



CITY OF
LOS ANGELES
CALIFORNIA



P.O. BOX 4670, WEST HILLS, CA 91308

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WEST HILLS NEIGHBORHOOD COUNCIL

JOINT BOARD AND GOVERNMENT RELATIONS COMMITTEE MEETING AGENDA

MONDAY, October 19, 2020 at 7:30 PM

This meeting of the West Hills Neighborhood Council Communications and Outreach Committee will be conducted online via Zoom Webinar and telephonically. All are invited to attend and participate.

To attend online via Zoom Webinar, paste the following link into your browser: <https://zoom.us/j/97175160378>

To call in by phone, dial (669) 900-6833, then punch in this Webinar code when prompted: **971 7516 0378**, then #

This meeting is open to the public. Comments on matters not on the agenda will be heard during the Public Comment period. Those who wish to speak on an agenda item will be heard when the item is considered.

1. Call to Order
2. Review minutes from June 2020, July 2020 and September 2020.
3. Comments from the Co-Chairs
4. Public Comment

OLD BUSINESS AND/OR ONGOING BUSINESS

5. Discussion and Possible Action on format of the CIS regarding City Council File 20-0859 regarding Councilmember Jose Huizar and contracts termination.
6. Discussion and Possible Action on format of the CIS regarding City Council File 20-1114 regarding closure of West Valley Animal Shelter

NEW BUSINESS

7. Discussion and Possible Action on the CIS regarding City Council File 20-0793 regarding making it illegal to use the 911 emergency system to make false reports to law enforcement agencies that an emergency or threat exists when the call is motivated/based on racial bias.

8. Discussion and Possible Action on the CIS regarding City Council File 20-0791 regarding Police Department (LAPD) be directed to report within 60 days with an overview of the LAPD Special Orders related to the Use of Force (Special Order 4), Body Worn Video Cameras (Special Order 12) and Digital In-Car Video (Special Order 45). This report should include data on LAPD compliance with these Special Orders and how LAPD supervisors enforce them.
9. Discussion on the CIS regarding City Council File 20-0963 regarding relative to conduct of neighborhood council elections during the COVID-19 Pandemic.
10. Discussion and Possible Action on the CIS regarding City Council File 20-0930 to authorize a business owner or operator in the City of Los Angeles to refuse admittance or service to any person who fails to wear a face covering
11. Adjournment

Public Input: The public is requested to fill out a Speaker Card to 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 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, an issue raised by a member of the public may become the subject of a future committee meeting. Public comment is limited to two minutes per speaker, unless adjusted by the presiding officer of the committee.

Public Posting Of Agendas: WHNC agendas are posted for public review at Shadow Ranch Park, 22633 Vanowen St., West Hills, CA 91307 or at our website, www.westhillsnc.org. You can also receive our agendas via email by subscribing to the City of Los Angeles Early Notification System at www.lacity.org/government/Subscriptions/NeighborhoodCouncils/index.

The Americans With Disabilities Act: 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 three business days (72 hours) prior to the meeting you wish to attend by contacting via email NCsupport@lacity.org or calling (213) 978-1551. If you are hearing impaired please call 711.

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 the meeting where such writing was considered or by contacting the WHNC's executive director via email at Michelle.Ritchie@westhillsnc.org Requests can be made for a copy of a record related to an item on the agenda.

Reconsideration and Grievance Process: For information on the WHNC's process for board action reconsideration, stakeholder grievance policy or any other procedural matters related to this Council, please consult the WHNC Bylaws. The Bylaws are available at our website, www.WestHillsNC.org.

Servicios De Traducción: Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte Michelle.Ritchie@westhillsnc.org

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West Hills Neighborhood Council

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JOINT GOVERNMENT RELATIONS COMMITTEE/BOARD MEETING MINUTES

Monday June 15, 2020

Approved July 20, 2020

Committee Members in attendance: Zach Volet, Aida Abkarians, Saif Mogri, Steve Randall, Tony Scearce, Joan Trent, Joanne Yvanek-Garb (8:15pm).

Committee Co-Chair Zach called the meeting, held via Zoom Webinar, to order at 7:47pm. A quorum was established.

Numbers refer to agenda items.

2. Minutes from January 2020, January 2020 Special, and February 2020 meetings were approved without objection.

5. Printing budget for Government Relations Committee: Co-Chair Joanne Yvanek-Garb explained the need for \$175.00 to print Agendas and Supporting Documents for the Committee.

Yes – 7, No – 0, Abstain – 0

The Budget Request will be sent to the Budget Committee

6. Resolution by GHSNC to LACEC regarding John Lee: Members of the GHSNC called in to explain their Resolution. Members of the Committee, non-Committee Board members, and members of the public provided their opinion on the matter. Steve Randall introduced a Motion to not ask for an ethics investigation into John Lee at this time, and the motion was seconded.

Yes – 4, No – 2, Abstain – 1

No request for an Ethics investigation will be made at this time

Tony Scearce Introduced a Motion to ask the LACEC to conduct an ethics investigation into John Lee, and the Motion was seconded.

Yes – 2, No – 4, Abstain – 1

No request for an Ethics investigation will be made at this time

7. Response to COVID-19 was tabled.

8. Protests against Police Brutality: Discussion by Committee members, non-Committee Board members, and members of the public regarding the Protest over the George Floyd murder. Zach Volet showed a presentation detailing the damage done by “rubber bullets.”

9. Co-Chair Zach Volet adjourned the meeting at 9:35pm

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JOINT GOVERNMENT RELATIONS COMMITTEE/BOARD MEETING MINUTES

Monday July 20, 2020

Revised September 22, 2020 (second rev.)

Committee Members in attendance: Joanne Yvanek-Garb, Zach Volet, Aida Abkarians, Saif Mogri, Steve Randall, Anthony Scarce, Joan Trent, and Brad Vanderhoof.

Committee Co-Chair Joanne called the meeting, held via Zoom Webinar, to order at 7:36 PM. A quorum was established.

Numbers refer to agenda items.

2. Minutes from June 2020 meeting: Joanne stated Anthony Scarce is not a member of this committee. Zach argued he has attended meetings all year, voted as a member, and made motions; and therefore, should be considered a member. No agreement was reached and the minutes were not approved.

