

OPNC Minutes 5/7/18

1. WELCOMING REMARKS

- a. Call to order
 - i. Ted Smith called the meeting to order at 7:10PM. He was chairing the May meeting in place of Laura Rudison.
- b. Roll Call
 - i. Mitch Edelson called roll. 12 board members were present.

Present (12)	Laura-Diane Rudison, Bonnie Strong, Mitch Edelson, Faalaniga (Nina) Smith, Curtis Clark, Joann Fleming, Peter Wilson, John Snyder, Roberta (Robbie) Farwell, Hank Williams, Theodore (Ted) Smith III, Adrienne Edwards
Absent (1)	Gerry Pass (excused)

2. CITY OFFICIALS/CITY DEPTS./OTHER GOVERNMENT AGENCIES

- a. Officer Harry Cho was present from the LAPD. He is one of the Senior Lead Officers for the Olympic Division.
 - i. Crime in the area is mainly burglaries, such as homes getting broken into and now commercial burglaries along major corridors like Olympic and Pico.
 - 1. Commercial burglaries have been occurring where businesses are shuttered, and the burglars use tools to cut the locks very quickly.
 - 2. A laundromat was broken into on Arlington and Pico. The burglars broke into a money machine and stole the safe. The business did not have an alarm system because they were confident that the shutter would prevent burglaries.
 - 3. A coffee shop on Olympic was also burglarized. The window was broken. The shop had two non-functioning cameras and no alarm. The burglars stole petty cash out of the register.
 - 4. Homes have been broken into due to residents keeping their windows open because of the hot weather.
 - 5. Crews have been coming into the city driving nice cars to blend into nice neighborhoods. They knock on front doors and enter through the back of houses when there is no answer. If there is an alarm, they usually leave quickly, but when there is no alarm they spend a lot of time and look through the entire house. They look for all possible hiding spaces for valuables.
 - 6. Losses can be minimized by having an alarm. As soon as the alarm rings, the burglars leave quickly because they know someone will be coming to check on the home.
 - 7. Security cameras help because the footage gives investigators a lead. The burglars usually do not leave fingerprints and without surveillance cameras they are difficult to catch.
 - ii. Car thefts
 - 1. Cars are being stolen for transportation more than for parts. They usually are found in the same condition as before they were stolen.
 - 2. Thieves have been using shaved keys to unlock and start older cars.

3. Keyless entry is also being used to enter the cars. A tool amplifies the key from a distance and makes it open the car. This has been used to steal cars from driveways and near houses. Faraday bags block keys' signals to protect cars from keyless entry theft.
 - iii. Ted Smith asked about the prostitution along Western. Officer Cho replied that the LAPD is conducting arrests all the time. They arrest the prostitutes and the johns. The prostitutes sometimes are victims of human trafficking. The LAPD tries to rescue the victims.
 - iv. Ted Smith said there are illegal campers along St. Andrews, Gramercy Place, and across from Arlington. Officer Cho replied that years ago, Los Angeles had an ordinance that you could not sleep in your vehicle within city limits, and the city was sued.
 - v. Email Officer Cho at 33817@lapd.online with any questions.
- b. Julien Antelin was present from the Department of Neighborhood Empowerment
- i. Last Monday was the city-wide Neighborhood Council Outreach gathering. The event was dedicated to an outreach strategy for elections in 2019.
 - ii. The White Paper was created by the Budget Advocates. The Neighborhood Council can support the White Paper with a CIS.
 - iii. June 23 Saturday is Budget Day, which is an event at City Hall put on by the Budget Advocates. It is a public event and everyone is welcome.
 - iv. May 29 at 6:00PM, the Homelessness Liaison Alliance is at the LAPD auditorium.
 - v. The Funding Working Group has developed two different solutions to funding allocations throughout the neighborhood councils.
 1. Solution 1: Maintain a budget of \$42,000 for all Neighborhood councils except very small and very large councils.
 2. Solution 2: Establish a base funding, such as \$25,000 for example, for all neighborhood councils, and allocate the remaining funding depending on council population size.
 3. The next working group will meet on May 17 at 6:30PM at the City Hall Council Chamber.
 - vi. Subscribe to the Department of Neighborhood Empowerment podcast.
- c. Officer Abel Rodriguez was present from the LAPD, Wilshire Division.
- i. Area crime has consisted of burglaries, car break-ins and thefts
 1. There have been many thefts from large department stores. A few thefts have been of individuals leaving their items unattended.
 2. Car break-ins have consisted of people leaving items inside of their vehicles in view of thieves.
 3. Burglaries have all been residential, with one occurring when the resident was in the home (called a hot prowler).
 - a. The hot prowler occurred in the Victoria Park neighborhood. The individual was confronted by homeowner and her son. He said he was lost and left the residence with a kitchen knife. Officer Rodriguez suggests calling the police immediately when encountering a stranger in your home. The individual was not apprehended.

