

From: Mark Lewis [mailto:Mark.Lewis@lacity.org]

Sent: Thursday, March 26, 2009 5:09 PM

To: Cheryl Holland; John Pogue; Patricia Weber; Rolav1@aol.com; Barbara Witkin; Wendy Kneedler-Senior; Terry Migliaccio; Anastasia Mann; Daniel Savage; PJ Pesce; Area 1 Chair; Area 2 chair; area3chair@hhwnc.org; area4chair@hhwnc.org; area5chair@hhwnc.org; area6chair@hhwnc.org; area7chair@hhwnc.org; area8chair@hhwnc.org; area9chair@hhwnc.org; businesschair@hhwnc.org; culturechair@hhwnc.org; emschair; environmentchair@hhwnc.org; housingchair@hhwnc.org; Claire Guy; outreachchair@hhwnc.org; parliamentarian@hhwnc.org; Anastasia; Bruce Gorelick; trafficchair@hhwnc.org; Treasurer; vicepresident@hhwnc.org; Youth Chair; Michael Meyer; Helen Leung; Sonia Kwon; Stacy Marble; Jennifer Fitzgerald; ofeldman@pacbell.net; Thor Lee; Gorelick, Bruce; Sun, Peggy; Steven Shmerler; Paul Ramsey; Wayne Johansson; Andy Ulloa; Deana Ruggieri; Donovan Ryan; Jarone Johnson; Paul Woolsey

Subject: Important information regarding state required neighborhood council training

Dear Hollywood Hills West Neighborhood Council Board Members,

In January 2006 the State of California adopted Assembly Bill 1234 requiring legislative bodies to take ethics training every two years. The Office of the City Attorney determined that because neighborhood councils (through their board members) are engaged in decision-making activities (e.g., spending public monies) NC board members are also required to take the ethics training.

The training is available through the Department of Neighborhood Empowerment website at www.lacityneighborhoods.com. Click on "NC Ethics Training or by attending NC training sessions. After completing the training, a "Certificate of Completion" is issued which serves as proof of taking the class. In addition, the board member name is added to the list of those completing the training which is kept on the website.

At its March 16, 2009 meeting, the Board of Neighborhood Commissioners (Commission) voted to encourage Neighborhood Council Board members to reach the goal of 100% compliance with City and State Ethics Training requirements by the end of 2009.

Under the Carol Baker Tharp Neighborhood Leadership Institute (CBT/NLI), we will offer classes with the City Attorney on the mandated ethics training. The ethics training is in lieu of the online training offered by the Ethics Commission. You will receive a Certificate of Completion, which is effective for 2 years. Two opportunities to receive this state required training take place in April. The Regional Roundtables and CBT/NLI ethics classes in the South/West/Harbor will be held on Saturday, April 25, 2009, and in the Central East on Wednesday, April 29, 2009. Times and locations to be determined

In addition, we will be holding a CBT/NLI Board Orientation class on Tuesday, March 31, 2009, from 6 p.m. to 9 p.m. at Charles White Elementary School, 2401 Wilshire Blvd., Los Angeles, CA 90057. Please see the attached flyer. The Board Orientation class will cover the Roles and Responsibilities of Board members, legal training - Brown Act, Conflict of Interest, and Public Records Act, and NC funding training, which satisfies the mandated NC Treasurer training. Darren Martinez from the City Attorney's Office will be presenting the legal training, and Kevin McNeely will be presenting the NC funding training. Please RSVP for materials and refreshments by contacting Annie Kwak at (213) 473-5115 or annie.kwak@lacity.org.

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At this time, no member of the Hollywood Hills West Neighborhood Council is current with the state required ethics training. On November 19, 2008 I encouraged board members to take the training. However, DONE did not have an available training session and the online training was the only option. Therefore, I encourage the board, with this second reminder, to take advantage of the April training sessions. No future training sessions are currently planned. Of course, the online option is still available 24/7 for anyone with access to a computer.

Sincerely,

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