3. Chair Comments: None

4. Public Comment: Dan Brin requested the co-chairs bring the membership issue to a vote at the next committee meeting. Reeyan Raynes asked co-chairs and meeting host to watch for hand raising. Christina Walsh said she is "truly appalled" at how people are represented and finds the situation disgusting. Pilar Schialavo spoke on civil unrest. Hector M. Ramirez, Chatsworth, said as a person of color he has a bad feeling about the process and thinks there should be more conversations before bringing an issue to debate.

5. Discussion and Possible Action on CF 20-0600 Budget Proposal Fiscal Year 2020-2021:

Zach moved to file a CIS in support. Brad seconded.

Aida said the Budget is obsolete due to the financial crisis and we should wait until a new budget is approved.

Yes – 1, No – 4, Abstain – 2

The motion does not pass

6. Discussion and Possible Action on CF 20-0731 George Floyd / Protests / Los Angeles Police Department / Tactics and Use of Force / Office of Inspector General:

Zach moved to file a CIS in support. Steve seconded.

The motion passed unanimously.

7. Discussion and Possible Action on CF 20-0859 Government Code Section 1090 Violation / Real Estate Development Agreement / Federal Indictment / Councilmember Jose Huizar:

Joanne moved to file a CIS in support. Zach seconded.

Joanne withdrew the motion.

8. Discussion and Possible Action on CF 19-0401 Licensed and Unlicensed Addiction Rehabilitation Facilities / Mitigation of Adverse Impacts / Residential City Neighborhoods:

CIS in support
Yes – 3, No – 4, Abstain – 0
The motion failed..

9. Discussion and Possible Action on CF 20-0866 Independent Report / Demonstrations Against Police Brutality and Racism / Los Angeles Police Foundation / Donation: Item tabled to July.

10. Discussion and Possible Action on CF 20-0875 Transportation Policy Objectives / Alternative Models and Methods / Unarmed Law Enforcement:

Zach moved to file a CIS in support. Anthony seconded.
Yes – 2, No – 5 The motion did not pass

11. Discussion and Possible Action on CF 19-0002-S92 AB 1460 (Weber) / California State University System / Undergraduate Graduation Requirement / 3-Unit Course in Ethnic Studies: Item tabled to August.

Co-Chair Zach Volet adjourned the meeting at 9:00 PM (est.)

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JOINT GOVERNMENT RELATIONS COMMITTEE/BOARD MEETING MINUTES

Telephonic and Online
Monday September 21, 2020

Revised September 24, 2020

Attendance: Joanne Yvanek-Garb, Aida Abkarians, Faye Barta (arrived 8:00 PM), Saif Mogri, Olivia Naturman, Steve Randall, Char Rothstein, Myrl Schreiber, Joan Trent, and Brad Vanderhoof.

Committee Chair Joanne called the meeting to order at 7:33 PM. A quorum was established.

- Review minutes from June 2020, July 2020, and August 2020 Special meetings: No minutes were available for review.
- Comments from the Chair: Joanne said she is having difficulty downloading the Community Impact Statement (CIS) forms.
- Public Comment: Marie Javdani asked about the status of being able to communicate with government officials and agencies other than the City Council.

The host started recording the meeting.

OLD BUSINESS AND/OR ONGOING BUSINESS

- Discussion and Possible Action on Public Works Forum and budget: Joanne said she hopes to have a forum by late Spring 2021.
- Discussion and Possible Action on 19-0401 Alcohol/Drug Treatment Houses:

Steve moved to recommend a CIS in support to the Board. Aida seconded.
The motion passed unanimously and will be sent to the Board.

NEW BUSINESS

- Discussion and Possible Action on 20-0859 Termination of Contracts J Huizar negotiated:

Steve moved to recommend a CIS in support to the Board. Saif seconded.
The motion passed unanimously and will be sent to the Board.
- Discussion and Possible Action on 20-1114 Closure of W. Valley Animal Shelter

Steve moved to recommend a CIS in support to the Board. Aida seconded.
The motion passed unanimously and will be sent to the Board.

Faye Barta arrived.

• Discussion and Possible Action on Restructuring the GRC: Joanne said she would like to add two members to the committee. The GRC Committee will have three vacancies with the resignation of Zach Volet. Steve recommended adding Anthony Scearce, Faye Barta, Myrl Schreiber, and making Saif Mogri co-chair. Saif recommended waiting as the Board is about to fill four vacancies. Steve

Said he feels new Board members do not have the experience to serve on the Government Relations Committee.

Steve moved to add up to three new committee members tonight. Saif seconded.

Yes – 5, No – 0, Abstain – 1

The motion carries.

Steve nominated Faye Barta. Joanne accepted the nomination without a second. Faye accepted the nomination.

Faye was approved unanimously.

Faye Barta is a member of the Government Relations Committee.

Steve nominated Myrl Schreiber. Joanne accepted the nomination without a second. Myrl accepted the nomination.

Myrl was approved unanimously.

Myrl Schreiber is a member of the Government Relations Committee.

Steve nominated Olivia Naturman. Joanne accepted the nomination without a second. Olivia declined the nomination.

There were no further nominations for committee membership.

Steve moved to select Saif as committee co-chair. Aida seconded.

Brad said the WHNC Bylaws state standing committee chairs are appointed by the WHNC President subject to approval by a majority of the Board.

The Committee can vote to make a recommendation.

Vote to recommend the WHNC President appoint Saif Mogri co-chair of the Government Relations Committee.

The motion passed unanimously.

Chair Joanne adjourned the meeting at 8:30 PM

MOTION

In the last several months, the United States Department of Justice has brought Federal criminal indictments against Councilmember Jose Huizar and former Councilmember Mitchell Englander. Several other former city employees also have pled guilty or appear to be under continuing investigation related to those indictments.

Among other things, the indictments contain allegations that real estate developers and others gave cash, cash equivalents, lavish gifts and other benefits to Huizar, Englander and other city employees with the intent to induce these public officials to violate their duties of trust to the people of Los Angeles.

