



WINNETKA NEIGHBORHOOD COUNCIL

20830 Sherman Way, Winnetka, CA 91306

WinnetkaNC.com



President	Vice-President	Secretary	Treasurer	Parliamentarian
Eric Lewis	Erick Lace	Mary Ellen Moreno	JJ Popowich	Trevor Owen
Board Members				
Steven Fuhrman	Victor Lerma	Kathleen Pelaez	John Poer	Tess Reyes-Dunn
Marilyn Robinson	Bettie Ross-Blumer	Tom Sattler	David Uebersax	Madison Lamoreaux (Youth Rep)

REGULAR GENERAL MEETING MINUTES

Tuesday, January 13, 2015, 6:30 PM

Winnetka Convention Center, 20122 Vanowen St., Winnetka, CA 91306

(located next to Winnetka Bowl)

The Winnetka Neighborhood Council holds its regular meetings on the second Tuesday of every month and may also call any additional required special meetings in accordance with its Bylaws and the Brown Act. The agenda for a regular or special meeting is posted for public review within Winnetka, 91306, at the following location: **Winnetka Recreation Center**, 8401 Winnetka Ave.; and might also be posted at: **Winnetka Bowl**, 20122 Vanowen St., **Express Pack & Ship**, 7657 Winnetka Ave., **Fulton Cleaners**, 20109 Roscoe Blvd., **Gil's Barber Shop**, 20433 Sherman Way.

The public may comment on a specific item listed on this agenda when the Board considers that item. When the Board considers the agenda item entitled "Public Comments," the public has the right to comment on any matter that is not specifically listed on this agenda yet is within the Board's jurisdiction. The public is requested to fill out a "Speaker Card" to address the Board on any agenda item before the Board takes an action. The Speaker Card ensures that each speaker's name is complete and correct in the meeting's Minutes. Public Comment is limited to 3 minutes per speaker, but the Board has the discretion to modify the amount of time for any speaker. Before a Board vote on any item, any member of the public who has not filled out a Speaker Card will be accorded 1 minute to make a statement. This period will last no longer than 5 minutes total.

1. Meet & Greet and Refreshments. [10 min] # of Guests 14
2. Convene Meeting, Pledge of Allegiance [1 min]
3. Board Member Roll-Call, Introductions, Meeting Rules & Announcements [4 min]

Board member	Dec. 9 2014	Jan. 13 2015	Feb. 10	Mar 10	April 14	May 12	June 9	July 14	Aug 11	Sept 8	Oct13
Steven Fuhrman	x	AE									
Erick Lace	x	X									
Victor Lerma	x	X									
Eric Lewis	x	X									
Mary Ellen Moreno	AE	X									
Trevor Owen	x	X									
Kathleen Pelaez	x	X									
John Poer	x	X									
JJ Popowich	x	X									

Tess Reyes-Dunn	x	X									
Bettie Ross-Blumer	x	AE									
Tom Sattler	x	X									
David Uebersax	x	X									
total	12	11									

- 4. Government Representative Updates:** The latest information from representatives of the offices of Mayor Garcetti, Councilman Bob Blumenfield (CM BB), Congressman Brad Sherman (CMN BS), State Senator Fran Pavley (S FP), State Assemblyman Matt Dababneh (ASM MD), the LAPD, LAFD, LAUSD, Dept. of Neighborhood Empowerment (DONE), Board of Neighborhood Commissioners (BONC), and any other local, state, or federal agencies in attendance. [5 min each, 20 min max]

Officer Maldonado- Crime rate is up due to property crimes, specifically burglaries because many people are working. There are also break-ins to cars when property inside is visible. A meeting will be held on Jan 15th at 6:30 at the Armenian school on Oakdale. The meeting will focus on On-Body Cameras. The public is invited to join members of the LA Police Commission for discussion. There have been thefts outside at Winnetka Post Office. He suggests dropping mail off inside of the office.

Jenny Portillo, Representative from Councilman Bob Blumenfield's Office. Second annual bike ride will be next week Jan 24, beginning at the Councilman's office. She left a flyer about the event. It will be about 12 miles along the new LA River walk. It is a great way to meet people. A second event will be on Jan.22 at 6:00 at Tarzana Rec Center- Blumenfield will be hosting an event with Seleta Reynolds, DOT manager. Jenny introduced Andrew Pennington, Planning Deputy from Blumenfield's office. He spoke and said he is willing to help us out in any way he can. The county is looking for volunteers to count the homeless.

