LAX Area Advisory Committee Meeting
DRAFT MINUTES
Submitted by Mary Kim

Thursday, February 13, 2020 - 7:00 p.m.
Samuel Greenberg Board Room
Clifton A. Moore Administration Building LAX
One World Way, Los Angeles, CA 90045

Present:  Jim Withrow, William Cumming, John Wahlert, Luciano Nocera, Danna Cope, Maria Verduzco-Smith, Olivia J. Valentine, Sergio Paz

Absent:  Mario Chiappe, Kevin Klowden, Scot Nicol, Carl Jacobson

Excused:  Dick Croxall

Guests:

1. Call to Order

The meeting began at 7:03pm.

2. Guest Speakers

Brown Act Presentation
Mario Hernandez – Neighborhood Empowerment Advocate, Department of Neighborhood Empowerment

1. Committee Member Training Overview
a. Agenda
   i. Ralph M Brown Act Compliant
   ii. Transparency
   iii. Regular Meeting vs Special Meeting
      1. Minimum posting requirement
      2. General public comment
      3. Public comment
   iv. Agenda Item
   v. Public review of agenda & documents
      1.a.1. Required ADA language
      1.a.2. Posting Requirements
         i. Brown Act
b. Board Official Action
   c. Quorum
      1.c.1. What is it?
      1.c.2. Why is it necessary?
      1.c.3. What does this mean?
      1.c.4. How?
         i. Simple Majority of Board Members present?
      1.c.5. What does my vote mean?
         i. Yes
         ii. No
iii. Abstain
iv. Recuse
d. PRAs
  1.d.1. 1.h.1. CA Public Records Act
  1.d.2. 1.h.2. Email, phone, text, electronic communication
a. Social Media Etiquette
b. Email Etiquette
  1.b.1. cc vs bcc
  1.b.2. Why bcc?

3. Approval of Minutes – February 13, 2020
   i. Motion by Bill Cumming
   ii. Seconded by Olivia Valentine

4. Officer’s Report

5. Management Report – Gaby Pacheco and Mary Kim – LAWA Community Relations Division
   • Received the following suggestions for upcoming speakers:
     o LAX Fly Quieter Program
     o LAX-it
     o Traffic Officer

6. Unfinished/Old Business
   • Discussion on the Bylaws and Mission Statement
     o Looking into Committees and see how to grow them
       ▪ Ad Hoc Committees instead of Standing Committees
     o Bring more people to LAXAAC meetings as well as run for seats

7. New Business/Action Items

8. Request for Future Agenda Items

9. Comments from Guests and Public
   • Request to place “Comments from Guest and Public” at the top

10. Adjourn
    • The meeting adjourned at 9:01pm. (Motioned by Maria/2nd by Danna)