

HCNNC

HISTORIC CULTURAL NORTH NEIGHBORHOOD COUNCIL

CHINATOWN • EL PUEBLO • SOLANO CANYON • VICTOR HEIGHTS



Friday, January 17, 2020 – 5:45 p.m. - 7:45 p.m.

General Board Meeting

通用董事會會議 • Reunión de la Junta

Chinatown Branch Library, 639 N. Hill Street, Los Angeles, CA 90012

MINUTES

1 — Welcoming Remarks - Call to Order and Introductions (5:47 p.m.)

The meeting was called to order by Chair Don Toy at 5:47 p.m.

Approximately three stakeholders were in the audience. A Cantonese interpreter, a technician for the translation equipment, a security guard, representatives from LAFD, and Mario Hernandez, DONE Representative, were present.

2 — Establishment of Quorum - Roll Call (5:47 p.m.)

11 board members were present at 5:47 p.m. There was quorum.

	Present		Present		Present		Present
Huiling Cai	Arrived 5:57pm	Tuong Hoang	✓	Phyllis Ling	✓	Steve Rice	✓
Norma Garcia	✓	Ne Hung Horn	Absent	Bryce Louie	Absent	Don Toy	✓
Wilson Gee	✓	Mei Wah Lau	✓	Miho Murai	✓	Esther Woojan	Absent
Paul Hanley	✓	Xiao Ping Liang	✓	Tony Quon	Arrived 6:24pm	Wai So Yuan	Absent
Valerie Hanley	✓						

Mario Hernandez announced that the General Manager was on her way. Chair Toy proceeded to item 4 on the agenda.

4 — Discussion and possible action to approve the minutes of the HCNNC Special Meeting of December 13, 2019. (5:50 p.m.)

Motion: Approve the minutes of the HCNNC Special Meeting of December 13, 2019 (Paul Hanley motioned, Mei Wah Lau seconded).

Board Discussion: None.

Public Comment: None.

Vote on Motion: Unanimous (11-Yes, 6-Absent). MOTION PASSED.

5 — General Public Comment on Non-Agenda Items (Up to two minutes per speaker)

Raymond Yu: Requested replacement of signal lights at North Broadway and Bernard Streets with larger ones to match those on North Hill and Ord Streets. Announced the closure of the Harmony site shopping center. Mr. Yu submitted a written statement.

Huiling Cai arrived at 5.57 pm. 12 board members were present.

Steve Rice: Requested senior/community safety, emergency preparedness, and CPR classes.

6 — Community/Government Reports & Announcements

6.1 LA City Council District Representatives – None.

6.2 *Public Safety*

Mike Castillo, Los Angeles Fire Department (LAFD) Battalion 1 Chief: The arsonist from the August/September vehicle fires was apprehended after 2 days. Mr. Castillo is the contact person for CPR/disaster prep classes, and they would love to partner with HCNNC. They have different programs for different levels. The firefighters are diverse, and can provide translation. Battalion 1 covers all of HCNNC.

6.3 *Other Government Departments/Agencies, including the Department of Neighborhood Empowerment representatives*

Mario Hernandez, Department of Neighborhood Empowerment (DONE): The Department's Office of Community Engagement and Innovation is hosting workshops on how to use data. Neighborhood councils are invited to appoint three data liaisons. They do not need to be approved by a board vote. The next workshop is January 22, 6-8 p.m. in South LA. The next Homelessness Liaison meeting is January 29 at City Hall. April 15 is the last day to submit bylaws amendments to DONE. There is a form to fill out. BONC has been holding townhall meetings to receive comments about leadership training and board censure/removal procedures. January 21 and February 4 are the next meetings. Comments can also be submitted online to commission@empowerla.org until February 3.

6.4 *Community Organizations* – None.

7 — *Executive Committee Officer's Reports (6:10 p.m.)*

7.1 *Chair's Report*

Chair Toy noted that several board members were absent due to illness, and he advised them to stay home to not get other people sick. Bryce Louie is in France representing the US on the fencing team. Chinese New Year is coming up. Mei Wah Lau and Huiling Cai have been elected as President and board member of CCBA respectively.

