

**Neighborhood Council
Executive Committee**

Randell Erving, Chair
Danya White, Vice-Chair
Helen Tocco, Member
Kay Hartman, Member

**CITY OF LOS ANGELES
CALIFORNIA**



10008 National Blvd. #210
Los Angeles, CA 90034

Phone: (424) 256-5762
www.palmsnc.la
facebook.com/PalmsLA
[@palmsnc](https://twitter.com/palmsnc)

PALMS NEIGHBORHOOD COUNCIL

**Joint Board & Executive Committee Meeting Agenda
Wednesday, October 27, 2021 – 7:00p.m.**

**Zoom Meeting Online at <https://us02web.zoom.us/j/8263219749> by
telephone, Dial +1 669 900 6833 # to join the meeting**

Then enter this Meeting ID: 826 321 9749 and press #

**The toll free call-in numbers are: (833) 548-0276, (833) 548-0282, (877)
858-5257, and (888) 475-4499**

Press *9 to raise hand for public comment

The Neighborhood Council system enables meaningful civic participation for all Angelenos and serves as a voice for improving government responsiveness to local communities and their needs. We are an advisory body to the City of Los Angeles, comprised of stakeholder volunteers who are devoted to the mission of improving our communities.

VIRTUAL MEETING TELECONFERENCING NUMBER FOR PUBLIC PARTICIPATION In conformity with the Governor's Executive Order N-29-20 (MARCH 17, 2020) and due to concerns over COVID-19, all Palms Neighborhood Council meetings will be conducted entirely electronically.

Every person wishing to address the Neighborhood Council must join the zoom meeting at <https://us02web.zoom.us/j/8263219749> or dial +1 669 900 6833, and enter 829 879 7115 1531 and then press # to join the meeting. Instructions on how to sign up for public comment will be given to listeners at the start of the meeting

- I. **CALL TO ORDER & ROLL CALL**
 - A. Call to Order
 - B. Roll Call
- II. **GENERAL PUBLIC COMMENT**
- III. **COMMITTEE BUSINESS**
 - A. **Motion:** To submit a CIS in support of CF [20-0668](#) (see supplemental attachments)
 - B. **Discussion and possible action:** Two CIS supporting amendments made to the BONC Code of Conduct for Neighborhood Councils if further amendments are made (see supplemental attachments)

You are invited to attend the upcoming info session, register [here](#)

 - Saturday November 6, 2021 (1:00 - 3:00pm)
 - C. **Discussion and possible action:** selecting a date for Palms Community Day
 - D. **Discussion and possible action:** outreach and potential events
 - E. **Discussion and possible action:** redesigning the Palms NC website

F. **Discussion and possible action:** partnering with LADOT and the Council Office on outreach regarding the upcoming planned repainting of Venice Boulevard, changes, and improvements that we encourage the City and the neighborhood to consider

G. **Adjournment**

Time allocations for agenda items are approximate and may be shortened or lengthened at the discretion of the President. Public comment will be taken for each motion as well as for any item in the consent agenda prior to Board action. The public is requested to fill out a "Speaker Card" to address the Assembly on any item of the agenda prior to the Assembly taking 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 is within the Assembly's subject matter jurisdiction will be heard during the Public Comment period. Public comment is limited to 1 to 2 minutes per speaker, at the discretion or unless waived by the Assembly. In the interest of addressing all items on the agenda, time limits for individual comments and discussion may be set at the discretion of the President. All items on the consent agenda will be determined by a single Committee vote and without Committee discussion. Committee members may request that any item be removed from the consent agenda and considered individually at any time prior to that vote.

Per Board of Neighborhood Commissioners Policy #2014-01, agendas are posted for public review at: 1) Woodbine Park Kiosk, 3409 S. Vinton Ave.; 2) Palms Neighborhood Council website, www.palmsnc.la

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 Woodbine Park Kiosk, 3409 S. Vinton Ave, at our website: www.palmsnc.la 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 the Secretary at secretary@palmsnc.la

Palms NC Board and Committee members abide by a code of civility (<http://empowerla.org/code-of-conduct/>). Any person who interferes with the conduct of a Neighborhood Council meeting by willfully interrupting and/or disrupting the meeting is subject to removal. A peace officer may be requested to assist with the removal should any person fail to comply with an order of removal by the Neighborhood Council. Any person who resists removal by a peace officer is subject to arrest and prosecution pursuant to California Penal Code Section 403.

