



UNITED NEIGHBORHOODS OF THE HISTORIC ARLINGTON HEIGHTS, WEST ADAMS AND JEFFERSON PARK COMMUNITIES NEIGHBORHOOD COUNCIL

Our Voice • Our City • of Neighbors • by Neighbors • for Neighbors



Executive Committee Meeting

Tuesday, July 21, 2020

7:00 p.m. - 8:30 p.m.

NOTE: Due to the state of emergency caused by the COVID-19 outbreak, and in conformity with the Governor's Executive Order N-29 -20 (March 17, 2020), UNNC will be conducting this meeting virtually utilizing the Zoom platform. You have the option of attending via the internet or by telephone. We are all still learning how to use this platform so we request your patience if the meeting does not go as smoothly as we anticipate. Questions? Please email President@unnc.org.

MEETING ACCESS INFORMATION

Join the Zoom Meeting

<https://us02web.zoom.us/j/82678169596?pwd=NEVzU0wyNlhwMEZXa3JKU3B5OEFwQT09>

Meeting ID: 826 7816 9596

Password: 668848

Join via Telephone: dial 1 (669) 900-6833

Password (phone): 668848

For help joining the zoom meeting, please visit

<https://support.zoom.us/hc/en-us/articles/201362193-Joining-a-Meeting>

Agenda packet link here:

https://drive.google.com/drive/folders/1hliV7VLKIqbrdrGSWj_enrWoUpsw0n_k?usp=sharing

PUBLIC COMMENTS: *As is usual for UNNC meetings, Stakeholders are invited to participate. However, please do "mute" yourself throughout the meeting, whether you are joining the meeting by internet or telephone. When an individual wishes to address the Governing Board, the Chair or the Moderator will unmute the line, whether it is during the public comment section on the agenda, or prior to the Governing Board taking action on any agenda items. All other rules to public comments still apply. Please see expanded information regarding public comments and other virtual meeting protocols at the end of this agenda.*

NOTICE TO THE PUBLIC: *The City of Los Angeles Code of Conduct will be enforced to ensure that UNNC meetings are collaborative, supportive, and respectful of divergent opinions.*

AMERICANS WITH DISABILITIES ACT (ADA): *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 emailing president@UNNC.org AND by contacting the Department of Neighborhood Empowerment by email: NCSupport@lacity.org or phone: (213) 978-1551.*

Note: Please see further information about TTY/TDD services and translation services at the end of this agenda.



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AGENDA

- 7:00-7:05 (1) Call to Order/Approval of Agenda
- 7:05-7:15 (2) Public Comment/Announcements – 2 min. per speaker
- 7:15-8:00 (3) Executive Committee Business
- A. **Funding Request:** Proposed purchase of UNNC-branded hand sanitizer 1 oz. bottles, to be distributed in conjunction with World Harvest food boxes or similar. UNNC logo and message can be on a custom label. Price per bottle varies by size of order and whether or not we choose a custom label. Request purchase of 1,000 branded bottles @ \$2.91 ea., plus tax + shipping, up to \$3,500.00 – DISCUSSION AND POSSIBLE ACTION
 - B. **Reimagining Public Safety:** SLAANC initiative to develop a collaborative joint vision statement. Report from recent SLAANC meeting. – DISCUSSION AND POSSIBLE ACTION
 - C. **UNNC board member emails:** Discuss process for new UNNC board members receiving official UNNC email addresses that can be viewed by the general public. – **UPDATE AND ACTION**
 - D. **Project Updates:** Reports from previously-funded projects, including face mask distribution – DISCUSSION
 - E. **Approve 2020-2021 contract for Zumwinkle.com:** Discuss updated contract for new fiscal year for UNNC website maintenance and activities, and related scope of work. Total annual amount not to exceed \$5,400.00 – DISCUSSION AND ACTION
 - F. **Budget Adjustments for Fiscal Year 2020-2021:** Discussion to include updates on budget authorizations and any related issues. – DISCUSSION AND ACTION
 - G. **Committee Chair/Co-Chair/NC Alliance(s) Appointments:** Discussion regarding upcoming appointments of Committee chairs and co-chairs for UNNC standing committees plus a review of other existing committees; discussion regarding the need for a CIS committee. Included in the discussion are appointments to several citywide neighborhood council alliances. These positions may be held by Board members or stakeholders. (Committee and Alliance appointments are slated for the next UNNC Governing Board meeting, in August). – DISCUSSION AND POSSIBLE ACTION



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- H. **Brown Act/California Open Meetings Law Primer:** Discussion regarding scheduling a Board training (dedicated session or within a Governing Board meeting?) about the Brown Act, “serial meetings,” and conducting neighborhood council business (including meeting prep) via digital interfaces, including Zoom and Google docs. – DISCUSSION AND ACTION
- I. **UNNC Bylaws** – Update re new version of Bylaws recently presented by DONE to UNNC. – DISCUSSION AND POSSIBLE ACTION
- J. **Upcoming UNNC Governing Board Meeting Agenda Items** – DISCUSSION AND ACTION
- K. **Board Member Trainings and Attendance Review(s)** – DISCUSSION AND POSSIBLE ACTION
- L. **Discuss Meeting Communications and Time Efficiency Protocols** – DISCUSSION AND POSSIBLE ACTION

