



agenda

# COASTAL SAN PEDRO NEIGHBORHOOD COUNCIL

locally listening & leading ...



## **BOARD AND STAKEHOLDER MEETING AGENDA**

Monday, April 18, 2016 » 6:30 p.m.

**CABRILLO MARINA COMMUNITY BUILDING**

**224 Whalers Walk, Berth 28**

**San Pedro, CA 90731**

*The public is invited to speak on issues of general interest during the public comment periods at the beginning and end of the meeting. Comments on specific agenda items will be heard only when those items are considered. To ensure that all are heard, a time limit on public speakers may be set. Those wishing to make comment, but not wanting to speak publicly, may submit written communications to the committee.*

1. **CALL TO ORDER** | and roll call.
2. **PUBLIC COMMENT** | Non-agenda items
3. **MINUTES** | Approval of minutes of March 21, 2016
4. **BUDGET & FINANCE** | Presentation for approval of Monthly Expenditure Report(s)
5. **LAPD REPORT** (10 Min)
6. **WRITTEN REPORTS FROM GOVERNMENT AGENCY REPRESENTATIVES** » | *CD15* |  
*Port of LA | LAUSD | US Congress | State Assemblyman | Los Angeles Rec and Parks |*  
*Others. (5 minutes each)*
7. **PRESENTATION by Team AMVETS Welcome Home Program**, Sharon Elefant, Regarding  
Collaboration with Department of Housing and Urban Development . (15 min)
8. **COMMITTEE QUESTION TIME** | *Selection | Communications | Education | Public Safety | Port &*  
*Environment | Rec & Parks | Cultural | Rules & Bylaws | Transportation & Planning | Coastal Risk &*  
*Beautification | Legal Liaison*
9. **BOARD MEMBER COMMENTS** | *to board and stakeholders for non-agendized items*
10. **APPOINTMENTS** | *to Committees and other Committee actions*
11. **PRESIDENTS REPORT**

## 12. ACTION ITEMS

### 1. Secretary Motions, Shannon Ross, Postponed From March 21, 2016

- a. Due to the current homelessness crisis be it resolved, the Coastal San Pedro Neighborhood Council creates an Ad hoc Homelessness Committee and appoints Shannon Ross as the chairperson.

Provided the Ad hoc committee is created the board will appoint any volunteers stepping forward to the committee.

### 2. Rules and Bylaws Committee

- a. Motion to Revise Standing Rule 3 (Establishment of Standing Committees)
- b. Motion to Revise Standing Rule 7 (Posting of Meeting Notices)
- c. Motion to Revise Standing Rule 11 (Regularly Scheduled Board Meetings)
- d. Motion to Revise Standing Rule 10 (Recommended First Special Meeting of New Governing Board)
- e. Motion to Revise Standing Rules 2 (organization and Composition of Committees) and 4 (Election of Committee Chairs and Vice Chairs)
- f. Motion to Revise Standing Rule 1 (Governing Board Meeting Agenda)

## 13. PUBLIC COMMENT | *Non-agenda items*

## 14. ANNOUNCEMENTS

## 15. ADJOURNMENT

For more information, please call 424-205-1885 OR 888-885-8655; write to CSPNC, 1536 West 25th Street #223, San Pedro, CA 90732; or visit the Coastal San Pedro Neighborhood Council website at [www.cspnc.org](http://www.cspnc.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 accommodation to ensure equal access to its programs, services, and activities. Sign language interpreters, listening devices, or other auxiliary aids and/or services may be provided upon request. Please make your request at least 3 business days (72 hours) prior to the meeting you wish to attend by contacting us at 424-205-1885 OR 888-885-8655.*

*In compliance with government code section 54957.5, non-exempt writings that are distributed to all or a majority of the Board members in advance of a meeting may be viewed at our website by clicking on the following link: [www.cspnc.org](http://www.cspnc.org), at a location given in the item number of the agenda or at the scheduled meeting. In addition if you would like a copy of any record related to an item on the Agenda, please contact the Coastal San Pedro Neighborhood Council at 424-205-1885 OR 888-885-8655.*



