



## **ADOPTED CHNC BOARD MEETING MINUTES**

**Monday, April 28, 2014**

**Hollywood City Hall, Large Conference Room  
6501 Fountain Avenue (at Wilcox), Los Angeles, CA 90028**

### **1. CALL TO ORDER**

Amber Meshack, Department of Neighborhood Empowerment Field Representative called the meeting to order. Linda Lee called the roll for the new CHNC Board members: Irma Garate, JuanCarlos Jiminez, Milagros Lizarraga, Marcy Olaechea, and Emilio Vega.

### **2. SEATING OF NEW NEIGHBORHOOD COUNCIL BOARD**

Amber Meshack administered the Neighborhood Council Oath to the new CHNC Board members, in English and in Spanish.

### **3. ELECTION OF BOARD OFFICERS**

Amber Meshack called for nominations for Board president.

**Emilio Vega nominated Milagros Lizarraga for president; seconded by Marcy Olaechea.**

**VOTE: Unanimous in favor.**

**Milagros Lizarraga nominated Irma Garate for vice president; seconded by Marcy Olaechea.**

**VOTE: Unanimous in favor.**

Amber Meshack explained the role of the Secretary, and clarified how the function can be filled.

Milagros Lizarraga nominated Emilio Vega. Mr. Vega declined.

**Milagros Lizarraga nominated JuanCarlos Jiminez, who accepted the nomination.**

**VOTE: Unanimous in favor.**

Amber Meshack explained the role of the Treasurer, and clarified how the function can be filled.

**Irma Garate nominated Marcy Olaechea; seconded by Milagros Lizarraga.**

**VOTE: Unanimous in favor.**

Board designation of Purchase Card Holder and Second Signatory

Amber Meshack explained the role of the Purchase Card Holder and Second Signatory, and clarified how those functions are fulfilled. Marcy Olaechea agreed to be the Purchase Card Holder; Milagros Lizarraga agreed to be the Second Signatory.

### **4. PUBLIC COMMENT ON ITEMS WITHIN THE BOARD'S SUBJECT MATTER JURISDICTION**

Ray Virches, Southern California Gas Advance Meter Team Member, advised that the first phase of the planned meter upgrade is 95% completed and reported that the second phase, which is the actual modification of the gas meters, has begun. The upgrade will allow the Gas Company and residents to monitor gas usage on a daily basis. The meter reader job will be eliminated. Letters will be sent to Gas Company customers within the next 30 days. Responding to questions from JuanCarlos Jiminez, Mr. Virches stated that there are approximately 105,000 meters in the Hollywood area and it will take approximately 60 days to complete the upgrade in the Hollywood area. Mr. Virches discussed how Southern California Gas is completing outreach on this upgrade and, at Irma Garate's request, described how Gas Company customers have been charged for the upgrade.

Sheila Irani, Council District 4 candidate, described her qualifications and background (4<sup>th</sup> term president of Lake Hollywood Homeowners Association and Outreach Chair of Hollywood United Neighborhood Council), as well as her educational achievements and work history. Ms. Irani advised that the election for Councilman Tom LaBonge's termed-out seat will take place in March of 2015, and encouraged stakeholders to contact her with any questions or comments. More information about Ms. Irani's candidacy can be found at [www.sheilairani.com](http://www.sheilairani.com). At a stakeholder's request, Ms. Irani discussed appropriate means to provide housing and services to homeless citizens. At Herb Koss' request, Ms. Irani advised that she is a registered Democrat but that the election is non-partisan.

George Abrahams advised that he was a member of the neighborhood council formation committee and provided a rationale for the CHNC Boundaries drawn up by the Board of Neighborhood Commissioners. Mr. Abrahams discussed projects in Hollywood and called for the new Board to review those projects. Mr. Abrahams discussed the use and applicability of community impact statements.

