



## AGENDA

LOS ANGELES CITY/COUNTY  
NATIVE AMERICAN INDIAN COMMISSION  
SELF GOVERNANCE BOARD MEETING  
**THURSDAY, MAY 20, 2021, 5:00 P.M.**

**To Listen Via Telephone:** (669) 900 6833  
Meeting ID: 942 8761 0240  
Passcode: 372335

**To View Via Web:**

<https://ulvedu.zoom.us/j/92487610240?pwd=SnVnNWJSYytLNElRdGNTRXIGOUJpUT09>

**To Provide Public Comment:** You may submit written public comment via email to [aferguson@wdacs.lacounty.gov](mailto:aferguson@wdacs.lacounty.gov). Please submit your public comment or documentation as soon as possible but no later than 5 p.m. the night before the scheduled meeting.

RANDALL MURPHY, Chairperson  
*Choctaw/Lakota*

CHERI THOMAS, Vice Chairperson  
*Quinault/Yurok*

TRACY PEREZ, Secretary  
*Navajo*

ALLISON HICKS, Treasurer  
*Prairie Band Potawatomi Nation/Choctaw*

CHRISSIE CASTRO, Commissioner  
*Navajo*

SHAWN IMITATES-DOG, Commissioner  
*Lakota*

DAWN JACKSON, Commissioner  
*Saginaw Chippewa*

KIMBERLY JOHNSON MORALES, Commissioner  
*Gabrieleno Tongva*

ALEXANDRA VALDES  
Executive Director  
*Tlingit/Athabascan*

---

- 1. Call to Order**
- 2. Invocation**
- 3. Roll Call**
- 4. Review and Take Possible Action Adopting April 22, 2021 Meeting Minutes**
- 5. Take Action Adopting an Allocation Plan for 2021 Community Services Block Grant Native American set-aside (CSAIBG) Discretionary Funding**
- 6. Take Action Drafting Proposed Bylaw's Revisions for the Review of County Counsel**

**7. Executive Director Report**

**a. Community Services Block Grant (CSBG) Subrecipient Program and Financial Reports**

**b. LA Native COVID Response Working Group Updates**

**d. Update on 2021 Community Needs Assessment**

**f. Update Regarding How to Approve Minutes from Meetings That Did Not Have a Quorum**

**8. Commissioner General Comments on Non-Agenda Items**

**9. Announcements/Future Agenda Items**

**10. Public Comment**

**11. Board Adjournment**

Meetings are held in English. If interpretation in other languages or accommodations for persons with disabilities are needed, please contact the Commission at (213) 738-3241 at least 3 business days before the meeting. The meetings of the Native American Indian Commission are accessible to persons with disabilities.

**Contact: [www.lanaic.org](http://www.lanaic.org), [contact@lanaic.org](mailto:contact@lanaic.org), or (213) 738-3241**



## LOS ANGELES CITY/COUNTY NATIVE AMERICAN INDIAN COMMISSION SELF GOVERNANCE BOARD

---

### APRIL 22, 2021 UNAPPROVED MEETING MINUTES

RANDALL MURPHY  
*Lakota/Choctaw*  
Chairperson

CHERI THOMAS  
*Quinault/Yurok*  
Vice Chairperson

TRACY PEREZ  
*Navajo*  
Secretary

ALLISON HICKS  
*Prairie Band Potawatomi  
Nation/Choctaw*  
Treasurer

CHRISSE CASTRO  
*Navajo*

DAWN JACKSON  
*Saginaw Chippewa*

KIMBERLY JOHNSON  
MORALES  
*Gabrieleno Tongva*

SHAWN IMITATES-DOG  
*Lakota*

### CALL TO ORDER

The meeting was called to order at 5:04 P.M. by Chairman Randall Murphy.

### ROLL CALL

The following Board Members were present:

Randall Murphy (Chairperson)  
Cheri Thomas (Vice Chairperson)  
Tracy Perez (Secretary)  
Shawn Imitates-Dog  
Dawn Jackson  
Kimberly Morales Johnson

The follow Board Members were absent:

Allison Hicks (Treasurer)  
Chrissie Castro

Quorum was met.