"Committed To Serve...Those Who Served" ®

## "Team AMVETS Welcome Home Program"

### Did you know?

- ❖ On any given night, there are more than 50,000 homeless Veterans in the United States
- ❖ Nationally, over 11% of homeless adults are Veterans
- ❖ 10% of homeless Veteran adults are females
- ❖ California has over 12,000 homeless Veterans, which represents almost 25% of the homeless Veteran population in the United States.
- ❖ Los Angeles has the largest number of homeless Veterans in the nation, more than twice as many as New York City

The U.S. Department of Housing and Urban Development: [2014 Annual Homeless Assessment Report \(AHAR\)](#).

Many of these Veterans suffer from physical, emotional or mental challenges, are unemployed, or are single parents with dependent children. In California, the number of homeless Veterans is disproportionate to the numbers reported across the U.S. in that California is home to some of the largest Veteran's reception centers and military bases in the country. As the number of returning Veterans increases, the number of unsheltered Veterans also increases.

The Veteran Affairs (VA), in collaboration with the Department of Housing and Urban Development (HUD), provides vouchers to Veterans who are working with VA case managers to rehabilitate themselves and find regular employment. While the HUD-VASH vouchers provide a safe, clean living space, the units are unfurnished, leaving these Veterans to sleep on the floor with no means to cook, sit, or enjoy the basic comforts of a furnished home. It is this gap that Team AMVETS™ seeks to close. Imagine being homeless and then being given an opportunity to get off the streets only to realize that although you have a roof and walls, you still don't have the basic dignity of a bed or a sofa or even some dishes from which to eat. Thus, the "Team AMVETS Welcome Home Program" was established to fill this void. Team AMVETS provides furniture, appliances, and other household items to formerly homeless Veterans.

The "Team AMVETS Welcome Home Program" has made over 2,300 successful deliveries throughout California, including San Diego County, Orange County, Long Beach, Greater Los Angeles, and the Central Valley (Fresno & surrounding areas). The first delivery was made to a Veteran in San Diego the week of Thanksgiving 2012 with a "Welcome Home" celebration. A residence is made a home by moving in beds, sheets, pillows, blankets, dressers, night stands, couches, coffee tables, end tables, dining room tables and chairs, refrigerators, pots and pans, and special request items, such as towels or rugs.

This "Welcome Home" delivery set the standard of thanking formerly homeless Veterans for their service and getting them not only off the streets, but also into a furnished residence, providing them with purpose and dignity.

In 2016, it is our goal to provide furnishings for every Veteran in California who receives housing vouchers through the VA. Your support of the "Team AMVETS Welcome Home Program" will provide the resources needed for us to give formerly homeless Veterans the furnishings, appliances, and the basic necessities they so rightly deserve.

As these men and women begin to rebuild their lives, Team AMVETS is there when help is needed most. By providing a clean, sustainable living environment that can be called home, Veterans can integrate back into the workforce and our communities with pride and increased self-esteem. Please help us "Welcome Home" our Veterans in style by supporting Team AMVETS.

AMVETS Department of California Service Foundation is a 501c19 Non-Profit Veterans Organization; Federal Tax number is 95-6056761. AMVETS is eligible to accept tax-deductible donations.



# Motion to revise Standing Rule 3 (Establishment of Standing Committees)

*Rules & Bylaws Committee  
9 April 2016*

*Whereas*, the Governing Board of the Coastal San Pedro Neighborhood Council requested that the Rules and Bylaws Committee examine and revise the list of standing committees; and

*Whereas*, the pre-existing “Coastal Risk and Beautification” and “Recreation and Parks” committees have already been combined by prior action of the Board; and

*Whereas*, it is deemed preferable to have fewer committees, each of which is more active in pursuing stakeholder interests; therefore

*Be it resolved*, Standing Rule 3 on “Establishment of Standing Committees” shall be revised by adding the text underlined below and removing the text struck out (the order of the list has been changed for clarity):

## 3. Establishment of Standing Committees

The Governing Board establishes the following standing committees.

