



NORTH HILLS WEST NEIGHBORHOOD COUNCIL

Rules & Elections Committee Meeting Minutes, Wednesday, December 9, 2020 DRAFT Minutes [to be replaced by “Approved _[Month]_ _[date]_, 201_[year]_”]

In conformity with the Governor’s Executive Order N-29-20 (March 17, 2020) and due to concerns over COVID-19, this duly noticed meeting was held entirely online and telephonically.

NHWNC (and all other) Meeting Minutes are a summary; Minutes were not, are not and are never meant to be an exact, verbatim, word-for-word transcript or comprehensive record of what was said at a Meeting. Exceptions: Motion(s) (included as stated at the Meeting, or, if not stated, as written on the Agenda); quotes (words that have quotation marks (“”)) at the beginning and ending of a word or words); and Agenda wording copied into the Minutes.

1. Welcome and Roll Call and announcement of quorum and qualifications.

Dave Brown welcomed everyone and called the Meeting to order at 5:07 p.m. Roll Call: two Committee Members were present: Pat Crone and Dave Brown. Punam Gohel (Chair) arrived later. The Committee quorum (the minimum number of Committee Members needing to be present to take binding votes on Agendized Items) is two (see the Bylaws at <https://lacity.quickbase.com/db/bj3apxsp3?a=q&qid=32&qskip=0&qrppg=1000&dlt=su46~>), so the Committee could take such votes. Also attended: three Stakeholders and guests including Board Members Maggie Elliott and Carol Hart.

2. Discussion and possible motion to Approve Previous Meeting Minutes of 8/08/2020 <https://www.nhwnc.net/minutes/september-8-2020-joint-board-and-rules-elections-committeedraft-minutes>.

MOTION (by Ms. Crone, seconded by Mr. Brown): The North Hills West Neighborhood Council approves the Minutes of its August 8, 2020 Committee Meeting as written.

MOTION PASSED unanimously by a voice vote; zero opposed; zero abstained.

3. General Public Comments

There were no comments at this time.

4. Public Representatives Comments

There were no comments at this time.

5. **Comments by Chair and review of topics from last meeting.**

This Item was not addressed.

6. **Discussion & possible action to recommend new members** to the R&E Committee.

There were no recommendations at this time.

[*This paragraph is copied from the Agenda.*] The following items include discussion and possible action to forward a recommendation to the main Board for additional consideration. And reference current NHWNC bylaws approved 08-01-2018. See: <https://www.nhwnc.net/agendas-minutes/minutes-and-agendas/bylaws>. Bylaws are referenced, to the following agenda Standing Rules item discussions:

7. **Public Comment: Modify/add agenda wording.**

[*This paragraph is copied from the Agenda.*] Attendance at our Neighborhood Council meeting(s) is not required to submit a Public Comment. Please send your comment in an email to: secretary@nhwnc.net. Prior to 5pm of the meeting date to insure inclusion. Please include "Public Comment" in the subject line for general comments of non-agendized items. Otherwise, also include the meeting agenda item number in the subject line. Submitted comments will be read aloud during those respective times.

Mr. Brown explained and there was discussion of how to improve public comment access.

MOTION (by Ms. Crone, seconded by Mr. Brown): The North Hills West Neighborhood Council Rules & Elections Committee recommends that the Board approve the following Standing Rule: "Attendance at our Neighborhood Council meeting(s) is not required to submit a Public Comment. Please send your comment in an email to: secretary@nhwnc.net by the start of the meeting to ensure inclusion. Please include "Public Comment" in the subject line for general comments of non-agendized items. Otherwise, also include the meeting agenda item number in the subject line. Submitted comments will be read aloud during those respective times."

MOTION PASSED unanimously by a voice vote; zero opposed; zero abstained.

8. **Recusals:**

[*This paragraph is copied from the Agenda.*] Add an agenda line item asking for request(s) by board members for recusal on actionable items following roll call / announcement of quorum / status of trainings. Do all participating members of a family need to recuse jointly? Is there a specified Zoom meeting recusal procedure?

Mr. Brown explained and there was discussion of the above. It was noted that attempts to discuss this with DONE [the L.A. Dept. of Neighborhood Empowerment; 213-978-1551; www.EmpowerLA.org] were unsuccessful.