### ACTION ITEMS

#### **Review & Take Possible Action Adopting the January 21, 2021 Los Angeles City/County Native American Indian Commission's Self Governance Board Meeting Minutes**

*A motion was made by Commissioner Imitates-Dog, seconded by Secretary Perez, to approve the January 21, 2021 Los Angeles City/County Native American Indian Commission's Self Governance Board (SGB) Meeting minutes as presented. The motion passed with Chairperson Murphy, Vice Chairperson Thomas and Commissioner Jackson.*

#### **Review & Take Possible Action Adopting February 18, 2021 Los Angeles City/County Native American Indian Commission's Self Governance Board Meeting Minutes**

This item was tabled until Alexandra Valdes could get clarity on how to approve meeting minutes where a quorum was not met.

**Review & Take Possible Action Adopting March 18, 2021 Los Angeles City/County Native American Indian Commission's Self Governance Board Meeting Minutes**

This item was tabled until Alexandra Valdes could get clarity on how to approve meeting minutes where a quorum was not met.

**EXECUTIVE DIRECTOR REPORT**

**Community Services Block Grant (CSBG) Subrecipient Program and Financial Reports**

Alexandra provided the following updates service and financials reports for the Community Services Block Grant Native American Set Aside (CSAIBG) program:

**CY2021 CSBG Baseline Funding**

March 2021

Gabrieleno Tongva Tribal Council

Invoice Amount: \$5,745.00

Direct Services: 3 back utility payments, 16 food gift cards and 6 referrals

**CY2020 Discretionary (May 31, 2021 Spenddown Date)**

January 2021

Pukuu Cultural Community Services

Invoice Amount: \$4,000

Direct Services: 3 rental assistance payments

February 2021

Invoice Amount: \$3,000

Direct Services: 2 rental assistance payments

**2021 CSBG Discretionary Funding Award Information**

Alexandra shared that she received notice on March 30, 2021 that the LANAIC SGB will be receiving \$28,250.00 in CY2021 CSAIBG Discretionary funding. The formal contract has not been released yet but will have a May 31, 2022 spend down date. She requested that the SGB come prepared with recommended uses for the funds at their April meeting.

**Update on 2021 Community Needs Assessment**

Alexandra provided an update that as of April 22, 2021 the SGB had only received 14 survey responses to the Community Needs Assessment survey. She shared she had disseminated it to staff with the CSBG subrecipients and that they have been pushing it out to their clients. The survey link has also been shared on the Commission's website and social channels.

The Commissioners had a discussion regarding ways to improve the dissemination strategy and increase survey responses. Secretary Perez shared that she did know about the survey and that she would send sign in sheets from past events. She requested that these be typed into a useable Excel.

Chairman Murphy suggested sending the survey link to Tracy Standhoff to share in the American Indian Chamber of Commerce newsletter as well as with California State University Long Beach Student Association listserv.

### **Update on 2021 CSBG Solicitation**

Alexandra shared that she is in the process of completing the draft Statement of Work for the CSAIBG RFP and will be submitting it to the WDACS Contract Management Division on Monday April 26, 2021. They then will then begin updating the RFP for County Counsel's review.

### **LA Native COVID Response Working Group Updates**

Alexandra shared that on Saturday, May 1<sup>st</sup>, 10am-2pm at LA State Historic Park the Los Angeles City/County Native American Commission and its ad hoc LA Native COVID Working Group, Kedren Health Center, Supervisor Hilda S. Solis, California Native Vote Project, United American Indian Involvement, Inc. and American Indian Counseling Center will be hosting a COVID-19 Vaccine Pop-Up event.

### **COMMISSIONER GENERAL COMMENTS ON NON-AGENDA ITEMS**

No Commissioner general comments on non-agenda items were shared.

### **ANNOUNCEMENTS/FUTURE AGENDA ITEMS**

No announcements or future agenda items were shared.

### **PUBLIC COMMENT**

No public comment was made.

### **BOARD ADJOURNMENT**

Chairman Murphy adjourned the meeting at 6:01 P.M.