Max Reyes Representative from Mayor Garcetti's office. There is an upcoming meeting regarding city's infrastructure on Sat January 24 at LAPD Pal Center in Northridge.

- 5.** Discussion and possible action to appoint a 16-17 year old candidate to the Winnetka NC Youth Representative board seat and an adult candidate to fill the seat vacated due to the sad passing of Marilyn Robinson. (Lewis) [16 min]

Madison Lamoreaux spoke to the group about her experiences and tenure on the board as our youth representative and her work promoting our council on social media. JJ nominated Madison to fill the vacated board member seat and Trevor seconded the nomination. **WNC-2014-011315-01**

Board Member	Yes	No	Abstain	Recused	Absent	Ineligible
Fuhrman, Steven					x	
Lace, Erick	x					
Lerma, Victor	x					

Lewis, Eric	x					
Moreno, Mary Ellen	x					
Owen, Trevor	x					
Pelaez, Kathleen	x					
Poer, John	x					
Popowich, JJ	x					
Reyes-Dunn, Tess	x					
Ross-Blumer, Bettie					x	
Sattler, Tom	x					
Uebersax, David	x					
Total	11				2	

Approved by all. Eric Lewis swore Madison is as our new board member. The election of the youth representative is tabled until next month due to excused absence of the candidate.

- 6. **Public Comments:** Comments from the public on any items not specifically listed on this agenda. Board Members should not address or discuss these comments other than to direct matters to the appropriate Winnetka NC committee or other government agency. [3 min each, 15 min max].

Larry Green from Westfield, who is overseeing the property at Topanga spoke. He invited our council and stakeholders for a hard hat tour of Village Project, which is scheduled to open in fall 2015. He showed photos of the progress. He will coordinate time of the tour with Tess and Kathleen. They are appreciative of our NC support of the project. There will be a grand opening at a future date.

Holly Poer- Spoke about a homeless encampment in a home and adjacent buildings left on the vacant Williams Homes property on Winnetka Ave between Parthenia and Chase. A group of people have been there for over 30 days. The homeless individuals have also been going onto Holly's property and stealing things from her yard. Jenny and Andrew will follow up with the issue.

Filiberto Gonzalez, Resident of Chatsworth. He will be at the upcoming debate as an official candidate in LAUSD board race. He has 3 daughters in LAUSD in Chatsworth. He believes that young people are doomed in our current school system. He wants to make changes, including dismantling LAUSD into smaller sizes.

- 7. **President's Report** (Lewis) [2 min]
 - Happy New Year!
 - He reminded board members to sign the Code of Conduct policy form if they haven't already done so.
- 8. **Vice-President's Report** (Lace) [2 min]
- 9. **Secretary's Report** (Moreno/Pelaez) [4 min]
 - Discussion and approval of the WNC Minutes for December 9, 2014 **WNC-2014-011315-02**

- Erick Lace moved to approve and David seconded the motion. All in attendance approved the minutes.

Board Member	Yes	No	Abstain	Recused	Absent	Ineligible
Fuhrman, Steven					x	
Lace, Erick	x					
Lamoreaux, Madison	x					
Lerma, Victor	x					
Lewis, Eric	x					
Moreno, Mary Ellen	x					
Owen, Trevor	x					
Pelaez, Kathleen	x					
Poer, John	x					
Popowich, JJ	x					
Reyes-Dunn, Tess	x					
Ross-Blumer, Bettie					x	
Sattler, Tom	x					
Uebersax, David	x					
Total	12				2	

10. Parliamentarian's Report (Owen) [2 min]

11. Treasurer's Report (Popowich/Uebersax) [4 min]

- Update, discussion, and action regarding Winnetka NC finances as needed.
- Presentation of the Treasurer's Report including discussion and possible action to approve the past month's expenditure report. (Popowich) [6 min]
 - Motion: "The Winnetka NC Board has reviewed the December 2014 Monthly Expenditure Report including the US Bank Statement for the month ending in December, 2014. The Board approves the report and authorizes the Treasurer to submit the report to DONE." JJ emailed the report to the board before the meeting. He made a correction to last month's budget, \$34,375.20 is our current balance, however, we don't get that money from DONE until they decide to dole it out. \$ 345.67 is what we currently have in our checking. JJ reviewed the bills have been paid.
 - JJ asked for approval for July and August budgets because DONE is requiring this even though we had no money and no budget for these two months.
 - Erick Lace moved to approve July, August and December. John seconded. All approved.