- b. Another robbery was at knife point. The individual took the victim's car and was caught by police the next day.
- ii. Crime has gone up in certain areas. In total, property crimes have gone up 8%. Burglaries are up 30%, and robberies are up 14%.
- iii. Milton Howard Gaines, resident, asked how the LAPD is prepared to handle the increase in crime that will be brought about by new cannabis dispensaries in the neighborhood.
 - 1. Officer Rodriguez replied that the LAPD has a narcotics unit that monitors those businesses. He said that sometimes there are issues with loitering around the business and going around the corner and using the product in public, which is illegal.

PUBLIC COMMENT ON NON-AGENDA ITEMS

Milton Howard Gaines thanked OPNC on behalf of the Longwood Neighborhood Association for lending the OPNC photo booth to their event.

3. ADMINISTRATIVE ITEMS

- a. Discussion and Board Motion and Vote to approve March & April 2018 Board Minutes
 - i. Laura Rudison moved to approve the March and April 2018 board minutes subject to any adjustments found. Bonnie Strong seconded the motion. The motion passed 11-0-1.

Yes (11)	L. Rudison, B. Strong, M. Edelson, F. Smith, J. Fleming, P. Wilson, J. Snyder, R. Farwell, H. Williams, T. Smith, A. Edwards
Abstain (1)	C. Clark

4. PRESIDENT'S REPORT

- a. Board Retreat
 - i. In the first quarter, OPNC had its first Board Retreat and Training for all board members by Jay Handel and Ivan Spengler at the LAPD West Community Room.
- b. First in the History of OPNC
 - i. OPNC now has a communication tool, a trifold brochure printed in English, Korean and Spanish. These translations were done by members of the Outreach team. Joann Fleming translated to Spanish and Sung Jim Park translated to Korean. OPNC was then able to have a visual tool to present to all its stakeholders within its borders.
 - ii. OPNC had monthly meetings for the Outreach and PLUM Committees. The OPNC would not have run so smoothly without the Vice President and Outreach Chair, Bonnie Strong.
 - iii. Bonnie Strong and Outreach built a website with Wendy Moore from Moore & Associates. Laura Rudison hopes the new board will continue to build on that.
 - iv. OPNC updated and added to its social media presence.
 - v. OPNC partnered with the Korean Festival for the first four-day event by a neighborhood council. The event featured a photo booth, swag, candy and balloons.

- c. Creation of New Committees
 - i. New committees included Animal Welfare, Environmental and Health Services, OPNC Youth Pulse, Trade and Commerce, Public Works, Transportation and Public Safety, Utility, Building and Safety, Budget Advocates Representatives and Director.
 - ii. Laura Rudison suggested that the next board fill the Youth Representative seat.
 - iii. Involved with utility building and safety and the Budget advocates
 - 1. The OPNC Committees achieved the following:
 - a. Participated in the homeless count
 - b. Clean Streets Clean Up the Community (2 years) on Pico Boulevard East and West.
 - c. Stop sign in Country Club Park
 - d. Four way stop sign at Keniston and Docweiler
 - e. Wrote a letter for a stakeholder on Citrus Avenue regarding an addition to an apartment building, which was declared illegal.
 - f. Budget funds were all used for 2017
- d. OPNC developed a partnership with LA High School and had quite a few events at LA High, including elections sign-up. Attendance was by board members, President and Vice President.
 - i. Attended monthly coffee meeting with the Principal
 - ii. Voted to support LA High School through NPGs
 - iii. Attended football games which included an introduction of OPNC
 - iv. Attended art events
 - v. Painted the LA High art area and donated plants for landscaping
 - vi. The OPNC Youth Pulse School Representative (Chair) started a monthly podcast with her team
 - vii. Largest NNO with Wilshire LAPD held at LA High School
 - viii. Election sign up sponsored by the Youth Pulse Committee
 - ix. Attended monthly meetings with the Cultural Committee
 - x. Co-Sponsored two Townhalls/LANA (2 years) LA High Auditorium (donations)
 - xi. Clean Streets LA High clean up & community areas on mapped areas
 - xii. Supported LA High Centennial Gala
- e. OPNC partnered with both LAPD stations, Wilshire and Olympic, on several events
 - i. Attended Wilshire LAPD station open house (2 years)
 - ii. NNO Olympic Station (2 years)
 - 1. Certificate presented to Officer Cho for attendance and great service at OPNC meetings and events
 - iii. Shoes for Santa Olympic Station (2 years)
 - 1. Provided first ever photo booth and approved NPG's for refreshments
 - iv. President and Vice President represented OPNC at Wilshire CPAP meetings
- f. Partnered with Queen Anne Park and had health fairs and a cultural festival
 - i. Health Fair with Yoga and Tai Chi (2 years)
 - ii. Herb Wesson's Movies in the Park (2 years)
 - 1. Donated items for raffle and had a table with OPNC swag

