

GREATER TOLUCA LAKE NEIGHBORHOOD COUNCIL



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AGENDA

**Annual Organizational Meeting
 January 15, 2008 - 7:00 to 9:20 PM**

**Toluca Lake Elementary School
 4840 Cahuenga Blvd.
 Toluca Woods, CA 91601**

Speakers' Card The public is requested to fill out a Speakers Card to address the Council on any item on the agenda prior to the Council taking action on an item. Matters not on the agenda that are within the Council's subject matter jurisdiction will be heard during the Public Comment period. Public comment is limited to three (3) minutes per speaker, unless waived by the presiding officer of the Council.

Neighborhood Council Meeting Agendas are posted for public review at: Discovery Shop west wall bulletin board; Ramsey-Shilling Real Estate, 10205 Riverside Dr.; Toluca Lake Car Wash, 10515 Magnolia Blvd.; North Weddington Park Recreation Center; North Hollywood Public Library, as well as on the GTLNC Web site www.gtlnc.org.

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 accommodations 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 three (3) business days (72-hours) prior to the meeting you wish to attend by contacting the Neighborhood Council Project Coordinator Taneda Larios at 818-374-9892, Toll-Free (866) LA-HELPS, or email taneda.larios@lacity.org.

#.	TIME	TOPIC	Responsible Person
1.	7:00 – 7:20 20 min.	Meeting Opening and Call to Order Pledge of Allegiance Roll Call Review Agenda Review and Approve Minutes from December 18, 2007 <ul style="list-style-type: none"> ▪ <i>Motion – That the GTLNC minutes for December 18th be approved as submitted</i> President's Remarks <ul style="list-style-type: none"> ▪ New Council members sworn in ▪ Bylaws ▪ Stakeholder Definition as recommended by the NCRC and approved by the City Council: "those who live, work, or own property in the neighborhood and also to those who declare a stake in the neighborhood and affirm a factual basis for it." 	Terry Davis, President
2.	7:20 – 7:35 15 min.	Election of GTLNC Officers <ul style="list-style-type: none"> ▪ President ▪ Vice-President ▪ Treasurer ▪ Secretary 	
3.	7:35 – 7:50 15 min.	Election of Grievance Committee <ul style="list-style-type: none"> ▪ Reminder of purpose and terms of office ▪ Three stakeholders nominated from the floor and elected 	Terry Davis

Section 702: (GTLNC Bylaws) Grievance Procedure.

- An individual stakeholder or group of stakeholders shall have a right to assert a grievance with respect to any act by the Council or any member of the Council.
- Grievances shall be handled in a manner that is consistent with rules and regulations adopted by the City of Los Angeles through its Charter, its ordinances, and the rules as communicated by its agencies, including the Department of Neighborhood Empowerment.
- Disagreement with legitimately determined policies or positions of the Council shall not be considered a grievance for the purposes of this section.

- An allegation that the Bylaws, the Charter Plan or any other local, state or federal law has been violated shall be the legitimate subject of the grievance procedure system.
- For this purpose, the stakeholders at the annual meeting shall elect a Grievance Committee, consisting of three persons, none of whom shall be a member of the Council.
- A vacancy on the Grievance Committee may be filled temporarily by the Council, but that position shall be filled by election by all stakeholders at the next regularly scheduled meeting of stakeholders.
- Persons who wish to claim a grievance may do so by communicating with any member of the Grievance Committee, and the Grievance Committee shall invite the persons claiming a grievance to present arguments and evidence, which may include testimony, to the Committee.
- The Grievance Committee shall act to hear a grievance within 30 days of the initial communication and shall prepare a report and recommendation to the Council to be presented at its next meeting, or at least no later than the following meeting.
- The Grievance Committee may on its own volition communicate its findings directly to the Department of Neighborhood Empowerment in addition to reporting to the Council.
- The Council shall include Grievance Committee reports in its agenda and shall hear the reports in a timely manner as described above.
- An aggrieved stakeholder may appeal a decision by the Grievance Committee to DONE.

4.	7:50 – 8:05 15 min.	Open Forum for Stakeholders Limited to 3 minutes per person – please complete a speaker card	Stakeholders
5.	8:05 – 8:35 30 min.	City & Neighborhood News and Announcements Los Angeles City Council District 4 (CD4) Toluca Lake Chamber of Commerce Los Angeles Police Department (LAPD) – NoHo Division Department of Neighborhood Empowerment (DONE) California State Assembly District 43	Alice Roth Roy Disney/Richard Bogy Rob Benevidez Taneda Larios Karo Torossian / Adrin Nazarian
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6.	8:35 – 9:15 40 min.	GTLNC Committee Reports – Possible Motions and Votes by the Council	<i>GTLNC Committee Chairs</i>
		Planning Committee (15 min.) ▪	Reyn Blight/Sheryl Appleton
		Public Safety (10 min.) ▪ <i>Motion:</i> That the GLTNC Board authorizes \$750 toward the purchase of video equipment to be installed in interrogation rooms in the North Hollywood Police Station.	Jay Goldberg
		Outreach/Elections/Hospitality (5 min.) <i>The consensus from the Outreach Committee is that the GTLNC move to adopt Option #2.</i> <u>DONE Options:</u> Elections in July- December 31, 2008: Neighborhood Councils whose elections are scheduled for these months may select one of the three (3) options listed below. Neighborhood Councils <i>must notify the City Clerk of their election option NO LATER THAN February 1, 2008:</i> 1) Move election forward to 2 nd quarter of 2008 to be conducted by the City Clerk. To do this, your board must make, DURING THE MONTH OF JANUARY, 2008, the necessary bylaw amendments to adopt the new election schedule. 2) Extend the terms of current board members to 2010, so that the City Clerk conducts your election in 2010. To do this, your board must amend its bylaws to adopt the schedule change. 3) Proceed with elections as currently scheduled under the current process in the Citywide Election Procedures. Your Independent Election Administrator will conduct these elections with administrative approval and assistance from DONE.	Jeff Rector / Peter Hartz
		Environmental Affairs (5 min.) ▪ No meeting in December	Terry Davis

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7.	9:15 – 9:20 5 min.	Treasurer's Report	Peter Hartz
8.	9:20 PM	Meeting Close and Wrap-Up Thanks to -----, who provided the food for tonight's meeting. Reminders – <ul style="list-style-type: none">- Next meeting is Tuesday February 19th- Suggestions for agenda topics and/or guest speakers?	Terry Davis

Process for Reconsideration: Any person or group adversely affected by the decisions or policies of the GTLNC may file a written grievance with the Council. The Council shall then refer the matter to the Grievance Committee. Persons who wish to claim a grievance may do so by communicating with any member of the Grievance Committee, and the Grievance Committee shall invite the person claiming a grievance to present arguments and evidence, which may include testimony, to the committee. The Grievance Committee shall act to hear a grievance within thirty days of the initial communication and shall prepare a report and recommendation to the GTLNC to present at its next meeting, or at least no later than the following meeting. The Grievance Committee may on its own volition, communicate its findings directly to the Department of Neighborhood Empowerment (DONE) in addition to reporting to the Governing Board. The Governing Board shall include Grievance Committee reports in its agenda and shall hear the reports in a timely manner as describe above. Any aggrieved stakeholder has the right of appeal to DONE any decision by the GTLNC. This grievance process is intended to address matters involving procedural disputes, e.g., the Council's failure to comply with these Bylaws, or its failure to comply with the City's Charter, the Plan, or local, State or Federal law.