WNC-2014-011315-03

Board Member	Yes	No	Abstain	Recused	Absent	Ineligible
Fuhrman, Steven					x	
Lace, Erick	x					
Lamoreaux, Madison	x					
Lerma, Victor	x					
Lewis, Eric	x					
Moreno, Mary Ellen	x					
Owen, Trevor	x					
Pelaez, Kathleen					x	
Poer, John	x					
Popowich, JJ	x					
Reyes-Dunn, Tess	x					
Ross-Blumer, Bettie					x	
Sattler, Tom	x					
Uebersax, David	x					
Total	11				3	

JJ made the following motion: The WNC moves to amend the October 2014 minutes to reflect the actual dollar amount that was allocated for the purchase of a new laptop for the WNC Secretary. The dollar amount was increased to \$1,250. The funds were moved from the funds allocated for MARCO under the ADV section. The original minutes reflected the action but did not reflect the approved amount. Trevor seconded the motion. Motion approved. **WNC-011315-04**

Board Member	Yes	No	Abstain	Recused	Absent	Ineligible
Fuhrman, Steven					x	
Lace, Erick	x					
Lerma, Victor	x					
Lamoreaux, Madison	x					
Lewis, Eric	x					
Moreno, Mary Ellen	x					

Owen, Trevor	x					
Pelaez, Kathleen					x	
Poer, John	x					
Popowich, JJ	x					
Reyes-Dunn, Tess	x					
Ross-Blumer, Bettie					x	
Sattler, Tom	x					
Uebersax, David	x					
Total	11				3	

REGULAR COMMITTEE REPORTS & AGENDA ITEMS

Discussion and board action is possible on the following Winnetka NC Committee reports.

12. Planning & Land Use Management Committee Report (Popowich) [4 min]

- PLUM Cmte meetings: 3rd Tue of each month, 6:30PM, Winnetka Convention Center.
- No PLUM Cmte Report

13. Public Safety Committee Report (Lerma) [4 min]

- Public Safety Cmte meetings: 3rd Tues 6:30 Limerick Elementary School, 8530 Limerick Ave, Winnetka
- Discussion and possible action regarding an NPG for the LAPD Topanga Station landscaping and irrigation project. (Lerma) [5 min]
- Captain Maureen Ryan will become the Commanding Officer of Topanga Area on January 25. She introduced herself and spoke about her experience with LAPD. She extended her hand to our council in support.
- Sue Klenner spoke about the problems of the irrigation system at the Topanga Division. She is on the Police Community Advisory Board, and works on TRUE (Topanga Restoring Urban Ecosystem). There were mistakes made on the Topanga Station project initially. Their irrigation system failed in 3 years and they are now watering by hand using buckets. They have a bid for \$18,000 for the new irrigation project. She is asking for our NC support. The other 3 NCs that they service and are asking support from are Canoga Park NC, West Hills NC, Woodland Hills NC. Two of the other councils have committed \$3000. JJ said we only have 85 cents that has not been committed in our budget. The safety committee will meet to see if the Safety Fair will be happening and if they can transfer funds that have been allocated to other events. Sue said they need a commitment for the money this month so they can plant in the cooler season.
- Victor made a motion to allocate \$2000 to this project. Tess seconded the motion. Discussion: Trevor stated that this is not following the proper protocol to have 2 members of a committee give \$2000 without a Safety Committee meeting of the entire committee and discussion from all sides. He doesn't want to just rush this decision through. Eric Lewis stated that our Council previously discussed having our committee spend less of the budget on donations to specific causes and more on community events. JJ stated that he pays for these types of things already through our taxes. He thinks that this particular project is great but he agrees with Trevor that the decision needs to go through the proper channels of the safety committee first. Victor amends the motion to say that it is subject to Safety Committee's approval. JJ made a substitute motion to send it back to the Safety Committee so they can do their job. Trevor seconded the

motion. Safety meeting will be meeting Tuesday of next week. David said that procedurally we can vote tonight since 4 of the 5 Safety Committee members are here.