7.2 *Vice Chair #1 & #2 Reports*

Vice Chair Lau reported that the City Planning Department recently held a public meeting in conjunction with the Chinese Consolidated Benevolent Association (CCBA) regarding the Downtown LA 2040 General Plan. Approximately 60 people attended, including 4 HCNNC board members from Chinatown. CCBA is planning another meeting with City Planning soon. Some of the feedback from the community included the desire to expand the historic boundary of Chinatown, to limit building height, and to increase affordable housing.

3 — *Introduction of the new General Manager, Raquel Beltran, of the Department of Neighborhood Empowerment. Ms. Beltran has initiated a listening tour among the 99 neighborhood councils and the alliances in order to share her initial goals and strategy for the first 100 days.*

General Manager (GM) Raquel Beltran introduced herself. She noted that she is on a listening tour of all of the neighborhood councils, averaging 6 per week. This is the 66th council she has visited.

Tony Quon arrived at 6.24 pm. 13 board members were present.

GM Beltran thanked Mario Hernandez for his work. She noted that her background is in public administration, community/labor organizing, and governance. She is a co-founder of the United Domestic Workers union. She has been very involved in the City's "Civic U" (Civic University) program. Her goals are the following:

- (1) for DONE to take care of more of the administration and paperwork of neighborhood councils,
- (2) to improve the Department's relationship with neighborhood councils to one that is more healthy and professional,
- (3) to collaborate with neighborhood councils on initiatives,
- (4) to improve relationships between neighborhood councils and City Hall, to help them connect.

Wilson Gee asked if neighborhood councils can use the City’s database for outreach. GM Beltran recommended sending projects that they want to announce to Mario Hernandez, so that they can be promoted in DONE’s weekly newsletter and social media.

Miho Murai asked if the City can pay to send leaflets to stakeholders to help promote the neighborhood councils, especially for elections. GM Beltran noted that the Department will be submitting their budget request to the City soon, and the neighborhood council can submit a CIS to advocate for this. She also noted one of her goals is to implement a 3-part onboarding process for board members, similar to what is done at corporations.

Miho Murai asked about increasing the translation budget. GM Beltran noted that the budget for translation is \$60k this year, on a first come, first served basis. However, there is currently no funding requested for the next fiscal year. She suggested talking to Councilmember Cedillo. She noted that they would like translation services to be centralized, so that the funding does not come out of individual neighborhood councils’ budgets.

Don Toy asked about getting more people involved and aware of neighborhood councils, and what can be implemented to help interact with folks who don’t use the internet. GM Beltran noted that the Department can help with more consistency in their management and communication, which is something that doesn’t require additional funding. The listening tour is part of that. She also suggested working with Mario Hernandez on initiatives to bridge the technology divide.

7.3 Secretary’s Report

Secretary Ling reported on absences. Esther Woojan has three absences. Board members can be removed if they have four absences. She asked board members to notify her of any changes to their contact information, including email and physical mailing address. She noted that the mailing addresses are the ones board members used to register as candidates, and requested that they notify her of any changes, so that they do not miss any important notices.

7.4 Treasurer’s Report

7.4.1 Discussion and possible action to approve the Monthly Expenditure Report (MER) for December 2019.

Motion: Approve the Monthly Expenditure Report (MER) of December 2019 (Steve Rice motioned, Tuong Hoang seconded).

Board Discussion: None.

Public Comment: None.

Vote on Motion: 13-Yes, 1-Ineligible, 3-Absent. MOTION PASSED.

	VOTE		VOTE		VOTE		VOTE
Huilong Cai	Yes	Tuong Hoang	Yes	Phyllis Ling	Yes	Steve Rice	Yes
Norma Garcia	Yes	Ne Hung Hom	Absent	Bryce Louie	Ineligible	Don Toy	Yes
Wilson Gee	Yes	Mei Wah Lau	Yes	Miho Murai	Yes	Esther Woojan	Absent
Paul Hanley	Yes	Xiao Ping Liang	Yes	Tony Quon	Yes	Wai So Yuan	Absent
Valerie Hanley	Yes						

7.4.2 Discussion and possible action to approve the reimbursement of \$107.56 to Valerie Hanley for the printing of documents for the December 13, 2019 HCNNC special board meeting.

