

Notice of Executive Committee Meeting Minutes and Agenda
 Thursday, 25 February 2021 @ 7pm
 Zoom Meeting Online or By Telephone
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DRAFT AGENDA

(Abstentions are neither in favor nor in opposition)

1. Welcome, Call to Order, & Roll Call

Time 7:04 pm

Present: Estrella, Jeannie, Robert,

Not Present: Emily, Nicholas

2. Discussion and motion to approve the HHPNC Executive Committee Meeting Agenda

Public Comment: None

Jeannie motions to approve the HHPNC Executive Committee Agenda as is Robert seconds.

Member	For	Against	Abstain	Recused	Ineligible	Absent
Estrella	x					
Nicholas						x
Jeannie	x					
Emily A.						x
Robert	x					
Total	3	0	0	0	0	2

Motion carries.

3. Discussion and possible action to approve the Minutes of the HHPNC Executive Committee Meeting held on January 28th, 2021.

Public Comment: none

Robert moves to approve the minutes of the HHPNC Executive Committee Meeting held on January 28th, 2021 Jeannie second's motion.

Member	For	Against	Abstain	Recused	Ineligible	Absent
Estrella	x					
Nicholas						x
Jeannie	x					

Emily A.						x
Robert	x					
Total	3	0	0	0	0	2

Motion carries.

4. General Public Comment on Non-Agenda Items - Comments from the public on non-agenda items within the Board's jurisdiction (Limited to 10 min, max 2 min per speaker).

Public Comment: Gemma I ask a lot of you and other people. I can't tell you, but I hope you will make room someone else. Linda Phelps. Please extend it for someone else. We will know more tomorrow. I will let you know by 215pm tomorrow. In the chair's presentation for the board meeting.

5. **Chair's Report:** I really don't have anything, RHH started last night. Time is short and there is lot going on. Thank you. There is a lot of good idea, lets try and work in away that does not overburden us. Promote communication.

Public Comment: none

6. **Discussion/Motion:** Motion to review and prioritize agenda items submitted for the next HHPNC Regular Board Meeting ([see supporting material](#)) (30 min). Estrella says we are trying to be transparent. I will make sure that all items get posted. Robert MERs, I think December and January, finances 500 Jeannie awareness vaccination to address equity and accessibility for the purpose of this agenda. What shall we part, lets go ahead, the money will come from our budget? Consent calendar probably move to administration. Maryleigh COVID rollout. Cd-1, Teresa resubmitted Latino equity alliance, Jeannie says this is like what outreach is doing. Another vaccination pack coming to Glassell Park. CD-14 POP UP site will be running next Saturday. Wea re trying to reveal the borderlines to lay person, cd1- cd-14 etc. Jeannie says let grp all vaccinations stuff together. Estrella asks to where? Jeannie webinar Duncan election committee walk the people thru the application for Ballot. April 13th paper ballot that you drop off. CUB guidelines to adapt as a board. HPOZ their meeting was a success. They opposed the application. Jeannie any developments with SKYA? SOF promoted to panelist, CVS CUB renewal, Occidental this letter will help know what is going on regarding future decisions. Next letter if the firearms and park ranger's opposition. Emily's was discussed again in March in the sustainability committee. The letter of opposition for Ave 50, there maybe 2 letters regarding development on Ave 50 property. Jeannie asked about the survey with Jimmy Gomez, townhall with Jimmy Gomez in HP did not happen and is has been postponed 2 times. Robert stated that he filled the survey out. Estrella Ave 50 CIS square unit development voted on 2-16-21. Estrella ok the edits of MERs minutes in consent calendar. Jeannie stated that more subtracting is a good idea.

Public Comment: Gemma Marquez, I came to that meeting late, a slap in the face with the same rendering. Kevin De Leon, that another fight 99% were against it HPOZ=HHPNC. This letter will help us with the housing problem. Dates and letters, we need to keep on the

agenda. 25 people living in affordable housing, new 10 square unit development it was around I think 2018. There were some irregularities,

**Jeannie motions to approve the prioritization of agenda items with the above changes
Robert seconds the motion.**

Member	For	Against	Abstain	Recused	Ineligible	Absent
Estrella	x					
Nicholas						x
Jeannie	x					
Emily A.						x
Robert	x					
Total	3	0	0	0	0	2

Motion carries.