MOTION (by Ms. Crone, seconded by Mr. Brown): The North Hills West Neighborhood Council Rules & Elections Committee recommends that the Board approve adding an agenda line item asking for request(s) by Board Members for recusal on actionable items following roll call / announcement of quorum / status of trainings.

MOTION PASSED unanimously by a voice vote; zero opposed; zero abstained.

9. **Clarification of bylaws wording** regarding vacant Board seats filled between NC Elections. [*This paragraph is copied from the Agenda.*] Irrespective of the seat's existing term length, 2 or 4 years, should the seat be up for election at the next election? While preserving the existing seat's term duration, to maintain the 50/50 Board post-election continuity of experienced members (Approved bylaws now provide for 1/2 of the Board seats standing for election each election cycle by introducing a 4 year staggered term length configuration).

Mr. Brown explained and there was discussion of the above.

MOTION (by Ms. Crone, seconded by Mr. Brown): The North Hills West Neighborhood Council Rules & Elections Committee recommends that the Board approve a clarification of Bylaws wording as follows: "in the event that a Board vacancy is filled by appointment, the appointee shall stand for election at the next election cycle."

MOTION PASSED unanimously by a voice vote; zero opposed; zero abstained.

[*This Agenda Item was returned to after Item #12.*] There was further discussion of the above.

MOTION to RECONSIDER (by Mr. Gohel, seconded by Mr. Brown): The North Hills West Neighborhood Council Rules & Elections Committee RECONSIDERS the above Item #9 Motion.

MOTION to RECONSIDER PASSED unanimously by a voice vote of all three Committee Members; zero opposed; zero abstained.

MOTION (by Ms. Crone, seconded by Mr. Brown): The North Hills West Neighborhood Council Rules & Elections Committee recommends that the Board approve a clarification of Bylaws wording as follows: "in the event that a Board vacancy is filled by appointment, the appointee shall stand for election at the next election cycle, irrespective of the seat's existing term length, two or four years.

MOTION PASSED unanimously by a voice vote of all three Committee Members; zero opposed; zero abstained.

10. Neighborhood Council Elections:

[This paragraph is copied from the Agenda.] The City Clerk has made recommendation for an all Vote-By-Mail NC election in 2021. See City Council File: CF 20-0963. <https://cityclerk.lacity.org/lacityclerkconnect/index.cfm?fa=ccfi.viewrecord&cfnumber=20-0963>. NC Election 2021: Region 2 Tuesday, April 27, 2021. Voter Registration update; Candidate Info Session 12/12/20, 9-11 am - RSVP at EmpowerLA.

Ms. Hart noted that the City Council already approved the above on November 16th.

11. **NHWNC bylaws** were Amended and Approved on November 12, 2020, by the Board of Neighborhood Commissioners. Discussion regarding changes.

MOTION (by Ms. Crone, seconded by Mr. Gohel): The North Hills West Neighborhood Council Rules & Elections Committee recommends to the Board that the Board communicate to BONC that, in the future, any proposed changes to NHWNC Bylaws should trigger an invitation to be sent to the Board to participate in the meeting at which these changes are discussed.

MOTION PASSED unanimously by a voice vote of all three Committee Members; zero opposed; zero abstained.

12. **Discussion regarding forming a dedicated ad hoc Election Outreach sub-committee.**

There was discussion of the above.

MOTION (by Mr. Brown, seconded by Ms. Crone): The North Hills West Neighborhood Council Rules & Elections Committee recommends to the Board to form a dedicated ad hoc Election Outreach sub-committee.

MOTION PASSED unanimously by a voice vote; zero opposed; zero abstained.

Chair Punam Gohel arrived by 6:02, making three Committee Members present online (this Committee quorum was two).

13. **Committee Member Comments**

There were no comments at this time.

14. **Requests For Future Agenda Items**

Mr. Brown requested that the Technical Support Committee be deleted from the Bylaws as a Standing Committee.

15. **Motion to Adjourn**

Mr. Gohel declared the Meeting **ADJOURNED** at 7:05 p.m.

The first paragraph of some Items, Motions/Resolutions and other wording may have been copied from the Agenda. Minutes written by DL, possibly edited by NHWNC. The NHWNC Minutes page is <https://www.nhwnc.net/committees/rules-elections>.