California Government Code Section 1090 prohibits public officials, such as city employees and elected officials, from having a personal financial interest in contracts they enter into in their official capacity on behalf of the City. Government Code section 1092 provides that a contract that violates section 1090 may be avoided by any party.

I THEREFORE MOVE that the City Council request the City Attorney to evaluate whether Councilmember Jose Huizar violated Government Code Section 1090 with regard to any real estate development agreement or other contract to which the City is a party, and further evaluate whether such development agreement or other contract is thereby void or subject to rescission, and report back to the City Council with recommendations about the City's potential legal remedies.

I FURTHER MOVE that the City Council instruct the Chief Legislative Analyst, in consultation with the City Attorney, the Department of City Planning and the Department of Building and Safety, to report to the City Council with recommendations for suspending the certificate of occupancy and reconsidering any and all discretionary approvals or entitlements for all projects referenced directly or indirectly in the Federal indictment of Councilmember Jose Huizar, and any other project for which the discretionary approval or entitlement was induced by the illegal activity of Councilmember Jose Huizar.

I FURTHER MOVE that the City Council request the City Attorney to evaluate whether the City of Los Angeles should pursue civil remedies against the individuals or firms referenced in the recent Federal indictments of Councilmember Jose Huizar and Councilmember Mitchell Englander for, among other things, depriving or conspiring to deprive the public and the City of their right to the honest services of employees of the City, including potential causes of action for recovery of foreseeable resulting economic harm.

I FURTHER MOVE that the City Council request the City Attorney to draft an ordinance prohibiting any property owner or developer from seeking any discretionary approval or entitlement in the future from the City of Los Angeles, if the City Council or any court determines that such property owner or developer has induced or conspired to cause a violation of Government Code Section 1090 or otherwise engaged in criminal conduct to defraud the City.

Presented by: Paul Kerkorian Marqueece Harris-Dawson
PAUL KERKORIAN MARQUEECE HARRIS-DAWSON
Councilmember, 2nd District Councilmember, 8th District

Seconded by: Dorey Mitchell Englander [Signature] [Signature]

JUN 3 0 2020

ORIGINAL

File # :	20 - 0859
Title :	Motion re Huizar Termination Contracts
Type :	Motion
City/State :	Los Angeles, CA

Summary :	<p>This four-part motion requests:</p> <p>(1) the City Attorney to determine whether former Councilmember Jose Huizar violated CA Government Code Section 1090, which prohibits public officials from having a personal financial interest in contracts they enter into in their official capacity on the City’s behalf AND Section 1092, which provides that a contract that violates Section 1090 may be avoided by any party;</p> <p>(2) the Council to instruct the Chief Legislative Analyst, in consultation with the City Attorney and the Departments of Planning and Building and Safety, to recommend suspension of any certificate of occupancy (COO) and reconsider any and all discretionary approvals or projects directly or indirectly referenced in the Federal indictments of Huizar and any other project where discretionary approval or entitlement was induced by Huizar’s illegal activity;</p> <p>(3) the City Attorney to determine if the City should pursue any civil remedies against firms or individuals referenced in the Federal indictments of both Huizar and Englander for depriving or conspiring to deprive the public and the City of the right to the honest services of City employees, including any potential causes of action for recovery of foreseeable economic harm; and</p> <p>(4) the Council request the City Attorney to draft an ordinance to prohibit any property owner or developer whom a court has ruled to have induced or conspired to violate Section 1090 or engaged in other criminal conduct to defraud the City from seeking and obtaining any future discretionary approval or entitlement from the City.</p>
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Type :	

GR Position :	
Vote :	

“YES” Vote:	Means you agree that these four steps will evaluate if there were any illegal acts of Huizar and Englander in violation of Sections 1090 and 1092. If so, then remedies for reversing those illegal acts and seeking civil remedies against any individuals or firms mentioned in the Federal indictment and preventing those wrongdoers from future entitlements or approvals from the City will be determined and drafted.
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“NO” Vote:	Means you do NOT agree that any of these four steps to remedy any violations of Sections 1090 and 1092 need to be undertaken.
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**PERSONNEL AND
ANIMAL WELFARE**

MOTION


In November 2000, Los Angeles voters overwhelmingly approved Measure F which provided nearly \$533 million in bond funding for a major upgrade of the City's fire stations and animal shelters. Over the course of the ensuing years, almost all of that funding has been expended on projects to modernize and expand the City's fire and animal care facilities. This General Obligation Bond provided the necessary \$154 million in financing for the construction and/or rehabilitation of 8 animal shelters, most notably the West Valley Animal Shelter.

In response to the City's current financial situation, due to the impacts of COVID-19, our City departments have had to make temporary changes to their operating budgets and that includes the Department of Animal Services. However, it has come to the Council's attention that the once temporary plan to shutter City operations at the West Valley Animal Shelter, due to COVID-19, could now become permanent.

With both valley shelters covering a geographic expanse that constitutes 40% of the total area of Los Angeles, with an estimated 1.77 million population, it is imperative that the City maintain its operations at the West Valley Animal Shelter. In 2019, the West Valley shelter impounded a total of 9,320 animals, while the East Valley shelter impounded 14,605. The City would be negligent in their obligation to provide necessary services to all stray or lost animals if the West Valley shelter no longer operates as a city shelter and the burden to accommodate and care for an estimated 24,000 animals is left to only the East Valley shelter.

I THEREFORE MOVE that the Department of Animal Services be instructed to report immediately to this council on the long term plan for the West Valley Animal Shelter.

PRESENTED BY _____


JOHN S. LEE (verbal)
Councilmember, 12th District

SECONDED BY _____

BOB BLUMENFIELD (verbal)
Councilmember, 3rd District

Committee Meeting Date: 10/19/2020

Board Meeting Date 11/05/2020

File # :	20 - 1114
Title :	Motion re West Valley Animal Shelter Closure
Type :	Motion
City/State :	Los Angeles, CA

Summary :	Twenty years ago, LA voters approved Measure F, a funding source of nearly \$533 million in bond funding for major upgrades of the City’s fire stations and animal shelters, \$154 million specifically earmarked for construction and rehabilitation of animal shelters. Not surprisingly, there is almost NO money left. Also not surprisingly, the City’s current financial situation has caused many changes to operating budgets including that of the Dept. of Animal Services, and it is now predicted these changes could cause the PERMANENT shutdown of the West Valley Animal Shelter. Both Valley shelters service 40% of the total area of the City where population has reached 1.77 million people. Last year, East Valley shelter impounded 14,605 animals; West Valley shelter impounded 9,320. If the West Valley shelter were closed, East Valley shelter could NOT accommodate the burden of 24,000 animals and West Valley residents would be forced to drive many miles for animal services. This motion will force the Department of Animal Services to immediately report its long-term plan for the West Valley Animal Shelter.