7. **Discussion/Motion:** How to format agenda item on committee strategic goals and intended outcomes (5 minutes). Estrella committee goal on the website for everyone to see.

Public Comment: Gemma stated that Next Door, for example the Rite Aid situation, we should do something similar. Jeannie stated that she feels not many committee members check this website. I don't know if the HHPNC follows the post. Gemma says provide information get involved with the committee goals and then maybe a conversation will happen. The goals for the committee let's put them on social media. Gemma states that Empower LA restricts us. It would be good to create a poll. What are the priorities of the stakeholders? Jeannie use the goals as a launching point, Robert states that it would be faster. Utube channel faster then survey and posting goals on the website. Estrella says that she will do a graphic for the goals. Gemma asked if there are phone numbers, Robert said yes there are I think. Gemma says that maybe there can be quarterly call to stakeholder. Estrella says these are all good ideas. Jeannie says that she is pushing back hard I am going to suggest that each committee create their own graphics. Ok says Estrella I will look into that more.

NO MOTION

**motions to approve how to format agenda items on committee goals and outcomes
seconds the motion.**

Member	For	Against	Abstain	Recused	Ineligible	Absent
Estrella						
Nicholas						
Jeannie						
Emily A.						
Robert						
Total	0	0	0	0	0	0

Motion carries or fails.

8. Discussion/Motion: Motion to hear input from board on committee documentation for hand off for an effective transition (5 min).

Public Comment: Gemma says you cannot drop the ball on LUC that needs to up and running ASAP. All committees we want to have then up and not fall as much in the beginning. 1. Clean up google drive, 2. List of 5 things to share with the new committee. Robert suggested a warm hand off, select one person to be a person to assist the new member. A key person to connect.

Estrella motions to approve google Doc form to be created for transition to new board that each committee will need to fill out and have a point person assist in warm hand off, and to committee to clean up website Jeannie seconds.

Member	For	Against	Abstain	Recused	Ineligible	Absent
Estrella	x					
Nicholas						x
Jeannie						
Emily A.	x					x
Robert	x					
Total	3	0	0	0	0	2

Motion carries.

9. Discussion/Action: Motion to update, add, or edit responsibilities and duties of executive committee officers as detailed on the supporting document (5 min). Jeannie stated that she would like the 1st VP to have more responsibilities. Its needs to be more equitable CIS filing is needs to be redistributed. Gemma stated the last VP did everything. You were blessed with that job role. 1st VP is the parliamentary of the rules. Jeannie ADHOC elections step down suggested Estrella. Robert asks about the google doc in the drive. Jeannie, Mary social media committee we are not. Graphics and flyers, too much time is taken. Gemma what changed was the By-laws. Board members are running elections it used to be stakeholders only no board members. It needs to be autonomous. Jeannie says we need to be in contact with DONE. Money issues and exchanges. CIS filers it's a weight on the board, everything needs to be done before we get it. When should I send it it is a big role. LUC the co-chairs ought to be the CIS writers. Gemma stated that yes it needs to be them. Jeannie agrees and states that it would help with the tailoring of the letter. Gemma anyone can host a meeting, Estrella says maybe we need a CIS training, I go back and forth, push back to committee chairs, we have 3 filers Gemma asked about a template like a generic one with past samples it could be a point of reference for the new board. We have 10 attendants stated Jeannie overwhelmed with info. Gemma the chairs need to be

doing the letters. Straight to the point executive summary. Maybe make a video says Estrella, let's take this to rules committee.

Public Comment: NO MOTION

motions to approve the changes to the roles and responsibilities for the Executive team seconds.

Member	For	Against	Abstain	Recused	Ineligible	Absent
Estrella						
Nicholas						
Jeannie						
Emily A.						
Robert						
Total	0	0	0	0	0	0

Motion carries or fails.