8:00-8:10	(4)	Treasurer’s Report -- Financial Update	Jackson
8:10-8:15	(5)	Secretary’s Report – Approve prior meeting minutes	Dowler-Guerrero
8:15-8:20	(6)	Committee updates, if any – DISCUSSION AND POSSIBLE ACTION	
8:20-8:25	(7)	Old Business – DISCUSSION AND POSSIBLE ACTION	
8:30 p.m.	(8)	Adjourn	

Time allocations for agenda items are approximate and may be shortened or lengthened at the discretion of the Chairperson.

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 waived by the presiding officer of the Board.



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The agendas for the UNNC meetings are normally posted for public review at some locations that are currently closed due to the COVID-19 crisis. However, this agenda is posted at the following location: South Seas House, 2301 West 24th Street, Los Angeles 90018. The agenda is also posted as usual at the UNNC's official website at www.UNNC.org where you can also sign up to be notified of future meetings and events. Stakeholders may also subscribe to the City of Los Angeles Early Notification System (ENS), through the City's website at www.lacity.org, to receive notices for UNNC meetings. For more information, you may also contact the President of UNNC, at president@UNNC.org or at 323-731-8686.

Telecommunication Relay Services

Telephone communication is one of the most important forms of communication in society today. Due to advancements in technology, telephone devices have evolved with new services and capabilities. Individuals who are deaf and hard of hearing, and individuals with a speech disability are following these trends and are rapidly migrating to more advanced telecommunications methods, both for peer-to-peer and third-party telecommunications relay service (TRS) communications.

Telecommunications Relay Service is a telephone service that allows persons with hearing or speech disabilities to place and receive telephone calls. TRS is available in all 50 states, the District of Columbia, Puerto Rico and the U.S. territories for local and/or long distance calls. TRS providers - generally telephone companies - are compensated for the costs of providing TRS from either a state or a federal fund. There is no cost to the TRS user. What forms of TRS are available? There are several forms of TRS, depending on the particular needs of the user and the equipment available: TRS includes: Text to Voice TIY-Based TRS; Speech-to-Speech Relay Service; Shared Non-English Language Relay Service; Captioned Telephone Relay Service; Internet Protocol Relay Service; and Video Relay Service.

Please visit this site for detail descriptions:

<https://www.fcc.gov/consumers/guides/telecommunications-relay-service-trs>

Don't hang up! Some people hang up on TRS calls because they think the CA is a telemarketer. If you hear, "Hello. This is the relay service ..." when you pick up the phone, please don't hang up! You are about to talk, through a TRS provider, to a person who is deaf, hard-of-hearing, or has a speech disability.

Telecommunications Relay Service is a telephone service that allows persons with hearing or speech disabilities to place and receive telephone calls. If you have limitations hearing or speaking a specially-trained Communications Assistant (CA) can relay telephone conversations for all of your calls. In California, dial 711 to reach the California Relay Service (CRS). If you prefer having your calls immediately answered in your mode of communication, dial one of the toll-free modality- and language-specific numbers below. The call will be routed to the CRS provider.

TTY/VCO/HCO to Voice
1-800-735-29291/English
800-855-3000/Spanish



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Voice to TTY/VCO/HCO
1-800-735-2922/English
1-800-855-3000/Spanish

From or to Speech-to-Speech
1-800-854-7784/ English & Spanish

Federal regulations specify very strict confidentiality requirements for CAs of all Relay services. No part of the conversation that takes place between callers is revealed or recorded in written, verbal, or any other form. CRS CAs do not participate in the conversation and acquire no benefit from information relayed.

For referrals to state provided services please visit <https://ddtp.cpuc.ca.gov/homepage.aspx>

For more information about FCC programs to promote access to telecommunications services for people with disabilities, visit the FCC's Disability Rights Office website, <https://www.fcc.gov/accessibility>

In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all members of the Board in advance of a meeting, may be viewed at the Neighborhood Council meeting, OR in the online agenda packet:

<https://drive.google.com/open?id=1S-qylcrzVSR5OCQI5YpDei0S6LBqje-p>

SI REQUIERE SERVICIOS DE TRADUCCION, FAVOR DE NOTIFICAR AL CONCEJO VECINAL 3 DÍAS DE TRABAJO (72 HORAS) ANTES DEL EVENTO. SI NECESITA ASISTENCIA CON ESTA NOTIFICACION, POR FAVOR CONTACTE EL PRESIDENTE AT 323-731-8686.

RECONSIDERATION AND GRIEVANCE: For information on the Process for Reconsideration, stakeholder grievance policy, or any other procedural matter related to this Council, please consult the UNNC Bylaws by visiting www.UNNC.org.