- JJ amended motion to say that there will be a special meeting to act on the Safety Committee's recommendation. **WNC-2014-011315-05** The motion passes 8 to 4. David pointed out that we are being asked for \$3000 and this committee only has \$2000. Is there another potential source of money? Eric Lewis said there may be more money available from newsletter. Safety Committee will meet next week and then there will be a special board meeting if necessary. Kathleen will be the contact with Susan to relay our decision.

Board Member	Yes	No	Abstain	Recused	Absent	Ineligible
Fuhrman, Steven					x	
Lace, Erick		x				
Lamoreaux, Madison	x					
Lerma, Victor		x				
Lewis, Eric	x					
Moreno, Mary Ellen	x					
Owen, Trevor	x					
Pelaez, Kathleen	x					
Poer, John	x					
Popowich, JJ	x					
Reyes-Dunn, Tess		x				
Ross-Blumer, Bettie					x	
Sattler, Tom	x					
Uebersax, David		x				
Total	8	4			2	

14. Public Works & Transportation Committee Report (Uebersax) [4 min]

- PWT Cmte meetings: 4th Mon of each month, 7PM, Limerick Avenue Elementary School, 8530 Limerick Ave., Winnetka.
- PWT Cmte Report. David will work with Bettie to get our list in to Jenny by the end of the month regarding using the money from former Councilman Zine.

15. Outreach & Social Media Committee Report (Lewis) [4 min]

- OSM Cmte meetings: 4th Tue of each month, 7:00PM, Winnetka Convention Center.
- Community committee members needed. Contact the board president if interested.
- Winnetka NC Outreach Lecture Series will begin in 2015. Details coming soon. First lecture in Feb on health and fitness. Other ideas for future meetings are finance and safety. If committees have events to publish on our social media, please get info to Kathleen and she will promote it

on our new Twitter account and other social media. Eric encouraged everyone to visit our new website. Filter everything for Wendy through Kathleen.

16. Youth Advocacy Committee Report (Owen) [2 min]

- YA Cmte meetings: 4th Thur of each month, 6:30PM, Winnetka Child Care Center, 8361 Winnetka Ave., Winnetka
- YA Cmte Report- At next meeting Trevor would like to discuss a way to pay tribute to Marilyn in some way, whether it be a bench or an annual event. Eric said Outreach had ideas as well, including a bench and the bulletin board at Winnetka to be called Marilyn’s corner. JJ said that he doesn’t think that the NC funds can be used to memorialize an individual. Trevor said that anyone can be on the youth committee even if they are unable to attend the meetings. They can give input through email.

ADDITIONAL NEW & RETURNING AGENDA ITEMS

Discussion and board action is possible on the following agenda items.

- 17. Discussion and possible action regarding Winnetka NC support for Councilman Blumenfield’s 2nd Annual Community Bike Ride on January 24, 2015. (Lewis) [2 min] JJ made motion to support, and Erick Lace seconded the motion. All approved. WNC-2014-011315-06**

Board Member	Yes	No	Abstain	Recused	Absent	Ineligible
Fuhrman, Steven					x	
Lace, Erick	x					
Lamoreaux, Madison	x					
Lerma, Victor	x					
Lewis, Eric	x					
Moreno, Mary Ellen	x					
Owen, Trevor	x					
Pelaez, Kathleen					x	
Poer, John	x					
Popowich, JJ	x					
Reyes-Dunn, Tess	x					
Ross-Blumer, Bettie					x	
Sattler, Tom	x					
Uebersax, David	x					
Total	11				3	

- 18. Discussion and possible action regarding a request from Valley Village for a NPG to support their organization. Presentation from Jenny Daniels Freese. She thanked the board for letting her speak. She misses our presence at Valley Village. There have been several security changes at Valley**

Village. They serve 400 men and women. They have a fine arts program and an adult day care center. In addition, they have 18 homes throughout local communities that service many people with special needs. The creative arts program is not funded through the state. The request is for \$3500, which is what we contributed in the past. They are appreciative of any donation. JJ said we have some money in our NPGs and he listed them. Eric asked if any committees want to talk to their committees about allocating funds from their committee budgets. Trevor said he will have his committee consider it and believes it is a worthy cause. Eric Lewis suggested committees have discussions and report back next month. Jenny said a field trip is \$20 per person and that is a valuable experience for the adults with special needs to get out into the community. Madison said that she is involved with an organization that hosts ice cream socials for Valley Village and it is a heartwarming event. (Lewis) [2 min]

