



Wilmington Neighborhood Council

544 N. Avalon Boulevard, Suite 103 ▪ Wilmington, California 90744 ▪ (310) 522-2013
www.wilmingtonneighborhoodcouncil.com WilmingtonNC@empowerla.org

SPECIAL BOARD MEETING

Board Member Strategic Planning for FY 2020-2021
Sunday, July 19, 2020 @ 12:30 pm- Zoom meeting

Join Zoom Meeting

<https://zoom.us/j/98730326672>

Password: No Password is required

Meeting ID: 987 3032 6672

One tap mobile

+16699006833

1 888 475 4499 US Toll-free

Meeting ID: 987 3032 6672 No password required

Notice: WNC meetings will be held on a Zoom platform until further notice due to the Stay at Home orders by Gov. Newsom and Mayor Garcetti.

AGENDA

If a member of the public wishes to address the Board, we ask that you fill out a speaker card, download from our website. Please note the agenda item # or public comments on non-agenda items and submit by email to WilmingtonNC@empowerLA.org. No later than 24 hours prior. Opportunity to speak will still be given to you if you cannot email prior. Public comments will be limited to 2 minutes per speaker. The public has the right to comment on any matter that is within the Board's jurisdiction and the moderator will call you up by name when it's your turn to address the board. The Chair has the discretion to modify the amount of time for any speaker.

1. Call to Order/Opening remarks by Madam Chair Contreras
2. Roll Call of the WNC Governing Board Members by Secretary Santiago Sedillo
3. Public Comment on Non-Agenda Items (2 minutes each).
4. Orientation-Mission Statement
5. Discussion on Board Basics for the Wilmington NC
6. City Charter
7. Governing documents
8. Bylaws
9. Roberts Rules of Order
10. Brown Act
11. WNC Standing Rules
12. NPG guidelines
13. Board member roles and responsibilities
14. Agenda item request, deadlines, drafts and agenda posting requirements. Meeting confirmation for quorum.
15. Guest Speaker- (20 minutes)
16. Publicity & Outreach Guidelines
17. Agenda Cancellation Notices for Regular Governing Board Meetings and Committees
18. Kristina Smith.
19. Agenda item request, deadlines, draft and agenda posting requirements. Meeting confirmation for quorum.
20. Contacts for various offices, non-profits
21. Reimbursements for board members
22. Treasurer's Report by Gina Martinez

- A. Motion to Approve purchasing storage containers for the WNC office not to exceed \$60.00
- B. Motion to Approve the reimbursement to Valerie Contreras in the amount of \$56.81 for storage containers for the WNC office to organize things.
- C. Motion to Approve the invoice to Smoky Doky BBQ in the amount of \$260.00
- D. Motion to Approve the reimbursement to Valerie Contreras in the amount of \$260.00 for Smoky Doky

BREAK

- 23. Strategic Plan: Board Member Vision and Goals, Solutions, Action, Performance Measure.
- 24. Discussion & Possible Action on Strategic Plan (1 hour)
Details from the Treasurer on the previous budget recap.
 - A. The Big Budget:
 - B. Outreach
 - C. Operation
 - D. Neighborhood Purpose Grants (NPGs)
 - E. Neighborhood Improvements
 - F. Election/Selections
- 25. Discussion & Possible action to approve:
 - A. Motion to Approve the WNC Strategic Plan for FY 2020-2021
 - B. Motion to Approve the Administrative Summary Packet FY 2020-2021
- 26. Discussion and Possible Action on Appointing Roles (10 min)
 - A. Second Signer
 - B. Legal Liaison/City Attorney's Office Liaison
 - C. Appoint up to 5 Community Impact Statement Filers-Explain the role
 - D. Hospitality coordinators- Duties & responsibilities, appoint 3-5 to Set up
 - E. Food Coordinator
 - F. Master Calendar coordinator
 - G. Agenda Posting committee- 5
 - H. Agenda Packets
 - I. Time-keeper
 - J. Office Coordinator
 - K. Elections committee-5
 - L. Community Master Calendar of meetings