Motion: Approve the reimbursement of \$107.56 to Valerie Hanley for the printing of documents for the December 13, 2019 HCNNC special board meeting. (Steve Rice motioned, Xiao Ping Liang seconded).

Board Discussion: None.

Public Comment: None.

Vote on Motion: 12-Yes, 1-Abstain, 1-Ineligible, 3-Absent. MOTION PASSED.

	VOTE		VOTE		VOTE		VOTE
Huilong Cai	Yes	Tuong Hoang	Yes	Phyllis Ling	Yes	Steve Rice	Yes
Norma Garcia	Yes	Ne Hung Hom	Absent	Bryce Louie	Ineligible	Don Toy	Yes
Wilson Gee	Yes	Mei Wah Lau	Yes	Miho Murai	Yes	Esther Woojan	Absent

Paul Hanley	Yes	Xiao Ping Liang	Yes	Tony Quon	Yes	Wai So Yuan	Absent
Valerie Hanley	Abstain						

7.4.3 Discussion and possible action to approve the payment of up to \$250 to the Chinatown Library for the security for the January 17, 2019 meeting.

Treasurer Rice noted that this payment is part of the budget, so the board does not need to vote on it.

8 — Old Business

8.1 Discussion and report from the HCNNC Ad-Hoc Bylaws Committee.

8.1.1 The following bylaws amendments, related to amending Article VII of the HCNNC Bylaws, COMMITTEES AND THEIR DUTIES, are recommended by the bylaws committee and may be considered at HCNNC’s next regular board meeting:

- a) Amend Article VII, Section 3b(1), changing “Committees shall be comprised of at least three (3), but no more than four (4) Board Members” to “Committees shall be comprised of at least two (2), but no more than four (4) Board Members”.
- b) Add the following sentence to the end of Article VII, Section 3B: “4) Each committee shall have at least three (3) members, and may include interested stakeholder(s).”
- c) In Article VII COMMITTEES AND THEIR DUTIES, change all instances of “half (1/2) majority” to “a majority of the total membership of the board”.
- d) In Article VII, first paragraph, delete the third sentence, which reads as follows: “The addition of each committee member shall require half (1/2) majority vote of the Board.”
- e) In Article VII Section 3B, change “Committee members shall be appointed by the Chair” to “Committee members shall be appointed by the Chair of the committee.”
- f) In Article VII Section 3D, change “Standing committees are subject to and shall be conducted in accordance with the dictates of the Brown Act” to “All committees are subject to and shall be conducted in accordance with the dictates of the Brown Act”. Also in Article VII Section 3D, delete the second sentence which reads “The adherence to Brown Act does not apply to Ad Hoc committees.”

The Bylaws Committee Chair Phyllis Ling read the amendments (a)-(f) aloud.

8.1.2 Reading of amendments recommended by the Bylaws Committee at the meeting of January 14, 2020.

Phyllis Ling distributed copies of the amendments recommended by the committee to all board members. Don Toy asked where the Chinese translation was. Phyllis Ling stated that there was not enough time to get the written translation, but for the reading, the translator was present. Chair Toy indicated that they would not proceed with the reading.

Motion: Continue with the reading of the amendments recommended by the Bylaws Committee at the meeting of January 14, 2020. (Phyllis Ling motioned, Miho Murai seconded).

Board Discussion: Wilson Gee asked if these amendments would be translated in writing prior to the next meeting. Phyllis Ling stated yes.

Public Comment: None.

Vote on Motion: 8-Yes, 6-No, 3-Absent. MOTION PASSED.

The following amendments were read aloud:

In Article VI, change “Officers of the Board” and replace with “Executive Committee” wherever it refers to the committee.

In Article VI, to the end of the first sentence “The officers of the HCNNC shall be elected by the board”, add “and serve as members of the Executive Committee.”