- iii. Cultural Festival (dancers, food vendors, photo booth, healthy kids vendor)
 - iv. Halloween Party (candy donation and photo booth)
- g. Elections
- i. Meet the Candidates at Memorial Library
 - ii. 2016 elections held at Century Spa (catered, photo booth and swag)
- h. Mixers
- i. El Cholo's and Brownstones
- i. New Bylaws
- i. Rewrite of bylaws by President Laura Rudison approved by BONC
 - ii. President Rudison was Speaker at BONC meeting discussing OPNC updates in Los Feliz
- j. Congress
- i. Two years attendance by OPNC board members and Executive Board
 - ii. Honorable mention by BONC Chair at Congress that OPNC was the most improved neighborhood council
 - iii. Bonnie Strong facilitated the neighborhood congress as a speaker on the Congress Outreach Panel Workshop
- k. President and Vice President Additional Training and Participation
- i. Vice President Bonnie Strong was a speaker at the Korean Democratic Committee Forum and Dinner sharing information about OPNC and the importance of Neighborhood councils to the community.
 - ii. Vice President Bonnie Strong attended the Korean Independence Day event
 - iii. President Laura Rudison is a member of LANCC
 - iv. President Laura Rudison and Vice President Bonnie Strong visited other neighborhood council meetings to learn their best practices and attended their elections (West LA, Sawtelle, Silver Lake, and Greater Wilshire)
 - v. President Laura Rudison attended all LADWP meetings.
- l. Laura Rudison thanked all directors and board members who helped OPNC achieve these highlights. She thanked the board for three successful years.

Laura distributed a four-page document about the fundraising program. She noted that the credit card is currently frozen and hoped that the next board will not allow the same deficiencies to occur.

OPNC TREASURER Re: Olympic Park NC Funding Program Meeting and Follow-up

Tuesday, April 3, 2018 4:46 PM

From: "Melvin Canas" <melvin.canas@lacity.org> To: "Laura Rudison" <infochic@sbcglobal.net> "Faalaniga Smith" <smithfaalaniga@yahoo.com> Cc: "Atziri Camarena" <atziri.camarena@lacity.org> "Kathya Romero" <kathya.romero@lacity.org>

"Cheryl Hass" <cheryl.hass@lacity.org> "Jeff Brill" <jeff.brill@lacity.org> "Leyla Campos" <Leyla.Campos@lacity.org> "Julien Antelin" <julien.antelin@lacity.org>

Dear Laura, Nina:

I hope all is well with you both.

I'd like to check in with you on the status of the Board Action Certification (BAC) form requested last week for the expenditures involving the L.A. High School Gala event. I understand the board would have held its monthly meeting yesterday, the first Monday of the month, where we hope the BAC was executed. Please advise.

Thank you,

Melvin A. Cañas

Office of the City Clerk

Administrative Services Division

Neighborhood Council Funding Program

200 N. Spring Street, Suite 224, Los Angeles, CA 90012

Phone: (213)978-1058 Fax: (213)978-1040

Email: Melvin.Canas@lacity.org

Website: Clerk.LACity.org

General Email: Clerk.NCFunding@lacity.org

On Fri, Mar 30, 2018 at 6:42 PM, Melvin Canas <melvin.canas@lacity.org> wrote:

Dear Laura and Nina,

I hope this email finds you both well.

Thank you again for the meeting this last Wednesday morning to discuss the concerns our Funding Program raised regarding recent OPNC funding activity and which led to our decision to freeze the NC bank card. The meeting provided an opportunity to explain and clarify the issues from both our standpoint and as well as yours.

Issues discussed were as follows:

1) Board expenses for the L.A. High School Alumni Foundation Gala event:

Expenses incurred involved the purchase of a ticket, at \$150, to attend the event as well as advertisement, at \$225, for the NC in the event program booklet. While advertisement as a NC outreach effort is an allowed expense, Program policies do not generally allow for the purchase of event tickets. You explained and clarified that the Gala event was an outreach activity for the OPNC, having designated a board representative to attend the event as an opportunity to meet and greet over 500 stakeholders in attendance and distribute NC promotional materials to the attendees. The event also served as an opportunity to continue developing the good working relationship the NC has had with the High School Foundation as community partners over the years.

2) Receipt for Domino's Pizza purchase using the NC bank card:

Per the bank cardholder, the original receipt has been lost, and the purchase was not a double payment involving a board reimbursement. Per Program policies, the cardholder will be able to use a missing receipt affidavit, which must be approved by the board.

3) Board Action Certification (BAC) forms provided for Monthly Expenditure Reports and certain board payment requests:

It was explained that BACs are considered financial legal documents by our Program, providing confirmation of NC actions on funding-related matters. As such, BACs must provide clear written statements of the motions approved by the board and the form cannot be altered or modified in any way.

4) Supporting other City Agencies:

Understanding the importance of NCs supporting their local City agencies to benefit the public, we explained and clarified the process by which NCs can support other City agencies. While NCs cannot directly purchase goods or services earmarked for other agencies, as it may be considered a gift of public funds, NCs do have other means by which to support the agencies as provided for in the Program policies, i.e. the Neighborhood Purpose Grant (NPG) process.

5) NC Community Events:

It was explained and clarified that the Program policies provide for a process by which NCs can sponsor their own events to benefit the general community, including a 30-day notice to our Program to ensure certain requirements are met, i.e. securing service agreements, permits, insurance certificates, if necessary, of vendors involved. Event expenses are reviewed as part of the Event Approval Request process and cannot be finalized until an event approval has been issued.

