From:	Grayce Liu
To:	done ncsupport
Cc:	Thomas Soong
Subject:	TIME SENSITIVE - Case #5045 - NC Administrative and 2016 Election Procedures Stipulation Worksheet Due June 1, 2015
Date:	Friday, March 20, 2015 8:00:19 PM
Attachments:	VENICENC - Election and Administrative Procedures Stipulation Worksheet Doc.pdf EmpowerLA - Election History.pdf

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Dear Neighborhood Council Board Members,

I hope this email finds you well. In the past year, there have been several changes in policies and procedures from the Board of Neighborhood Commissioners and the Department that affect your bylaws. In addition, the Commission approved the online voting vendor, Everyone Counts, on Monday, which will give the Neighborhood Councils the opportunity to have online voting for their 2016 elections. Plus, the City Council approved the Grievance Policy on Wednesday, which authorizes the creation of the citywide Neighborhood Council Grievance Panels.

The attached Neighborhood Council Administrative and 2016 Election Procedures Stipulation Worksheet (Stip Sheet) will ask you to clarify the following so that the Department can bring your bylaws up-to-date and prepare for the 2016 elections:

1. Official Actions
2. Agenda Postings
3. Grievance Process
4. Code of Civility
5. Training
6. Online Voting
7. Telephone Voting
8. Vote-by-Mail
9. Board Vote Structure
10. Candidate Filing Requirements
11. Elected Board Members Seating Period

The Stip Sheet is due back to the Department by June 1, 2015, which will give your Neighborhood Councils 2 months to agendize and vote on the it. **Please note that we have put defaults in the Stip Sheet that will take effect on June 1, 2015 if we do not receive your Stip Sheet.**

When your board agendizes your Stip Sheet for vote, please contact us as we would be happy to answer any questions in person, particularly around the issue of online voting. I think online voting is an exciting and innovative way for Neighborhood Councils to connect with all of their stakeholders. Attached as well is a breakdown of our election voting numbers broken down by Neighborhood Council. Online voting will provide an opportunity to bring in more voters, and hopefully, participants into the Neighborhood Councils so that we may grow and sustain our awesome system.

Ultimately, it is the board's decision whether to have online voting, but I'd appreciate the opportunity to address any concerns about this or other items on the Stip Sheet prior to your board vote so that you may make an informed decision. Click here for an Online Voting FAQ and here for a webinar presentation on online voting.

If you have any questions or would like us to attend your meeting when you vote on the Stip Sheet, please contact your NEA or Neighborhood Council Support Helpline, both of whom are copied on this email.

As always, thank you so much for the work you do for your community!

Enjoy your evening and have a great weekend!

Best,

Grayce Liu
General Manager

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