

Harbor Gateway North Neighborhood Special Board Meeting

Saturday, January 25, 2020

1035th Street School, 801 W. 135th Street

Present: David Matthews (Chair), Franz Rodriguez (Vice Chairperson), Rosalie Preston (Recording Secretary), La Juana Mitchell (Treasurer), John Ward (District 1), Joan Jacobs (District 2), Betty Hawkins (District 4), Llewyn Fowlkes (District 5), Jackie Jackson (District 6), Vanessa Johnson (District 7), Angela Springs (District 8), Larry Morrison (Community Organization Representative), and Eva Cooper-Pace (At Large Representative)

1) Welcome/introductions: Chair David Matthews called the meeting to order at 9:30 a.m. He reviewed the ground rules and the contents of the folders which were provided to each attendee.

2) Funding 101 for NC Events: Shawna Dungo, Funding Assistant, City Clerk Funding, reviewed the procedures for gaining approval for putting on events, including making sure that all vendors serving food provide a copy of their Los Angeles County Health Permit. If the Neighborhood Council will be preparing food, such as for a barbecue, then the Neighborhood Council may need to obtain its own health permit. When holding events at locations such as schools, churches, or parking lots of grocery stores, etc., there needs to be a written letter giving the Neighborhood Council permission to use the location. The Neighborhood Council cannot enter into any contracts or agreements; only City Clerk Funding can do that and do the review for any potential liability issues for the City of Los Angeles. Neighborhood Councils can sponsor or co-sponsor an event. If the Neighborhood Council is the main coordinator, then the Neighborhood Council submits the Event Approval Form with related required documentation. If the Neighborhood Council is the co-sponsor, such as tabling at another group's event for outreach, then no permit is required. However, if the Neighborhood Council will be providing refreshments or paying for a bouncy house at that event, then event approval will be needed. For co-sponsorship of events, provide a flyer. If there is any doubt, submit the Event Approval Form for review. The review goes through the City's Risk Management and the City Attorney to make sure the Neighborhood Council and City of Los Angeles are protected from liability. The Event Approval Form needs to be submitted at least thirty days before the event to allow enough time for all approvals and review to be completed. For vendors who do not have insurance, the City can advise them how to obtain it and also the Neighborhood Council can buy one-day insurance for about \$250 which would cover all vendors at their event. The City has a link to check if a vendor already has their insurance on file. Vendors need to list the City of Los Angeles on their insurance. For events held on LAUSD schools, the City of Los Angeles insurance covers those sites.

For each event, the Event Approval Form, the Board Approval Certificate based on the Board's vote for the event, and a detailed budget are required. Any required deposits cannot be for more than 50% of the total cost and prior authorization must be obtained from Funding before any deposit is made. If a vendor requires a signature from a Neighborhood Council Board member, Funding must review and authorize before signing. The Outreach Committee should keep all of the Funding requirements in mind when planning events. And include extra time to allow time for publicity, once the event has received Funding approval.

The role of City Clerk Funding is to help the Neighborhood Councils put on their events the right way.

3) Dr. Princess Sykes: Dr. Sykes reviewed how to make a motion, how Board meetings are run, and other basics of parliamentary procedure.

4) Group High Performance - Fred Nichols: Fred introduced himself as a Gardena Blvd. property owner and management consultant. He discussed the qualities that make a group one that is high performing. He noted that working together as a team leads to more effective outputs than working in isolation. Goals help the group work together to achieve the goal. It helps group cohesion to have defined roles but flexibility needs to be allowed for, with group buy in to the agreed upon roles. Leadership is shared. Group members need to have trust and work in collaboration. All elements are enhanced by communication. If an issue arises, then renegotiate the agreement. Feelings can make it difficult to understand alternative points of view. It is important to express how we feel and to understand and acknowledge how others feel. This creates a starting point to explore the facts about a problem or disagreement. Solutions may come from respecting that feelings are important.

5) Public Comment on non-agenda items: Chair David Matthews said that 127 issues were reported in January 2020 so far via 311 and encouraged more reporting to document issues in the HGNNC for City attention. He showed the map of HGNNC streets and noted that in April 2016, most HGNNC streets were reported as “Somewhat Clean.” Now most streets are shown in green which designates that they are “Clean.” One big issue for the HGNNC is that those living outside the area regard the freeway underpasses as places for illegal dumping. The Neighborhood Council can work to have the City install cameras so that those illegal dumpers can be prosecuted. He recommended providing information on how to use 311 to stakeholders and suggested creating teams to go door-to-door with the 311 brochure and demonstrate how to load the MyLA311 app to smartphones. Stakeholders can text 911 for a faster response than calling 911.

