

SCNC BOARD

Patrice Berlin
Claire Curet
John Crotteau
Alex Izbicki
Lisa Karadjian
Patrick Lewis
Heidi MacKay
Richard Niederberg
Eric Preven
Craig Radow
Rob Schiller
Keith Schwalenberg
Andrew Sussman
Rita C. Villa
Richard Welsh
Denise Welvang



**SPECIAL BOARD MEETING
APPROVED MINUTES
THURSDAY, May 25, 2017**

Meeting 7:00 PM

4024 Radford Ave., Editorial Bldg. 2, Room 6
Studio City, CA 91604
(818) 655-5400

PRESIDENT

Denise Welvang

VICE PRESIDENT

Patrick Lewis

TREASURER

Rob Schiller

SECRETARY

Rita C. Villa

CORRESPONDING

SECRETARY

John Crotteau

www.StudioCityNC.org



The SCNC meetings are held on an active studio lot. Due to security issues, all stakeholders are required to park in the studios parking structure. There are a limited number of accessible parking spaces in front of the meeting room and while there is no direct path of travel to the meeting room via a sidewalk, the studio and NC want to assure that stakeholders with disabilities are able to access the meeting without difficulty. Stakeholders with disabilities who have a valid DMV placard, use a wheelchair, walker or cane, and/or those who have difficulties walking distances should contact (818) 374-9898 or ncsupport@lacity.org to request shuttle assistance at least 24 hours prior to the meeting in order for the studio to arrange services for the meeting. "Sign Language Interpreters, Communication, Access, Real-Time Transcription(CART), Assistive Listening Devices, or other auxiliary aids and/or services may be provided upon request. To ensure availability, you are advised to make your request at least 72 hours prior to the meeting you wish to attend. Due to difficulties in securing Sign Language Interpreters, five or more business days notice is strongly recommended. For additional information, please contact: contact (818) 374-9898 or ncsupport@lacity.org or emailoffice@studiocitync.org. The public is requested to fill out a "Comment Card" to address the Board on any item of the agenda prior to the Board taking 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 is within the Board's subject matter jurisdiction will be heard during the Public Comment period. Public comment is limited to two minutes per speaker, unless directed otherwise by the presiding officer of the Board. The agenda is posted for public review at: Studio City Neighborhood Council website (www.studiocitync.org); as well as CBS Studio Center, Radford and Colfax gates. 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 our website by clicking on the following link: www.studiocitync.org or, at the scheduled meeting.

1. Call to Order & Roll Call. Patrice Berlin – present, John Crotteau – excused, Claire Curet – excused, Alex Izbicki – present, Lisa Karadjian- excused, Patrick Lewis – excused, Heidi MacKay - present, Richard Niederberg – present, Eric Preven – late, Craig Radow –excused, Rob Schiller - present, Keith Schwalenberg - excused Richard Welsh – present, Andrew Sussman - excused, Rita C. Villa - present, Denise Welvang – present. 9 voting board members present. 5 to pass Motion. 2 stakeholders present.
2. Update by the President. **Denise Welvang** explained that we are here to allocate the remaining unpaid funds.
3. Public Comments on non-agenda items within the Board's jurisdiction stakeholder. **Richard Adams** concerned about tone of board members to each other. He also said he is not happy item 5 was tabled.
4. Treasurer's Report by **Rob Schiller**. Discussion and possible motion(s) regarding the expenditure of budget balance.
 1. **Swag: Pens, Bags, Flashers, Flashlights, etc. \$4,000.**
 2. **Neighborhood Council Congress - \$250.00,**
 3. **Writing Contest with SC Library - \$1,000.00 - No written proposal submitted.**

Motion A: The Board of the SCNC Approves preparation of a Funding request of \$1000-NPG to Friends of the Library for a creative writing contest. If this NPG does not get approved we authorize the purchase of additional swag for \$1000.

Motion Carried. Roll call vote sheet attached.

Motion B: The Board of the SCNC approves \$500 more for the Totally Awesome Summer Kick Off (NC sponsored event), \$300 for copier drums (operations), \$250 for the neighborhood congress (NC sponsored event) and \$3500 for SWAG (outreach). Motion Carried. Roll call vote sheet attached.

