



**WNNC**

**Meeting:** 2nd Thursday 6pm

**Meeting Address:**

Rampart Police Station  
Community Room  
1401 W. 6th Street  
Los Angeles, CA 90017

Contact Information:

Jennifer Virgen (213) 804-8054

[jennifervirgen@gmail.com](mailto:jennifervirgen@gmail.com)

<http://westlakenorthnc.org/>



**Westlake North Neighborhood Council**

Jennifer Virgen, **President**, Business Rep.  
Sandra Villalobos, **Vice President**, Bus. Rep.  
H. "Mac" McCarthy, **Secretary**, At Large Rep.  
Rocky Valenzuela, **Treasurer**, CBO Rep.  
Ivonne Nanette Machado, At Large Rep.  
Angela Gonzalez, At Large Rep.  
Aurora Pineda, CBO Rep.  
Ashley Hawkins, Residential Rep.  
Elsa Cespedes, Residential Rep.  
Ive J. Harris, Senior Rep.  
Marie Carmen Barake, Youth Rep.  
Vacancy, 1 CBO Rep.  
Vacancy, 1 At Large Rep.  
Vacancy, 1 Youth Rep.

**Westlake North Neighborhood Council AGENDA Regular Board Meeting**  
**Thursday, October 13, 2016 at 6:00 pm**  
**Rampart Police Station Community Room**  
**1401 W. 6th Street**  
**Los Angeles, CA 90017**

**Public Comment:** The Public is welcome to speak. The meeting may be audio-taped for purposes of backing up the minutes. We request that any person wishing to speak please fill out a Speaker Card – with or without your contact information – and submit it to the presiding officer of the Council 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 on other matters, not appearing on the Agenda that are within the Board’s subject matter jurisdiction, will be heard during the Public Comment on Non-Agenda Items period. Public Comment is limited to 3 minutes per speaker unless waived by presiding officer.

**Note:** This is a timed agenda and we will make every effort to cover all; however, it is at the discretion of the Executive Committee to prioritize items, and those items not able to be covered will be carried to the following meeting. Those not present at the start of the meeting representing an item may have their item deferred.

- I. Call to Order**
- II. Roll Call**
- III. Pledge of Allegiance**
- IV. Approval of the September 8, 2016 Special meeting Minutes** (Copies of the Minutes have been circulated with the draft agenda.)
- V. Board Seat Vacancies:** WNNC is seeking a Youth Representative, a Community Based Organizations (CBO) Representative and a Business Representative. If you are an interested stakeholder, please contact Board President, Jennifer Virgen (213) 804-8054 [jennifervirgen@gmail.com](mailto:jennifervirgen@gmail.com)
- VI. Public Comment on Non-Agendized Items:** WNNC welcomes public comment on any topic not on the adopted agenda.

- VII. Recognitions & Presentations**
  
- VIII. Community Government Reports & Announcements / Representatives of Elected Officials and Agencies (Updates & Discussions)**
  - a. Department of Neighborhood Empowerment, Jasmine Elbarbary
  - b. CD1 Rep., Hugo Ortiz, Field Deputy for CM Cedillo [hugo.ortiz@lacity.org](mailto:hugo.ortiz@lacity.org)
  - c. CD13 Rep., Juan Fregoso, Field Deputy for CM O'Farrell [juan.fregoso@lacity.org](mailto:juan.fregoso@lacity.org)
  - d. Senior Lead Officer, Rampart Station, LAPD
  
- IX. Reports of Board Officers**
  - a. **President's Report – Jennifer Virgen**
    - i. Communication: It is essential that Board members, and especially Committee Chairs, all respond to emails, texts and telephone calls as soon as possible, on the same day that the communication was sent. This Board cannot operate properly if people do not respond to each other. Please let me know if this is something that you are not able to do.
    - ii. Attendance at Meetings: It is essential that Chairpersons take full responsibility for holding meetings on a regular basis, and communicating with committee members between meetings to guarantee a quorum at their meetings.
    - iii. Executive Board Vacancy: Secretary Confirmation – Harold “Mac” McCarthy
  
  - b. **Vice President's Report – Sandra Villalobos**
    - i. Removal of Governing Board Members (Status Update & Discussion)
  
  - c. **Secretary's Report – Harold “Mac” McCarthy**
  
  - d. **Treasurer's Report – Rocky Valenzuela** (Update, Discussion & Action)
    - i. Approval of the Monthly Expenditure Reports for July, August and September 2016.
    - ii. Approve & Amend Budget for Anticipated Recurring Monthly Expenditures:
      - 1. Website maintenance: \$100/month for Kristina Smith.
      - 2. Staffing: (up to) \$300.00/month for Lloyd Staffing
      - 3. Translation services: \$305.00 month for Excel Interpreting
      - 4. Board Meeting Refreshments: (up to) \$50.00
      - 5. Miscellaneous Office Supplies: (up to) \$80.00
    - iii. Approval of One-Time Outreach Expenditures:
      - 1. Tenants' Rights School Graduation: NPG not to exceed \$1,000.00
      - 2. Clean Streets Challenge Refreshments: (up to) \$300.00.
      - 3. Miscellaneous film development: (up to) \$200.00 – Jennifer Virgen
  
- X. Reports of Committees (Update, Discussion and Action)**
  - a. **Bylaws Committee (Standing committee for systematic Bylaw review and amendment)**  
**Jennifer Virgen, Chair (Members: Jennifer, Rocky & Ive)**
    - i. Report from Chair
    - ii. Review & reconsideration of meeting location, e.g., Clinica Monsignor Romero Community Center and meeting times: Third Monday of the month at 5:00 pm

