

PROPOSED CHANGES FORM
MVCC 2022 ELECTIONS AND BYLAWS COMMITTEE

*Submissions for proposed standing rules
change to the MVCC Code of Conduct*

CURRENT LANGUAGE:

Code of Conduct of the Mar Vista Community Council

POL-2019-003

**Approved by MVCC Board of Directors on
August 13, 2019**

Neighborhood Council Board Members are required to read and sign a copy of the following Code of Conduct and participate in training approved by the Department of Neighborhood Empowerment. The MVCC additionally adopts this Code of Conduct as applicable guidelines for all MVCC Standing and Ad Hoc Committees.

1. Neighborhood Council Board Members should conduct themselves in a professional and civil manner.
2. Neighborhood Council Board Members should treat other Board Members and members of the public with respect regardless of the other's opinion, ethnicity, race, religion, religious belief or non-belief, color, creed, national origin, ancestry, sex, sexual orientation, gender, gender expression, age, disability, marital status, income, homeowner status, renter status or political affiliation.
3. Neighborhood Council Board Members should not, during meetings, functions or events engage in or threaten to engage in any physical attack on any other individual.
4. Neighborhood Council Board Members should not use language that is threatening, obscene, or slanderous, including profanities, insults or other disparaging remarks or gestures directed toward other Board Members.
5. Neighborhood Council Board Members should promote and, if necessary, enforce a safe meeting environment. If other Board Members become disruptive or violate the Code of Conduct Neighborhood Council Board Members have agreed to abide by, Board Members should demand that the offending Board Member conduct themselves in a respectful and orderly manner.
6. Neighborhood Council Board Members should not engage in "bullying" or "harassment" which is generally defined as follows:
 - a. "Bullying" is conduct that meets all of the following criteria:
 - i. is reasonably perceived as being dehumanizing, intimidating, hostile, threatening, or otherwise likely to evoke fear of physical hand or emotional distress;
 - ii. Is directed at one or more Board Members;
 - iii. Is conveyed through physical, verbal, or technological means;

- iv. Substantially interferes with participation opportunities, benefits, or programs of one or more Board Members at Neighborhood Council sponsored activities or events;
 - v. adversely affects the ability of a Board Member to participate in or benefit from the Neighborhood Council programs or activities by placing the Board Member in reasonable fear of physical harm or by causing emotional distress; and,
 - vi. Is based on a Board Member's actual or perceived protected characteristic (see 2 above), or is based on an association with another person who has or is perceived to have any of these characteristics.
- b. "Harassment" is conduct that meets all of the following criteria
- i. is reasonably perceived as being dehumanizing, intimidating, hostile, threatening, or otherwise likely to evoke fear of physical harm or emotional distress;
 - ii. Is directed at one or more Board Members;
 - iii. Is conveyed through physical, verbal, or technological means;
 - iv. Substantially interferes with participation opportunities, benefits, or programs of one or more Board Members at Neighborhood Council sponsored activities or events;
 - v. adversely affects the ability of a Board Member to participate in or benefit from the Neighborhood Council programs or activities because the conduct, as reasonably perceived by the Board Member, is so severe, pervasive, and objectively offensive as to have this effect; and,
 - vi. Is based on a Board Member's actual or perceived protected characteristic (see 2 above), or is based on an association with another person who has or is perceived to have any of these characteristics.

PROPOSED LANGUAGE:

Code of Civil Conduct of the Mar Vista Community Council

Submitted to the Election and Bylaws Committee

January 10, 2023

Mar Vista Community Council Code of Civility

Collectively and individually, the members of the Board of Directors of the Mar Vista Community Council (MVCC) and all members of the MVCC Standing and Ad Hoc Committees agree to abide by a Code of Civility to ensure that our Neighborhood Council's business is conducted in a respectful and courteous manner, and in a way that will generate respect and credibility for our Neighborhood Council.

The freedom to express one's views about public matters is a cornerstone of the democratic process. The MVCC welcomes the diverse views and opinions of our other board members and stakeholders as they relate to the issues before us. In order for these discussions to be meaningful and effective, we must treat others with respect and dignity.

By adoption of this motion, and by affixing our signatures to this document, we collectively and individually agree to abide by our Code of Civility to the best of our abilities.

