

www.babcnc.org

Special Meeting Agenda
Wednesday, April 24, 2013

Community Magnet School
11301 Bellagio Road

Los Angeles, CA 90049
7:00-9:00 p.m.

The public is welcome to speak. Meeting is being audio taped.

*We request that you fill out a **Speaker Card** to address the Council on any item on the Agenda. Comments from the public on other matters not appearing on the Agenda will be heard during the Public Comment period. Public comment is limited to 3 minutes per speaker unless waived by the presiding officer of the Council. (As a covered entity under TITLE 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 will be provided upon request. To ensure availability of services, please make your request at least 3 business days prior to the meeting you wish to attend by contacting the Neighborhood Council Project Coordinator at 213 485-1360.)*

Special Meeting

- 1. Call to order** – Council Member roll call (Quorum = 12) (1 minute)
- 2. Pledge of Allegiance** (1 minute)
- 3. Approval of Minutes** (if available)
- 4. Approval of tonight's Draft Agenda**
 - a. changes or additions
- 5. Public Comments** – (15 minutes – 3 minutes per speaker)
(Agendas, brochures, & public service handouts are available to all on center meeting table.)
- 6. President's Report** – Robert A. Ringler
 - Amber Meshack, D.O.N.E.
 - "Updates" - *Amber Meshack*
 - BABCNC Report on Authentication Process (motion to approve) -*Andre Strojka*
 - Approval of Standing Rules section on Planning & Land Use Committee and By-law changes (motion) –*Larry Leisten*
 - Planning and Land Use Committee (PLU) procedural & organizational issues, (motion) – *Ramin Kolahi*
 - Motion to amend By-laws Article 8.1 Officers, to remove last sentence on term limits. (motion) – *Nickie Miner*
 - Update on transcribing minutes and staffing of office – *Robert A. Ringler*
 - Motion on Fire Safety - *Andre Strojka*
 - Motion to amend by-laws to reevaluate and reassign posting locations – *Robert A. Ringler*
 - Election of Officers by Board Members deferred to May 22nd.
- 7. Treasurer Report** – Alan Fine (10 minutes)
 - Update – motion
 - Funding request presentation from the Laural Canyon Association on a Pilot Program (motion) – *Cassandra Barrere, President*
 - Funding request presentation from the Public Safety/Disaster Preparedness Committee (motion) – *Chuck Maginnis, Chair*
 - Funding request to update office computer/office equipment (motion), *Robert Ringler, President*
 - Funding request to prepay Aaron DeVandry for website maintenance up to \$2,500.00.
 - Contribution to NC Congress for \$500.00.

8. **Public Safety/Disaster Preparedness Committee** – Chuck Maginnis (10 minutes)
 - Senior Lead Officer 8A29 - Chris Ragsdale
 - Senior Lead Officer Ralph Sanchez
 - Motion on Fire Safety 9 (motion has financial implications) -
 - Report on April 10th Public Safety/Disaster Preparedness Committee Meeting
9. **Outreach Committee Report** – Robin Greenberg
10. **Council District 5 Report** – Field Deputy Jeff Ebenstein, Shawn Bayliss (5 minutes)
11. **Council District 4 Report** - Field Deputy & Deputy of Housing and Transportation- Sharon Shapiro (5 minutes)
12. **Bylaws & Rules Committee Report** – *Larry Leisten*
13. **Traffic Committee Report and Police Advisory Board Report**– Robert A. Ringler (1 minute)
 - Next LAPD West Bureau Traffic Committee, Wednesday, May 8th - 8:30 a.m. at the West Los Angeles Community Police Station, 1663 Butler Avenue
14. **Private and Public Schools News** – (1 minute)
15. **New Business/General Announcements** (1 minute)
16. **Motion to Adjourn Meeting**

NEXT BABCNC MEETING: May 22, 2013

Motion on Fire Safety

by Andre Stojka

I propose we place on the agenda the following proposal:

Because of the high fire danger in the Santa Monica Mountains areas of the BABCNC,

And because the roads and streets of our communities are used by substantial numbers of commuter automobiles with smokers, bringing considerable fire risk to the BABCNC area,