19. Discussion and possible action regarding sponsorship of LAUSD District Debate on 2-17-15.

Supporting organizations are being asked to commit \$200 to help with publicity. (Lace) [4 min]

- Debate is organized by the Coalition of several Neighborhood Councils included but not limited to Northridge West and East NCs, Canoga Park NC, and Reseda, NC. The debate is for the LAUSD 3rd District Elections and the LA Community College. The first debate is for LAUSD from 6:00-7:00, followed by a 15 minute break. The second debate for LACC will be from 6:15-7:15. Set-up will start at 5:00. All 6 candidates for the LAUSD will be present. All four candidates for LACC will be present. The League of Women voters will be putting on the event and moderating it. Groups can submit questions ahead of time. Daily News and Time Warner may cover the event.
- Erick Lace made a motion to support the event for \$200. Trevor seconded the motion.
- Discussion: Eric Lewis said it has already gone to committee. Discussion of getting funds from other sources. John thinks the funds should come from the LAUSD allocations in the budget. One possibility is from the 300 allocated for a screen since there is a screen available for use from the Winnetka Convention Center. Eric said we also have \$100 that was allocated for snacks that we have not used. We could also get \$100 from Nationwide allocated for banners. JJ said we will need to have an NPG. Eric said we would need invoices for printing if that is what we are funding. David doesn't think it will need an NPG. He thinks DONE will fund. It is outreach because our logo will be on material as a sponsor. David said we are spending \$200 for outreach for participation in this event that has many participants on board.
- JJ amended the motion. Trevor seconded the amended motion.

Motion: The WNC will reallocate \$100.00 from the funds appropriated for Nationwide Displays leaving \$1500 for that expenditure, and \$100 from the funds allocated for food, leaving \$400 for food to fund the LAUSD & LACC District Debate on February 17, 2015. These funds will be used for outreach of the event. Motion passes 8-2-1. **WNC-2014-011315-07**

Board Member	Yes	No	Abstain	Recused	Absent	Ineligible
Fuhrman, Steven					x	
Lace, Erick	x					
Lamoreaux, Madison	x					
Lerma, Victor	x					
Lewis, Eric	x					

Moreno, Mary Ellen			x			
Owen, Trevor	x					
Pelaez, Kathleen					x	
Poer, John	x					
Popowich, JJ		x				
Reyes-Dunn, Tess		x				
Ross-Blumer, Bettie					x	
Sattler, Tom	x					
Uebersax, David	x					
Total	8	2	1		3	

20. Discussion and possible action regarding sponsorship of the 2015 Senior Symposium. (Lewis) [5 min] See message below from Garth Carlson, Co-Chair of 2015 Senior Symposium Committee:

“Each year, the ONEgeneration along with as many as 9 Neighborhood Councils sponsor the Senior Symposium. Seniors from more than 30 valley communities attended the 2014 Senior Symposium. 622 Seniors registered for the event and an additional 150-200 attended and did not register. The 9 Neighborhood Council sponsorship fees paid for approximately 725 lunches and continental breakfasts that were served during the day-long event. The Seniors had seminars to attend that provided information on many aspects and problems of life for Seniors. In addition 9 FREE health clinics provided check-ups for many health concerns and included FREE immunizations. Last Year the participating NC's provided \$500 to \$750 to help with the funding. Each Neighborhood Council was provided with a table in a prominent location in the middle of the event. We encourage your Neighborhood Council to participate in 2 phases. The first is funding, The second is utilizing your Outreach Capabilities to publicize this to your Senior Population and their caregivers. The event will be held on Saturday, April 25 at the ONEgeneration Senior Center at 18255 Victory Blvd. in Reseda. Registration will open at 8:00 AM. Booth set up will begin at 7:00 AM. Flyers and additional information will be made available soon. We encourage you to help this event continue to grow in size and scope by being a contributor in funding and outreach.” Eric Lewis stated that this has not been allocated in our NPGs for this budget, but we can transfer money. **Tabled for next month.**

21. Councilmember Blumenfield and LADOT will host a town hall meeting on Thursday January 22, 2015 from 6:30 to 7:30 pm. at the Tarzana Rec. Center. Guest speaker will be Seleta Reynolds, General Manager of LADOT. Jenny Portillo discussed this event at the beginning of tonight’s meeting.