Type :	Motion
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GR Position :	
Vote :	

“YES” Vote:	Means you support immediate reporting by the Department of Animal Services of its long term plan to handle approximately 24,000 animals in the West and East Valley and specifically for approximately 10,000 animals in the West Valley and what effects on the West Valley the closure of the West Valley shelter would cause
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“NO” Vote:	Means you do NOT believe any such immediate reporting by the Department of Animal Services is necessary in order to determine how to handle approximately 24,000 animals in East and West Valley and what effects on the West Valley the closure of the West Valley shelter would cause.
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AD HOC COMMITTEE ON POLICE REFORM REPORT relative making it illegal to use the 911 emergency system to make false reports to law enforcement agencies that an emergency or threat exists when the call is motivated/based on racial bias.

Recommendation for Council action, pursuant to Motion (Price - Wesson - Harris-Dawson - Koretz):

REQUEST the City Attorney, with the assistance of the Los Angeles Police Department, to report back within 30 days in regard to options to make it illegal to use the 911 emergency system to make a report, or cause a report to be made to law enforcement agencies, that an emergency or threat exists when the call is motivated / based on racial bias, and the caller knows that the report is false or frivolous, as further detailed in the text of this Motion.

Fiscal Impact Statement: Neither the CAO nor the CLA has completed a financial analysis of this report.

Community Impact Statement: None submitted.

Summary:

On June 24, 2020, your Committee considered a Motion (Price - Wesson - Harris-Dawson - Koretz) relative to make it illegal to use the 911 emergency system to make a report, or cause a report to be made to law enforcement agencies, that an emergency or threat exists when the call is motivated / based on racial bias, and the caller knows that the report is false or frivolous. According to the Motion, calls to City 911 emergency systems are being abused due to racial bias and this results in unnecessary wasted time and expense of City resources. Police reports are often not taken for these types of racially based incidents and they often do not have consequences to the caller. Without a police report, there is also little recourse for the victim of this type of racially based 911 call to take action of their own. Additionally, depending on the severity of the call it could result in bodily harm or false arrest of the victim. The City should determine options to make it illegal to use 911 to make a report, or cause a report to be made to law enforcement agencies, that an "emergency or threat" exists motivated / based on racial bias, and the caller knows that the report is false or frivolous. Options should include criminal penalties, rights of victims to bring private civil actions, and cost recovery by the City. After consideration and having provided an opportunity for public comment, the Committee moved to recommend approval of the Motion as amended and detailed in the above recommendation. This matter is now submitted to Council for its consideration.

Respectfully Submitted,

AD HOC COMMITTEE ON POLICE REFORM

MEMBER

VOTE

WESSON: YES
KORETZ: YES
LEE: YES
CEDILLO: YES
HARRIS-DAWSON: YES
ARL
6/24/20

-NOT OFFICIAL UNTIL COUNCIL ACTS-

AD HOC POLICE

MOTION

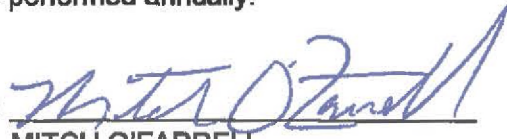
Recent events have put Police Departments nationwide in an often unfavorable spotlight, as mostly peaceful protests unfold across the country. In this day of rampant social media and live streaming of real time events, it is of the utmost importance that our own Police Department (LAPD), continue to promote transparency and accountability within the Department, while providing the necessary training and support to officers, especially those related to the use of Body Worn Video Cameras, Digital In-Car Video, and the use of force.

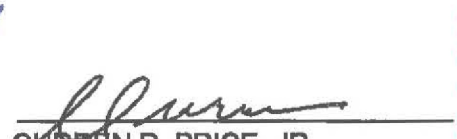
LAPD officers are given significant responsibilities, and the public expects them to exercise their duties in a responsible manner. Further, the public expects that, if an officer fails in their duties, that they will be held to account. As the City works to create more inclusion and opportunities for community led initiatives, a fundamental goal must be to ensure that the Department comes out of this period better than before. An overview of key Department policies, and audits of officer compliance with Special Orders related to the use of force and video should be done, while the CAO works with the LAPD to create regularized reports on this subject.

I THEREFORE MOVE that the Police Department (LAPD) be directed to report within 60 days with an overview of the LAPD Special Orders related to the Use of Force (Special Order 4), Body Worn Video Cameras (Special Order 12) and Digital In-Car Video (Special Order 45). This report should include data on LAPD compliance with these Special Orders and how LAPD supervisors enforce them.


I FURTHER MOVE that the LAPD Commission, and the Office of the Inspector General be requested to audit the Department's compliance with the above Special Orders.

I FURTHER MOVE that the City Administrative Officer be directed to report, with the assistance of the LAPD, on the funding required to ensure audits of compliance with these special orders are performed annually.

PRESENTED BY: 
MITCH O'FARRELL
Councilmember, 13th District


CURREN D. PRICE, JR.
Councilmember, 9th District

SECONDED BY:
MARQUEECE HARRIS-DAWSON (verbal)
Councilmember, 8th District


GILBERT A. CEDILLO
Councilmember, 1st District

ORIGINAL

JUN 17 2020 

Committee Meeting Date: 10/19/2020

Board Meeting Date _____

File # :	20-0791
Title :	LAPD Special Orders re Use of Force, Body Video Cameras and In-Car Video
Type :	LAPD
City/State :	LA

Summary :	This motion seeks to create a 60-day deadline for an overview of Special Orders related to LAPD's use of force and digital gear by establishing Special Orders for the Use of Force, Body Worn Video Cameras, and Digital In-Car Video and to require audits of such uses and to report, with the assistance of LAPD, the amount of funding required to ensure yearly audits of compliance with the Special Orders.