In Article VI Section 2A, change “half (1/2) majority vote” to “a majority vote of the total membership.”

In Article VI Section 2C, add “4)” after “meeting.”

8.1.3 *Discussion and possible action to approve the payment of up to \$4500 to a City approved vendor for the translation of the HCNNC Bylaws into Spanish and Chinese.*

Phyllis Ling made a motion to approve the payment of up to \$3600 to a City approved vendor for the translation of the Bylaws, seconded by Paul Hanley. She noted there were two estimates, the higher at approximately \$3550. Chair Toy asked that the payment not be amended to a lower amount. Mario Hernandez confirmed that the motion should be made as noted on the agenda, and then amended to a lower amount, if desired.

Motion: Approve the payment of up to \$4500 to a City approved vendor for the translation of the HCNNC Bylaws into Spanish and Chinese (Phyllis Ling motioned, Wilson Gee seconded).

Board Discussion: Wilson Gee asked if this amount was for both languages. It was. Mario Hernandez noted that there is currently only one city-approved vendor, Languages4You, so that is the company that would be used. Steve Rice noted that the board had previously paid Continental for translation services. Phyllis Ling clarified that was for the first meeting. Several board members did not think it was necessary to amend the motion to the lower amount.

Public Comment: David Louie asked if additional funding will be needed to translate the bylaws once they are amended. Paul Hanley noted that only small sections of the bylaws would need to be translated after they are amended.

Vote on Motion: 12-Yes, 1-No, 1-Ineligible, 3-Absent. MOTION PASSED.

	VOTE		VOTE		VOTE		VOTE
Huiling Cai	Yes	Tuong Hoang	Yes	Phyllis Ling	Yes	Steve Rice	Yes
Norma Garcia	Yes	Ne Hung Horn	Absent	Bryce Louie	Ineligible	Don Toy	Yes
Wilson Gee	Yes	Mei Wah Lau	Yes	Miho Murai	Yes	Esther Woojan	Absent
Paul Hanley	Yes	Xiao Ping Liang	No	Tony Quon	Yes	Wai So Yuan	Absent
Valerie Hanley	Yes						

8.2 *Discussion and possible action to appoint members to HCNNC’s standing committees.*

Note: Per Article VII, Section 3.B Committee members are appointed by the Chair and confirmed by half majority vote of the Board. Committees shall be comprised of at least three, but no more than four Board Members and may include any interested Stakeholder.

Motion: Appoint Miho Murai, Susan O’Leary, and Valerie Hanley to serve as members of the Outreach and Communications Committee (Phyllis Ling motioned, Wilson Gee seconded).

Board Discussion: None.

Public Comment: None.

Vote on Motion: Unanimous (13-Yes, 4-Absent). MOTION PASSED.

Motion: Appoint Phyllis Ling and Valerie Hanley to serve as members of the Schools and Libraries Committee (Miho Murai motioned, Phyllis Ling seconded).

Board Discussion: None.

Public Comment: None.

Vote on Motion: Unanimous (13-Yes, 4-Absent). MOTION PASSED.

Motion: Appoint Paul Hanley and Miho Murai to serve as members of the Arts, Parks, Recreation, and Culture Committee (Valerie Hanley motioned, Wilson Gee seconded).

Board Discussion: None.

Public Comment: None.

Vote on Motion: Unanimous (13-Yes, 4-Absent). MOTION PASSED.

8.3 *Update on office and meeting space for the Historic Cultural North Neighborhood Council.*

Mario Hernandez noted that he has been communicating with Phyllis Ling about the paperwork needed prior to inspecting the location. Wilson Gee noted that the certificate of insurance and other documents would be sent tomorrow.

8.4 *Update on the business cards and official HCNNC logo.*

The form requesting board member information for the business cards was distributed.

8.5 *Discussion and possible action to pay up to \$300 per month to Apple One Employment Services for a minutes taker for HCNNC board meetings.*

Motion: Approve the payment of up to \$300 per month to Apple One Employment Services for a minutes taker for HCNNC board meetings (Steve Rice motioned, Mei Wah Lau seconded).

