



# Empowerment Congress Southwest Area Neighborhood Development Council



## Executive Committee

President  
Marcello Robinson

Vice-President  
VACANT

Secretary  
VACANT

Treasurer  
VACANT

Serving the communities of: Gramercy Park/  
West Park Terrace, Manchester Square, and Vermont Knolls

## Special General Board & Community Regular Meeting Agenda

Mark Ridley-Thomas  
Constituent Service Center  
8475 S. Vermont Ave. #207  
Los Angeles, CA 90044

Monday, December 4, 2023,  
6:15pm - 8:00pm

## Board Members

Ra'Shon Chavis  
At-Large

Nia Mayers Franklin  
At-Large

Vanessa Bailey  
Business Representative

Tunisia Johnson  
At Large Representative

David Fuller  
Social Media Representative

Marcello Robinson  
Organizational Representative

Dominica Robbins-Wilson  
Area 1 Residential  
Representative

Timothy Henry  
Area 2 Residential  
Representative

Valencia Y. Marlowe  
Area 3 Residential  
Representative

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 is limited to 2 minutes per speaker, unless adjusted by the presiding officer of the Board.

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, assistive 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](mailto:NCsupport@lacity.org)

All items on the agenda are subject to discussion, possible action and filing of a Community Impact Statement to the Office of the City Clerk.

**1) CALL TO ORDER AND BOARD ROLL CALL (4 EE Quorum)**

**2) GENERAL PUBLIC COMMENT**

- Comments from the public on non-agenda items within the Board’s subject matter jurisdiction. Each speaker will be allowed 2 minutes.

**3) GOVERNMENT REPORTS**

- Public Safety
- City Council Representative
- Government Departments/Agencies, including.
  - Department of Neighborhood Empowerment:  
*Department update on the Exhaustive Efforts (EE) Status and Work Plan for the Empowerment Congress Southwest Area Neighborhood Development Council (ECSWANDC).*

**4) OFFICER REPORTS**

- President:
  - i. Approve July, August, September, October 2023 MER Financial Reports.
  - ii. South LA NC Townhall – 02/24/2024
  - iii. Tracking Council Files
- VP, Secretary: TBD January 2024

**5) MEMBER & COMMITTEE ANNOUNCEMENTS / COMMENTS**

- **Committee Chair & Assignments on hold per Exhaustive Efforts plan.**

**6) MINUTES: Motion to approve October 16<sup>th</sup> meeting minutes**

**7) NEW BUSINESS**

**a) Motion: Support for City Council Motions CF23-1114 and CF23-1113**

*Whereas*, the Empowerment Congress Southwest Area Neighborhood Development Council (ECSWANDC) is committed to fostering community engagement and participation; and

*Whereas*, the City Council has proposed motions CF23-1114, which allows Neighborhood Councils (NCs) to vote to hold virtual meetings, and CF23-1113, instructing the Department of Neighborhood Empowerment (DONE) to report back on the best practices for facilitating a return to virtual meetings, including the implementation of SB411 and the provision of audio/visual equipment; and

*Whereas*, ECSWANDC recognizes the importance of providing greater access to all neighbors, ensuring inclusivity in participation in the NC and its various committees; and

*Whereas*, some neighbors may face physical or health limitations, or have scheduling, job, or family commitments that make in-person attendance challenging;

*Therefore, be it resolved* that ECSWANDC fully supports City Council motions CF23-1114 and CF23-1113; and

*Be it further resolved* that ECSWANDC hereby notifies the City of its intent to utilize virtual meetings to enhance access and participation for all neighbors, acknowledging that video meetings provide additional options for those facing physical, health, or scheduling constraints.

*Be it further resolved* that ECSWANDC submits a Community Impact Statement (CIS) expressing our endorsement of the aforementioned City Council motions and our commitment to fostering inclusivity in community engagement.

Motion to approve 2024 Proposed Hybrid Meeting Calendar: Subject to change by Presiding Officer.