And because the city of Los Angeles has not placed sufficient numbers of No Smoking signs to visually warn commuters of the fire risk,

The Bel Air-Beverly Crest Neighborhood Council hereby authorizes expenditure from its funds of not more than \$3,000. to be paid to a sign fabrication company to design and create 50 copies of a sign, (with ground stakes) reading substantially:

NO SMOKING

HIGH FIRE DANGER

REPORT SMOKERS (213-000-0000)

FINES UP TO \$541.00

At the bottom would be a City of Los Angeles seal and the copy:

A service of the Bel Air, Beverly Crest Neighborhood Council

Signs will be given to members of each community for placement within the community on commuter streets.

Completed and signed Authentication forms have been received from the following:

- | | | |
|-----|-------------------|--|
| 1. | Alan Fine | Benedict Canyon Association (5/24/13) |
| 2. | Robin Greenberg | Roscomare Valley Association (4/18/14) |
| 3. | Donald Loze | Benedict Canyon Association (1/6/14) |
| 4. | Gary Plotkin | Casiano Estates(3/6/15) |
| 5. | Vicki Kelly | K-6 Private Schools (John Thomas Dye)(6/10/13) |
| 6. | Ramin Kolani | Residents of Beverly Glen (10/11/13) |
| 7. | Steven C Twining | Roscomare Valley Association(5/5/13) |
| 8. | Carla Cretaro | K-12 Public Schools (Community Magnet School) (no) |
| 9. | John Amato | K-12 Private Schools(Harvard-Westlake)(3/13/15) |
| 10. | Chuck Maginnis | Elected At Large(2/22/14) |
| 11. | Robert Ringler | Resident of Beverly Glen ((6/18/13) |
| 12. | Irene Sandler | Bel Air Crest Master Association (4/14) |
| 13. | Lonnie Mayfield | Faith Based Institutions(2/18/13) expired |
| 14. | Larry Leisten | Elected At Large (1/30/14) |
| 15. | Andre Stojka | Bel Air Ridge Homeowners Association (8/20/14) |
| 16. | Michael Chasteen | Benedict Canyon Association(4/14/14) |
| 17. | Cassandra Barrere | Laurel Canyon Association (pending)(7/22/14) |
| 18. | Monica Weil | Laurel Canyon Association (pending)(6/18/13) |
| 19. | Nickie Miner | Benedict Canyon Association (pending)(8/14/14) |

Is it possible for someone to visit the BABCNC post office box and see if there are uncounted forms there.

Ron Galperin has informed me that he can no longer serve for the Crest Neighborhood Association.

Jim Nelson from Save Our Strip has moved and will send his form or bring it to meeting

We have not heard from:

- | | | |
|----|-----------------------|---|
| 1. | Ed Brody | Benedict Hills Estates |
| 2. | Donald Farkas | Casiano Bel-Air Homeowner Association |
| 3. | Gary Cole | Laurel Canyon Assocviation |
| 4. | Christopher Carradine | (I believe he resigned) |
| 5. | Carol L. Hamilton | North Beverly Drive/Franklyn Canyon HOA |
| 6. | Carolyn Carradine | Santa Monica Mountains Conservancy |
| 7. | G.G. Verone | Save Our Strip |
| 8. | Mark Krajewski | Save Our Strip |
| 9. | Carol Sidlow | |

MOTION TO AMEND THE BYLAWS
OF THE BEL AIR – BEVERLY CREST NEIGHBORHOOD COUNCIL
ARTICLE 6 – MEMBERSHIP (ETHICS REQUIREMENT)

WHEREAS, Article 6.3 of the BABCNC Bylaws provides in pertinent part that “[t]he BABCNC shall be subject to all sections of the City of Los Angeles Governmental Ethics Ordinance that apply to the BABCNC (L.A. Municipal Code Section 49.5.1 et seq. and Federal and State of California ethics standards);”

WHEREAS, in January 2006, the State of California adopted Assembly Bill 1234, commonly known as the “Ethics Training Law,” and as a result, elected, selected, and appointed Neighborhood Council board members are required to take the Ethics and Open Government training every two years (the “Ethics Training Requirement”); and