Board Discussion: Don Toy stated that there have been problems getting the minutes completed and translated on time. Valerie Hanley disagreed, and noted that the minutes are translated and posted on the website. Phyllis Ling noted that the minutes are usually done within 1 week, 2 weeks maximum, and that if there is a problem, it has been with distribution, not with the production of the minutes. Phyllis Ling noted that she is not opposed to this expense in case she cannot attend a meeting, and if Miho Murai, who has volunteered to also take minutes, is not available. Otherwise, she would continue to do the minutes. Valerie Hanley asked for the motion to be amended to include “as needed” at the end. Mario Hernandez noted that with the temporary agency, they don’t come out unless you request it. The minutes-taker typically costs \$90 to \$125, and the minutes are done in a day or two. HCNNC has approximately \$50,000 to spend in 4 1/2 months. Steve Rice accepted the friendly amendment.

Amended Motion: Approve the payment of up to \$300 per month to Apple One Employment Services for a minutes taker for HCNNC board meetings as needed (Steve Rice motioned, Mei Wah Lau seconded).

Board Discussion: Steve Rice checked with all of the city-approved vendors, and Apple One was the least expensive. They charge \$23.10/hr.

Public Comment: None.

Vote on Amended Motion: Unanimous (13-Yes, 1-Ineligible, 3-Absent). MOTION PASSED.

	VOTE		VOTE		VOTE		VOTE
Huilong Cai	Yes	Tuong Hoang	Yes	Phyllis Ling	Yes	Steve Rice	Yes
Norma Garcia	Yes	Ne Hung Hom	Absent	Bryce Louie	Ineligible	Don Toy	Yes
Wilson Gee	Yes	Mei Wah Lau	Yes	Miho Murai	Yes	Esther Woojan	Absent
Paul Hanley	Yes	Xiao Ping Liang	Yes	Tony Quon	Yes	Wai So Yuan	Absent
Valerie Hanley	Yes						

8.6 *Discussion and possible action to pay up to \$300 per month to Apple One Employment Services for a general administrative assistant for HCNNC. The general administrative assistant’s duties will be to check and send paper mail, make copies of documents for meetings, and post meeting notices.*

Motion: Approve the payment of up to \$300 per month to Apple One Employment Services for a general administrative assistant for HCNNC.. (Steve Rice motioned, Mei Wah Lau seconded).

Board Discussion: Phyllis Ling asked if the assistant’s duties would be limited to those listed on the agenda. Wilson Gee and Don Toy made the friendly amendment to add the list of duties and insert “and other duties as needed” at the end. Steve Rice accepted the friendly amendment.

Amended Motion: Approve the payment of up to \$300 per month to Apple One Employment Services for a general administrative assistant for HCNNC. The general administrative assistant’s duties will be to check and send paper mail, make copies of documents for meetings, and post meeting notices, and other duties as needed. (Steve Rice motioned, Mei Wah Lau seconded).

Board Discussion: Miho Murai asked how the assistant would be managed. Mario Hernandez suggested contacting Jay Park of the Pico Union Neighborhood Council, which has an administrative assistant.

Public Comment: None.

Vote on Amended Motion: 8-Yes, 5-No, 1-Ineligible, 3-Absent. MOTION PASSED.

	VOTE		VOTE		VOTE		VOTE
Huilong Cai	Yes	Tuong Hoang	Yes	Phyllis Ling	No	Steve Rice	Yes
Norma Garcia	No	Ne Hung Hom	Absent	Bryce Louie	Ineligible	Don Toy	Yes
Wilson Gee	Yes	Mei Wah Lau	Yes	Miho Murai	No	Esther Woojan	Absent
Paul Hanley	No	Xiao Ping Liang	Yes	Tony Quon	Yes	Wai So Yuan	Absent

Valerie Hanley	No						
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8.7 *Discussion and possible action to create an Ad Hoc Committee regarding street repairs within HCNNC boundaries.*

Public Comment: Susan O’Leary volunteered to chair the ad hoc committee.