6) Pending submissions of bank card transaction receipts:

It was brought to your attention that 3 recent bank card transactions are still missing the required receipts past the allowed 10 days to submit receipts via the System portal. To date, these receipts are still missing.

7) Storage facility currently in use:

Storage facilities for NC use must be secured under agreement between the City and the facility operator, not between the operator and a NC board member. Please work with our Program staff right away to ensure that the facility agreement is established under the City on behalf of the OPNC.

8) Communication involving the NC treasurer should also include the NC president:

To ensure awareness of funding matters across more NC board leaders, the NC president should also be included in email communications with the NC treasurer.

9) More accountability on communication between Program staff and NC leadership:

Program staff needs to be more responsive, in a timely manner, to issues raised by the NC.

As our immediate concerns involved items 1 and 2 above and were the reasons why the NC bank card was frozen, per our discussion and review of the information gathered at

the meeting, most of our concerns have been addressed. There is one pending matter, however, regarding the L.A. High School Gala event. While our Program is satisfied with the explanation and clarification provided for the Gala event as outreach activity expenditures, we are still requiring that you provide us with the BAC form confirming board approval of the expenditures, for the event participation and the printing of the NC advertisement in the event program booklet. We did previously receive, on March 21st, a BAC for the event participation, at \$150. However, no agenda or approved minutes could be found in your NC website to confirm the discussion and action on the expenditures per the meeting date provided in the BAC.

At this point, we will allow for the OPNC to approve the expenses retroactively for services already provided to the NC. Please work with your DONE Field Operations staff to properly agendaize the approval of the two expenditures at an upcoming Board meeting, including a Special Board meeting if necessary. Please submit the completed BAC for the two expenditures, as well as a copy of the NC advertisement in the program booklet. Once submitted and accepted, we will proceed to unfreeze the OPNC bank card.

Please note that the check payment system is still available for your use should you need to issue payments to vendors via check, including NPG recipients.

As discussed at the meeting also, our Program would like to conduct a full Funding Program training for your entire board. We understand you are in the process of appointing new board members to several existing vacancies, which you plan to complete by May, when annual board elections will also be held for Executive Committee officers. As such, we would like to hold the training sometime in May soon after the vacancy appointments and Executive officer's elections. We believe the training will be beneficial to the entire board to better understand the functions and processes of the NC Funding Program.

If you have any questions, please don't hesitate to contact me.

Thank you,

Melvin A. Cañas

Office of the City Clerk

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Neighborhood Council Funding Program

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- a. A resident thanked Nina Smith for her unheralded hard work as Treasurer. She said that because of Nina's quiet demeanor she has suffered slings and arrows in silence.
- b. Mitch Edelson thanked Bonnie Strong for her hard work.

- c. Ted Williams said that Bonnie had done a tremendous job and thanked Laura Rudison as well for organizing the board. Mitch Edelson added his thanks for Laura Rudison's firm leadership style.

OPNC COMMITTEE REPORTS

2. SECRETARY REPORT

- a. Mitch Edelson stated that he had nothing to report.

3. TREASURER REPORT

- a. Nina Smith announced that she will also be resigning from OPNC
- b. A report was distributed which outlined the items discussed with the Office of the Clerk in a meeting regarding OPNC's frozen account. The items are as follows.
 - 1. Board expenses for the LA High School Alumni Foundation Gala event
 - 2. Receipt for Domino's Pizza purchase using the OPNC bank card.
 - 3. Board Action Certification (BAC) forms provided for Monthly Expenditure Reports (MERs) and certain board payment requests.
 - 4. Supporting other City Agencies
 - 5. NC Community Events
 - 6. Pending submissions of bank card transaction receipts
 - 7. Storage facility currently in use
 - 8. Communication involving the NC treasurer should also include the NC president
 - 9. More accountability on communication between Program staff and NC leadership
- c. Board approval for Board Action Certification (BAC) on LA High School Alumni Gala ticket of \$150.00 and purchase of Full Page Ad in LA High Gala Centennial Memorial Magazine. \$225.00
 - i. Nina Smith stated that, regarding item 1 on the treasurer's report, a representative from LA High School invited OPNC to participate in the Gala. The board decided to buy a ticket and sent Adrienne Edwards to the gala as an Outreach representative. The city said that the ticket should not have been purchased and a stakeholder should have benefited. The board decided that the purchase was classified as outreach and Adrienne Edwards brought swag to the gala. Nina Smith stated that OPNC needs to decide that the gala was outreach and that is why they sent Adrienne Edwards. The city froze the OPNC account over the ticket.
 - 1. Laura Rudison stated that Adrienne Edwards was the face of the new board, however they did not have a board vote on the item at the time of the purchase.
 - ii. Mitch Edelson moved that OPNC approves the BAC on LA High School Alumni Gala ticket of \$150.00 and purchase of full page ad in the LA High Gala Centennial Memorial Magazine. Joann Fleming seconded the motion.