ADDITIONAL COMMITTEE AND REPRESENTATIVE REPORTS

Discussion and board action is possible on the following reports.

22. Rules, Elections, & By-Laws Committee (Lewis) [2 min]

- Meeting needs to be scheduled to update our bylaws before next year’s elections. Deadline for changes is May 1st. Eric said he will talk to the REB committee before the April vote or possibly before the March vote.

23. LA Neighborhood Councils Coalition (LANCC) Representative (Uebersax) [4 min]

- LANCC meetings: 1st Sat of each month, 10:00AM, 6501 Fountain Ave., Hollywood
- Annual LANCC executive board elections will be held on Saturday Feb. 7, 2015. All are invited to run for office. Duties include arranging meeting speakers, setting meeting agendas and meeting with city leaders and staff.
- There will probably be a 7% increase in rates this year for DWP, but it will probably not be reported until after the March primaries. Discussion about programs for homeless veterans. David may consider running for an office position for LANCC.

24. Good of the Order [2 min] Eric said NC Congress is this Saturday and asked if anyone wants to attend. Mary Ellen announced her daughter's engagement and son's new job.

25. Future Agenda Items & other Calendar Events [2 min]

26. Adjournment Time: _9:59

27. Attendance

Members of the public may request and receive, without undue delay, copies of any documents that are distributed to the Board, unless there is a specific exemption under the Public Records Act that prevents the disclosure of the record. (Govt. Code § 54957.5)

The Winnetka 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 Winnetka 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 Neighborhood Council Secretary at 818-718-0629, or please send an e-mail that states the accommodations that you are requesting to mmoreno@winnetkanc.com.

SI REQUIERE SERVICIOS DE TRADUCCION, FAVOR DE NOTIFICAR A LA OFICINA 3 Dias de trabajo (72 horas) ANTES DEL EVENTO. SI NECESITA AYUDA CON ESTA AGENDA, POR FAVOR LLAME A NUESTRA OFICINA AL (310) 562-3268.

PROCESS FOR RECONSIDERATION

The Board may reconsider and amend its action on items listed on the agenda if that reconsideration takes place immediately following the original action or at the next regular meeting. The Board, on either of these two days, shall: (1) Make a Motion for Reconsideration and, if approved, (2) hear the matter and Take an Action.

If the motion to reconsider an action is to be scheduled at the meeting following the original action, then two items shall be placed on the agenda for that meeting: (1) A Motion for Reconsideration on the described matter and (2) a {Proposed} Action should the motion to reconsider be approved. A Board member who has previously voted on the prevailing side of the original action taken can only make a motion for reconsideration.

If a motion for reconsideration is not made on the date the action was taken, then a Board member on the prevailing side of the action must submit a memorandum to the Secretary identifying the matter to be reconsidered and a brief description of the reason(s) for requesting reconsideration at the next regular meeting. The aforesaid shall all be in compliance with the Brown Act.

PROCESS FOR FILING A GRIEVANCE

Any grievance by a Stakeholder must be submitted in writing to the Secretary of the Board of Directors. The Secretary shall then within no more than 30 days refer the matter to an ad-hoc grievance panel comprised of 3 Stakeholders who are randomly selected by the Council Secretary from a list of Stakeholders who have previously expressed an interest in serving from time to time on such a grievance panel. The Secretary will coordinate a time and a place, not to exceed 10 days, for the panel to meet with the person(s) submitting a grievance and to discuss ways in which the dispute may be resolved.

Thereafter, a panel member shall promptly prepare a written report to be forwarded by the Secretary to the Board to be heard at the next board meeting outlining the panel's collective recommendations for resolving the grievance. The Board of Directors may receive a copy of the panel's report and recommendations prior to any meeting by the Board, but the matter shall not be discussed among the Board members until the matter is heard at the next regular meeting of the Board pursuant to the Ralph M. Brown Act.

This formal grievance process is not intended to apply to Stakeholders who simply disagree with a position or action taken by the Board at one of its meetings. Those grievances can be aired at the Board meetings. This grievance process is intended to address matters involving procedural disputes, e.g., the Board's failure to comply with the Board's Rules or Bylaws, or its failure to comply with the City's Charter, the Plan, local ordinances, state law, and/or federal law.

In the event that a grievance cannot be resolved through this grievance process, the complainant has the right to appeal the matter to the Department of Neighborhood Empowerment for consideration or dispute resolution.

