the meeting was adjourned at 9:08 PM