1. Bonnie Strong stated that OPNC had no way of knowing that they should have sent a stakeholder instead. She would like to add a request that the city give more training.
2. Julien Antelin from EmpowerLA stated that any public funds spent by a neighborhood council must be for a general benefit. In this case, the city just sees a ticket purchased for one person, not for a general benefit. It has been made clear that it was not a gift but was part of the outreach strategy. That is why it is important to have a BAC with a full description that it is approved as outreach strategy.
3. The motion passed, 11-1-0.

Yes (11)	L. Rudison, B. Strong, M. Edelson, F. Smith, J. Fleming, P. Wilson, J. Snyder, R. Farwell, H. Williams, T. Smith, A. Edwards
No (1)	C. Clark

- d. BAC and Affidavit for incorrect vendor receipt for Domino's Pizza
 - i. Nina Smith stated that she lost the receipt and the city gave her an affidavit that needs to be approved by the board.
 - ii. Mitch Edelson moved to approve a BAC for the affidavit for the incorrect vendor receipt for Domino's Pizza. Peter Wilson seconded the motion, and it passed 11-0-1.

Yes (11)	L. Rudison, B. Strong, M. Edelson, F. Smith, J. Fleming, P. Wilson, J. Snyder, R. Farwell, H. Williams, T. Smith, A. Edwards
Abstain (1)	C. Clark

- e. Approval of Moore Business Results Invoices
 - i. 5/1 Invoice #OPNC 2018 0501 \$259.11

1. Peter Wilson moved to approve Invoice #OPNC 2018 0501 for \$259.11. Hank Williams seconded the motion, and it passed unanimously.

Yes (12)	L. Rudison, B. Strong, M. Edelson, F. Smith, J. Fleming, P. Wilson, J. Snyder, R. Farwell, H. Williams, T. Smith, A. Edwards, C. Clark
No (0)	

- ii. 4/1 Invoice #OPNC 2018 0401 \$576.97

1. Mitch Edelson moved to approve Invoice #OPNC 2018 0401 for \$576.97. Adrienne Edwards seconded the motion, and it passed unanimously.

Yes (12)	L. Rudison, B. Strong, M. Edelson, F. Smith, J. Fleming, P. Wilson, J. Snyder, R. Farwell, H. Williams, T. Smith, A. Edwards, C. Clark
No (0)	

- iii. 3/1 Invoice #OPNC 2018 0301 \$610.95

1. Mitch Edelson moved to approve Invoice #OPNC 2018 0301 for \$610.95. Adrienne Edwards seconded the motion, and it passed 11-0-1.

Yes (11)	L. Rudison, B. Strong, M. Edelson, F. Smith, J. Fleming, P. Wilson, J. Snyder, R. Farwell, H. Williams, T. Smith, A. Edwards
Abstain (1)	C. Clark

- f. Approval of AppleOne Employment Services Invoices

i. April 2017 #S6590914 \$86.52

1. Mitch Edelson moved to approve invoice #S6590914 for \$86.52. Bonnie Strong seconded the motion, and it passed unanimously.

Yes (12)	L. Rudison, B. Strong, M. Edelson, F. Smith, J. Fleming, P. Wilson, J. Snyder, R. Farwell, H. Williams, T. Smith, A. Edwards, C. Clark
No (0)	

ii. May 2017 #S6638010 \$198.17

1. Mitch Edelson moved to approve invoice #S6638010 for \$198.17.

Adrienne Edwards seconded the motion, and it passed unanimously.

Yes (12)	L. Rudison, B. Strong, M. Edelson, F. Smith, J. Fleming, P. Wilson, J. Snyder, R. Farwell, H. Williams, T. Smith, A. Edwards, C. Clark
No (0)	

iii. June 2017 #S6686986 \$86.52

1. Mitch Edelson moved to approve invoice #S6686986 for \$86.52. Bonnie Strong seconded the motion, and it passed unanimously.

Yes (12)	L. Rudison, B. Strong, M. Edelson, F. Smith, J. Fleming, P. Wilson, J. Snyder, R. Farwell, H. Williams, T. Smith, A. Edwards, C. Clark
No (0)	

iv. August 2017 #S6777220 \$155.89

1. Mitch Edelson moved to approve invoice #S6777220 for \$155.89. Joann Fleming seconded the motion, and it passed unanimously.

Yes (12)	L. Rudison, B. Strong, M. Edelson, F. Smith, J. Fleming, P. Wilson, J. Snyder, R. Farwell, H. Williams, T. Smith, A. Edwards, C. Clark
No (0)	

v. September 2017 #S6821736 \$127.05

1. Mitch Edelson moved to approve invoice #S6821736 for \$127.05. Joann Fleming seconded the motion, and it passed unanimously.

Yes (12)	L. Rudison, B. Strong, M. Edelson, F. Smith, J. Fleming, P. Wilson, J. Snyder, R. Farwell, H. Williams, T. Smith, A. Edwards, C. Clark
No (0)	

vi. October 2017 #S6870391 \$150.15

1. Mitch Edelson moved to approve invoice #S6870391 for \$150.15. John Snyder seconded the motion, and it passed unanimously.

