



# Empowerment Congress Southwest Area Neighborhood Development Council



## **Executive Committee**

President  
Marcello Robinson

Vice-President  
Ra-Shon Chavis

Secretary  
Valencia Marlow

Treasurer  
Tunisia Johnson

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

## Special General Board & Community Regular Meeting Agenda

Constituent Service Center  
8475 S. Vermont Ave  
Los Angeles, CA 90044

**Monday, October 21, 2024**  
**6:15 pm – 8:00 pm**

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 1 (one) minute 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 the availability of services, please make your request at least 3 business days (72 hours) before the meeting by contacting the Department of Neighborhood Empowerment by calling (213) 978-1551 or email: [ncsupport@lacity.org](mailto:ncsupport@lacity.org)

## **Board Members**

Ra'Shon Chavis  
At-Large

Nia Mayers Franklin  
At-Large

Vanessa Bailey  
Business Representative

Nelson Clifton Williams Jr.  
Faith-Based Representative

Daniel Fuller  
Social Media Representative

Dominica Robbins-Wilson  
Area 1 Residential  
Representative

Timothy Henry  
Area 2 Residential  
Representative

Valencia Y. Marlowe  
Area 3 Residential  
Representative

Ashley Crisp  
Area 4 Residential  
Representative

Ashlye Durrell  
Area 5 Residential  
Representative

Tracey Davis  
Youth Representative

Tunisia Johnson  
At Large Representative

Marcello Robinson  
Organizational Representative

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.

SUPPORTING DOCUMENTS CAN BE VIEWED ONLINE AT:

[https://drive.google.com/drive/folders/1NFAp6f\\_84iimtPwyHZQcYHDzJgR\\_9qyV?usp=sharing](https://drive.google.com/drive/folders/1NFAp6f_84iimtPwyHZQcYHDzJgR_9qyV?usp=sharing)

**1) Call to Order – Council member roll call (Quorum = 7)**

**2) Welcome & Board Member Announcements – (non-committee related)**

**3) Approval of Minutes – September 16, 2024**

[https://drive.google.com/file/d/1tov63CArotM6xgYDWGDG87O1KA7Gk\\_jr/view?usp=sharing](https://drive.google.com/file/d/1tov63CArotM6xgYDWGDG87O1KA7Gk_jr/view?usp=sharing)

**4) Comments by Public Officials**

**5) Department of Neighborhood Empowerment**

**6) Treasurer's Report –**

a) Motion to approve the Monthly Expenditure Report(s) for September 2024.

b) Motion to approve board member name badges in the amount of \$454.10 and shipping cost in the amount of: \$12.95 to Anderson Trophy.

(- item originally approved at May 2024 board meeting payment made in fiscal year requiring BAC to be for this fiscal year. May BAC attached)

<https://drive.google.com/file/d/1jQu3i0p6G2z1cYnL9m1DTcdBjuTU8UZr/view?usp=sharing>

c) Motion to approve Moore Business Result (MBR) Proposal dated July 23, 2024. This includes their hourly rates: communications at \$136/hour, developer at \$95/hour, and graphic designer at \$105/hour. The scope of work involves:

- Partnering with ECSWANDC to identify Board actions, positions, events, and news, and crafting news briefs to share across all platforms.
- Creating and implementing a communication plan.
- Developing eblasts to share with stakeholders.
- Sharing engaging current news and events via social media.
- Keeping the website updated.
- Adding additional site functionality as needed.
- Conducting regular site security updates.

d) Motion to approve Moore Business Results invoices for webmaster services for July 2024 in the amount of \$406.87, August 2024 in the amount of \$551.91 and September 2024 in the amount \$391.36.

<https://drive.google.com/file/d/1fYr52Lv4nHT85qW4P8gRIRavMzwOg0lb/view?usp=sharing>

e) Motion to approve reimbursement to Tunisia Johnson in the amount of \$761.33 for food purchased for the board retreat held in May 2024.