DATE: May 17, 2021

TO: LANAIC Self Governance Board Members

FROM: Alexandra Valdes, Executive Director

RE: Proposed Allocation Plan for 2021 Community Services Block Grant Native American Set-aside (CSAIBG) Discretionary Funding

**Recommended Action:**

Allocate the \$28,250 in 2021 Community Services Block Grant Native American Set-aside (CSAIBG) Discretionary funding in the following ways:

- \$7,920 – 12 CY2022 Client and Case Management User Subscriptions
- \$2,000 - 2 Tablets to help develop an email list to assist with marketing CSBG services and helping with more targeted outreach for future Community Needs Assessments (CNA) as well as administer future CNAs at community events
- \$18,330 - Hire a consultant to provide necessary programmatic and administrative support to the LANAIC SGB

**Background:**

On March 29, 2021 the State of California's Department of Community Services & Development released the 2021 CSBG Discretionary Contract Planning Letter & Allocation Spreadsheet. The Los Angeles City/County Native American Indian Commission's Self Governance Board (LANAIC SGB) will be receiving \$28,250.00 in CSBG Discretionary funding. (Contract Period: June 1, 2021 - May 31, 2022).

CSBG Discretionary funds may be used for the following ways:

- Target needs within the community and/or
- To increase agency capacity

It is of note that if any or all of these funds were allocated to the three current subrecipient agencies via contract amendments that they would have to use them by December 31, 2021 in order to align with their contract with the County which expires on December 31, 2021. Additionally, based on previous experiences it takes about 4-8 weeks to complete and issue a contract amendment which means at the earliest agencies would receive access to the funds by early July. If discretionary funds



were issued to less than all 3 of these current subrecipient agencies for a targeted program this would have to be done through a survey which is a longer process and would likely result in an agency receiving access to funding at the earliest in 2.5 to 3 months.

Since the CSBG program has required the reporting of unduplicated client data the LANAIC SGB has used discretionary funds to support costs associated with a client and case management system that allows subrecipients to track CSBG services and outcomes and for the LANAIC SGB to report unduplicated client data to CSD on an annual basis. The cost of an annual user subscription provided by the LANAIC SGB's current vendor is \$660. Currently, the LANAIC SGB has 15 user accounts – 2 for LANAIC SGB staff and support staff from the Department of Workforce Development, Aging & Community Services (WDACS) and 13 accounts provided to the 3 current subrecipient agencies. It is of note that 4 of the current user subscriptions are used by staff providing CSBG Coronavirus Aid, Relief, and Economic Security Act (CARES) funds which will be spent down by December 31, 2021. Additionally, because it is an RFP year at this point it is unknown exactly how many user accounts subrecipient agencies will need next year. Because of this it is recommended to use CY2020 as a proxy for this. In 2020 the LANAIC SGB procured 12 user accounts.

In the past the LANAIC SGB has also used CSBG Discretionary funding to support capacity building efforts for subrecipient agencies including grants management and succession planning trainings.

Finally, at the April 22, 2021 LANAIC SGB meeting Commissioner Kimberly Johnson Morales inquired if it was allowable to use these funds to purchase tablets to help develop an email list to assist with more targeted outreach for future Community Needs Assessments as well as to market CSBG services. Alexandra Valdes confirmed that this is an allowable expense as it falls under "To increase agency capacity."

BY-LAWS  
OF THE  
LOS ANGELES CITY/COUNTY  
AMERICAN INDIAN  
SELF GOVERNANCE BOARD

ADOPTED  
November 7, 1995



BY-LAWS  
OF THE LOS ANGELES CITY/COUNTY AMERICAN INDIAN  
SELF-GOVERNANCE BOARD

CONTENTS

ARTICLE I	-	NAME
ARTICLE II	-	LEGAL AUTHORITY
ARTICLE III	-	PURPOSE
ARTICLE IV	-	DUTIES AND FUNCTIONS
ARTICLE V	-	RESPONSIBILITIES
ARTICLE VI	-	OFFICERS
ARTICLE VII	-	EXECUTIVE COMMITTEE
ARTICLE VIII	-	OTHER COMMITTEES
ARTICLE IX	-	MEETINGS
ARTICLE X	-	MINUTES
ARTICLE XI	-	QUORUM
ARTICLE XII	-	PROXY
ARTICLE XIV	-	RECORDS OF THE BOARD
ARTICLE XV	-	AMENDMENTS
ARTICLE IX	-	MEETINGS