10. Discussion/Motion: Motion regarding agenda format options for general board meetings and confirmation of recent changes as voted on, including adding name of person that submitted the item and committee name (5 min). name the agenda item Jeannie says yes, it is helpful to have it. Estrella, we did good in the last meeting I have no input on the government reports, Officials that went well, doing well with time. We are we are in constant contact with them. Gemma board members on the same item, Robert says yeah Jimmy Gomez ought to have been its own meeting. It was great to have him, Gemma says yes, I agree it was.

Public Comment: NO MOTION

motions to approve the changes to the submission of the agenda items seconds the motion.

Member	For	Against	Abstain	Recused	Ineligible	Absent
Estrella						
Nicholas						
Jeannie						
Emily A.						
Robert						
Total	0	0	0	0	0	0

Motion carries or fails.

11. **Discussion/Motion:** Motion to approve proposed google form for public concerns, questions, and ideas (see draft in supporting documents) (5 min). Estrella says ok google doc lets hear from you guys. Robert emails and how the community like the response and having someone hear them so very important. Jeannie its good to have it Robert it's good to have both. Estrella says email plus form all info is confidential. Gemma yes add to the weekly newsletter, plus monkey survey, click its very easy. Estrella yes the responses to the tree survey. Jeannie stated that she felt not many did the survey. Estrella says ok we will add form to weekly newsletter. A link to the form and suggestions.

Public Comment: NO VOTE

motions to approve google form for public concerns and questions seconds the motion.

Member	For	Against	Abstain	Recused	Ineligible	Absent
Estrella						
Nicholas						
Jeannie						
Emily A.						
Robert						
Total	0	0	0	0	0	0

Motion carries or fails.

12. **Discussion/Discussion:** Discussion regarding special meetings with DONE on training topics. Reflection on last training and considerations of training in March on Board Discussion and Ethics, per Outreach committee request (5 min). Training topic no training, only 9 filled the forms no quorum, Jeannie says that graphic versus social media, post on the website I am suggesting that the committee do their own graphics. Estrella please remind me, Training on ethical issues, past meeting issue with conduct in outreach. Jeannie proposing on having the training reminder to board and stakeholder to stay on topic and be respectful to each other. Every meeting we ought to protocol. Jeannie it's good to have a discussion when we don't agree.

Public Comment:

13. **Discussion/Motion:** Motion to approve 3 to 5 goals for the remainder of the term for the executive committee as determined by the committee (15 minutes). Jeannie agenda streamlines, a hard look at our website. Many people doing different things, direct content to google docs prints and redesign the website. Gemma states that the board needs to have a mindset to serve the community, not the self, cohorts, Jeannie analytics, inventory of the storage, Policy and procedures, standing rules, CIS board change recommendation, website,

by-laws, voted on, ok the goals are: 1. Summarize the email info@highlandparknc.com, 2. Budget plan, 3. CIS template, 4. Inventory of the storage, 5. The priorities of the board.

Public Comment:

Jeannie motions to approve the 3-5 goals proposed by the Executive Committee till end of term Estrella seconds the motion

Member	For	Against	Abstain	Recused	Ineligible	Absent
Estrella	x					
Nicholas						x
Jeannie	x					
Emily A.						x
Robert	x					
Total	3	0	0	0	0	2

Motion carries.

14. New Business: Gemma my daughter's 30th BD NELA committee ADHOC meeting coming up, Robert asked about the 4,500 and where the money is going? Gift cards, grab and go bags. Robert then mentioned his desire to have the some easter type situation for Monte Vista School. He will bring it up to the board to be voted on in April's BM. Jeannie brought up the invoices and spoke about HIHO market and the NPG route, or specifics in the invoices.

Public Comment:

15. Adjournment

Public Comment:

Jeannie motions to adjourn the meeting at 9:20 pm Robert seconds the motion

Member	For	Against	Abstain	Recused	Ineligible	Absent
Estrella	x					
Nicholas						x
Jeannie	x					
Emily A.						x
Robert	x					
Total	3	0	0	0	0	2

Motion carries.