Board Discussion: Chair Toy stated he would like to have a board member chair the committee. Miho Murai asked if Susan O’Leary can hold a meeting with Bill Chin and others on this issue. Mario Hernandez advised that usually there are at least two board members on an ad hoc committee. When the ad hoc committee is formed, it needs to state the purpose. When you add a stakeholder to the committee, it is subject to the Brown Act.

No action taken.

8.8 *Discussion and possible action to create an Ad Hoc Committee regarding street lighting within HCNNC boundaries.*

No action taken.

8.9 *Discussion and possible action to create an Economic Development Ad Hoc Committee for the development of a plan to support and/or attract small markets and grocery stores to stay or relocate in Chinatown, and to prevent the closure of other small businesses.*

Don Toy noted that Mr. Hom is interested in chairing the committee, but was absent due to illness. No action taken.

8.10 *Discussion to consider whether HCNNC shall sponsor and organize a “summit event” of non-profit organizations to engage in dialogue and to find opportunities for partnerships and resource sharing, including potential dates and budget for this event. (REng-Non-profit summit-10-25-19.pdf.)*

Phyllis Ling noted that she has been communicating with Rick Eng, who made this request. He has been unable to come to the HCNNC meetings due to scheduling conflicts with various events on Friday evenings. Wilson Gee thinks this event is a good idea, and encouraged Phyllis Ling to stay in contact with Rick Eng. Phyllis Ling stated that as Secretary, she would refer this item to the Outreach and Communications Committee, now that the committee has been formed.

Action: Referred to the Outreach and Communications Committee.

8.11 *Discussion regarding the need for office equipment for HCNNC.*

Wilson Gee suggested that the discussion be postponed, pending approval of office space.

No action taken.

9 — New Business

9.1 *Discussion on community outreach projects on public safety and security for seniors and families.*

10 — Board Member Comments and Announcements

Valerie Hanley announced that February 2 is Day of Candelaria on Olvera Street.

11 — Requests and Motions for Future Agenda Items

Norma Garcia requested that each community submit a list of needs and priorities for discussion at the next meeting. We should be spending money on projects for the community.

Phyllis Ling requested that the Planning and Land Use Committee discuss the DTLA 2040 plan and host a meeting with City Planning, similar to the meeting held recently at CCBA. Wilson Gee noted that he has been working with CD1 about DTLA 2040. Valerie Hanley requested that they also coordinate with CD14.

12 — Adjournment (7:51 p.m.)

Motion: Adjourn the meeting (Don Toy motioned, Mei Wah Lau seconded).

Vote on Motion: Unanimous (13-Yes, 4-Absent). MOTION PASSED.

The meeting was adjourned at 7:51 p.m.

Officers

Don Toy Chair	Mei Wah Lau 1 st Vice-Chair	Bryce Louie 2nd Vice-Chair	Phyllis Ling Secretary	Steve Rice Treasurer
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Neighborhood Representatives

Xiao Ping Liang Chinatown At-Large Business Owner/ Employee/ Non-Profit/ Property Owner Representative	Mei Wah Lau Chinatown Business Owner/ Employee Representative	Wai So Yuan Chinatown Non- Profit Representative	Tuong Hoang Chinatown Residential Representative	Ne Hung Hom Chinatown Residential Representative
Paul Hanley El Pueblo At-Large Business Owner/ Employee/ Non-Profit/ Property Owner Representative	Norma Garcia El Pueblo Business Owner/ Employee Representative	Valerie Hanley El Pueblo Non-Profit Representative	Huiling Cai Solano Canyon Residential Representative	Phyllis Ling Solano Canyon Residential Representative
Wilson Gee Solano Canyon Business Owner/ Employee/ Non- Profit/ Property Owner Representative	Steve Rice Victor Height Business Owner/ Employee/ Non- Profit/ Property-Owner Representative	Don Toy Victor Heights Residential Representative	Esther Woojan Victor Heights Residential Representative	Bryce Louie At-Large Youth Representative
Miho Murai At-Large Representative	Tony Guon At-Large Representative			

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