BY-LAWS  
OF THE  
LOS ANGELES CITY/COUNTY AMERICAN INDIAN  
SELF-GOVERNANCE BOARD

I. NAME

The Board shall be known as the Los Angeles City/County American Indian Self Governance Board (SGB). As used in these bylaws, the word "Board" refers to the Los Angeles City/County American Indian Self-Governance Board. We understand American Indian to be inclusive of American Indians of the United States, who are residents of Los Angeles County and the City of Los Angeles.

II. LEGAL AUTHORITY

The Board was authorized by the County Board of Supervisor Motion, adopted on February 23, 1993, for Approval of Agreement (Number 66694) between the County Community Action Agency/Board of Supervisors (hereafter Board of Supervisors) and the SGB to meet the requirements of California State Government Code Section 12772.

III. PURPOSE

The primary purpose of the Board is to implement the Agreement between the Board of Supervisors and the SGB to share allocation authority for the Community Service American Indian Block Grant (CSAIBG) and to establish a frame work for the administration of the CSAIBG in the County of Los Angeles.

In addition, this Board is established to administer public and private funds, particularly those funds that have Indian self-governance requirements. This Board will not compete for funding with any non-profit American Indian community based organization providing services in the County of Los Angeles nor will it duplicate and service or activity provided by any other County officer or department. In performing this function, the Board will represent the special interest and concerns of American Indians of all tribal and cultural backgrounds, religious convictions, and social circumstances.

IV. DUTIES AND FUNCTIONS

Sec. 1 In partnership with the Board of Supervisors, the SGB will provide policy direction in the development of the CSAIBG, be responsible for all planning, monitoring, reporting and fiscal management under the terms of the CSAIBG contract with the State of California.

Sec. 2 To exercise the Agreement Number 66694 between the County Community Action Agency/Board of Supervisors and the Board. The powers of the Board: The Governing Body (Board of Supervisors) and the Board shall

work together and concur in the program of combating poverty in the American Indian community. The powers of the Board are:

- A. To exercise all powers which the Board of Supervisors shares with the Self-Governance Board mandated in the Agreement number 66694 as adopted by the Board of Supervisors on February 23, 1993.
- B. To advocate for the American Indian poor and for those agencies working to ameliorate poverty.
- C. To develop and promote the participation of the poor in the programs of the Board.
- D. To determine rules and procedures of the Board subject to Department of Economic Opportunity (DEO) regulations and approval of the Board of Supervisors.
- E. To select the officers and the executive committee of the Board in accordance with these by-laws.
- F. By mandate of Sec. 211 (f) of the Economic Opportunity Act, the Board shall deliberate upon the following matters:
  - (1) Determine subject to DEO policies, major personnel, organization, fiscal, and program policies.
  - (2) Determine overall program plans and priorities.
  - (3) Approve all program proposals and budgets.
  - (4) Approve all evaluation and assessments studies and reports.
  - (5) Approve all arrangements for delegating the planning, conduct, or evaluation of a component of the work program.

Sec. 3 Responsibility for Programs for the American Indian Poor: The Board shall be responsible for developing recommendations to improve availability and delivery of program services to American Indian poor by gathering input from American Indian citizen of Indian community groups.

Sec. 4 Requirements for Input and Influence: Requirements for input and influence shall be developed through but not limited to 1) public hearing, 2) establishment of area advisory councils, 3) examination of past procedures for citizens input, 4) neighborhood meetings, and 5) other appropriate methods or alternatives.

Sec. 5 Composition of the Board: The Board will be composed of the following members of the Los Angeles City/County American Indian Commission (hereinafter, Commission): A. Each of the five (5) Community Elected

Commissioners; B. The Board of Supervisors and the City of Los Angeles appointed Commissioners shall be selected by the Commission's County and Committee, respectively. The Commission Chairperson shall serve as *ex officio* member of this Board.