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 you wish to attend by contacting the Secretary at secretary@palmsnc.la

SI REQUIERE SERVICIOS DE TRADUCCION, FAVOR DE NOTIFICAR A LA OFICINA 3 DIAS DE TRABAJO (72 HORAS) ANTES DEL

EVENTO. SI NECESITA ASISTENCIA CON ESTA NOTIFICACION, POR FAVOR LLAME A NUESTRA OFICINA AL secretary@palmsnc.la

Council File: 20-0668

To: City Council and Committees

Conditionally Support

The Palms Neighborhood Council supports the redistricting map K2.5 as of October 22, 2021. Our concern is that the Palms Neighborhood Council boundaries be contained within one City Council district and this is accomplished by map K2.5. As the City Council reviews the redistricting map, our sole request is that the Palms Neighborhood Council remain wholly within one City Council district, whichever district that may be.

CIS #1 FOR BONC DIGITAL POLICY

The Palms Neighborhood Council appreciates the effort that has gone into bringing the [Digital Communications Policy](#) to its present state. Thanks to the Department and BONC for all of their hard work. We have the following comments based on the October 14, 2021 version of the policy.

There are multiple locations in this policy that refer to the “labor of neighborhood council board members.” Neighborhood Council Board Members generously provide their labor without financial compensation. Board Members may also provide their labor to their personal social media accounts. The way this policy is written, our personal web site/social media accounts are considered to be the property of the Neighborhood Council because of the provided labor provisions. References to the labor of Board Members should be removed.

Section 6.1. The policy states, “When the social media platform or other Digital Communications channel requires an individual’s name or other personal information associated with the account, the creator of the account must obtain approval from the Department.” Rather than requiring creation of certain accounts to be approved by the Department, it would be preferable to describe the kinds of cases where use of an individual’s name would be permissible. Why are we asking the Department for approval? On what basis is approval granted or denied? We want to be clear that using a Department account in these cases is not acceptable because then the Department, and not the NC, owns any resulting engagement.

Section 6.3. The policy states, “A neighborhood council shall not establish or authorize Digital Communications accounts for its committees or any other groups.” We ask why. Some committees may have sufficient need for a separate web page. They may need a separate email account/email list. We would like to understand the justification for this and we ask why the Neighborhood Council couldn’t make these decisions on their own with the caveats that they would still need to be approved by the Board and monitored by the same Account Administrator.

Section 6.4. The policy states, “A neighborhood council may have multiple accounts if it can be demonstrated that more than one account will effectively serve the neighborhood council’s goals.” To whom is the Neighborhood Council making this demonstration?

Section 7.1. The policy states, “Whenever a City service, activity, or event is referenced, to ensure accuracy of that information. and build credibility, all Neighborhood Council Digital Communications must provide a way to learn more, such as an email address to write to or link to a City website.” Will this work for Twitter? This is not part of the CIS. Kay is asking.

Section 8.7. The policy states, No Neighborhood Council Digital Communications may include endorsement of private entities, including non-profit organizations...’ During the early months of the pandemic, Paul Koretz highlighted restaurants in his district on his Facebook page. We understand that it is tricky to draw a line, but why can a City Councilmember do this and a Neighborhood Council cannot? And where is this line drawn? If we are encouraging restaurants, as an example, to participate in a program to become more green, are we prohibited from highlighting which restaurants are participating? If we create an international food district, may we not indicate which food businesses are

in the district? May we not highlight a business each month if our goal is to highlight all of the businesses before we return to the beginning? This section seems too broad.

Section 10.4. The policy states, “Users who repeatedly violate comment guidelines may be blocked. An account may only be blocked after multiple violations of this policy have been recorded and submitted to the Department and the action of blocking an account has been agreed upon by the Department.” Rather than looking to the Department for approval, the policy should empower Neighborhood Councils to take act on by providing best practices and only coming to the Department when absolutely needed. If the policy is going to continue to require Department approval, the policy should include a timeframe within which the Department will respond so we can nip bad behavior in the bud and a remedy for the Neighborhood Council if the Department does not respond within that timeframe.