5. Bylaws Committee by Alex Isbicki (2 min per stakeholder and Board Member, total of 10 min).

Motion: The Board of the Studio City Neighborhood Council (SCNC), requests that a formal investigation, regarding the conduct of 2016 Neighborhood Council (NC) elections, post election activities, and filings, which are currently under review in accordance with City Council Files (CF) 15-1022 S and 04-1935 S1, be undertaken by the Mayor's Office, the City Council, the City Attorney's Office, the Los Angeles District Attorney, and the Los Angeles County District Attorney, Office of Public Integrity

The SCNC is an official elected body of the City of Los Angeles, one of ninety-six such bodies created following a revision of the City Charter in 1999. The integrity of its election, which is overseen by the Department of Neighborhood Empowerment (DONE) and the Los Angeles City Clerk, is as important as that of any other public election.

Elections for all NC's were held at various times in 2016 throughout the City, including the SCNC, which had its election on April 7th, where we participated in the "online voting pilot". On June 29, 2016, CF 15-1022 S saw a motion introduced referencing "...the aftermath of the 'Studio City' experience..." directing DONE to cease online voting forthwith and prepare a "report back" reviewing the process. On February 25, 2017, the SCNC submitted a Community Impact Statement (CIS) to CF 15-1022 S addressing the "Report Back" from DONE, and further asked the City Council to "...investigate the documentation requirements and timelines for, as well as fraud prevention in, the filing of election challenges," and further stated that "The grievance panel policies specifically related to NC elections also deserve scrutiny."

On February 28, 2017, DONE also reported back to CF 04-1935 S1, addressing the election "challenge process" and how "Regional Peer Grievance Panels" were used for the first time, attempting to adjudicate an election challenge in Studio City. DONE's report says of this first-time regional grievance panel that, "...it became clear that the process outlined in the existing ordinance for providing notice of the hearing as well as the testimony process during the hearing was insufficient to ensure all parties had the ability to speak before the panel," The convening of subsequent regional grievance panels for election challenges was abandoned soon thereafter and DONE is now recommending that the ordinance governing these proceedings be rewritten.

Deciding if election challenges have merit, including convening grievance panels, is based on reviewing electronically filed affidavits that include uploaded "DONE Witness Statement Forms". These forms, which become public records upon their submission, state: "I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct". Perjury is a felony under California Penal Code 118, and some of the sworn witness statements alleging improper conduct in the Studio City election, that resulted in not one, but two, regional grievance panel hearings, appear to be of questionable legitimacy.

DONE's website states its staff, acting in concert with three (3) Independent Election Administrators (IEAs), plus City Attorney personnel, review the forms, as well as the veracity of election challenges and witness statements, before deciding if they have merit. During the May 9th 2016 grievance panel hearing, with both DONE and City Attorney representatives present, it was publicly pointed out that the sworn witness statements used as key evidence were questionable. Neither DONE, the Board of Neighborhood Commissioners, the City Attorney, nor any other

official body has, to date, investigated these sworn statements.

SCNC stakeholders have subsequently testified, at various public hearings, that perjury, as well as other infractions, were pervasive in the 2016 Studio City election. The sanctity and validity of public elections are significantly undermined if it is generally known that felony infractions, as described by stakeholders, will go otherwise uninvestigated, even when there is compelling evidence and calls from the public to do so.

Therefore, the Board of the SCNC further respectfully requests that the Mayor, the City Council, the Office of the City Attorney, the Los Angeles District Attorney and the Los Angeles County District Attorney, Public Integrity Division specifically investigate whether perjury, subornation to commit perjury, obstruction of justice and any other crimes occurred, during the course of our election process, and its aftermath, and if so, that they be pursued to demonstrate that behavior in NC elections will be scrutinized, will be investigated, and if warranted, will be punished.

To be filed as a CIS, with formal letters sent to all offices and departments mentioned.

Motion Tabled.

6. Comments from members on subject matter within the Board's jurisdiction. **Alex Izbicki** said this motion should go forward and gave reasons why. **Richard Adams** said this is not the first election where something has gone wrong. **Rob Schiller** said we need volunteers for the picnic. **Alex Izbicki** suggested everyone needs to participate. **Rita Villa** explained item 5 was withdrawn at direction of DONE.
7. Closing comments by the President. **Denise Welvang** thanked the board members for coming to the special meeting.
8. Adjournment. **Moved:** Rita Villa. **Second:** Denise Welvang.