The term of the Board membership for the community elected and appointed Commissioners shall coincide with their term of office on the Commission.

#### V. RESPONSIBILITIES

The Board shall have the following responsibilities:

- Sec. 1 Establish processes for planning, allocation, and public hearings regarding the use of American Indian community action funds, the final result of which shall be submitted to the Board of Supervisors in the form of recommendations for its actions;
- Sec. 2 Review policies relating to programs of the CAA, and recommend to the Board of Supervisors the adoption/modification of such policies as it may deem necessary and desirable;
- Sec. 3 Establish a Request for Proposals (RFP) appeals procedure to provide recourse for programs seeking relief in connection with disputes with funding allocation decisions. The appeals process will be developed by the Board based on input from citizen and community groups in accordance with the appropriate federal and/or state guidelines;
- Sec. 4 Supervise the administration of all DEO policies and standards, and all programs, administrative, and financial policies and rules adopted by the Board of Supervisors, including elaboration supervision, and enforcement in the first instance, of all such policies and rules;
- Sec. 5 Select its own Officers, Executive and Other Committees, if any;
- Sec. 6 Participate in the development and implementation of all programs and project designed to serve the American Indian poor with maximum feasible participation of the residents of the area and members of the American Indian groups served, so as to best stimulate and take full advantage of capabilities for self-advancement and assure that those programs and projects are otherwise meaningful to and widely utilized by their intended beneficiaries;

Sec. 7 Be so established and organized that the poor and low income American Indian residents of the area concerned will be enabled to influence the

character of programs affecting their interest and regularly participate in the planning and implementation of those programs, and be a continuing and effective mechanism for securing broad community involvement in the programs assisted;

Sec. 8 The right to reasonable advance notice of, and an opportunity to make recommendations to the Board of Supervisors concerning the exercise of all powers which those officials have not delegated to the Board.

## VI. OFFICERS

At the December meetings election of Officers will take place. The Board will elect a Chair, Vice-Chair, and Treasurer to serve a one year term. Officers can serve only two consecutive terms in the same office.

Sec. 1 The Chair shall have general supervision of the business, and shall preside at all meetings of the Board. The Chair shall be a community-elected member and an *ex officio* member of committees and sub-committees. The Chair shall have signature authority for the Board.<sup>1</sup>

Sec. 2 The Vice-Chair, in absence of the Chair, shall exercise the power and perform the duties that may be designated by the Chair or the Board.

Sec. 3 The Secretary shall keep the minutes of the Board and the Executive Committee in a book or books to be kept for that purpose. The Secretary shall: A) Sign all minutes after approval by the Board, B) attend to the giving and serving of all notices required to be given by these by-laws or by a statutory provision, C) perform all duties incident to the office of Secretary, subject to the control of the Board, and D) in the absence of the Chair and Vice-Chair, exercise the power and perform the duties of the Chair.

Sec. 4 The Treasurer shall establish, maintain, and review fiscal policies and procedures of the Board as well as perform the following duties: A) Exhibit at all reasonable times the books of account and financial records to any Executive Committee member or any member of the Board upon request. B) Render to the Chair and Executive Committee, whenever requested, an account of any or all of his or her transaction as Treasurer, and of the financial condition of the Board. C) Prepare, or cause to be prepared, and certify the financial statements to be included in the annual report. D)

---

<sup>1</sup> Meetings shall be conducted according to the modified Robert's Rules of Order.

Prepare an annual budget for the Board reflecting all projected expenses and expected income for the year. E) In general, perform all duties incident to the office of Treasurer and such other duties as may be required by law, or by these by-laws.

Sec. 5 The Executive Assistant of the Commission shall serve as head of the Board staff. Subject to the supervision of the Chairperson and pursuant to appropriate Civil Service provisions of the Los Angeles County Charter, the Executive Assistant of the Board is responsible, as the administration head of the Board, for implementing and executing the policy and program of the Board. The Board may employ an Executive Assistant who is not the Executive Assistant to the Commission, if it so desires.

