



Officers:
PAT BATES•President
VICTORIA MILLER•Vice President
JODIE FRANCISCO•Secretary
GLENN BAILEY•Treasurer
HENRY ESHELMAN•Sergeant at Arms

NOTICE AND AGENDA
ENCINO NEIGHBORHOOD COUNCIL
EXECUTIVE COMMITTEE MEETING
Tuesday October 19th, 2021 @ 6:30pm

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/87172153317>

Meeting ID: 871 7215 3317

Or One tap mobile :

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IN CONFORMITY WITH THE SEPTEMBER 16, 2021 ENACTMENT OF CALIFORNIA ASSEMBLY BILL 361 (RIVAS) AND DUE TO CONCERNS OVER COVID-19, THE ENCINO NEIGHBORHOOD COUNCIL MEETING WILL BE CONDUCTED ENTIRELY WITH A CALL-IN OPTION OR INTERNET-BASED SERVICE OPTION

Public Comment: Public Comments on Non-Agenda Items is limited to TWO MINUTES (2) per speaker. Time may be adjusted at the Chair's discretion. Public calling in, please press *9 on your phone to raise your hand to speak. For those that are using the Zoom Webinar please use the raise your hand feature to speak. Public comment on agenda items will be heard when the item is up for discussion. Public comment on agenda items is limited to 1 minutes per agenda item. Comments from the public on agenda items will be heard only when the respective item is being considered. Time may be adjusted at the Chair's discretion.

AB 361 Updates: Public comment cannot be required to be submitted in advance of the meeting, only real-time public comment is required. If there are any broadcasting interruptions that prevent the public from observing or hearing the meeting, the meeting must be recessed or adjourned. If members of the public are unable to provide public comment or be heard due to issues within the Neighborhood Council's control, the meeting must be recessed or adjourned.

1. **Call to Order. Start recording. Roll call. determination of quorum.**
2. Approval of September 2021 Executive Committee Minutes
3. Reports from Public Officials/Departments/Community Agencies
4. Public Comment on Non-Agenda Items – Public Comments on Non-Agenda Items is limited to TWO MINUTES (2) per speaker. Time may be adjusted at the Chair’s discretion. Public calling in, please press *9 on your phone to raise your hand to speak. For those that are using the Zoom Webinar please use the raise your hand feature to speak.
5. Officer's Reports:
 - A. President's Report
 - B. Vice-President's Report
 - C. Secretary's Report
 1. Review of Prior General Board Meeting minutes and Vote Count sheets –
 - D. Treasurer's Report
 1. September [2021 Monthly Expenditure Report \(MER\)](#), emailed to board and posted to ENC Financials webpage
 2. Neighborhood Purposes Grants – update on previous and potential NPGs
 - E. Sergeant-at-Arms Report: Training compliance, including new Anti-Bias training (deadline 11/30/21)

Motion, Discussion, and Vote may be taken on all items

6. **New and Old Business Executive Committee**
 - A. **Discussion and Possible Action:** Update on the EmpowerLA Virtual Governance Hybrid Work Group, which is scheduled to make recommendations to BONC on October 18, 2021. See **BONC 10/18/2021 agenda** http://ens.lacity.org/done/agendas/doneagendas197155399_10182021.pdf
 - B. **Discussion and Possible Action: Status of Draft Digital Communication Policy.** See **BONC 10/18/2021 agenda** http://ens.lacity.org/done/agendas/doneagendas197155399_10182021.pdf
 - C. **Discussion and Possible Action:** Discuss the following board member suggestions for meeting conduct, and further evaluate changes to agenda templates pursuant to DONE’s 10/8/2021 memorandum (reflected in this agenda). 1- Public commenters must sign in- sign in for each specific agenda item they wish to speak. Open comments and specific topical comments should be differentiated on the sign in sheet. Open Public comments about non-agenda items and Agenda Public comment items about the agenda item. 2- Limit of 1 minute for public comments per discussion item-- AND we as a Board can follow up with further discussion on public comments as we deem necessary 3- No overall "specified time schedule beyond the agenda" for public comment periods-- They are just scheduled as part of each item as they come up for action and discussion. 4- Specify this is being done per AB361.
 - D. **Discussion and Possible Action:** Recommendation of appointment of Neighborhood Council Sustainability Alliance (NCSA) Representative and Alternate for voting purposes.

- E. **Announcement:** DONE is accepting Bylaws amendments now. The submittal deadline is April 1, 2022 (note date changed to April 1, 2022)

- F. **Applications for open positions on the Encino Neighborhood Council (5 min):Open Positions Include:** At Large Alt (1), Apartment/Condo Alt (1), Business Rep Alt (2), Education Alt (1), Public Safety Rep Alt (1), Religious Alt (1), Volunteer Alt (1), Area 3 Alt (1), Youth Rep (1).

7. Review General Board Meeting Draft Agenda

8. Board Member Comment on Non Agenda Items

9. Adjournment by 8:30pm

Next Executive Committee meeting: this is scheduled for November 30th, 2021. This is the date of the CORE Institute Training Module III - shall we consider moving to Monday, November 29th instead.

The Encino Neighborhood Council (ENC), is a Certified Neighborhood Council of the City of Los Angeles which ADVISES City, other Governmental Officials' and the Community on issues or concerns that are affecting the community of ENCINO. The ENC is made up of volunteers who are ELECTED by the community who live, work or otherwise are involved in the community of ENCINO. The ENC also makes appropriations of City Funds for Community Projects and needs as requested and approved by various committees and the general board.

PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS – Comments from the public on agenda items will be heard only when the respective item is being considered. Comments from the public on other matters not appearing on the agenda that are within the Board's jurisdiction will be heard during the General Public Comment period. Please note that under the Brown Act, the Board is prevented from acting on a matter that you bring to its attention during the General Public Comment period; however, the issue raised by a member of the public may become the subject of a future Board meeting. Public comment on agenda items is limited to 1 minutes per speaker per item, unless adjusted by the presiding officer of the Board or Committee.

PUBLIC POSTING OF AGENDAS - ENC agendas are posted for public review as follows: Glass case outside the Encino Chamber of Commerce office at 4933 Balboa Blvd, Encino, Encino-Tarzana Branch Library, and digitally at www.encinonc.org You can also receive our agendas via email by subscribing to L.A. City's Early Notification System at <https://www.lacity.org/government/subscribe-agendasnotifications/subscribe-other-meetings-agendas-and-documents>

THE AMERICAN WITH DISABILITIES ACT 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. Sign language interpreters, assisted listening devices, or other auxiliary aids and/or services may be provided upon request. To ensure availability of services, please make your request at least 3 business days (72 hours) prior to the meeting by contacting the Department of Neighborhood Empowerment by calling (213) 978-1551 or email: NCsupport@lacity.org

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 viewed at our website: encinonc.org or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact Pat Bates, Board President, at (747) 282-0450 or email via president@encinonc.org.

RECONSIDERATION AND GRIEVANCE PROCESS

For information on the ENC's process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the ENC Bylaws. The Bylaws are available at our Board meetings and our website <https://www.encinonc.org/ncfiles/viewPageFile/3541>

SERVICIOS DE TRADUCCIÓN: Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte a Pat Bates, Presidente de la Mesa Directiva, al (747) 282-0450 o por correo electrónico president@encinonc.org para avisar al Concejo Vecinal.