Yes (12)	L. Rudison, B. Strong, M. Edelson, F. Smith, J. Fleming, P. Wilson, J. Snyder, R. Farwell, H. Williams, T. Smith, A. Edwards, C. Clark
No (0)	

vii. November 2017 #S6917141 \$127.05

1. Mitch Edelson moved to approve invoice #S6917141 \$127.05. Adrienne Edwards seconded the motion, and it passed unanimously.

Yes (12)	L. Rudison, B. Strong, M. Edelson, F. Smith, J. Fleming, P. Wilson, J. Snyder, R. Farwell, H. Williams, T. Smith, A. Edwards, C. Clark
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No (0)	
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viii. December 2017 #S6954770 \$69.30

1. Mitch Edelson moved to approve #s6954770 for \$69.30. Adrienne Edwards seconded the motion, and it passed unanimously.

Yes (12)	L. Rudison, B. Strong, M. Edelson, F. Smith, J. Fleming, P. Wilson, J. Snyder, R. Farwell, H. Williams, T. Smith, A. Edwards, C. Clark
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No (0)	
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ix. March 2018 #S7100537 \$277.20

1. Mitch Edelson moved to approve invoice #S7100537 for \$277.20. Adrienne Edwards seconded the motion, and it passed unanimously.

Yes (12)	L. Rudison, B. Strong, M. Edelson, F. Smith, J. Fleming, P. Wilson, J. Snyder, R. Farwell, H. Williams, T. Smith, A. Edwards, C. Clark
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No (0)	
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g. Reimburse for Adrienne Edwards; Receipts during Clean Streets 2018

- i. Mitch moved to reimburse Adrienne Edwards \$190.55 for Clean Streets 2018 with charges and additional receipts. Peter Wilson seconded the motion.

1. Curtis Clark asked what streets got cleaned during Clean Streets 2018. Adrienne Edwards replied that they cleaned several streets. They sent groups to each place and took video with before and after documentation.
 - a. Laura Rudison said the board approved the cleaning of LA High School as well.
 - b. Curtis asked when they voted. He said that if there is a video, it should be distributed to the board and community. Adrienne replied that it is on Facebook and the website. Hank Williams stated that he will renew it on the website because Curtis said he didn't see it.

2. The motion passed, 10-1-1.

Yes (10)	L. Rudison, B. Strong, M. Edelson, F. Smith, J. Fleming, P. Wilson, J. Snyder, R. Farwell, H. Williams, T. Smith
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No (1)	C. Clark
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Abstain (1)	A. Edwards
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h. Approval of two-month invoice owed to Public Storage

- i. Bonnie Strong suggesting checking to see that the City Clerk has already issued a check before moving forward.

i. Approval of two-month invoice owed to Constant Contact.

- i. Laura Rudison stated that public storage and the post office must be in the city's hands and the city is recommending that OPNC goes through the district representative to set up an account. Laura is currently on the account and will be taking her name off the account

j. Approval of previous months (January, February, March, and April) MERs

- i. January 2018
 - 1. Mitch Edelson moved to approve the January 2018 MER. Adrienne Edwards seconded the motion and it passed unanimously.
- ii. February 2018
 - 1. Adrienne stated that the subcategory for the Burger King purchase on page 1, item 2, should be "Outreach" instead of "Office."
 - a. Nina Smith said she would have to send an email to the City Clerk, so they can correct it.
 - 2. Mitch Edelson moved to approve the February 2018 MER with the change from the item 2 Burger King transaction. The subcategory shall read Outreach and not Office. Bonnie Strong seconded the motion, and it passed unanimously.
- iii. Laura Rudison asked for a status update on March and April MERs.
 - 1. Nina Smith replied that the City Clerk did not have the data ready, so she could generate the MERs from the portal.

4. OUTREACH COMMITTEE

- a. Discussion and Board Action to Partnership with Heal One World (Skye Kelly) NPG \$4,000 for Health Fair at Queen Anne Park May 19, 2018.
 - i. The Heal One World Health Fair has been cancelled.
- b. SSL Certification for OPNC to Go Daddy Website \$150.
 - i. Outreach recommends SSL certification for the OPNC Go Daddy website. It costs \$150 and will make the website https, which is a secure website.
 - ii. Mitch Edelson moved to approve the SSL certification for \$150.00. Peter Wilson seconded the motion, and it passed unanimously.
- c. Vice Presidents/Outreach Chair Report: OPNC Then, OPNC Now
 - i. Respecting the Meeting Time and Discussing New Business. The Presidents Report gives information on OPNC Then and now.
- d. Required information for Note Takers Minutes to be recorded during this meeting (email of all passwords to Mitch Edelson and return of Public Storage Key.)
 - i. Bonnie Strong stated that an email with all passwords was given to Mitch Edelson minus the Public Storage key, but Hank Williams has a key.
- e. Outreach Committee Recognition
 - i. Bonnie Strong thanked the Outreach team for all their work. She announced her resignation and said that she will miss everyone.
 - ii. The OPNC board thanked Bonnie Strong for all her hard work. Ted Smith said that she came up with most of the swag and made sure they always had it. The photo booth was her idea and she took the lead.
 - iii. Laura Rudison said that it is important that the new board has the tools to move forward. Ted Smith added that the board has come of age as an entity.
- f. Joann Fleming announced her resignation as well. She said it was fun and a learning experience and thanked the OPNC board.