Section 11.2. The policy states, “If a security breach is suspected to have taken place or is confirmed, the Account Administrator must notify the president or chair of the neighborhood council and the Department immediately, regardless of time of day or day of the week. If necessary, the Neighborhood Council Digital Communications account may be suspended or deactivated.” Who will be suspending or deactivating the account? It would be helpful if the policy outlined actions that could be taken by the NC in these cases? Since the Neighborhood Councils own these accounts, sure they may be suspended or deactivated. This section seems to be a relic of an older version of the policy and doesn’t seem to fit with the October 14, 2021 version.

Section 11.3. The policy states, “At the departure of an Account Administrator, passwords must be changed and reported to the Neighborhood Council president or chair and the Department.” Earlier versions of this policy required passwords be shared with the Department. The October 14, 2021 version of the policy no longer has this requirement. The new passwords should be provided to the Department assuming the old passwords were. Section 6.2 now says that the passwords *may* be provided to the Department.

Thank you for the hard work and great improvements to this policy. It’s almost there. We believe these small number of changes will finalize the work at hand. Thank you for considering our requested changes.

CIS #2 FOR BONC DIGITAL POLICY

MOTION: To authorize the Palms NC to submit the following CIS supporting the new Digital Policy that BONC will be voting on in December 2021

[Text of Proposed Policy](#)

[Text of Policy Memo](#) (provides clarity and how enforcement works on some items)

SUMMARY: This policy deals with the rules regarding digital communications from NCs. It deals with issues like account management, Brown Act compliance, password security and many more relevant topics. This is the third version of the policy, and it is very different from the previous two versions, which is great because there were many concerns from the draft language. Items such as number of platforms/accounts used (unlimited), whether DONE requires NC passwords (optional) and a host of other issues were clarified by the accompanying Policy Memo. This digital policy clearly spells out the rules and contains reasonable sounding measures to deal with any bad actors regarding digital communications.

PRO ARGUMENTS:

Allows for better enforcement of illegal postings, like discussing Board business in ways that violate the Brown Act on social media or cyber bullying
Codifies “best practices” like having listed account administrators and how to transfer accounts and passwords
Answered concerns of NC stakeholders from previous versions and provided clarity on how enforcement works

CON ARGUMENTS:

The Policy still requires some small corrections
Having both a policy and a policy menu could lead to confusion for those unaware of both
Not clear the policy solves the intended problems

STATEMENT: Attached below. This CF was arrived at from being at the Outreach committee meeting since it pertains to digital communications.

CIS STATEMENT:

The road to a new Digital Policy has been long and arduous. The initial draft and subsequent revision drew many complaints from NCs all over the City. But after a year of work since its initial introduction, version 3 looks to have answered all the concerns that the NCs had.

Concerns were serious because the initial language implied that DONE would have control over the private digital communications of Board Members. In fact, DONE put out a Policy Memo accounting for all the changes, including what is NOT covered by the policy, which is a welcomed innovation.

Every new policy from DONE or BONC should come with a similar document to clarify how the new policies are will be applied and enforced. There are 15 separate items on the Policy Memo, which does a tremendous job of explaining a dense legal document.

Another major concern was “a limit on social media channels being used”, which was also clarified as “no limits”. There were fears of sharing account information with DONE but that provision actually had to do with empowering Boards to be able to deal with unauthorized digital channels made by Board members that were appearing to be legitimate when they were not.

There are changes that should be made to the Digital Policy. Section 6.1 says not to use a personal phone for setting up NC accounts. It should be made clear that NCs should get their own “NC Phone Number” to ease account transition. Section 6.3 should say all communications must be Board approved BUT that its authority could be delegated to the various committees that NC designates. Section 8.7 should clarify the difference between “endorsement” and “acknowledgement” of private entities by NCs; the former is problematic, but the latter supports local business. Section 11.3 should say that telling DONE that passwords have been changed to be sufficient notification.

Overall, the process has been slow but fruitful for yielding a quality document. Policy Memos should become a regular feature of new initiatives.