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Neighborhood Council**
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SUN VALLEY AREA NEIGHBORHOOD COUNCIL

Tuesday, December 13th, 2011
from 6:30pm to 8:30pm

VILLA SCALABRINI RETIREMENT CENTER
10631 VINEDALE STREET
SUN VALLEY, CA 91352

The public is requested to fill out a **"Speaker Card"** to address the Board on any item of the agenda **prior** to the Board taking action on an item. Comments from the public on Agenda items will be heard when the respective item is being considered. **"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 in the window of OUR OFFICE LOCATED AT 9000 Sunland blvd Suite "A" Sun Valley and at our website by clicking on the following link: www.SVANC.org or at the scheduled meeting.**

PLEASE CHECK OUR WEBSITE FOR INFORMATION

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, assisted listening devices, or other auxiliary aids and/or services may be provided upon request. To ensure availability of services, or to request translation, please make your request at least 3 business days (72 hours) prior to the meeting you wish to attend by contacting the SVANC Executive Board at info@svanc.org

ITEM 1: Call to Order, Pledge of Allegiance, Code of Civility, Roll Call

ITEM 2: Opening Remarks (President)

ITEM 2A: Ethics and Open Government Training – Reminder for the members of the SVANC to complete Ethics and Open Government Training for City Officials.

Please visit: <http://ethics.lacity.org/education/education.cfm>

ITEM 3: Emergency Personnel from Fire and Police Departments will always be allowed to address The Board when they are ready in order to facilitate their schedule. (Officer Esther Vasquez, Senior Lead Officer, and Officer Michelle Rodriguez, Senior Lead Officer.)

ITEM 4: Presentation/announcements from **elected officials or their representatives.**

ITEM 5: Public Comment on matters within the Board's subject-matter jurisdiction. Members of the public are limited to **three (3) minutes** per speaker.

NOTE: Public comments **shall not be subject to discussion** BUT issues may be recommended to be placed on the agenda for **future meeting, by a Board member** during board member comments period.

ITEM 6: Board member comments on matters within the Board's subject-matter jurisdiction. Board members are limited to **three (3) minutes** per speaker; and additional discussion time if request is made to place an item on an agenda of a future meeting.

OLD Business:

ITEM 7: Review, correct and approve minutes from our October 2011 Board meeting. (GARCIA-VALLES)

NEW Business:

ITEM 8: Follow up on his introduction of the City Clerks Survey regarding an Election or Selection process. Mike presented this last month and now we need to follow up and fill out the Surveys. There are two surveys one for individuals and then one for the SVANC to respond to. That one we will have to take votes on each response for it to be a group vote of the BOARD!! FIRST we will do the individual Stakeholder Survey and each board member needs to take it as well as the attendees. (O'Gara)

ITEM 9: Motion/Discussion/Vote to request the ability to conduct a selection process to select new members to the Board. This will take place in August or September of 2012. The difference between a Selection process and an Election Process is, Elections have a secret ballot and Selections do not. We will conduct our Selection process in a manner that most closely resembles our past elections.

We will have ballots that we will sign which negates the secret ballot. In any case we will follow the direction of DONE, BONC and the City Attorney to comply with all instructions. (O'Gara)

ITEM 10: Motion/Discussion/Vote to request that the City Clerks office have no involvement with the Sun Valley Area Neighborhood Council Selection process. Many reasons for this the primary one is cost. (O'Gara)

ITEM 11: Motion/Discussion/Vote to request the ability to Encumber/Roll Over any and all monies not spent in fiscal 2011-2012 to be used exclusively to pay for our selection process in August/September 2012. These monies will be used to pay for Outreach-Printing costs- rental of Venue-cost of IEA and any other costs associated with the election. This is not an exhaustive list. (O'Gara)

ITEM 12: Motion/Discussion/Vote to request that the City Council pass a Motion in whatever form that it takes to allow the DONE to Roll Over any and all funds that are not used of the \$120,000 for elections in 2011-2012 Selections or Elections. These funds will be used to help NCs that decide to have their Elections/Selections in the latter part of 2012 (O'Gara)

ITEM 13: Motion/Discussion/Vote to request that Mike O'Gara be given a signed affidavit stating that he is the designated representative of SVANC to the Los Angeles Neighborhood Council Coalition (LANCC) (O'Gara)

ITEM 14: Motion/Discussion/Vote to request the ability for Mike O'Gara to write a letter to City Council voicing our support of the Valley Alliance of Neighborhood Councils resolution regarding the Selection/Election process (O'Gara)

ITEM 15: Motion/Discussion/Vote to request that the SVANC change any of our bylaws to make sure our Election Bylaws are changed to allow us to have a selection Process. (O'Gara)

ITEM 16: PUBLIC COMMENT

ITEM 17: Adjournment

PROCESS FOR RECONSIDERATION

The Board of Directors may reconsider and amend its action on items listed on the agenda if that reconsideration takes place immediately following the original action or at the next regular SVANC meeting. The Board of Directors, on either of these two occasions, shall: (1) Make a Motion for Reconsideration and, if approved, (2) hear the matter and take an action. If the motion to reconsider an action is to be scheduled at the next meeting following the original action, then two items shall be placed on the agenda for that meeting: (1) A Motion for Reconsideration on the described matter and (2) a "Proposed" Action should the motion to reconsider be approved. A motion for reconsideration can only be made by a Representative who has previously voted on the prevailing side of the original action taken. If a motion for reconsideration is not made on the date the action was taken, then a Representative on the prevailing side of the action must submit a memorandum to the Secretary identifying the matter to be reconsidered and a brief description of the reason(s) for requesting reconsideration at the next regularly scheduled meeting. This procedure shall be in compliance with the Brown Act.

GRIEVANCE PROCESS Any individual stakeholder or group of Community Stakeholders of the SVANC shall be able to express any concerns to the Board of Directors of the SVANC, about its decisions and/or actions, by submitting a written signed grievance to the Secretary or other officers of the SVANC for recording with the Secretary. The grievance should specify the resolution sought. Grievance filings will be accepted after the 60-day period and reviewed by the Board and DONE to determine whether or not the issue can still be addressed.

The Grievance:

A. Shall be submitted, in writing, within sixty (60) days from the time the complainant became aware of the alleged violation, and shall contain an allegation of the facts on which the grievance is based, including the applicable dates, and shall specify the nature of the resolution sought.

B. The person or persons making the grievance shall be notified in writing of the date and time of the meeting of the Board of Directors at which the grievance shall be brought forward for discussion.

C. The Board of Directors shall appoint an ad-hoc Committee of no less than Three (3) Directors to investigate the grievance and prepare a recommendation for the Board of Directors