



# 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*



## UNNC Executive Committee Meeting

Tuesday, June 15, 2021

7:00 p.m. - 9:15 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](mailto:President@unnc.org).

### MEETING ACCESS INFORMATION

Join Zoom Meeting via the Internet:

<https://us02web.zoom.us/j/81862435303?pwd=cHc5ZkhhN296UVBNK2ZPOHM2dWwzQT09>

Meeting ID: 818 6243 5303

Zoom Meeting Code (internet): 668612

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

Meeting ID: 818 6243 5303

Zoom Meeting Code (phone): 668612

For help joining the zoom meeting, visit <https://support.zoom.us/hc/en-us/articles/201362193-Joining-a-Meeting>

Agenda packet link here:

<https://drive.google.com/drive/folders/1fbBwmK5dbomowlpmHq-eXQSXm6pmPcQL?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 Executive Committee, the Chair or the Moderator will unmute the line, whether it is during the public comment section on the agenda, or prior to the Executive Committee 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](mailto:president@UNNC.org) AND by contacting the Department of Neighborhood Empowerment by email: [NCsupport@lacity.org](mailto: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.*

Agenda items begin next page.



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## AGENDA

- 7:00 p.m. (1) Call to Order/Approval of Agenda
- 7:05-7:10 (2) Public Comment/Announcements – 1 min. per speaker
- 7:10 – 7:15 (3) UNNC Election Update
- 7:15-8:25 (4) Executive Committee Business
- A. **UNNC Standing Rules Update:** Discussion and Status Report regarding updating sections of the Standing Rules which are out of date or in conflict with current UNNC practices. Possible recommendation to of changes to update the document. – **DISCUSSION AND POSSIBLE ACTION**
- B. **2021-2022 Administrative Packet and Budget DRAFT:** The UNNC Governing Board is required to approve the annual Administrative Packet in June. It includes the Budget, which was approved at the June 3, 2021 Governing Board meeting. – **DISCUSSION AND ACTION**
- C. **Review UNNC Inventory Report: – DISCUSSION AND ACTION**
- D. **UNNC Governing Board Retreat in July:** Select date; review potential agenda items. – **DISCUSSION AND ACTION**
- E. **UPDATE RE Revision(s) to the Board Member Handbook:** The current Board Member Handbook, prepared in 2018, is out of date. Discussion regarding which included-documents and forms need updating plus which new documents and/or forms need to be added. Discussion of possible funding required to print copies (included in annual Administrative budget but would need specific funding approval for the project. – **DISCUSSION AND ACTION**
- F. **Consultation:** Mid City Community Cookouts, requesting guidance re: future funding and event(s). – **DISCUSSION**
- G. **Board Member Trainings and Attendance Review(s) – DISCUSSION AND POSSIBLE ACTION**
- H. **Upcoming UNNC Governing Board Meeting Agenda Items (Special date: Tuesday, June 29, 7 p.m.) – DISCUSSION AND ACTION**



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- 8:25 – 8:35 (5) **Committee Reports:** Updates, if any – DISCUSSION AND POSSIBLE ACTION
- 8:35-8:50 (6) **Secretary’s Report:** Review of previous meeting Minutes and support required to help in this endeavor. – **DISCUSSION AND ACTION**
- 8:50 – 9:00 (7) **Treasurer’s Report:** Financial Update
- 9:05 - 9:10 (8) **Old Business:** – **DISCUSSION AND POSSIBLE ACTION**
- 9:10 p.m. (9) Adjourn

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

**Future Meetings:** The next scheduled UNNC Executive Committee meeting is Tuesday, July 13, 2021, at 7 p.m., subject to cancellation if no agenda items. *(Standing Executive Committee meetings are held on the 3rd Tuesday of the month, currently via Zoom.)*

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.

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 24<sup>th</sup> Street, Los Angeles 90018. The agenda is also posted as usual at the UNNC’s official website at [www.UNNC.org](http://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](http://www.lacity.org), to receive notices for UNNC meetings. For more information, you may also contact the President of UNNC, email [president@UNNC.org](mailto:president@UNNC.org) or leave a phone message 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.



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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 TTY-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

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>



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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, when the meeting is conducted virtually, in the online agenda packet.

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](http://www.UNNC.org).