

Date: July 14, 2005
To: Neighborhood Council Leaders
From: Greg Nelson, General Manager
Subject: NEW EMPOWERMENT ACADEMY CLASSES

JULY

7/20/05 CONFLICT OF INTEREST AND NEIGHBORHOOD COUNCILS

Course No. 105
Faculty: Office of the City Attorney
Area: South Valley

This class is designed for Neighborhood Council board members, and will discuss conflict of interest laws, including the Political Reform Act and Government Code section 1090. The class will provide an overview of state laws and the rules that require when an individual board member or when the entire board of the Neighborhood Council should be excused from voting on a matter that is pending before the Neighborhood Council. This seminar will focus on assisting board members in identifying the improper financial conflicts or personal biases that might impact their ability to vote.

6:30 – 8:30 p.m.
Marvin Braude Center
Conference Room 1A
6262 Van Nuys Blvd.
Van Nuys, CA 91401

7/27/05 ROAD TO SUCCESS: IMPROVING AND UNDERSTANDING YOUR BYLAWS

Course No. 104
Faculty: Empowerment Academy Staff
Area: Central Los Angeles

This class will help Neighborhood Councils improve and understand their bylaws, which establish the parameters for the Neighborhood Council's operational structure, duties and abilities. Participants will learn about some of the laws that impact their organizational structure and how to best draft and create bylaw provisions that utilize these frameworks to achieve the desired results. A discussion on the Plan for a Citywide System of Neighborhood Councils will be included, and suggested language for many common bylaw provisions will be provided.

6:30 – 8:30 p.m.
Empowerment Academy Training Center
305 E. First Street
Los Angeles, CA 90012
(Free parking in Lot 7 around the corner)

AUGUST

8/11/05 WORK PLAN DEVELOPMENT

Course No. 310
Faculty: Empowerment Academy Staff
Area: South Los Angeles

This class will discuss the components to develop a work plan. It will discuss the importance of establishing a communication network, developing a community survey, conducting outreach for community participation, and getting community buy-in through active community participation in the development of the work plan. Further, it will cover self-assessment and accountability to measure the success of the Neighborhood Council. This session is an overview to be held regionally. Neighborhood Councils may arrange individualized sessions for a reasonable fee, through provider agencies.

6:30 – 8:30 p.m.
Mark Ridley-Thomas Constituent Service Center
8475 S. Vermont Avenue
Los Angeles, CA 90044

8/18/05 COMMUNITY AWARENESS AND PUBLIC SAFETY PERSPECTIVES

Course No. 500
Faculty: LAPD, LAFD, Dept. of Animal Services, Dept. of Recreation and Parks' Park Rangers
Area: North Valley

This class will provide participants with a better understanding of the City's community safety and enforcement structure. It will discuss the efforts of agencies such as the Police Department, the Fire Department, the Department of Animal Services, and the Department of Recreation and Parks' Park Rangers in working with the community to improve the quality of life.

6:30 – 9:00 p.m.
Mission Community Police Station
Community Room
11121 Sepulveda Blvd.
Mission Hills, CA 91345
(Free parking available at the FACEY Medical Center building)

8/31/05 CONFLICT OF INTEREST AND NEIGHBORHOOD COUNCILS

Course No. 105
Faculty: Office of the City Attorney
Area: Harbor

This class is designed for Neighborhood Council board members and will discuss conflict of interest laws, including the Political Reform Act and Government Code section 1090. The class will provide an overview of state laws and the rules that require when an individual board member or when the entire board of the Neighborhood Council should be excused from voting on a matter that is pending before the Neighborhood Council. This seminar will focus on assisting board members in identifying the improper financial conflicts or personal biases that might impact their ability to vote.

6:30 – 8:30 p.m.
Kaiser Permanente Conference Center, Room B1 (on Normandie Avenue)
25825 S. Vermont Avenue
Harbor City, CA 90710

SEPTEMBER

9/10/05 UNDERSTANDING THE NEIGHBORHOOD COUNCIL ELECTION PROCEDURES: AN ORIENTATION FOR PROSPECTIVE INDEPENDENT ELECTION ADMINISTRATORS AND FINAL DECISION MAKERS

Course No. 108
Faculty: DONE Elections and Innovations Staff
Area: South Valley

On January 25, 2005, the Citywide Neighborhood Council Election Procedures were adopted by the City Council. This workshop will focus on the new requirements, the date they go into effect, and how they will affect upcoming Neighborhood Council elections. In addition, we will offer separate training and orientation sessions for prospective Independent Election Administrators (IEA) and Final Decision Makers (FDM). We will cover all major aspects of their roles and responsibilities in the Neighborhood Council election process. Upon completing the training, participants will be eligible for placement on the official lists maintained by the Department.

6:30 – 8:30 p.m.
Marvin Braude Center
Conference Rooms 1A and 1B
6262 Van Nuys Blvd. Van Nuys, CA 91401

9/14/05 CONFLICT OF INTEREST AND NEIGHBORHOOD COUNCILS

Course No. 105
Faculty: Office of the City Attorney
Area: North Valley

This class is designed for Neighborhood Council board members and will discuss conflict of interest laws, including the Political Reform Act and Government Code Section 1090. The class will provide an overview of state laws and the rules that require when an individual board member or when the entire board of the Neighborhood Council should be excused from voting on a matter that is pending before the Neighborhood Council. This seminar will focus on assisting board members in identifying the improper financial conflicts or personal biases that might impact their ability to vote.

6:30 – 8:30 p.m.
Old Depot Plaza
Chamber of Commerce Community Room
10038 Old Depot Plaza Road
Chatsworth, CA 91311

9/22/05 CONFLICT OF INTEREST AND NEIGHBORHOOD COUNCILS

Course No. 105
Faculty: Office of the City Attorney
Area: South Los Angeles

This class is designed for Neighborhood Council board members and will discuss conflict of interest laws, including the Political Reform Act and Government Code Section 1090. The class will provide an overview of state laws and the rules that require when an individual board member or when the entire board of the Neighborhood Council should be excused from voting on a matter that is pending before the Neighborhood Council. This seminar will focus on assisting board members in identifying the improper financial conflicts or personal biases that might impact their ability to vote.

6:30 – 8:30 p.m.

Council District 10 Field Office
1819 S. Western Avenue
Los Angeles, CA 90006

9/27/05 ROLES AND RESPONSIBILITIES OF BOARD MEMBERS

Course No. 106

Faculty: Empowerment Academy Staff

Area: East Los Angeles

This class goes beyond the general board orientation by further defining the role, responsibilities, and expectations of each position on the board. A break-out session will allow for focused discussion with each board position, using hands-on tools to provide examples and templates.

6:30 – 8:30 p.m.

Ramona Hall Community Center
Multi-Purpose Room
4580 N. Figueroa Street
Los Angeles, CA 90065

9/28/05 WHERE'S THE MONEY TO IMPROVE YOUR COMMUNITY?

Course No. 204

Faculty: Community Partners and DONE Staff

Area: West Los Angeles

[Description pending presenter meeting on 8/13]

6:00 – 9:00 p.m.

IMAN Center
Community Room
3676 Motor Avenue
Los Angeles, CA 90034

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