February – Virtual

March – In Person

April – Virtual

May – In Person

June – Virtual

July – Virtual

August – Virtual

September – In Person

October – Virtual

November – In Person

December - Virtual

- b) Selection of Officer - Motion to fill ECSWANDC Treasurer position in accord with the Empowerment Congress Southwest Area Neighborhood Development Council EE Work Plan and Bylaws, Article VI, Section 3 & 4:
- "Officer positions shall be filled by a majority vote of the Board members present at the first official Board meeting following their election or selection in Board election years. Section 4: Officer Terms - The Officers shall serve two (2) year terms and serve at the pleasure of the Board. They may stand for reelection every two (2) years. "Treasurer responsibilities:
  - Maintain the records of the ECSWANDC's finances and books of accounts.
  - Make a report to the Board on the ECSWANDC finances at every regular meeting.
  - Chair the Budget & Finance Committee, overseeing compliance with all Department of Neighborhood Empowerment and City of Los Angeles requirements.
  - Ensure timely presentation of Monthly Expenditure Reports.
  - Create Board Action Certification forms and submit them to the City of Los Angeles Funding Assistant.
  - Ensure timely payment of invoices/bills received.
- c) Discussion and possible motion to appoint the ECSWANDC Financial Officers. Financial Officers must complete the in-person NC Funding Program Training at least once every 2 years. RSVP for training:
- (a) 2nd Signer
  - (b) Alternate Signer
  - (c) Bank Cardholder
  - (d) 2nd Bank Card Holder
- d) Discussion and possible motion to appoint Outreach Chair/Committee as outlined in the DONE Exhaustive Efforts Status and Work Plan.
- e) Discussion and possible motion to approve the application of Ashlye Durrell for appointment to the ECSWANDC Area 5 Representative seat for the remaining term, ending June 30, 2025.
- f) Discussion and possible motion to approve the application of Ashley Crisp for appointment to the ECSWANDC Area 4 Representative seat for the remaining term, ending June 30, 2025.
- g) Discussion and possible motion to approve the application of Nelson Clifton Williams Jr. for appointment to the ECSWANDC Faith Based Representative seat for the remaining term, ending June 30, 2025

## 8) OLD BUSINESS

- a) Discussion and possible motion to approve the application of Tracey Davis for appointment to the ECSWANDC Youth Representative seat for the remaining term, ending June 30, 2025.
- b) Discussion and possible motion to approve a date for the ECSWANDC Board Retreat to be held in January 2023. Motion to approve up to \$500.00 for meals/refreshments.
- c) Discussion and update on the ECSWANDC Bylaw Amendment Application dated April 6, 2018, related to establishing the five (5) Residential Area Seats and Internal Boundaries.
- d) Announcement of vacant seats to be filled at the next Regular Board Meeting of December 18, 2023. Interested stakeholders must complete and submit their application to the Board President by December 13, 2023.

## 9) Board Member Announcements and Future Agenda Items Request.

## 10) ADJOURNMENT

### Public Posting of Agendas

- Neighborhood Council agendas are posted for public review at:
  - MRT Constituent Service Center – 8475 S. Vermont Ave., Los Angeles, CA 90044
  - <http://www.southwestnc.org/>
  - Subscribe to L.A. City's Early Notification System (ENS) for agendas via email.

### Notice to Paid Representatives

- If you are compensated to monitor, attend, or speak at this meeting, City law may require you to register as a lobbyist and report your activity. See Los Angeles Municipal Code Section 48.01 et seq. More information is available at [ethics.lacity.org/lobbying](https://ethics.lacity.org/lobbying). For assistance, please contact the Ethics Commission at (213) 978-1960 or [ethics.commission@lacity.org](mailto:ethics.commission@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 the Mark Ridley-Thomas Constituent Service Center and at [www.southwestnc.org](http://www.southwestnc.org). If you would like a copy of any record related to an item on the agenda, please email [board@southwestnc.org](mailto:board@southwestnc.org).

### Reconsideration and Grievance Process

- For information on the NC's process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the NC Bylaws available at our Board meetings and our website [www.southwestnc.org](http://www.southwestnc.org).