#### VII. EXECUTIVE COMMITTEE

Sec. 1 The Chair, Vice-Chair, Secretary and Treasurer shall constitute the Executive Committee. Said members shall be elected annually to serve (1) year terms which coincide with their term of Commission office.

Sec. 2 The Executive Committee shall have authority to act for the Board between its business meetings. It may not take any action that conflicts with resolutions or acts of the Board, DEO rules or regulations or these by-laws. It shall have general supervision of the affairs of the Board and may prepare recommendations to the Board for its review and action.

#### VIII. OTHER COMMITTEES

The Board may establish standing or ad hoc committees as necessary for carrying out its business. The Board shall establish the purpose and, if applicable, its length of service. The composition of any committee shall fairly represent the composition of the full Board.

#### IX. MEETINGS

Sec. 1 Meetings of the Board shall be governed by the provisions of Chapter 9 of the California Government Code, also known as the Ralph M. Brown Act, commencing at Sec. 54950 of Part I, Division 2, title 5. All meetings of the Board shall be open to the public, and all persons shall be permitted to attend any meeting and receive notice of such meeting as provided in the Act.

Sec. 2 Regular monthly meetings shall be held once a month at such place and time as determined by the Board, except that the Board may change the date of the meeting at its discretion as long as at least one regular meeting is held each month. Meeting shall be scheduled at a time suitable to

accommodate a regular work schedule in private industry (Monday-Friday) and regular work hours (8:00 AM to 5:00 PM), so as not to be in conflict with Board meetings.

Sec. 3 Persons who are not members of the Board may attend Board and Board meetings and will be offered a reasonable opportunity to be heard whether or not on the agenda.

Sec. 4 Special meetings may be called by the Chair or upon the request of at least five (5) Board members to the Chair. In addition, the Executive Assistant may call a special meeting when necessary. Whenever possible, written notice together with the agenda for that meeting shall be mailed or delivered to each Board member so as to be received five (5) days in advance. No other business than that on the agenda may be conducted at a special meeting.

Sec. 5 Meetings shall be conducted according to the modified Robert's Rules of Order.

#### X. MINUTES

Sec. 1 Written minutes shall be kept for each meeting of the Board or its committees.

Sec. 2 Board Meeting Reports will be presented at the next regularly scheduled Board meeting.

Sec. 3 Minutes of regular board meetings shall be forwarded to all Board members when practical, at least seven (7) days prior to the next regular meeting.

Sec. 4 A copy of all minutes shall be filed with the Los Angeles City/County Commission, Room 780, 500 West Temple, Los Angeles CA 90012. The minutes shall be available for inspection. Translation shall be made available upon request.

#### XI. QUORUM

Fifty percent plus one (50% + 1) of the non vacant seats on the Board shall constitute a quorum for the transaction of business. An official Board meeting may not take place until this quorum is met. The approval of a majority of those present is required to pass any resolution or transact any business. If at any time the quorum is destroyed, official actions of the Board cannot be made. These provisions apply to any committee or other group appointed by the Board to assist in conduct of its business.

XII. PROXY

There shall be no proxy voting.

XIII. CONFLICT OF INTEREST

Sec. 1 Board members may not be officers or employees of contractors, subcontractors, or agencies receiving Community Services American Indian Block Grant (CSAIBG).

Sec. 2 Board members affiliated with an organization under consideration for funding under CSAIBG must abstain from discussion and voting on all funding recommendations in that funding cycle affects that organizations relationship (s).

Sec. 3 All decisions regarding conflicts of interest will be decided by applicable local, state and federal regulations.

XIV RECORDS OF BOARD

All books and records shall be made available to the public. These materials shall be maintained on site at the Board office.

XV. AMENDMENTS

Sec. 1 These by-laws may be amended by a 2/3rds majority of the Board membership provided that such amendment (s) was (were) presented in writing at the previous regular Board meeting.

Sec. 2 Any by-law amendment determined by the Board of Supervisors to have an effect on the Board of Supervisors, including but not limited to the size and composition of the Board, conflicts of interest, Ralph M. Brown Act, and staff support provisions, shall require the approval of the Board of Supervisors.