Type :	LAPD

GR Position :	
Vote :	

“YES” Vote:	Means that the use of force by LAPD in various ways will be enforced and monitored and costs therefore will be audited on a regular basis.
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“NO” Vote:	Means that the use of force by LAPD in various ways will be enforced and monitored and costs therefore will be audited on a regular basis.
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HOLLY L. WOLCOTT
CITY CLERK
PETTY F. SANTOS
EXECUTIVE OFFICER

OFFICE OF THE CITY CLERK
200 N. SPRING STREET, ROOM
360 LOS ANGELES, CA 90012
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CITY OF LOS ANGELES
CALIFORNIA



ERIC GARCETTI

MAYOR

NEIGHBORHOOD COUNCILS
EMPOWER LA
Department of
NEIGHBORHOOD EMPOWERMENT

20TH FLOOR, CITY HALL
200 NORTH SPRING STREET
LOS ANGELES, CA 90012

TELEPHONE: (213) 978-1551
TOLL-FREE: 3-1-1
FAX: (213) 978-1751
E-MAIL: EmpowerLA@lacity.org
www.EmpowerLA.org

October 5, 2020

Honorable Members of the Health, Education,
Neighborhoods, Parks, Arts, and River Committee
c/o Office of the City Clerk
Room 395, City Hall
Los Angeles, CA 90012

**SUBJECT: REQUESTED JOINT REPORT BACK RELATIVE TO CONDUCT OF
NEIGHBORHOOD COUNCIL ELECTIONS DURING THE COVID-19
PANDEMIC – COUNCIL FILE 20-0963**

Honorable Members:

BACKGROUND

On August 26, 2020, the City Council approved Council File 20-0963, which included instructions to the Office of the City Clerk (City Clerk) and the Department of Neighborhood Empowerment (EmpowerLA) to report back in 30 days on several items related to the all Vote-By-Mail (VBM) Elections for the 2021 Neighborhood Council (NC) Elections.

RECOMMENDATIONS

That the City Council:

1. Direct the Controller's Office to appropriate \$55,000 from the Unappropriated Balance (UB) General Municipal Elections 2020 Line Item, 100/58/580310, to the City Clerk, Fund 100, Department 14, Election Expense Account 4170.
2. Direct the Controller's Office to appropriate \$456,975 from the UB General Municipal Elections 2020 Line Item, 100/58/580310, to EmpowerLA, Fund 100, Department 47: \$123,074 to Salaries As Needed - Account 1070; \$32,331 to Printing and Binding - Account 2120; \$121,023 to Contractual Services - Account 3040; \$180,328 to Office and Admin. - Account 6010; and \$219 to Operating Supplies Account 6020.
3. Direct the CAO to determine and report back if sufficient funds are available in the UB, General Municipal Election Line Item to exempt the Election staff from furloughs beginning January 1, 2020 through the end of the NC Elections, and a blanket unfreeze for hiring NC Elections as-needed staff.

FISCAL IMPACT STATEMENT

Inasmuch as there are projected Municipal Election savings in the UB, as reported by the City Clerk, there is no fiscal impact in this report.

COMMUNITY IMPACT STATEMENT

Statements have been filed previously on this Council File from Empowerment Congress West Area, Granada Hills North, Los Feliz, and Northridge East NCs.

SUMMARY

The City Council approved the Committee's amendments to the August 3, 2020 report filed by the City Clerk relative to the administration of NC Elections in 2021 as all VBM Elections. The following consolidated response provides an update on the development and implementation of VBM Elections; additional resources required to conduct outreach successfully; engage unhoused neighbors in NC Elections; and the cost of managing at-poll or online elections.

BACKGROUND

- The City Council instructed the City Clerk and EmpowerLA to develop a joint outreach plan to inform and educate stakeholders on the all VBM Elections using current resources.
- The City Council further instructed EmpowerLA, with the assistance of the City Clerk, to report back in 30 days with a status update on the development and implementation of a NC Election Outreach and Education Program, and a mechanism to receive input from NCs related to the conduct of the 2021 Elections.

Education and Outreach

EmpowerLA is customarily tasked with the responsibility of administering NC election outreach efforts in partnership with the NCs holding elections. However, given the challenges faced by the City resulting from the need to focus efforts on the City's COVID-19 response, EmpowerLA and the City Clerk have worked collaboratively to identify new and innovative ways we can conduct successful NC Elections using our existing resources. Every NC election season presents the built-in challenges of promoting what is really a series of granular events rather than a comprehensive whole. NC Elections happen on a dozen regional dates over a six-month period, and are conducted under 99 unique sets of rules, determined by NC bylaws that can create dramatically different participation experiences between individual NCs.

In response to the City Council's request, both offices developed a 30-day plan to consult with NC leaders about the 2021 NC Elections, as follows:

- A joint survey to NCs was released on August 27, 2020, with a due date of September 7, 2020. The survey included specific questions related to engaging our unhoused neighbors in the NC Elections, including a request to provide contact information for community-based organizations serving their residents. The results from these actions are incorporated in the synopsis of key findings.

- A presentation was made at the Homeless Alliance on August 29, 2020 to discuss a plan to ensure homeless stakeholders have equitable access to vote and also hear recommendations from homeless representatives throughout the City.
- Both departments made a presentation at the September 1, 2020 Board of Neighborhood Commissioners on the VBM process. Public comment was from stakeholders and members of the Commission.
- Four evening area feedback sessions were convened: the South Los Angeles area on Wednesday, September 9, 2020; the East/Central Los Angeles area on Thursday, September 10, 2020; the North/South Valley area on Monday, September 14, 2020; and the Harbor/West Los Angeles area on Thursday, September 17, 2020.

As referenced earlier, EmpowerLA had taken action during May and June of 2020 to develop outreach tools that NCs could use to promote their meetings and events in the community. Seven outreach gatherings were held to gather input from NCs regarding their outreach needs. One example of how EmpowerLA is strengthening the NCs' ability to promote their good work is by hosting a digital content webinar on September 30, 2020 to show NCs how to produce promotional videos highlighting NC activities. Two other outreach trainings for NCs are also planned before the 2021 Elections season opens: one on digital outreach and social media; the other on public relations and media relations.

