

<p><b>COMMITTEE MEMBERS</b></p> <p>Jennifer Clark - Chair</p> <p>Michael Coleman - Vice Chair</p> <p>Veronica Jimenez Vasquez</p> <p>Jennie Palluzzi</p> <p>Zaid Diaz-Arias (Ex-Officio)</p> <p>Email: <a href="mailto:ByLaws@NHNENC.org">ByLaws@NHNENC.org</a></p> <p><b>COUNCIL MEMBERS</b></p> <p>Zaid Diaz-Arias - President</p> <p>Jennifer Clark - Vice President</p> <p>Michael Coleman - Treasurer</p> <p>Jennie Palluzzi - Parliamentarian</p> <p>Maria Cermeno</p> <p>Robert Clark</p> <p>SheRise Ford</p> <p>Mel Futrell</p> <p>Marci Marks</p> <p>Kate Martinez</p> <p>Veronica Jimenez Vasquez</p>
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**NORTH HOLLYWOOD NORTHEAST NEIGHBORHOOD COUNCIL AGENDA**

**Meeting Type:**  
**Special Joint Meeting of the Board and the ByLaws and Rules Committee**

**Date:**  
**Wednesday, October 23, 2024**  
**7:30 pm**

**Location:**  
**Los Angeles Fire Station 89,**  
**Community Room**  
**7063 Laurel Canyon, L.A., CA 91605**

<p><b>NORTH HOLLYWOOD NORTHEAST NEIGHBORHOOD COUNCIL</b></p> <p>Regular Board Meetings  the 3rd WEDNESDAY  January through December @ 7PM</p> <p><b>LA Fire Station 89</b>  <b>7063 Laurel Canyon, L.A., CA 91605</b>  <b>Community Room</b></p> <p><b>Enter the Fire Station gate to find the Community Room at the back of the Station. There is ample parking available on the Station property. Please do not drive more than 5 mph and do not block the driveway.</b></p> <p><b>Snacks and drinks provided.</b></p> <p>Email: <a href="mailto:Board@NHNENC.org">Board@NHNENC.org</a></p> <p>Website: <a href="http://www.nhnenc.org">www.nhnenc.org</a></p>
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\*President/Chair reserves the right to move agenda items to accommodate speakers

This meeting is noticed as a Special Joint Meeting of the North Hollywood Northeast Neighborhood Council and the Outreach and Youth Engagement Committee, because there may be a majority of neighborhood council board members present in a number sufficient to take board action. Any action taken at this meeting will only be an action of the Beautification and Public Safety Committee members present and not an action of the North Hollywood Northeast Neighborhood Council as a body.

Item #	Topic	Responsible Person
1	Call Meeting to Order – Roll Call – Welcome - Brief Review of Meeting Rules	Chair
2	Comments by Government Officials (1 min each)	Various
3	Public Comments on Non-Agenda Items (1 min each)	Various
4	Approval of <a href="#">Minutes from March 13, 2024 ByLaws Committee meeting</a>	Chair
<b>ByLaws</b>		
5	<p><b>Discussion and Possible Action:</b> 2024 Bylaws Amendment Application</p> <ul style="list-style-type: none"> <li><a href="#">NHNENC Bylaws</a>: Approved by the Board of Neighborhood Commissioners (BONC) on June 17, 2024</li> <li>Verbal Report on the approval process and timeline</li> </ul>	Jennifer Clark
<b>Standing Rules</b>		
6	<b>Discussion and Possible Action:</b> <a href="#">NHNENC Standing Rules</a> approved March 20, 2024 at the full NHNENC Regular Board Meeting	Chair