5. PLUM COMMITTEE

- a. Position of OPNC on 1180 S La Brea development
 - i. The 1180 S La Brea developers will be at the PLUM Committee meeting on May 21. Ted Smith said there will be another item on the PLUM agenda for development.
 - ii. Beth McNamara, resident, stated that the board should not allow the developers to present. She stated that they were told that if the stakeholders want to come and get a presentation from the developer it will be on May 21.
 - iii. Milton Howard Gaines, resident, said that it seemed suspect coming to the OPNC meeting today and the agenda not being posted properly, and the meeting being moved and having the developers at the meeting.
 - iv. Mitch Edelson and Ted Smith apologized for any technical oversight.
 - v. Peter Wilson said that there are board members that are not on the PLUM committee and he thinks they should see the presentation.
 - vi. Curtis Clark agreed that the board should table the presentation.
 - vii. A representative from the S La Brea developer stated that when they came to the PLUM meeting in March they were trying to be as transparent as possible. They listened to community concerns and came to the OPNC meeting to address them.
 - viii. Julien Antelin suggested that OPNC have a joint board meeting and PLUM Committee meeting.
 - 1. Mitch Edelson asked what the quorum requirement would be for a joint meeting. Julien Antelin replied that OPNC can have the whole board present. The quorum would remain the same. PLUM would not act as a board, but the board can assist the committee.
 - ix. Ted Smith moved to table the presentation until the PLUM meeting on May 21 and call it a joint board meeting. Curtis Clark seconded the motion. The motion passed, 8-4-0.

Yes (8)	L. Rudison, B. Strong, M. Edelson, F. Smith, J. Snyder, H. Williams, T. Smith, C. Clark
No (4)	J. Fleming, A. Edwards, P. Wilson, R. Farwell

- b. Carl Fletcher, resident, requested that the meeting on May 21 take place at Herb Wesson’s office. Mitch Edelson left the room to ask Silvia Lacey if the room is available.
 - i. Beth McNamara stated that when they were at the PLUM meeting, they asked for money for hiring a traffic consultant and when they came to the current board meeting, it was not on the agenda.
 - 1. Laura Rudison stated that for OPNC to give out an NPG, the recipient would have to be a 501C3. Beth McNamara asked why the board did not tell them that.
 - 2. Milton Howard Gaines asked if it would be possible for OPNC to hire the traffic consultant.
 - a. Julien Antelin replied that it must go through the office of the City Clerk and would require a contract, which could take some time. He said the city has a list of approved vendors that they can look through.

- c. The next PLUM meeting will be May 21 at 7:30PM at Herb Wesson's office.
 - i. Julien Antelin stated that since it will be a special meeting with a different location, he and OPNC should work together to make sure the agenda is correct.
- d. Julien Antelin said that if OPNC calls a special meeting, make sure to have quorum.
- e. Sylvia Lacey said that OPNC can do a special meeting from 7:00PM to 7:30PM and the joint PLUM Committee meeting after.
- f. Mitch Edelson moved that at 7:00PM on May 21, OPNC holds a special meeting to discuss the allocation of the remaining budget funds. Adrienne Edwards seconded the motion, and it passed unanimously.

6. OPNC BUDGET ADVOCATES

- a. Adrienne Edwards announced that she has the Budget Advocate White Paper if anyone wants to see it and welcomes any CIS writers.

7. HEALTH SERVICES

- a. No updates

8. TRADE, COMMERCE, TECHNOLOGY, PUBLIC WORKS

- a. Volunteers to canvass Pico Boulevard business for BID

9. TRANSPORTATION & PUBLIC SAFETY

- a. Mitch Edelson announced that OPNC got an email from LADoT saying they have room for about a dozen small asphalt repair requests. LADoT said to let the board know where repairs are needed, and include specific addresses and photos.

10. YOUTH PULSE

- a. No updates

11. UTILITY AND BUILDING & SERVICES

- a. No updates

12. OPNC "ONGOING" BUSINESS

- a. No updates

13. OPNC NEW BUSINESS

- a. Board Vote on relocation of OPNC Regular Board Meetings
 - i. Curtis Clark stated that he took the altercation personally and has decided to not enter Mitch Edelson's establishment. Mitch Edelson stated that he has no objection.
 - ii. Adrienne Edwards suggested surveying the board to see when people are free and find places that are available.
 - 1. Beth McNamara suggested the Community Room at the police station.
 - iii. Curtis Clark said that meeting at Mitch Edelson's establishment is a conflict of interest. Laura Rudison asked Julien Antelin to clarify. Julien said that if they are

sure there is no activity within the Mitch Edelson’s club before, during or sufficiently after the meeting, there is no conflict of interest. From what he understood from the City Attorney’s office, there is no conflict of interest. He suggested contacting the City Attorney’s office.