BREAK

- 27. The roles and duties of Executive Officers.
- 28. Election of Officers for FY 2020-2121
 - A. Chair- Nominations
 - B. Co-Chair-Nominations
 - C. Treasurer-Nominations
 - D. Secretary- Nominations
 - E. Parliamentarian-Nominations
- 29. Discussion and Possible Action on Appointment of Standing Committee duties & responsibilities, purpose and possible refresher.
 - A. Planning & Land Use Committee
 - B. Finance Committee
 - C. Environmental Committee
 - D. Transportation Committee
 - E. Public Works Committee
 - F. Bylaws Committee
 - G. Publicity and Communications Committee
 - H. Beautification Committee
- 30. Announcements from Governing Board Members & Future Agenda items
- 31. Discussion & possible action to appoint the WNC LA City department Liaison
 - NC Budget Advocates – Gina Martinez, Valerie Contreras
 - Public Works – Carlos Sanchez

Animal Services – Pending
DWP –pending
Planning – Valerie Contreras
Filming – Barbara Zepeda
Great Streets – Nancy Luna
Employment -
Vision Zero – Barbara Zepeda, Carlos Sanchez
Transportation – Carlos Sanchez
Gender Equality – Nancy Luna
Domestic Violence – Valerie Contreras
Affordable Housing – Steve Contreras
Homelessness – Steve Contreras, Gina Martinez, Valerie Contreras
Aging – Gina Martinez
Port – Valerie Contreras, Gina Martinez,
Building & Safety –Christina Dake
Legal Liaison to the city attorney- Gina Martinez
NC Emergency Preparedness Alliance -Gayle Fleury, for information email us at
WilmingtonNC@empowerla.org

32. Motion to Adjourn

Other contacts: California Governor Gavin Newsom 1303 10th Street, Suite 1173 Sacramento, CA 95814 Phone: (916) 445-

841 Fax: (916) 558-3160 <https://govapps.gov.ca.gov/gov40mail>
CITY COUNCIL MEETINGS ARE BROADCAST LIVE ON CABLE TELEVISION CHANNEL 35 AND ON THE INTERNET AT:
<HTTPS://WWW.LACITY.ORG/YOUR-GOVERNMENT/MEETING-AUDIOVIDEO/COUNCIL-MEETING-VIDEO>. LIVE COUNCIL
MEETINGS CAN ALSO BE HEARD AT: (213) 621-CITY (METRO), (818) 904-9450 (VALLEY), (310) 471-CITY (WESTSIDE)
AND (310) 547-CITY (SAN PEDRO AREA)

PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS — The public can 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 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.

STATE OF CALIFORNIA PENAL CODE SECTION 403 (Amended by Stats. 1994, Ch. 923, Sec. 159. Effective January 1, 1995.) — Every person who, without authority of law, willfully disturbs or breaks up any assembly or meeting that is not unlawful in its character, other than an assembly or meeting referred to in Section 302 of the Penal Code or Section 18340 of the Elections Code, is guilty of a misdemeanor.

PUBLIC POSTING OF AGENDAS — Wilmington Neighborhood Council agendas are posted for public review as follows: Phineas Banning High School- 1527 Lakme Ave., Wilmington Senior Citizens Center- 1371 Eubank Ave., Wilmington Branch Library- 1300 N Avalon Blvd., Wilmington Municipal Building- 544 N Avalon Blvd., and online at: www.wilmingtonneighborhoodcouncil.com • 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>

RECONSIDERATION AND GRIEVANCE PROCESS — For information on the Wilmington Neighborhood Council's process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the WNC Bylaws. The Bylaws are available at our Board meetings and our website www.wilmingtonneighborhoodcouncil.com

AS A COVERED ENTITY UNDER THE 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. Language translation, sign language interpreters, assistive listening devices or other auxiliary aids and/or services may be provided upon request. Please make your request at least three (3) business days prior to the meeting if services are required by emailing or calling the Wilmington Neighborhood Council at WilmingtonNC@empowerla.org or (310) 522-2013.

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 www.wilmingtonneighborhoodcouncil.com or by sending a written request to WilmingtonNC@empowerla.org or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please send an email request to WilmingtonNC@empowerla.org. SI REQUIERE SERVICIOS DE TRADUCCIÓN,