WHEREAS, a recent review of Members’ compliance with the Ethics Training Requirement indicates several Board Members have failed to maintain their Ethics Training Requirement, long past the two year maintenance requirement, even after repeated reminders and requests;

WHEREAS, the BABCNC wishes to institute a basis for enforcement of the Ethics Training Requirement upon its Members;

NOW THEREFORE, it is resolved to amend Article 6.3 of the Bylaws in its entirety and shall read as follows:

6.3 Ethics

The BABCNC shall be subject to all sections of the City of Los Angeles Governmental Ethics Ordinance that apply to the BABCNC (L.A. Municipal Code Section 49.5.1 et seq. and Federal and State of California ethics standards).

6.3.1 Removal

Any Board Member who has failed to complete the Ethics Requirement within a reasonable time as set forth in the Standing Rules shall be immediately removed from the Board. Such removed Board Member may re-establish Membership on the Board upon presentment of evidence of completion of the Ethic Training Requirement.

6.3.2 Conflicts of Interest

Board Members will recuse themselves from matters in which they have an actual, potential conflict of interest. It will be the responsibility of each Board Member to identify such conflicts, and to discuss the issue with the City Attorney to identify all potential conflicts before taking any action on such matter.



Laurel Canyon Association

*A Community Organization Dedicated to Improving and Preserving
the Quality of Life in Laurel Canyon*

April 18, 2013

TO: Alan Fine, Treasurer BABCNC

RE: Funding Request

Dear Alan,

Per your communication to BABCNC Board members, on behalf of the Laurel Canyon Community, Wonderland Avenue School and Council District 4, this communication will serve as Laurel Canyon Association's formal request to BABCNC for funds to initiate a Pilot Program to be coordinated between the LC Community, Wonderland Avenue School and CD4.

At a meeting held on April 9, 2013 by the above mentioned entities, it was decided that we must find a way to mitigate ongoing traffic congestion and student safety issues converging at the corner of Wonderland Avenue and Laurel Pass. The problems have appreciably worsened and action must be taken. The consensus of opinion centered around the establishment of a pilot program which would facilitate hiring a crossing guard and/or traffic enforcement for 5 days a week/2 hours per day to insure traffic flow and student safety every morning during rush hour and school drop off times.

As we are at the end of the fiscal year budget, it was acknowledged there are no funds available in any of our budgets to pay for this much needed service, all of our funds are accounted for. It is clear that it will take time to fund raise, apply for extra financial support or solicit donations while our need is immediate.

Therefore, by mutual consent, we are petitioning the BABCNC to fund the Pilot Program at the cost of \$6,000 for 12 months while we structure an ongoing funding plan for this much needed neighborhood relief.

This service would benefit the entire community by alleviating congestion and safety concerns at a critical hot spot in a heavily used thoroughfare. Further, we expect the program will be successful and serve as a template to help other beleaguered communities experiencing similar problems

Thank you for considering our request.

Sincerely,

Cassandra Barrere, President

Laurel Canyon Association Web Site: www.LaurelCanyon.org

Dated 4-19-2013-2013

DRAFT-4-19-2013

BABCNC STANDING RULES

Effective January 22, 2013-Except Par. 18 which is still pending and proposed additions of 4-2-2013 and changes to Par. 4 and 6. Also new par. 21 and 22

1. Roles of Governing Board Members within the Community

- a. Board Members need to be cognizant of the role they have within the community. In neighborhood and City meetings, they may acknowledge that they are BABCNC Board members; however, they must be clear when putting forth opinions or statements of fact that they are not speaking on behalf of the Governing Board, unless having been expressly designated to do so. A designated speaker shall limit oneself to policies and actions approved by the Board.
- b. Any written material (flyers, letters, etc.) as a communication from a Board Member as a designated representative of BABCNC must be approved by the board before it is sent out.
- c. Bylaws shall always take precedence over Standing Rules.
- b-d. _____

2. Stakeholders

Shall be defined to include factual stakeholders established by the Neighborhood Council Commission, Empowerment, or the BABCNC bi-laws.