District 1 stakeholder Lois Saito remarked on the trash that is left at Vermont Avenue and Artesia from the street vendors on that corner.

District 2 Representative Joan Jacobs said that there needs to be more regular cleaning of trash from storm drains.

Some other issues raised were how the collection bins for donations become magnets for illegal dumping and trash all around them, the homeless could be used to help with keeping the area around their encampments cleaned up, how streets that are posted for street sweeping and where cars receive citations for not moving are then not swept, a suggestion to leave 311 flyers or door hangars at each residence with the day of the week to put out items for City pick up, the need for sidewalk repair due to tree roots lifting sidewalks (seniors who call this in get priority for sidewalk repair), and how Caltrans can aid in clean ups along the freeways.

Ray Regalado, President of the Northwest San Pedro Neighborhood Council and member of the Board of Neighborhood Commissioners for the Harbor area, introduced himself.

6) Jeopardy with Arna Fulcher: Arna is part of the Empowerment Congress volunteers and serves as the Chair of the Empowerment Congress Equitable Economic and Community Development Committee. 2nd District Supervisor Mark Ridley-Thomas helped organize five Empowerment Congress groups as a way to have input from stakeholders when he was the Councilmember for Council District 8 and this served as a model for the later Neighborhood Council system. She then led attendees in playing a Jeopardy game which featured information on services and Departments for the County of Los Angeles. Some of the Los Angeles County services which are offered to all L.A. County residents include Community Development, Transportation, Environment, Workforce Development, Housing, and Business Development.

8) Back to Basics – Octaviano Rios: Octaviano introduced himself as the Neighborhood Empowerment Advocate who is assigned to the HGNNC. He also introduced Thomas Soong from the Department of Neighborhood Empowerment who is the Director of Outreach and

Communications. The Department has a staff of 28 and oversees 99 Neighborhood Councils with 1,800 Board members. The Neighborhood Councils are grouped into twelve Regions. He reviewed the purpose and goals of Neighborhood Councils which is to promote more public participation in government and to improve government responsiveness to local needs. Neighborhood councils were created to give communities a greater voice at City Hall. Neighborhood Councils are governed by their Bylaws. Neighborhood Council Boards need to be open, transparent, and inclusive. Board members should represent the community's needs and not your own personal needs. Board provide their services on a volunteer basis. Boards communicate the needs and issues of the community to City Hall. Boards should strive to provide a safe, orderly, respectful, civil, and professional environment as they conduct their business. Some of the tools which Neighborhood Councils use to achieve their goals are their agendas, letters, Community Impact Statements, and having a Neighborhood Council spokesperson at hearings. Some of the measures to track progress are number of candidates running in an election, number of meetings held, number of stakeholders who attend meetings, number of meetings which a spokesperson attended to present an official Neighborhood Council position, and review of the Council's Strategic Plan.

9) Neighborhood Council Goals 2020: Chair David Matthews handed out a sheet of telephone numbers for various service requests and showed samples of the 311 door hangar. StreetsLA will be doing a tree survey in the HGNNC area. LAPD now has online reporting for some types of crimes. There is a telephone number for Union Pacific issues. The new Data Liaisons will be creating maps of Neighborhood Council issues. He then read out the summary of 2018-2019 goals and accomplishments from the HGNNC Self Assessment.

10) Recap/feedback: The HGNNC General Membership meeting will be held on Tues. January 28 at 7 p.m. at the 135th Street School. The Los Angeles County Registrar of Voters will demonstrate the new touch screen voting.

A Farmers' Market with free produce donated by Whole Foods will begin on Wed. February 12 from 12 to 1 p.m. at the Boys and Girls Club, 802 W. Gardena Blvd. and every Wednesday.

The City of Los Angeles is seeking Census 2020 Goodwill Ambassadors, with workshops offered on February 6 at Harbor College and February 27 at Weingart YMCA in South Los Angeles.

HGNNC Emergency Preparedness Chair Deborah Lee reported that the CERT classes sponsored by the HGNNC on October 30-December 18 had 45 signed up with 36 graduating.

The meeting adjourned at 2:05 p.m.

Minutes taken by Rosalie Preston, Recording Secretary