Communications: Responsible for all outreach and community relations, including website, publications, and event operations.

Education and Cultural Affairs: Responsible for all matters regarding education and cultural affairs.

Parks and Coastline: Responsible for matters regarding parks, open space, and coastal issues.

Port and Environment: Responsible for all matters regarding the Port of Los Angeles and environmental issues.

Public Safety, Transportation, and Planning: Responsible for public safety, transportation, and planning matters.

Budget and Finance: Responsible for budgetary and fiscal matters.

Rules and Bylaws.

Selection Committee: Responsible for conducting the process for selection of the Governing Board.

~~Community Transportation and Planning: Responsible for all aspects of planning issues.~~

~~Cultural Affairs: Responsible for cultural affairs matters.~~

~~Coastal Risk and Beautification: To oversee land movement issues and beautification projects within CSPNC.~~

~~Recreation and Parks: Responsible for all matters regarding recreation and parks.~~

## Motion to revise Standing Rule 7 (Posting of Meeting Notices)

*Rules & Bylaws Committee*  
*8 April 2016*

*Whereas*, posting time limits are defined in the Bylaws with language mandated by the Board of Neighborhood Commissioners; therefore

*Be it resolved*, Standing Rule 7 (Posting of Meeting Notices) shall be amended by adding the text underlined and deleting the text struck through:

### 7. Posting of Meeting Notices

It shall be the duty of the Secretary of the Neighborhood Council to ensure that notice of the meetings of the Governing Board are posted and emailed to the stakeholder list in accordance with the Bylaws ~~at least 72 hours in advance of the meeting.~~

## Motion to revise Standing Rule 11 (Regularly Scheduled Board Meetings)

*Rules & Bylaws Committee*  
*8 April 2016*

*Whereas*, the current text of Standing Rule 11 needlessly constrains Board meetings to happen on Mondays; therefore

*Be it resolved*, Standing Rule 11 (Regularly Scheduled Board Meetings) shall be amended by adding the text underlined and deleting the text struck through:

### 11. Regularly Scheduled Board Meetings

The standing meeting of the Board of the Coastal San Pedro Neighborhood Council shall be on the third Monday of each month, or on another date ~~may be one week later~~ at the Board's discretion.

# Motion to revise Standing Rule 10 (Recommended First Special Meeting of New Governing Board)

*Rules & Bylaws Committee*

*9 April 2016*

*Be it resolved*, Standing Rule 10 on “Recommended First Special Meeting of New Governing Board” shall be revised by removing the text struck out and adding the underlined text:

## ~~10. Recommended First Special Meeting of New Governing Board~~

~~At its last meeting, a standing Governing Board should schedule a Special Meeting for the earliest practical date for the newly elected Governing Board to select officers and appoint committee chairs.~~

## 10. Interim Leadership

In the interim between July 1 and the first regular meeting of the Council, the officers of the previous term shall continue in their duties. In the event that the Presidency is vacated on July 1, the Vice President shall serve as President. If the position of Vice President is also vacated, the Secretary shall serve as President. If the position of Secretary is also vacated, the Treasurer shall serve as President. If the position of Treasurer is also vacated, the position shall be filled by lot.

# Motion to revise Standing Rules 2 (Organization and Composition of Committees) and 4 (Election of Committee Chairs and Vice Chairs)

*Rules & Bylaws Committee  
9 April 2016*

*Whereas*, the text of Standing Rules 2 and 4 regarding the operation of committees has slowly become unclear by virtue of incremental revision over the years; and

*Whereas*, the existing clause in Standing Rule 2 regarding conflict of interest and ethics rules should be removed because it would require all committee members (including those not on the Governing Board) to take City-approved ethics training and is therefore impractical; therefore

*Be it resolved*, Standing Rule 2 (Organization and Composition of Committees) and Standing Rule 4 (Election of Committee Chairs and Vice Chairs) shall be replaced with a single Standing Rule by removing the text struck out and adding the underlined text:

## ~~2. Organization and Composition of Committees~~

~~Standing committees of the Council shall have at least three members, at least one of whom shall be a member of the Governing Board. Committees shall require a quorum of three to transact business. Committee members will be appointed by the Governing Board and must be ratified by the Board in order to vote at committee meetings. The Governing Board shall elect committee chairpersons. The Governing Board should appoint all committee chairs and members annually at the first meeting of a newly elected Board. Committee chairs and committee members serve until replaced by the Governing Board. State of California and City of Los Angeles conflict of interest and ethics rules shall apply to members of standing committees with regard to voting and other duties they perform as committee members. The president shall be considered a member of the committee for purposes of determining a quorum and casting votes.~~

## ~~4. Election of Committee Chairs and Vice Chairs~~

~~No stakeholder shall hold more than one Chair or Vice Chair on a CSPNC committee and the governing board is advised to take this into account when appointing Chairs and Vice Chairs.~~

## 2. Composition and Organization of Committees

Committees shall require a quorum of three to transact business. The President shall be considered a member of all committees for purposes of establishing a quorum and casting votes. In addition to the President, committees shall have at least three members, at least one of whom shall be a member of the Governing Board. No stakeholder may chair more than one committee.

Committee chairs and committee members shall be appointed by the Governing Board, and must be ratified by the Governing Board in order to vote at committee meetings.

The Governing Board shall appoint committee chairs and members annually at the first meeting of a newly elected Board and at other times as necessary.



# Motion to revise Standing Rule 1 (Governing Board Meeting Agenda)

*Rules & Bylaws Committee*  
*9 April 2016*

*Whereas*, the text of Standing Rule 1 regarding the Governing Board meeting agenda has slowly become unclear by virtue of incremental revision over the years; and

*Whereas*, the existing text does not prescribe procedures to be followed in case the initial Agenda Meeting fails to produce an agenda, nor does it specify who has responsibility for assembling the Board's agenda; therefore

*Be it resolved*, the text of Standing Rule 1 (Governing Board Meeting Agenda) shall be revised by adding the text underlined below and removing the text struck out:

## 1. Governing Board Meeting Agenda

~~The purpose of the agenda meeting is to determine which items will be placed on the Governing Board agenda. The agenda of the Governing Board shall be determined at a meeting of board members and stakeholders that will be convened at least seven days prior to the scheduled board meeting. The Vice President will preside at agenda committee meetings. In his or her absence the stakeholders present at the start of the meeting will elect a chair to preside at that agenda meeting. Motions must be submitted in writing. Wording of motions must be precise. Imprecise motions may be reworded at the agenda meeting or referred back to the individual or group submitting the motion. Motions must include the name of the board member who will move the motion. All board members and stakeholders present at the meeting may vote. A quorum for the purpose of transacting business shall be three, at least one of whom must be a board member. The standing Agenda Meeting shall be one week prior to each Board meeting, or may be one week earlier at the Board's discretion.~~

The purpose of the agenda meeting is to determine which items will be placed on the Governing Board agenda. The standing Agenda Meeting shall be at least one week prior to each Governing Board meeting. The Governing Board may choose a different date at its discretion.

A quorum for the purpose of transacting business shall be three, at least one of whom must be a Governing Board member. All Governing Board members and stakeholders present at the meeting may vote. In the event of a lack of quorum, it shall be the responsibility of the Vice President to schedule another Agenda Meeting. If an agenda cannot be developed prior to 72 hours before the Governing Board meeting, the Governing Board meeting shall be postponed by one week.

The Vice President shall preside at Agenda Committee meetings. In his or her absence, the stakeholders present at the start of the meeting shall elect a chair to preside at that Agenda Meeting. It shall be the responsibility of the chair of the Agenda Meeting to prepare the Board Meeting agenda and forward it to the Secretary.

All motions should be submitted in writing. Imprecise motions may be reworded for clarity at the Agenda Meeting or referred back to the individual or group submitting the motion. Motions originating in the Agenda Meeting that do not come from committees must include the name of the Governing Board member who will move the motion in the Governing Board meeting.