## **5. REPORTS/COMMENTS FROM GOVERNMENT REPRESENTATIVES IN ATTENDANCE**

Dan Halden, Field Deputy for Council Member Tom LaBonge (CD4), introduced himself and Sylvan de la Cruz, community organizer for Mitch O'Farrell (CD13). Mr. De la Cruz discussed the May 17<sup>th</sup> clean-up effort scheduled and outreach that he has undertaken. Mr. Halden and Mr. De la Cruz advised that information is available for CD4 and CD13 at [www.tomlabonge.com](http://www.tomlabonge.com) and [www.cd13.com](http://www.cd13.com).

Amber Meshack advised that September 20, 2014 is the scheduled date for the Neighborhood Council Congress, which will be held at Los Angeles City Hall. Ms. Meshack described what is planned and encouraged the public to attend as well.

Ms. Meshack discussed how translation services can be provided by the Board.

(Taken out of order) Josh Kurpes, representing 50th District Assemblyman Richard Bloom, introduced himself and asked stakeholders to contact him with any questions.

## **6. NEIGHBORHOOD COUNCIL BOARD ORIENTATION**

Amber Meshack offered detailed discussion of and answered questions regarding the following items during an orientation for the new Board members:

The role of your NC in your community and for your community  
Quick hits on laws that govern NCs - City Charter, NC Plan, Brown Act, PRA, ADA, Conflict of Interest

Getting to know your bylaws  
Funding for your NC

**7. MINUTES REVIEW AND APPROVAL MARCH 2014 CHNC BOARD MEETING**

None of the new Board members were seated at the March 2014 CHNC Board meeting and therefore could not vote to approve the March 2014 meeting minutes.

**8. CREATE GRIEVANCE COMMITTEE**

(Taken out of order) Ziggy Crus stated that a grievance committee should be formed only if a grievance has been filed, and that this item should be tabled. Amber Meshack recommended postponing appointment of any committees at this point.

This item was tabled by the Board.

**9. TREASURER'S REPORT**

There was discussion about how the new Board should proceed, given that there was insufficient information available about the funds at the Board's disposal. Amber Meshack advised how DONE can assist in providing access to the information the new Board needs regarding funding status. Sharyn Romano, from the Hollywood Beautification Team, briefly discussed the NPG grant proposals previously presented to the previous CHNC Board. Ms. Meshack stated that the last day to submit funding requests to DONE is May 15, 2014. Marcy Olaechea stated her preference that documentation be provided from decisions made by the previous Board.

A. Review and approval of recent transactions on the purchase card and purchase card statement.

Postponed.

B. Funding Status  
Budget status, what are our remaining funds?

Postponed.

C. Checking Account update

Postponed.

D. HBT Grant Applications. Two applications totaling up to \$10,500. Sharyn Romano.

**JuanCarlos Jiminez moved to table a decision on the HBT NPG grants; seconded by Milagros Lizarraga.**

**VOTE: Unanimous in favor.**

E. Review expenditures for temporary help. Determine if any changes are needed due to increasing cost and number of hours submitted.

Postponed.

**10. CREATE AD HOC COMMITTEE TO FIND TWO NEW POSTING LOCATIONS**

Jenny's Kitchen and Grub are no longer participating. Assign people to post at the remaining locations and new locations.

There was discussion about new posting locations at Blessed Sacrament and at the El Dorado Restaurant.

**11. CREATE AD HOC COMMITTEE TO REVIEW BUDGET ADVOCATES WHITE PAPER AND MAKE RECOMMENDATION TO THE BOARD**

Linda Lee provided a summary of the Neighborhood Council Budget Advocate's White Paper

**12. PRESENTATION, POSSIBLE MOTION TO ISSUE SUPPORT LETTER: SAFE ROUTES TO SCHOOL**

Postponed.

**13. COMMENTS BY BOARD MEMBERS ON ITEMS NOT ON THE AGENDA**

None noted.

**14. ADJOURNMENT**