<p>7</p>	<p><b>Discussion and Possible Action:</b> <a href="#">NHNENC Standing Rules</a> potential amendments</p> <ul style="list-style-type: none"> <li>● ARTICLE IV: PARLIAMENTARY AUTHORITY Section 1: Description             <ul style="list-style-type: none"> <li>○ H. <i>“The Chair may call for a voice vote or a show of hands.”</i> be changed to state <i>“The Chair may call for a voice vote.”</i></li> <li>○ J. That the following be added to this section regarding the order for the Roll Call Vote to allow for the vote by the Chair to be something other than abstain, if needed. <i>“Chair will always be the last to be called on for a Roll Call Vote.”</i></li> <li>○ K. Remove all since Roll Call Vote is required by BONC. Move L to become K</li> </ul> </li> <li>● ARTICLE VI: COMMITTEES AND THEIR DUTIES             <ul style="list-style-type: none"> <li>○ Section 1: Standing Committees                 <ul style="list-style-type: none"> <li>■ Add <i>“The Planning and Land Use Management Committee”</i> (PLUM) to the Standing Committees list. Note: PLUM was created by the President and approved by the Council at the July 2024 Regular Board meeting.)</li> </ul> </li> <li>○ Section 3: Committee Creation and Authorization                 <ul style="list-style-type: none"> <li>■ F. Committee Meetings.                     <ul style="list-style-type: none"> <li>● <i>“Standing Committees shall meet no less than once a quarter.”</i> - Review all committee’s meeting dates, recommend that any that has not met in 6 months as required be placed on the next Board meeting agenda for consideration to be dissolved</li> <li>● Remove <i>“Minutes should be taken at every Committee meeting.”</i> and replace it with <i>“Written Reports shall be made from every Committee meeting, sent to the President and presented at the following Regular Board meeting.”</i> This matches up the instructions given earlier in Article VI Section 3: E b and in Article VI Section 4: D. Note: Minutes from Committees are not required by BONC.</li> </ul> </li> </ul> </li> <li>○ Section 5: Standing Committee Definitions                 <ul style="list-style-type: none"> <li>■ Add <i>“Planning and Land Use Management Committee”</i></li> <li>■ Discuss language for the Definition</li> </ul> </li> </ul> </li> <li>● ARTICLE VIII: AGENDA SETTING PROCEDURE             <ul style="list-style-type: none"> <li>○ Add to A) <i>“, unless another process is stated elsewhere in these Standing Rules or Bylaws.”</i> To further clarify the rules.                 <ul style="list-style-type: none"> <li>■ Note: The 2024 Bylaws state in ARTICLE VIII MEETINGS “Section 2: Agenda Setting – The president sets the agenda for the Board with suggestions from the Council Members, or the president may designate an executive officer to set the agenda.” and amendments can’t be considered until Spring 2026</li> </ul> </li> <li>○ Add <i>“(C) Neighborhood Purpose Grants (NPG) Process”</i> <ul style="list-style-type: none"> <li>■ <i>“Any NPG application must be reviewed at an Executive Committee meeting and recommended before being presented to the full Council. Additionally, the NPG application form must include all required documents before being presented to the full Council.”</i></li> <li>■ Discuss creating/adding an Internal Vetting List</li> </ul> </li> <li>○ Add <i>“(D) Sponsored or Co-Sponsored Event Process”</i> <ul style="list-style-type: none"> <li>■ <i>“Any Event that North Hollywood Northeast would be the Sponsor or Co-Sponsor of must be reviewed at either an Outreach and Youth Engagement Committee meeting or a Minority Empowerment and Cultural Affairs Committee meeting or Executive Committee meeting; and be recommended by one of the listed committees before being presented to the full Council. Additionally, the Event Packet required by the Office of the City Clerk for approval must be completed in full before being presented to the full Council.”</i></li> </ul> </li> </ul> </li> </ul>	<p>Jennifer Clark</p>
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	<ul style="list-style-type: none"> <li>■ Note: This is already stated as a responsibility of these committees in Article VI: Section 5: Standing Committee Definitions. This just further clarifies the process for how it is to be placed on the agenda of a Board meeting. However the language for either or both definitions needs to be clarified further. Lastly, consider adding the Executive Committee to the list.</li> <li>■ Office of the City Clerk Event Packet, forms and documents                         <ul style="list-style-type: none"> <li>● <a href="https://clerk.lacity.gov/sites/g/files/wph1491/files/2021-02/NCFP%20106%20Event%20Approval%20Form.pdf">https://clerk.lacity.gov/sites/g/files/wph1491/files/2021-02/NCFP%20106%20Event%20Approval%20Form.pdf</a></li> <li>● <a href="https://clerk.lacity.gov/sites/g/files/wph1491/files/2021-02/NCFP%20114%20NC%20Community%20Event%20Risk%20Planning%20Checklist.pdf">https://clerk.lacity.gov/sites/g/files/wph1491/files/2021-02/NCFP%20114%20NC%20Community%20Event%20Risk%20Planning%20Checklist.pdf</a></li> <li>● <a href="https://clerk.lacity.gov/clerk-services/neighborhood-council-funding/documents">https://clerk.lacity.gov/clerk-services/neighborhood-council-funding/documents</a></li> </ul> </li> </ul>	
<b>CANDIDATE APPLICATION for NHNENC BOARD MEMBER</b>		
8	<b>Discussion and Possible Action:</b> Update the <a href="#">candidate application</a> to have the Board Position Names match what is now listed in the Bylaws that were officially approved in June 2024.	Chair
<b>Committee Business</b>		
9	<b>Discussion and Possible Action:</b> Stakeholders interested in becoming members of the ByLaws and Standing Rules committee will be allotted 2 mins to speak. (To become a committee member, the Chair shall appoint a member and the Board will ratify per Article VII§3 of the bylaws)	Chair
<b>Concluding Statements</b>		
10	<b>Committee Member Announcements</b> Including by not limited to: Committee Member activities and suggestions for future agenda items	Committee Members
11	<b>Adjourn</b>	Chair

**PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS** – The public is requested to fill out a “Speaker Card” to address the Board on any agenda item before the Board takes an action on an item. 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 is limited to 1 minute per speaker unless adjusted by the presiding officer of the Board.

**PUBLIC POSTING OF AGENDAS** - NHNENC agendas are posted for public review as follows:

- For viewing during open hours: Valley Plaza Branch, Los Angeles Public Library, 12311 Vanowen Street, North Hollywood, CA 91605
- Our website: [NHNENC.org](http://NHNENC.org)
- You can also receive our agendas via email by subscribing to L.A. City’s Early Notification System at <http://www.lacity.org/government/Subscriptions/NeighborhoodCouncils/index.htm>

**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, assistive listening devices and 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 you wish to attend by contacting the Board Secretary, by email [board@nhnenc.org](mailto:board@nhnenc.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: [nhnenc.org](http://nhnenc.org) or at the

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scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact the Board Secretary, by email [board@nhnenc.org](mailto:board@nhnenc.org).

**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)

**RECONSIDERATION AND GRIEVANCE PROCESS** – For information on the NHNENC’s process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the NHNENC Bylaws. The Bylaws are available at our Board meetings and our website [NHNENC.org](http://NHNENC.org).

**SERVICIOS DE TRADUCCION** – Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacta a la Secretaria de la Mesa Directiva, por correo electrónico [board@nhnenc.org](mailto:board@nhnenc.org) para avisar al Concejo Vecinal.