Sec. 3 DEO and the Board of Supervisors shall be advised of proposed amendments in order to ensure compliance with DEO regulations and any state or local regulations governing the operation of advisory bodies or commissions.







DATE: May 17, 2021

TO: LANAIC Self Governance Board Members

FROM: Alexandra Valdes, Executive Director

RE: May 2021 Community Services Block Grant Native American Set Aside Funds (CSAIBG) Program & Financial Report

**Gabrieleno Tongva Tribal Council**

**April 2021**

**CY2021 CSAIBG Baseline**

**Total Invoice: \$7,442.00**

**Services:**

- Utility Arrears Payments – 1
- Incentives (ex. Food Gift Card) – 9
- Family Mentoring – 9
- Hygiene Kits – 8
- Referrals – 1

**Pukuu Cultural Community Services**

**CY2020 CSAIBG Baseline**

**CY2020 CSAIBG Discretionary**

**CY2021 CSAIBG Baseline**

**CSAIBG CARES**

**United American Indian Involvement**

**CY2020 CSAIBG Baseline**

**CY2021 CSAIBG Baseline**

**CSAIBG CARES**

**COMMUNITY SERVICES AMERICAN INDIAN BLOCK GRANT (CSAIBG)  
CALENDAR YEAR 2020 AND 2021  
INVOICE STATUS REPORT**

**CY 2021**

NO.	AGENCIES	TOTAL CONTRACT	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL EXPENDITURES	CONTRACT BALANCE
1	Gabrieleno/Tongva Tribal Council	78,200.00	4,671.00	6,119.00	5,745.00	7,442.00									23,977.00	54,223.00
2	Pukuu Cultural Community Services	91,600.00													0.00	91,600.00
3	United American Indian Involvement, inc.	88,200.00	1,421.00	3,413.00	5,784.00										10,618.00	77,582.00
	<b>TOTAL</b>	<b>258,000.00</b>	<b>6,092.00</b>	<b>9,532.00</b>	<b>11,529.00</b>	<b>7,442.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>34,595.00</b>	<b>223,405.00</b>

**CY 2020**

NO.	AGENCIES	TOTAL CONTRACT	20-Jan	20-Feb	20-Mar	20-Apr	20-May	20-Jun	20-Jul	20-Aug	20-Sep	20-Oct	20-Nov	20-Dec	21-Jan	21-Feb	21-Mar	21-Apr	21-May	TOTAL EXPENDITURES	CONTRACT BALANCE
1	Gabrieleno/Tongva Tribal Council	77,500.00	9,840.00	9,172.00	7,385.00	5,400.00	5,524.00	6,380.00	6,286.00	4,375.00	5,906.00	4,456.00	6,226.00	6,550.00						77,500.00	0.00
2	Pukuu Cultural Community Services	91,997.33	10,842.30	11,167.67	9,722.19	4,928.00	6,203.00	5,356.81	3,764.40	3,427.00	3,402.00	4,604.42	3,185.00	7,869.00						74,471.79	17,525.54
3	United American Indian Involvement, Inc.	88,697.33	6,343.00	6,548.00	7,246.00	6,842.00	4,986.00	5,704.00	7,620.00	6,116.00	5,774.00	5,892.00	6,116.00	9,281.00	5,450.00	3,691.00	2,337.00			89,946.00	(1,248.67)
	<b>TOTAL</b>	<b>258,194.66</b>	<b>27,025.30</b>	<b>26,887.67</b>	<b>24,353.19</b>	<b>17,170.00</b>	<b>16,713.00</b>	<b>17,440.81</b>	<b>17,670.40</b>	<b>13,918.00</b>	<b>15,082.00</b>	<b>14,952.42</b>	<b>15,527.00</b>	<b>23,700.00</b>	<b>5,450.00</b>	<b>3,691.00</b>	<b>2,337.00</b>	<b>0.00</b>	<b>0.00</b>	<b>241,917.79</b>	<b>16,276.87</b>