- b. Beautification/Planning & Land Use (PLUM) Committee – Sandra Villalobos, Co-Chair & Mac McCarthy, Co-Chair**
  - i. Report from Chair
  - ii. Committee open to new members
  - iii. Consideration of meeting locations
  - iv. Consideration of regular meeting times
- c. Outreach Committee – Jennifer Virgen, Chair (Jennifer, Elsa & Aurora)**
  - i. Report from Chair including status of WNNC publicity swag inventory
  - ii. Committee open to new members
  - iii. Consideration of meeting locations
  - iv. Consideration of regular meeting times
- d. Budget & Finance Committee – Rocky Valenzuela, Chair**
  - i. Report from Chair
  - ii. Committee open to new members
  - iii. Consideration of meeting locations
  - iv. Consideration of regular meeting times
- e. Crime Prevention/Public Safety Committee – Rocky Valenzuela, Chair**
  - i. Report from Chair
  - ii. Committee open to new members
  - iii. Consideration of meeting locations
  - iv. Consideration of regular meeting times
- f. Youth/Education Committee – Marie Carmen Barake, Chair**
  - i. Report from Chair
  - ii. Committee open to new members
  - iii. Consideration of meeting locations

**XI. Updates on Neighborhood Council Alliances & DWP meetings (Updates & Discussion)**

- a. Neighborhood Council Emergency Preparedness Alliance <http://empowerla.org/calendar/>  
Meets 4<sup>th</sup> Sat. @ 10:00 am – 12:00 pm; location TBD**
- b. LANCC: Los Angeles Neighborhood Council Coalition: <http://www.lancc.org/>  
Meets 1<sup>st</sup> Saturday - 10:00 am, @ LADWP Headquarters Building, Cafeteria Level, 111 N. Hope St., L.A. 90012. (occasionally @ Hollywood Neighborhood City Hall 6501 Fountain 90028)**
- c. BONC: Board of Neighborhood Commissioners <http://empowerla.org/commission/>  
1st Tuesday - 6:00 p.m. @ Various or Marvin Braude Constituent Center 6262 Van Nuys Blvd.  
3rd Monday - 1:00 p.m. @ City Hall, 10th Fl. Conf. Center, #1050, 200 No. Main St., LA 90012**
- d. DWP 1<sup>st</sup> Sat 8:45 a.m. LADWP Cafeteria Level, 111 N. Hope St. 90012 (+Parking)**
  - 1. MOU Oversight Committee meets even months
  - 2. Advocacy Committee (Independent) meets odd months

- XII. Miscellaneous Updates / Requests / Motions for Future Agenda Items**
- XIII. Adjournment**      **NEXT BOARD MEETING: Thursday, November 10, 2016**

**Meeting Regular General Board Meeting Times:** The Westlake North Neighborhood Council will hold its regular General Board meetings on the second Thursday of every month; its Executive Committee meetings to be announced, and may also call any additional required special meetings in accordance with its Bylaws and the Brown Act.

**Agenda Posting Sites:**

In addition to posting the agenda at our website <http://westlakenorthnc.org/> the Westlake North Neighborhood Council Agenda is posted for public review at the following locations:

24-Hour Laundromat – 1818 West Third Street, LA 90057

Número Uno Market – 1821 West Third Street, LA 90057

Union Plaza Market – 1629 West 6th Street, LA 90017

Central City Neighborhood Partners – 501 S Bixel Street, LA 90017

Lopez Alterations – 308 South Alvarado Street, LA 90057

You may also sign up to receive the agenda via email from the L.A. Early Notification System (ENS) here:

<https://www.lacity.org/your-government/council-votes/subscribe-meeting-agendas/neighborhood-councils>

**The ADA** – As a 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. The Westlake North Neighborhood Council complies with Title II of the Americans with Disabilities Act and does not discriminate on the basis of any disability. Upon request, the Westlake North Neighborhood Council will provide reasonable accommodations 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 the availability of services, please make your request at least 3 business days (72 hours) prior to the meeting you wish to attend by contacting the President Jennifer Virgen at [jennifervirgen@ymail.com](mailto:jennifervirgen@ymail.com) or telephone (213) 804-8054.

**Reconsideration Process** – Reconsideration of a vote by the Board may be called as a motion by Board member(s) that voted on the prevailing side of the decision.

**Grievance Process** – A stakeholder, or a group of stakeholders, may present a grievance concerning the legality of actions by the Board during public comment. Substantive grievances will be examined by a panel set by the Board, and the decisions may be appealed to the Department of Neighborhood Empowerment.

**Public Access of Records** – 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 reviewed at a scheduled meeting. In addition, if you would like a copy of any record related to an item on the Agenda, please contact the President Jennifer Virgen at [jennifervirgen@ymail.com](mailto:jennifervirgen@ymail.com) or telephone (213) 804-8054.

**WNNC Bylaws** – Please be advised that the Bylaws of the Westlake North Neighborhood Council provide a process for reconsideration of actions as well as a grievance procedure. For your convenience, the WNNC Bylaws are available during every meeting and are posted at the website @ <http://westlakenorthnc.org/>

**Servicios de Traducción** – Si require servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte a Sandra Villalobos, al [sandranewcap@yahoo.com](mailto:sandranewcap@yahoo.com) o 213-923-7873 para avisar al Concejo Vecinal.