As mentioned above, EmpowerLA and the City Clerk invited NC leaders and stakeholders to provide their feedback through a survey on the administration of, and related outreach of the 2021 NC Elections. This survey started with questions about how the City Clerk might administer VBM ballots for NC Elections, followed by a section on how outreach should be conducted by the NCs. A special focus of the survey included questions on how to best accommodate VBM-specific education, and outreach, in the current virtual environment. Quantitative results of this survey are public and available here:

<https://lahub.maps.arcgis.com/apps/opsdashboard/index.html#/bce0b5af854744a0a9c37353f00b9a66>

EmpowerLA has assembled the responses received from these various sources of feedback sessions.

- The City Council instructed the City Clerk, with the assistance of EmpowerLA, to report back in 30 days with a plan to ensure residents experiencing homelessness, as well as those without a physical mailing address and/or internet access, are included in the Department's outreach efforts and able to vote.

Engaging Unhoused Neighbors

- In 2019, EmpowerLA recruited NC leaders to serve as Homelessness Liaisons (HLs). The HLs have been actively leading NC efforts to assist the unhoused populations in their communities. EmpowerLA convened a special meeting of the HLs on Saturday, August 29, 2020. Participants received a presentation from the City Clerk on the VBM process. Participants provided feedback and input on methods that could be embraced to engage the unhoused in NC Elections.

- EmpowerLA has also been in contact with the Mayor's Office and the Los Angeles Housing Services Authority for additional information and strategies to conduct outreach to unsheltered neighbors regarding NC Elections.
- The Mayor's Office has prioritized addressing the homeless crisis in the City of Los Angeles as seen through City-wide efforts with the [Coordinated Entry System](#) (CES), the [Homeless Count](#), and [Proposition HHH](#). The Mayor's Office also provided suggestions on effective VBM outreach, specifically citing strategic partnerships with Project Roomkey and City-owned shelters such as A Bridge Home sites (bridge housing). They also indicated a need for targeted and tailored efforts when conducting outreach to unsheltered stakeholders living in encampments, and stakeholders in interim housing.
- There were frequent mentions of partnering with existing City services, programs, and agencies such as Project Roomkey and the CES critical for impactful outreach and voting. While these services are transitioning, both departments will monitor programs to ensure information is provided to these, or their successor programs.
- In addition, the NC, along with the City Clerk, found a few key patterns and themes in the suggestions and input provided by the HLs.
- There were also suggestions to use permanent ballot pick-up areas and drop boxes at various accessible institutions and City-owned, or operated, locations in the neighborhood (churches, libraries, parks, recreation centers, shelters, etc.). In addition, there is a need to partner with service providers for outreach, application/ballot pick-up and drop-off, and more, as these providers have a wealth of knowledge about the communities they work with and direct relationships with unhoused individuals.
- The City Clerk is working to partner with service providers to serve as hosts where the unhoused can apply for and receive their VBM ballot using the provider's mailing address. Also, the City Clerk is working with NC leaders to identify locations that can serve as NC-specific drop box locations for voters who are unable to mail their ballot using postal services.
- Participants also stressed the importance of beginning outreach as early as possible and offering early voter registration so that unhoused individuals have sufficient access and assistance during the candidacy and voting process. Some also wanted to work directly with unhoused communities for "inreach" as they would have the lived experience and relationships to offer micro-targeted support.
- There were varying perspectives on options available for those without internet access. Encouraging those with mobile devices to participate was the most common suggestion, although cautions were provided about the cost-prohibitive nature of this option, as individuals may experience charges from their carriers, or may not have access to charging stations.
- The City Council instructed the City and EmpowerLA to report back in 30 days with a report of any additional resources needed to effectively conduct outreach, education, and a successful VBM Election.

EmpowerLA's Resource Requirements

In response to Council's instructions regarding additional resource requirements to effectively conduct outreach, education, and a successful VBM NC Election, EmpowerLA has developed a 2021 Elections Strategic Plan, integrating elements from the 2019 Election outreach efforts, and feedback from regional outreach sessions, a survey of NC leaders in collaboration with the City Clerk.

EmpowerLA is proposing a different strategy than that which was administered in 2019. NCs have always been limited in their ability to carry out election outreach in their service areas. During the outreach meetings completed to date, and the survey of over 335 respondents, they express concern about having the entire responsibility of getting 4 million Angelenos involved in the NC Elections being placed on their shoulders. Our 2021 Election Plan considers these and other factors.

The Election Plan "engagement strategy" embraces the core values of partnerships, relationships, and connectedness. Partnerships, including trusted voices, will help us raise awareness about the NC system, and drive increased participation in our system, both in terms of having more Angelenos run for their NC seats, and having more Angelenos civically engaged with their NC. Additionally, EmpowerLA has created a database of multi-ethnic language journalists and community partners who serve under-participating segments of the community.

EmpowerLA's desire is to create a series of localized outreach strategies (i.e. mini Election marketing plans). This approach enables the Department to co-strategize with the NCs and develop micro-targeting efforts, within reasonable resource considerations.

EmpowerLA is tasked with the responsibility to administer NC election outreach efforts in partnership with the NCs holding elections. The City Clerk has identified savings in the UB for funding set aside in the 2020 Municipal Elections that can be utilized for NC election outreach.

EmpowerLA is requesting \$456,000 in order to expand efforts in partnering with community organizations to help raise awareness about the NC System in Los Angeles, and drive increased participation in our system-both in terms of having more Angelenos run for their NC seats and having more Angelenos civically engaged with their NC. Additionally, Election Assistants can be hired to assist with NC presentations and assisting NC outreach and election chairs in creating an outreach plan tailored for each NC. Digital Ads may also be purchased to help promote NC Elections via social media. Digital Ads was one of the most successful outreach tools used in the 2019 NC Elections.