- iv. Curtis Clark asked why they can’t have meetings at Herb Wesson’s office. Silvia Lacey said that the room is not consistently available.
- v. Milton Howard Gaines stated that when he was on the OPNC board 10 years ago, the city charter said that a neighborhood council had to get a special action to be able to meet outside its boundaries. Julien Antelin said that is still the case.
 - 1. Milton Howard Gaines said that the biggest problem at the time was that there was no place to meet within the boundary. The game center behind Lucy’s on La Brea could be available.
- vi. Ted Smith moved to form an Ad Hoc Exploratory Committee chaired by Curtis Clark. Joann Fleming seconded the motion.
 - 1. Beth McNamara suggested doing a survey of the community to see what the community would like to see in a meeting location.
 - 2. Laura Rudison said that she wanted to remind the board that everything does not have to be done by committee.
 - 3. A resident stated that Mitch Edelson has been a gracious host and since Curtis Clark has been on the board, OPNC has lost every Asian that has been participating, and to lose Curtis is no loss.
 - 4. Beth McNamara asked President Laura Rudison if it was her last meeting as OPNC President. President Rudison Replied Yes. Beth McNamara said good!
 - 5. Adrienne Edwards asked if they will meet at Union until a location is found. The answer was yes.
 - 6. The motion passed, 11-0-1.

Yes (11)	L. Rudison, B. Strong, M. Edelson, F. Smith, J. Snyder, H. Williams, T. Smith, C. Clark, J. Fleming, A. Edwards, R. Farwell
Abstain (1)	P. Wilson

- a. Curtis Clark reiterated what the Brown Act entails, because there is a lot of collusion happening between board members. He said that he has been hearing a lot from the community. People have been coming to him about things they have been seeing.
- b. Milton Howard Gaines asked if there was a range where if there is a place available and OPNC must pay for it, do they have that in the budget.
 - i. Ted Smith said that there is no current budget requirement.
 - ii. Mitch Edelson stated that \$2,400.00 a month sounds reasonable.
 - iii. Ted Smith stated that there are a lot of churches and other places OPNC can look at.
 - iv. Milton suggested also taking into consideration that a change in venue may also mean a change in date.

- b. Homeless people ping in tents and cars on Longwood and San Vicente
 - i. Tabled to the next board meeting
- c. Certificate of Appreciation: 18 Certificates of Appreciation from OPNC Board for the people who went above and beyond for the Clean Streets events
 - i. Tabled to the next board meeting
- d. General discussion of potential CIS to be filed
 - i. Tabled to the next board meeting
- e. Discussion for potential CIS regarding Council File 17-0090-S3, which pledges to build 222 units of supportive housing for the homeless in each Council District. From this week's legislative update
 - i. Tabled to the next board meeting
- f. Official request for action to be filed regarding Target/Sprout development (request Wesson and/or transportation committee to conduct traffic study)
 - i. Tabled to the next board meeting
- g. Presentation by Chin from CERT on communications and radios
 - i. Tabled to the next board meeting
- h. Appointments to fill open seats on OPNC Board & New Executive Board and Committees.
 - i. Next month, there will be three open seats from the west open and John Snyder is considering resigning.
 - ii. Milton Howard Gaines, Carline Taylor, and Carl Fletcher applied for the open seats.
 - iii. Milton Howard Gaines asked if they can do the ethics training now if they will be on the board June 1. Julien Antelin replied that anyone can take the ethics training at any time.
 - iv. Julien Antelin announced that currently, there are five vacant seats on the east side. Currently, OPNC can appoint five board members for the east side.
 - v. Milton Howard Gaines recommended that the board moves to appoint them to the westside so that they can become full-fledged board members May 31.
 - 1. Sylvia Lacey stated that no one needs to leave the board until the end of June so OPNC has a quorum.
 - vi. Julien Antelin stated that board members cannot vote for the person that will fill their seat. They must resign beforehand. The board also cannot appoint anyone without quorum. So, everyone must stay until the end of June.
 - 1. Mitch Edelman asked the board who is planning on resigning before the June meeting. Nobody raised his or her hand.
 - vii. Peter Wilson announced that he will not be at June meeting because he will be at AIDS Lifecycle. He stated that OPNC has enough people that if one person resigns at a time, they can appoint one person at a time.
 - 1. Julien Antelin stated that if a new board member has not completed the ethics training, they cannot vote for new members.
 - viii. Ted Smith stated that all those not resigning still have two meetings to attend. Milton, Karlene and Carl will be appointed at the June 4 board meeting.
 - ix. Remaining New Business items tabled to June 4

14. COMMUNITY/OTHER ANNOUNCEMENTS

- a. Robbie Farwell suggested having 20-25 radios for the community. The item will be added to the next meeting's agenda. The radios would belong to the city.

15. ADJOURNMENT

- a. Joann Fleming moved to adjourn, and Bonnie Strong seconded. The meeting adjourned at 9:17PM.
- b. Next OPNC Board Meeting June 4, 2018 at UNION