3. Establishment of Committees

The President, or any Board member may call for the formation of a new Standing Committee or an Ad Hoc Committee at any time and nominate its members for election by a majority of the BABCNC representatives present.

4. Report by Committees

The Committee Chair or Secretary† shall file with both the office and Board Secretary, minutes of each meeting within 10 days following such committee meetings.

5. Membership on Committees

Membership on any committee shall be voluntary. Standing and Ad Hoc Committee meetings will be open to all stakeholders. All Committees may invite others to attend as may be required to assist in the work of the Committee. Members of the public will be given an opportunity to speak at these meetings. The optimum number of members on a Committee is 5-7, but may be adjusted by the Chair.

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Dated 4-19-2013-2013

6. Operation of Standing Committees

~~The President or any member of the Board shall nominate the Chair Person and The Board shall elect the Chairperson to serve in that capacity. Each Standing Committee shall elect a Chairperson from among its members.~~ The Chairperson shall serve for a term of one (1) year, ~~unless removed earlier by a majority of the Board for cause, including illness or inability to serve, is no longer a member of the board,~~ or until a successor is chosen. Committees shall determine how they will conduct their business. They shall report on their activities in writing at each meeting of the BABCNC. Notice will be posted 72 hours in advance of a regular meeting and 24 hours in advance of a special meeting. ~~When possible, The Chairperson or Co-chairs shall be a member of the Board. Every Board member should serve on at least one committee.~~

~~The President or the Board shall nominate members of the Committees, which nominations shall be ratified by the Board consistent the Bi-laws and these rules. The President or the Board shall nominate members of the Standing Committees and their appointments shall be ratified by the Board.~~

~~The Committee Chair shall be responsible to the Board for the operation of the of the Committee consistent with the Bylaws and Standing Rules.
If an Administrator is engaged for the Council, the Chair shall have the benefit of the Administrator's services to fulfill the work of the Committee.~~

The Standing Committee shall have ongoing jurisdiction over a specific matter. The standing Committee shall not act without affirmative action of the full Board.

7. How Standing Committees Work:

- a. Standing Committees shall work on issues and projects raised by its members, stakeholders, referred by the Executive Committee or Governing Board, or special projects that the committee identifies as falling under its mission.
- b. Each Standing Committee shall meet monthly in a public place, in accordance with the Brown Act, within the territorial boundries of the BABCNC.~~on a regular standing meeting night~~
- c. Each Standing Committee shall draw up a Mission Statement to be approved by the Governing Board
- d. Standing Committees shall prepare and submit agendas to the Secretary of the Board and the Council office~~Executive Committee~~ by a prearranged schedule so that the agenda can be posted at least 72 hours in advance of meetings

8. Standing Committee Chairperson

- a. All Committee Chair~~persons~~ agree to agendize their meetings and supply the Council office and the Executive Committee with a copy of the agenda the week before the date of the meeting so that the agenda can be noticed in the community.

Dated 4-19-2013-2013

- b. All Committee Chairpersons agree to supply the Executive Committee with updates on contact information of their committee members and participants in committee activities for BABCNC outreach purposes.
- c. Committee chairpersons shall keep records of sign-in sheets, agendas and minutes
- d. Any committee correspondence, flyers, any written materials, etc., shall be approved by the board before deceminated-
- e. Chairpersons shall do due diligence in outreaching for committee members and file records with the Council office.
- f. Chairpersons shall promote contact-building for BABCNC email list
- g. Committee chairpersons shall prepare agendas for meetings in a timely manner so that it can be posted at our posting locations and sent out by email

9. Ad Hoc Committee

Each Ad Hoc Committee will be established as a temporary committee to review and make recommendations on specific issues as directed by the Council. Its reports and recommendations will be given to the BABCNC. It will comprise less than a quorum of the governing body as a whole.

10. Executive Committee

The Executive Committee is comprised of officers of the BABCNC in their respective positions and the Chairpersons of the Standing Committees. The Executive Committee will meet to plan the agendas for future Council meetings and as they may be required in urgent situations. A quorum of 5 present will be sufficient to conduct business of the Executive Committee. All actions taken by the Executive Committee will be reported to the Council at its next meeting. The President shall act as Executive Committee Secretary assembling and distributing the Agenda. All matters will be decided by a majority vote of the Executive committee members present.