City Clerk's Resource Requirements

The City Clerk is currently developing a VBM election plan that provides for a 60-day voter registration period, up to a 29-day voting period, as well as regional drop box locations for stakeholders who cannot access the post office. As mentioned previously, stakeholders surveyed regarding our model expressed a desire to expand the registration period from 60 days to up to 120 days to allow NCs to lengthen the outreach and voter registration period in hopes of increasing participation, and to provide locations where City Clerk staff will provide paper applications for those without internet or computer access. Further, surveyed individuals requested that the drop box option increase to 99 in order to provide, at minimum, one drop box location per NC, versus the original plan of 12 regionally placed drop boxes.

In response, the City Clerk has identified additional resources necessary to supplement the existing election model. While we cannot accommodate an earlier online VBM application portal period, we will be able to accept paper applications as early as 90 days before each regional Election Day. This will require additional staff to manually verify and enter the data into our online VBM registration portal once it becomes available, and make weekly paper application delivery and collections throughout the City. In addition, staff will need to work with NC leaders to identify up to 87 additional drop box locations optional for each NC. In total, the City Clerk is requesting an additional \$55,000 for as-needed staff.

Outreach Considerations without Additional Resources

The 2021 Elections Strategic Plan referenced above was designed to advance EmpowerLA's efforts to further these goals. EmpowerLA has downsized our combined efforts from initial strategies, and are now focused on the following possibilities until such time as additional resources become available:

- NC Information Session webinars.
- NC Information Session live presentations.
- Repurposing 2019 outreach templates by simply changing the date to 2021.
- Develop partnerships with non-profits and community based organizations that work with a broad array of stakeholders. Community based organizations are a great resources for recruiting candidates, voters and promoting elections in their networks.
- Partnering with City Clerk and their election outreach efforts.
- Activate EmpowerLA's *IgniteLA* women's leadership and *Civic Youth LA* alumni network to engage women and youth in NC Election.
- Partnering with Elected Officials and City Departments to help promote the 2021 NC Elections via their databases, newsletters, websites, and social media. As it relates to partnering with other City Departments, we will need to research what is available given the budget cuts they are also experiencing.
- Regional candidate workshops on how to register and run for office.
- The City Council instructed the City Clerk and EmpowerLA to report back in 30 days on the process, cost, and feasibility of in-person voting as well as online voting.

In-Person and Online Voting

As instructed by the Committee, the City Clerk was also asked to assess the viability of providing in-person/at-poll NC Elections, in addition to an all VBM model. In order to accomplish this, the City Clerk must recruit polling locations and poll workers for each NC Election. Consideration must be given to recruiting locations that are not only Americans with Disabilities Act-accessible, but also with sufficient space to enforce social distancing as well as other existing COVID-19 public health protocols. An increase in poll workers would be needed to enforce social distancing while at the polling place. Community poll workers would also need to be trained on individualized

NC bylaw procedures. Additionally, an increase in staff would be required to assemble NC-specific polling place signage and supplies for Election Day.

As a result of moving to an all VBM model, the City Clerk changed all regional election days to Tuesdays, to maximize postal service's days of operation. If the City Clerk is asked to provide at-poll voting, election days would have to revert back to weekend dates previously in place during the 2019 Elections to accommodate each NC's on-going request. The current funding allocation will not be enough to conduct in-person Elections under a COVID-19 model while also providing the all VBM option. Adding at-polls to the VBM model would require an additional \$430,000 to staff weekend Election Days, hire and train poll workers, and supply polling locations.

In terms of online voting, Everyone Counts, the vendor who rendered services in 2016, is no longer operational. As of now, the City Clerk has not researched vendors who could provide the customization required for NC Elections, nor would a contract be procured in a timely manner to maintain the current election schedule for 2021. If directed, City Clerk staff will work to identify viable vendors for future online elections.

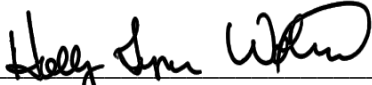
CONCLUSION

This report provides a summary of our current efforts to educate the public about the upcoming all VBM 2021 NC Elections. We have shared information related to outreach strategies that are underway to engage the public, targeted segments of the community, and unhoused residents of Los Angeles in the NC Elections. Thank you for the opportunity to share our work. We are available to answer questions at any time.

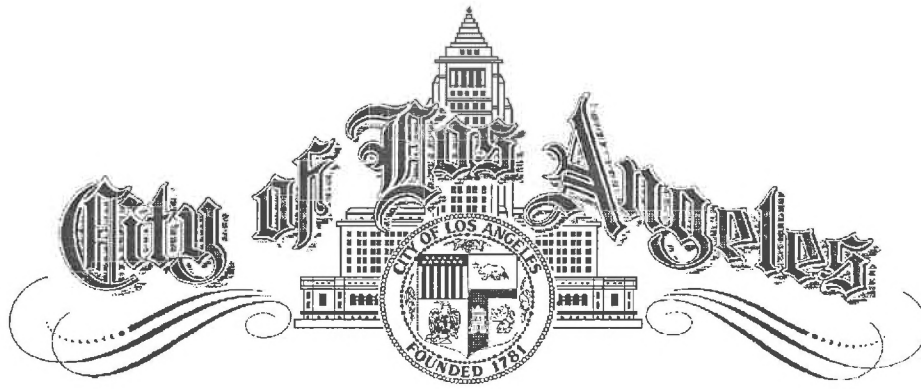
Respectfully,



Raquel Beltran
General Manager
Department of Neighborhood Empowerment



Holly L. Wolcott
City Clerk



MICHAEL N. FEUER
CITY ATTORNEY

REPORT NO. R 20 - 0282
OCT 08 2020

REPORT RE:

**DRAFT ORDINANCE ADDING ARTICLE 8 TO CHAPTER XX OF THE
LOS ANGELES MUNICIPAL CODE TO AUTHORIZE A BUSINESS OWNER OR
OPERATOR IN THE CITY OF LOS ANGELES TO REFUSE ADMITTANCE OR
SERVICE TO ANY PERSON WHO REFUSES TO WEAR A FACE COVERING**

The Honorable City Council
of the City of Los Angeles
Room 395, City Hall
200 North Spring Street
Los Angeles, California 90012

Council File No. 20-0930

Honorable Members:

Pursuant to your request, this Office has prepared and now transmits for your consideration the enclosed draft ordinance, approved as to form and legality. The draft ordinance adds Article 8 to Chapter XX of the Los Angeles Municipal Code to authorize a business owner or operator in the City of Los Angeles to refuse admittance or service to any person who fails to wear a face covering. The ordinance, by its own terms, will sunset when the declaration of emergency relating to the COVID-19 pandemic is lifted. The ordinance contains an urgency clause.