[https://drive.google.com/file/d/1ocQ\\_2gz4Y4krY-NZc2UhL-FMt5wbhzro/view?usp=sharing](https://drive.google.com/file/d/1ocQ_2gz4Y4krY-NZc2UhL-FMt5wbhzro/view?usp=sharing)

## **7) General Public Comment on Non-agenda items -**

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

## **8) Initial Public Comment on Agenda Items -**

*For those wishing to speak at the beginning of the meeting and/or who need to leave early and for those wishing to speak on items marked on the agenda as part of the consent calendar. Members of the public are entitled to comment only once per*

## **9) New Business –**

### **a) Event Presentation by Harvard Block Club:**

The 2nd Annual "Halloween on Harvard Kids Costume Parade and Block Party" is a free, family-friendly event designed to celebrate the creativity and diversity of our underserved, ethnically rich community. This event provides a safe and festive environment where children and families can enjoy Halloween while fostering a sense of connection and belonging among neighbors. The event promotes unity and aims to strengthen community bonds, offering families a memorable and positive holiday experience.

### **b) Discussion and Possible Motion for Event Co-Sponsorship:**

The board will discuss and consider a motion to approve co-sponsorship of the "Halloween on Harvard Kids Costume Parade and Block Party" as part of the Neighborhood Council's outreach efforts. The event will serve as a platform to raise awareness and increase stakeholder engagement with the ESCWANDC, particularly through connecting both adults and youth to the Education, Neighborhood, and Outreach committee initiatives. A request is made to approve up to \$2,500.00 for event expenses, including the costs of hosting an outreach booth/table, providing candy/goody bags, decorations, refreshments, family-friendly entertainment such as face painting, balloon artists, and a children's clown.

<https://drive.google.com/file/d/1SQ5ZEplZe8VvJmFLXhjnq8pOuMRdiZRb/view?usp=sharing>

## **10) Unfinished Business –**

a) Discussion and possible motion to adopt the provisions of California Assembly Bill 2449 (AB 2449) for the ECSWANDC full board. This will allow board members to participate remotely under specific conditions, including "just cause" or "emergency circumstances." This flexibility will ensure that the ECSWANDC board can continue its operations even when in-person attendance is not possible for some board members, while maintaining transparency and public access for stakeholders.

b) Discussion and possible Motion to adopt the provisions of California Senate Bill 411 (SB 411) for the ECSWANDC full board. This will enable the board to hold teleconferenced meetings; addressing unexpected loss of quorum challenges and increasing stakeholder participation. At least one in-person meeting will be held annually to ensure public accessibility and maintain transparency, as required by the bill.

c) Discussion and possible motion to approve up to \$1,000 for the ECSWANDC full board to purchase teleconferencing equipment, contingent upon the board's approval of the adoption of AB 2449. This

equipment will ensure the board can effectively implement remote participation and maintain high-quality public access to virtual meetings, as outlined in AB 2449 provisions.

## 11) Standing Committee Reports including Ad HOC -

- **Executive:** Marcello Robinson
  - Next exec board meeting is tentatively scheduled via zoom Friday, November 8, 2024 at 6pm. Please email our board secretary any inquires and or agenda items you would like considered no later than Monday, November 4, 2024.
- **Neighborhood:** Nelson Williams
  - Motion and possible discussion authorizing Neighborhood Committee to draft a plan to host a day of recognition and celebration for the men and women who serviced in our nation's military services. Once the draft event plan is completed the committee will return to the full board for final approval before event implementation begins.
- **Land Use:** Dominica Robbins-Wilson
- **Education:** Nia Mayers Franklin
- **Outreach:** The next two outreach committee meetings will be held via zoom on Thursday, November 8<sup>th</sup> and December 5, 2024 at 6pm.
- **Unhoused/Homeless:** The next homeless liaison meeting with Mayor's office will be held via zoom on November 16<sup>th</sup> and we will provide a report at board November 18<sup>th</sup> meeting.

## 8) Board Member Announcements -

## 9) ADJOURNMENT

*Please email all future agenda items request to our board secretary no later than November 4 2024.*

### 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](http://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/).

## Upcoming full board meetings dates:

**Monday, November 18<sup>th</sup> and Monday, December 16<sup>th</sup>. Location/Time TBD.**