11. Traffic Committee

The Traffic Committee covers those issues pertaining to traffic including the flow of traffic, safety, enforcement, congestion, parking, traffic lights and related street signs within the BABCNC geographic area.

12. Planning and Land Use Committee

The Planning and Land Use Committee covers those issues pertaining to hillside and land development.

13. Public Safety Committee

The Public Safety Committee covers those issues pertaining to police, fire and emergency medical services.

14. Utility Transmission, and Roads Committee

Dated 4-19-2013-2013

The Utility Transmission, and Roads Committee covers those issues pertaining to water, gas, electric and sewage lines; telecommunication infrastructure; and roads.

15. Parks and Open Space Committee

The Parks and Open Space Committee covers those issues pertaining to parks and open space.

16. Outreach and Education Committee

The Outreach Committee covers those issues pertaining to outreach to our communities, educational institutions and faith based organizations.

17. Parliamentarian

The Parliamentarian shall be, but not limited to, attending Governing Board and Executive Committee meetings, keeping adherence to time for speakers and agenda items, helping ensure that meetingS do not get bogged down, that meetings end as close to their scheduled time, is familiar with and carries a copy of the ~~BABCNCUNNC~~ Bylaws and Standing Rules in order to help ~~BABNC UNNC~~ proceed accordingly, keeps meeting from straying away from the agenda, is in compliance with BABCNC Code of Civility, and is familiar with and helps keep meetings in adherence to Roberts Rules of Order.

18. Interrelationship Between Committees and Office

a. Land Use Committee—PENDING AND NOT PASSED

To coordinate the flow of the material to meet the Land Use Committee's obligation mandated by the Planning Department:

Planning Department Mandate requires all not by right applications to be first reviewed by the Neighborhood Council of the applicant's property.

1. When BABCNC (Council) receives CNC report, the CD4 and CD5 listings should be segregated from the CNC Report and distributed to all members of the Land Use Committee.
2. Shortly thereafter, if the individual files regarding the matters reported on the CNC Report have not been received, the Administrator should contact Planning and obtain a copy of the file which should contain both the Application, rationale for the request and any plans, drawings or studies.
3. When the foregoing are obtained, they should be distributed to the nearest stake holder group in whose area the property application is situated. Receipt of the underlying material of the application material by Council should be registered in a log and dated. When it is distributed to the relevant stake holder group, the outgoing date and recipient should be logged in. The stakeholder group should then report its position regarding the matter to the

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Dated 4-19-2013-2013

Land Use Committee. If the property is in an area of the Neighborhood Council that has no Representation, an effort should be made by Council to notify the individual stakeholders in the area of the application.

3 (a) If there is a hearing noticed, the date of the hearing should be placed on the Council calendar and both the individual stake holder group and the Land Use Committee should be notified.

3 (b) The Land Use Committee should agenzized public hearing in sufficient time for the stake holder group to conclude a position and to organize appearances of the applicants and their representatives.

4. The land Use Committee, at its meeting, should determine what action, if any, it should take and to what extent the entire Board should weigh in on the issue, and vote on any matter requiring communication with the City. All votes should be recorded by the committee and reflected in any report of the committee and sent to planning.

If a letter from the Council or Land use Committee is to be sent to Planning that initial draft of the letter needs to be prepared by Chair of the committee based on disposition made at the Land Use Committee. That Draft, and review by the President must be completed in a timely manner for the letter to appear in the file for Planning's review prior to and hearing date. A copy of the letter shall be sent to the Council Office of CD 4 and CD 5 contemporaneously with being sent to Planning.

If a request regarding a land use issue is presented to the Council, other than through application to Planning, both the Executive Committee and the Land Use Chairs should consult and coordinate a process for making a determination of whether the items should be on the Agenda of the Council or the Land Use Committee. If necessary, the Council Office and the City Attorney should be consulted.

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19. Censure

The Council can take action to publically reprimand a Board member for actions conducted in the course of Council business by censuring the Board member at a Board meeting. Censure shall be placed on the agenda for discussion and action. At the next scheduled meeting, after the request of a Board member.

