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October 7, 2021

North Westwood Neighborhood Council

RE: North Westwood Neighborhood Council (NWWNC) Exhaustive Efforts

Dear NWWNC Board Members:

The Department of Neighborhood Empowerment (Department) is responsible for ensuring the successful operation of the neighborhood council system pursuant to Los Angeles City Charter (Charter Section 901) and Los Angeles Administrative Code (Section 22.801 and 22.810 1). The Department carries out its obligations in accordance with the Charter, Administrative Code, and other applicable laws and regulations, including policies adopted by the Board of Neighborhood Commissioners (BONC).

As you will recall, the goals and objectives of a Neighborhood Council, as listed in the Plan for a Citywide System of Neighborhood Councils, (the Plan), are to

- Promote public participation in City governance and decision making process so that government is more responsive to local needs...
- Promote and facilitate communication, interaction, and opportunities for collaboration among all Certified Neighborhood Councils regarding their common and disparate concerns...
- Facilitate the delivery of City services and City government responses to Certified Neighborhood Councils' problems and requests for assistance...
- Foster a sense of community for all people to express ideas and opinions about their neighborhoods and their government.

The continued disregard, by the NWWNC, of the Board of Neighborhood Commissioners Neighborhood Council Agenda Posting Policy 2014.01-1, which requires 1.) Neighborhood Councils to post agendas of all Board and Committee meetings on their website, 2.) all regular and special Board and Committee agendas to the Department of Neighborhood Empowerment (Department) to be posted through the Early Notification System (ENS), has caused the NWWNC

- Failure to promote public participation in City governance and
- Failure to promote and facilitate communication, interaction and opportunities for collaborations
- Failure to facilitate the delivery of City services and City government responses
- Failure to foster a sense of community for all people to express ideas and opinions about their neighborhood and their government.

In order to assist the North Westwood Neighborhood Council address the underlying issues that are preventing the Board from achieving the primary goals and objectives of the Plan and return to a successful and functional Neighborhood Council who concern is to improve the quality of life for their community, the Department hereby places the North Westwood Neighborhood Council in Exhaustive Efforts and prescribes the following work plan:

- Promote public participation in City governance by developing and initiating a comprehensive community outreach program with focus on 1) increasing public participation and input, and 2) encouraging gender diversity and inclusiveness
- Promote and facilitate communication, interaction and opportunities for collaboration among Neighborhood Councils by developing and implementing a NWWNC Strategic Plan for fiscal year 2021-2022. The strategic plan should include steps to successfully expand its fiscal year funding for the benefit of the Community.
- Identify and prioritize the needs of the NWWNC Community to effectively communicate those needs and facilitate the delivery of City services and City governance.
- Develop and implement standing rules to foster and maintain a sense of community for all people to express ideas and opinions about their neighborhood and government in a respectful manner.
- All board member attendance to a Board Retreat:
  - Parliamentarian Training
  - BONC Policies
  - Communication
  - Brown Act
  - And other topics
- 100% completion by all board members of required training
  - Ethics & Open Government
  - Funding
  - Code of Conduct
  - ABLE
  - Planning 101

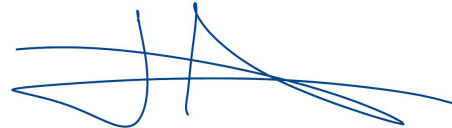
The initial Exhaustive Efforts period is three months from the date of this Notification. NWWNC may complete the items described above in a shorter period of time, and the Department will then assess for early release from Exhaustive Efforts. Please note the Department reserves the right to adjust the EE period and the work plan for the North Westwood Neighborhood Council when deemed necessary.

During the period of Exhaustive Efforts, the Department will be responsible for working with the North Westwood Neighborhood Council to set the agenda, conduct any meetings and/or training. During the Exhaustive Effort period, all committee meetings are suspended.

For any questions, comments and/or concerns, please feel free to contact Mario Hernandez at (213) 473-7472 or email at Mario.Hernandez@LACity.org.

The Department appreciates your time and volunteer efforts in the community and looks forward to working with you as partners in making the North Westwood Neighborhood Council a strong and effective voice for your neighborhood, your community and your city.

Sincerely,



Julien Antelin  
Director of Innovation

Cc: Raquel Beltran, General Manager, Department of Neighborhood Empowerment  
Eli Lipmen, President of the Board of Neighborhood Commissioner  
Jasmine Shamolian Westwood Field Deputy, Office of Paul Koretz, Council Member of the 5th District  
Mario Hernandez, Neighborhood Empowerment Advocate  
Ruth Kwon, Deputy City Attorney, City Attorney's Office  
Melvin Cañas, NC Funding Program Manager  
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Shawna Dungo, NC Funding Representative