Council Rule 38 Referral

A copy of the draft ordinance was sent, pursuant to Council Rule 38, to the Los Angeles Police Department with a request that all comments, if any, be presented directly to the City Council when this matter is considered.

If you have any questions regarding this matter, please contact Senior Assistant City Attorney Valerie Flores at (213) 978-8130. She or another member of this Office will be available when you consider this matter to answer questions you may have.

Sincerely,

MICHAEL N. FEUER, City Attorney

By 

DAVID MICHAELSON
Chief Assistant City Attorney

DM:VF:ac
Transmittal

ORDINANCE NO. _____

An ordinance adding Article 8 to Chapter XX of the Los Angeles Municipal Code to authorize a business owner or operator in the City of Los Angeles to refuse admittance or service to any person who fails to wear a face covering.

WHEREAS, on March 4, 2020, Governor Gavin Newsom declared a State of Emergency regarding the outbreak of the COVID-19 virus. The same day, Mayor Eric Garcetti also declared a local emergency over the COVID-19 outbreak. On March 11, 2020, the World Health Organization officially declared the health crisis a pandemic. On March 13, 2021, President Donald Trump declared a national emergency over the COVID-19 pandemic;

WHEREAS, health professionals, including the Los Angeles County Department of Public Health, have requested that everyone wear a face covering when they are interacting with others who are not members of their household in public and private to help slow the spread of the COVID-19 virus;

WHEREAS, on May 13, 2020, Los Angeles Mayor Eric Garcetti issued an order requiring Angelenos to wear face coverings when outside their home in order to aid the fight against the transmission of the COVID-19 virus; and

WHEREAS, to protect the health and safety of business owners and operators, their employees, and their customers from the spread of the COVID-19 virus, owners and operators must be empowered to require every patron to wear a face covering when on the premises of a business or when seeking or receiving services.

NOW, THEREFORE,

**THE PEOPLE OF THE CITY OF LOS ANGELES
DO ORDAIN AS FOLLOWS:**

Section. 1. Article 8 is added to Chapter XX of the Los Angeles Municipal Code to read as follows:

ARTICLE 8

FACE COVERING

SEC. 200.90. DEFINITION OF FACE COVERING.

“Face Covering” means a face covering that covers the nose and mouth and is secured to the head with ties or straps or simply wrapped around the lower face. It can be made of a variety of materials such as cotton, silk, or linen. A face covering may be factory-made or sewn by hand or can be improvised from household items such as scarfs, T-shirts, sweatshirts, or towels. A compliant Face Covering does not include any

face covering that incorporates a device, such as a valve, that facilitates air to exit from the face covering.

SEC. 200.91. AUTHORIZATION TO REQUIRE A FACE COVERING.

Any business owner or operator in the City of Los Angeles is authorized to refuse admittance or service to any person who refuses or fails to wear a Face Covering when on the premises of the business or when seeking or receiving service.

SEC. 200.92. SUNSET.

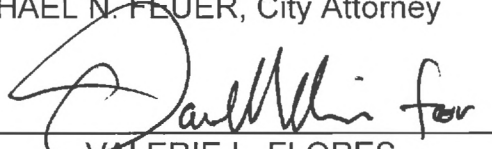
This article shall sunset upon the later of either the Governor of California lifting the State of Emergency he declared on March 4, 2020, or the Mayor of Los Angeles lifting the Declaration of Emergency he declared on March 4, 2020.

Sec. 2. **Urgency Clause.** The City Council finds and declares that this ordinance is required for the immediate protection of the public peace, health, and safety for the following reasons: In order for business owners and operators in the City of Los Angeles to protect the health of safety of themselves, their employees, and their customers from the spread of the COVID-19 virus, owners and operators must be empowered to require every patron to wear a face covering when on the premises of the business or when seeking or receiving services. To promote the health and safety of the residents of the City of Los Angeles, this ordinance must become effective as soon as possible. For all these reasons, the ordinance shall become effective upon publication pursuant to Los Angeles Charter Section 253.

Sec. 3. The City Clerk shall certify to the passage of this ordinance and have it published in accordance with Council policy, either in a daily newspaper circulated in the City of Los Angeles or by posting for ten days in three public places in the City of Los Angeles: one copy on the bulletin board located at the Main Street entrance to the Los Angeles City Hall; one copy on the bulletin board located at the Main Street entrance to the Los Angeles City Hall East; and one copy on the bulletin board located at the Temple Street entrance to the Los Angeles County Hall of Records.

Approved as to Form and Legality

MICHAEL N. FEUER, City Attorney

By 
VALERIE L. FLORES
Senior Assistant City Attorney

Date 10-8-20

File No. 20-0930

M:\GENERAL COUNSEL DIVISION\ORDINANCES AND REPORTS\ORDINANCES - FINAL YELLOW\LAMC Art. 8, Chapter XX - Face Coverings - Masks.docx

The Clerk of the City of Los Angeles hereby certifies that the foregoing ordinance was passed by the Council of the City of Los Angeles, **by a vote of not less than three-fourths** of all its members.

CITY CLERK

MAYOR

Ordinance Passed _____

Approved _____

Committee Meeting Date: Oct 19, 2020

Board Meeting Date _____

File # :	20-0930
Title :	Motion re Ordinance requiring mandatory face coverings
Type :	Motion
City/State :	LA

Summary :	This is a motion to help the Department of Public Health (DPH) to reinforce its coronavirus health and safety best practices and mandates. Because coronavirus continues to present a serious health risk as the economy re-opens, the City should pass an ordinance that assists businesses to employ sensible health practices by requiring the public to wear face coverings when entering a place of business.

Type :	Public health
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GR Position :	
Vote :	

“YES” Vote:	Means support for an ordinance to require all who enter a business to wear a face covering.

“NO” Vote:	Means not supporting an ordinance to require all who enter a business to wear a face covering.
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