20. Removal of Board Members

The Council shall consult with the Office of the City Attorney throughout and Board removal process. Board members may be removed in the following ways:

a. Petition by Stakeholders

A Board member may be removed from office by the submission of a written petition to the Secretary, which includes: i) the identity of the Board member to be removed, ii) a description, in detail, the reason for removal, and iii) the valid signatures of greater than ten percent (10%) of the Board, total number of ballots cast in the last Council election or not less than 100 Stakeholders.

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Dated 4-19-2013-2013

1. Upon receipt of a written petition for removal, the Secretary shall cause the matter to be placed on the agenda for a vote of the Board at the next regular Council meeting.
2. Removal of the identified Board member requires a two-thirds (2/3) majority of the attending Board members.
3. The Board member who is the subject of the removal action shall have the right to deliver to Board members a written statement about the matter and/or speak at the Board meeting prior to the vote, but shall not be counted as part of the quorum, nor allowed to vote on the matter.

If the vote for removal is affirmative, the position shall be deemed vacant and filled via the Council's vacancy clause.

21. Attendance requirement.

Board members are required to attend at least fifty percent of all meetings, save and accept for excused absences. Attendance at committee meetings shall not be counted for this purpose.

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22. Administration by Council of requests for compliance with the California Public Records Act.

- a. Whenever such a request is received by the Council office or any Officer or other member of the Board, the full Executive Committee should be notified so that the request will be acknowledged as an obligation requiring prompt attention.
- b. The Executive Committee will designate a person responsible to deal with the request, keeping the Executive Committee informed.
- c. When the materials requested are assembled, they should be reviewed by the member of the Board in charge of the request and reported to the Executive Committee.
- d. The Executive Committee should then determine whether this is a matter to be submitted to the City Attorney.
- e. Good management procedure then should follow up with the City Attorney so that a response can be made, to the extent required within the ten day period.
- f. A response by the Council should be made in a timely manner.
- g. All action pursuant to this paragraph shall be in compliance with the Public Records Act and Neighborhood Councils, Congress of Neighborhoods currently in effect and provided by the Office of the City Attorney—Neighborhood Council Advice Division.

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22. Conflict of Interest by Board Members

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(a) At the commencement of each Board Meeting, immediately following the vote to approve the Meeting agenda, the President (or other Officer presiding over the Meeting), shall ask each Board Member, collectively or individually, whether he or she has a potential conflict of interest with respect to any item on the approved agenda;

(b) The President shall first ask for a show of hands of all Members present who have a good faith belief to not have a conflict with any item on the agenda;

(c) The President shall then ask for a show of hands of all Members present who have good faith belief to potentially have a conflict with one or more items on the agenda;

(d) If any Member affirmatively indicates by show of hand that he or she may have a potential conflict, the President shall for ask of each indicating Member the agenda item of potential conflict, and shall request that such Member recuse his or her self from the Meeting at the time the item comes before the Board;

(e) For purposes of this Standing Rule, recusal shall mean to remove oneself from participation in the discussion, and if applicable, voting, on the matter covered by the agenda item.

(f) Based upon the foregoing, as each agenda items comes before the Board, the President shall specifically remind each Member indicating a potential conflict with the agenda item that he or she is recused from the matter and may not participate in the discussion or vote on the matter.

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MOTION TO AMEND STANDING RULES
OF THE BEL AIR – BEVERLY CREST NEIGHBORHOOD COUNCIL
PARAGRAPH 23 – FAILURE TO MAINTAIN ETHICS REQUIREMENT

WHEREAS, Article 6.3 of the BABCNC Bylaws provides in pertinent part “[t]he BABCNC shall be subject to all sections of the City of Los Angeles Governmental Ethics Ordinance that apply to the BABCNC (L.A. Municipal Code Section 49.5.1 et seq. and Federal and State of California ethics standards);”

WHEREAS, in January 2006, the State of California adopted Assembly Bill 1234, commonly known as the “Ethics Training Law,” and as a result, elected, selected, and appointed Neighborhood Council board members are required to take the Ethics and Open Government training every two years (the “Ethics Requirement”);