Not Received
In Process
Processed
Returned
Not Part of Service Term

**COMMUNITY SERVICES AMERICAN INDIAN BLOCK GRANT (CSAIBG)  
CALENDAR YEAR 2020 DISCRETIONARY FUND  
INVOICE STATUS REPORT**

**CY 2020**

NO.	AGENCIES	TOTAL CONTRACT	JAN-20 JAN-21	FEB-20 FEB-21	MAR-20 MAR-21	APR-20 APR-21	MAY-20 MAY-21	JUN-20 JUN-21	JUL-20 JUL-21	AUG-20 AUG-21	SEP-20 SEP-21	OCT-20 OCT-21	NOV-20 NOV-21	DEC-20 DEC-21	TOTAL EXPENDITURES	CONTRACT BALANCE
1	Pukuu Cultural Community Services	30,000.00										3,000.00	4,000.00	5,000.00	12,000.00	11,000.00
			4,000.00	3,000.00											7,000.00	
	<b>TOTAL</b>	<b>30,000.00</b>	<b>4,000.00</b>	<b>3,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,000.00</b>	<b>4,000.00</b>	<b>5,000.00</b>	<b>19,000.00</b>	<b>11,000.00</b>

**CY 2019**

NO.	AGENCIES	TOTAL CONTRACT	JAN-20	FEB-20	MAR-20	APR-20	MAY-20	JUN-20	JUL-20	AUG-20	SEP-20	OCT-20	NOV-20	DEC-20	TOTAL EXPENDITURES	CONTRACT BALANCE
1	Gabrieleno/Tongva Tribal Council	2,000.00				1,161.00									1,161.00	839.00
2	Pukuu Cultural Community Services	2,000.00					2,000.00								2,000.00	0.00
3	Pukuu Cultural Community Services	10,000.00	0.00	1,223.00	455.00	900.00	7,422.00								10,000.00	0.00
4	United American Indian Involvement, Inc.	2,000.00	0.00	1,000.00	0.00	0.00	1,000.00								2,000.00	0.00
	<b>TOTAL</b>	<b>16,000.00</b>	<b>0.00</b>	<b>2,223.00</b>	<b>455.00</b>	<b>2,061.00</b>	<b>10,422.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>15,161.00</b>	<b>839.00</b>

Not Received
In Process
Processed
Returned
Not Part of Service Term



DATE: May 17, 2021

TO: LANAIC Self Governance Board Members

FROM: Alexandra Valdes, Executive Director

RE: How to Adopt Minutes from Meetings without a Quorum

**Recommendation:**

Share notes from the February 18, 2021 and March 18, 2021 meetings of the Los Angeles City/County Native American Indian Commission Self Governance Board (SGB) with the Body, California's Department of Community Services and Development and on LANAIC.lacounty.gov. As they are notes and not minutes no further action is needed by the SGB.

**Background:**

At the April 22, 2021 the Los Angeles City/County Native American Indian Commission's Self Governance (SGB) tabled taking action on unapproved minutes from the February 18, 2021 and March 18, 2021 meetings because members who had not been attendance of those meetings (which did not have quorum) did not know if they could action on those items.

Following that meeting Chairperson Randall Murphy sent the following email to Alexandra Valdes regarding his research on the topic:

*Research shows that you do not need to be present at an inquorate meeting to approve the minutes as submitted when there is a quorum. In other words, the body can approve the minutes, but a body without a quorum cannot take formal and official action. BTW, the minutes should be short, and the lack of a quorum noted.*

*"It should be noted that a member's absence from the meeting for which minutes are being approved does not prevent the member from participating in their correction or approval. " RONR (12th ed.), 41:11*

Alexandra also spoke with County leadership and received the following response which is at odds with the Chairperson's findings:

*If there was no quorum, there was no legal meeting. It's not allowed under the Brown Act, because it prohibits having discussions or taking actions that can lead to policy decisions which as a body you need to do in a quorum-based meeting.*



*Thus, if there is no meeting, there are no minutes – they should be referenced as notes, and be shared, but do need to have approval of them as they were not official minutes of an official meeting.*

It is of note that where the Brown Act speaks to the same issue as Robert's Rules of Order that State law supersedes Roberts Rules of Order.