ROLL CALL VOTE SHEETS



Office of the City Clerk Administrative Services Division
Neighborhood Council Funding Section
Funding Request Form

NC NAME: Studio City

Budget Fiscal Year: 2016-2017

Meeting Date: 5/25/2017

Agenda Item: 4

- ☐ Operations ☐ Outreach ☐ NC Sponsored Event ☐ Neighborhood Purpose Grant
☐ Contract / Lease ☐ Board Member Reimbursement ☐ Community Improvement Project
☐ Out of State ☐ 1099 Expense ☐ One Time Expense ☐ Monthly ☐ Multiple

Requestor: Rob Schiller

Vendor: Friends of the Studio City Library

Address: 12511 Moorpark St

City: Studio City State: CA

Zip Code: 91604 Phone: 818 755-7873

Amount:\$ 1,000.00

of payments

If a bank card exemption of the daily \$2,500 limit is required for this request, please provide the date(s) and amount needed for the daily limit to be lifted:

Public Benefit
Description

The Board of the SCNC Approves preparation of Funding request of \$1000-NPG to Friends of the Library for a creative writing contest. If this NPG does not get approved we authorize the purchase of additional swag for \$1000.

Vote Count (Continued on page 2 if more than 20 Board Members)

*Recused-Boardmember must leave the room prior to any discussion and may not return to the room until after the vote is completed.

Board Member Name	Board Position	Yes	No	Abstain	*Recused	Absent	Ineligible
Denise Welvang	President	X					
Patrick Lewis	Vice President					X	
Rob Schiller	Treasurer	X					
Rita C. Villa	Secretary	X					
John Crotteau	Corresponding Secretary					X	
Patrice Berlin	Board member	X					
Claire Curet	Youth Board member						X
Alex Izbicki	Board member	X					
Lisa Karadjian	Board member					X	
Heidi MacKay	Board member	X					
Richard Niederberg	Board member	X					
Eric Preven	Board member	X					
Craig Radow	Board member					X	
Andrew Sussman	Board member					X	
Keith Schwalenberg	Board member					X	
Richard Welsh	Board member	X					
NC Quorum:	Grand Total (including page 2):	9				6	1

We, the Treasurer and Signer of the above indicated Council, declare that the information presented on this form is accurate and complete, and that a public meeting was held in accordance with the Brown Act, where with a quorum of Board Members present, the Council approved the above action.

Once the Department approves a Funding Request submitted, the Department will transfer the requested amount into the Neighborhood Council's checking account automatically, i.e. no additional Cash Request Form is required.

Treasurer's Signature:		Signer's Signature:	
Print/Type name:		Print/Type name:	
Date (mm/dd/yy):		Date (mm/dd/yy):	
Department Use Only	<input type="checkbox"/> Contract <input type="checkbox"/> CIP <input type="checkbox"/> Advanced Payment <input type="checkbox"/> Approved <input type="checkbox"/> >\$2,500 <input type="checkbox"/> NPG <input type="checkbox"/> Sponsored Event <input type="checkbox"/> Denied	1st Level	2nd Level
			Authorization Code

NC NAME:	0
Meeting Date:	42880
Agenda Item:	4

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Office of the City Clerk Administrative Services Division
Neighborhood Council Funding Section
Funding Request Form

NC NAME: Studio City

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Meeting Date: 5/25/2017

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- ☒ Operations ☒ Outreach ☒ NC Sponsored Event ☐ Neighborhood Purpose Grant
☐ Contract / Lease ☐ Board Member Reimbursement ☐ Community Improvement Project
☐ Out of State ☐ 1099 Expense ☐ One Time Expense ☐ Monthly ☐ Multiple

Requestor: Rob Schiller

Vendor: Friends of the Studio City Library

Address: 12511 Moorpark St

City: Studio City State: CA

Zip Code: 91604 Phone: 818 755-7873

Amount:\$ 4,500.00

of payments

If a bank card exemption of the daily \$2,500 limit is required for this request, please provide the date(s) and amount needed for the daily limit to be lifted:

Public Benefit
Description

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Patrick Lewis	Vice President					X	
Rob Schiller	Treasurer	X					
Rita C. Villa	Secretary	X					
John Crotteau	Corresponding Secretary					X	
Patrice Berlin	Board member	X					
Claire Curet	Youth Board member						X
Alex Izbicki	Board member	X					
Lisa Karadjian	Board member					X	
Heidi MacKay	Board member	X					
Richard Niederberg	Board member	X					
Eric Preven	Board member	X					
Craig Radow	Board member					X	
Andrew Sussman	Board member					X	
Keith Schwalenberg	Board member					X	
Richard Welsh	Board member	X					
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