

Neighborhood Council Board Seating Policy

For the 2019 Neighborhood Council elections, the Department of Neighborhood Empowerment's (EmpowerLA) board seating policy shall remain the same as the past election cycles.

- A. The seating of a newly-elected Neighborhood Council board will take place when:
 - 1. City Clerk [previously EmpowerLA] has issued certified election results for the Neighborhood Council; and
 - 2. All official election challenges for the Neighborhood Council have been resolved.
- B. The board must be seated as a single unit. No partial and/or interim seating is allowed. Where a single challenge to a single seat has not been resolved, the rest of the board cannot be seated.
- C. The elected board shall be seated at the next regularly scheduled Neighborhood Council meeting within thirty (30) calendar days of the criteria in Section A being met. The first order of business shall be to officially seat the newly-elected board. All powers shall immediately be transferred over to the newly-elected Board.
- D. The elected board shall be seated at the next regularly scheduled Neighborhood Council meeting within thirty (30) calendar days of the criteria in Section A being met. The first order of business shall be to officially seat the newly-elected board. All powers shall immediately be transferred over to the newly-elected Board.
- E. Where a regularly scheduled meeting is not scheduled within thirty (30) calendar days of the certification of the election results and the resolution of all official election challenges, the outgoing board or the EmpowerLA will call a special meeting within fifteen (15) calendar days of the aforementioned criteria being met in accordance with the Brown Act to seat the Board. EmpowerLA shall preside over the meeting where the first order of business shall be to officially seat the newly-elected board. All powers shall immediately be transferred over to the newly-elected board.
- F. Until such time as the City Clerk [previously EmpowerLA] has issued certified election results and all official election challenges have been resolved for the Neighborhood Council, the incumbent board members will continue in their duly elected/appointed positions.

EmpowerLA staff can work with the outgoing board to craft the agenda for the regular or special meeting to ensure a smooth transition between the outgoing and incoming board members. Any leftover business from the outgoing board will be acted upon by the newly-elected board members.