WHEREAS, a recent review of Members’ compliance with the Ethics Requirement indicates several Board Members have failed to maintain their Ethics Requirement, long past the two year maintenance requirement, even after repeated reminders and requests;

WHEREAS, the BABCNC wishes to institute a basis for enforcement of the Ethics Training Requirement upon its Members;

WHEREAS, the Board has recently adopted an amendment to Article 6 of the Bylaws, which provides the power to remove a Board Member for failing to comply with the Ethics Requirement within a reasonable time;

NOW THEREFORE, it is resolved to amend the Standing Rules by adding Paragraph 23 - Failure to Maintain Ethics Requirement, which shall read as follows:

- (a) At each Regular Meeting, the President (or other Officer presiding over Meeting) shall announce the names of each Board Member and non-Board Member Stakeholder serving on a Committee, whose Ethics Requirement:
 - (i) is scheduled to expire within the next thirty (30) to ninety (90) days;
 - (ii) is scheduled to expire within the next 30 days;
 - (iii) has expired;
 - (iv) has recently been completed following probation; and
 - (v) is more than ninety (90) days out of compliance and is thereby removed from the Board and/or a Committee.
- (b) The President shall advise those Board Members and non-Board Member Stakeholders whose Ethics Requirement is expiring within the next thirty (30) day that if the Ethics Requirement is not completed by the next Regular Meeting, they will be placed upon a thirty (30) day probation, after which they will no longer be permitted to vote on matters that come before the Board or a Committee of which they may be a member.

- (c) Any Board Member who has failed to complete the Ethics Requirement within a period of ninety (90) days following expiration of the previous Ethics Requirement training shall be immediately removed from the Board. Such removed Board Member may re-establish Membership on the Board upon presentment of evidence of completion of the Ethic Training Requirement.

MOTION TO AMEND STANDING RULES
OF THE BEL AIR – BEVERLY CREST NEIGHBORHOOD COUNCIL

PARAGRAPH 22(b) - CONFLICTS OF INTEREST

WHEREAS, Article 6.3 of the BABCNC Bylaws provides “The BABCNC shall be subject to all sections of the City of Los Angeles Governmental Ethics Ordinance that apply to the BABCNC (L.A. Municipal Code Section 49.5.1 et seq. and Federal and State of California ethics standards). Board Members will recuse themselves from matters in which they have an actual, potential conflict of interest. It will be the responsibility of each Board Member to identify such conflicts and to discuss the issue with the City Attorney to identify all potential conflicts before taking any action on such matter;”

WHEREAS, matters often come before the Board of the BABCNC where Members may or may not immediately recognize that they may have a potential interest in a matter appearing on the agenda of a Meeting;

WHEREAS, in order to faithfully abide by the Bylaws, which incorporate the City’s Governmental Ethics Ordinance, as well as Federal and State ethics standards;

NOW THEREFORE, it is resolved to amend the Standing Rules by adding Paragraph __ “Conflicts of Interest,” which shall read as follows:

- (a) At the commencement of each Board Meeting, immediately following the vote to approve the Meeting agenda, the President (or other Officer presiding over the Meeting), shall ask each Board Member, collectively or individually, whether he or she has a potential conflict of interest with respect to any item on the approved agenda;
- (b) The President shall first ask for a show of hands of all Members present who have a good faith belief to not have a conflict with any item on the agenda;
- (c) The President shall then ask for a show of hands of all Members present who have good faith belief to potentially have a conflict with one or more items on the agenda;
- (d) If any Member affirmatively indicates by show of hand that he or she may have a potential conflict, the President shall for ask of each indicating Member the agenda item of potential conflict, and shall request that such Member recuse his or her self from the Meeting at the time the item comes before the Board;
- (e) For purposes of this Standing Rule, recusal shall mean to remove oneself from participation in the discussion, and if applicable, voting, on the matter covered by the agenda item.
- (f) Based upon the foregoing, as each agenda items comes before the Board, the President shall specifically remind each Member indicating a potential conflict with the agenda item that he or she is recused from the matter and may not participate in the discussion or vote on the matter.