1. I will conduct myself in a professional and civil manner at all times as a representative of the Mar Vista Community Council (MVCC), including treating each member of the board and members of the public with respect at all times.
2. Even in the face of disagreement or differences of opinion, I will demonstrate esteem and deference for my colleagues and the public. During MVCC meetings, public functions or events, I will not engage in or threaten to engage in any verbal or physical attack on any other individual or group. I will not use language that is abusive, threatening, obscene, or slanderous, including using profanities, insults, or other disparaging remarks or gestures. I believe that derogatory language about an individual's ethnicity, race, sexuality, age, disability, or religion is not acceptable.
3. I will promote and enforce a safe meeting environment at all times. At moments when members of the public become disruptive and violate the rules of civility that we have pledged to follow, I will join my fellow board members in demanding that the persons conduct themselves in a respectful and orderly manner even if I agree with the point of view that is being expressed.
3. I will commit to communicate my ideas and points of view clearly, and allow others to do the same without interruption. I pledge to truly listen to and hear other points of view. I will practice the art of being able to disagree without being disagreeable.
4. I will take responsibility for my own actions, and will work to fulfill my role and responsibilities as specified in the MVCC Bylaws and Standing Rules.
5. I will commit to learn the applicable laws that govern Neighborhood Councils, including bylaws, standing rules, meeting procedures, the Brown Act, conflict of interest laws, city ordinances, and the City Charter, and will not knowingly violate any of them so that we can maintain a safe and effective environment for conducting business.
6. I will seek to present information truthfully, and will not knowingly misrepresent, mischaracterize, or misquote information received from others.
7. If I find myself representing my personal interests before my community's interests, I will publicly disclose the differences and recuse myself from voting on such matters, and I will ask for advice from the Office of the City Attorney whenever I have doubts.
8. I will commit to good faith efforts to resolve grievances that come before the board as specified in the bylaws.
9. Out of respect to my fellow board members, the public, and the decision-makers who we are trying to influence; I will make the best possible effort to understand the issues before me.

Additionally:

Neighborhood Council Board Members are required to read and sign a copy of the following **Civil** Code of Conduct and participate in training approved by the Department of Neighborhood Empowerment. The MVCC additionally adopts this Code of **Civil** Conduct **as applicable guidelines** for all MVCC Standing and Ad Hoc Committees.

1. Neighborhood Council Board Members ~~should~~ **shall** conduct themselves in a professional and civil manner.
 2. Neighborhood Council Board Members ~~should~~ **shall** treat other Board Members and members of the public with respect regardless of the other's opinion, ethnicity, race, religion, religious belief or non-belief, color, creed, national origin, ancestry, sex, sexual orientation, gender, gender expression, age, disability, marital status, income, homeowner status, renter status or political affiliation.
 3. Neighborhood Council Board Members ~~should~~ **shall** not, during meetings, functions or events engage in or threaten to engage in any physical attack on any other individual.
 4. Neighborhood Council Board Members ~~should~~ **shall** not use language that is threatening, obscene, or slanderous, including profanities, insults or other disparaging remarks or gestures directed toward other Board Members **or any other individual**.
 5. Neighborhood Council Board Members ~~should~~ **shall** promote and, if necessary, enforce a safe meeting environment. If other Board Members become disruptive or violate the Code of Conduct **that** Neighborhood Council Board Members have agreed to abide by, Board Members should demand that the offending Board Member conduct themselves in a **professional respectful and civil orderly manner, and if necessary, request a recess and/or removal of the disruptive member**.
 6. Neighborhood Council Board Members **shall** ~~should~~ not engage in "bullying" or "harassment" which is generally defined as **any action that follows**:
 - a. is reasonably perceived as being dehumanizing, intimidating, hostile, threatening, or otherwise likely to evoke fear of physical harm or emotional distress such that it:
 - adversely affects the ability of a Board Member to participate in or benefit from the Neighborhood Council programs or activities because the conduct, as reasonably perceived by the Board Member, is so severe, pervasive, and objectively offensive as to have this effect; and,
 - Is based on a Board Member's actual or perceived protected characteristic (see 2 above), or is based on an association with another person who has or is perceived to have any of these characteristics.
 - b. Is directed at one or more Board Members **or other individual(s) including government officials, candidates for public office or members of the public;**
 - c. Is conveyed through physical, verbal, or technological means;
 - d. Substantially interferes with participation opportunities, benefits, or programs of one or more Board Members, **other government officials, or candidates for public office**, at Neighborhood Council sponsored **(or any other)** activities or events;
- ~~b. "Harassment" is conduct that meets all of the following criteria~~
- ~~a. is reasonably perceived as being dehumanizing, intimidating, hostile, threatening, or otherwise likely to evoke fear of physical harm or emotional distress;~~
 - ~~b. Is directed at one or more Board Members;~~
 - ~~c. Is conveyed through physical, verbal, or technological means;~~

- ~~d. Substantially interferes with participation opportunities, benefits, or programs of one or more Board Members at Neighborhood Council sponsored activities or events;~~
- ~~e. adversely affects the ability of a Board Member to participate in or benefit from the Neighborhood Council programs or activities because the conduct, as reasonably perceived by the Board Member, is so severe, pervasive, and objectively offensive as to have this effect; and,~~
- ~~f. Is based on a Board Member's actual or perceived protected characteristic (see 2 above), or is based on an association with another person who has or is perceived to have any of these characteristics.~~

RATIONALE:

MVCC Board and MVCC Committee Members are **representatives** and they sign a Code of Conduct that requires civil behavior at any event by each member throughout their term of office.

SUBMIT TO: MARTIN RUBIN <mailto:Martin.Rubin@marvista.org>

SUBMITTED BY Martin Rubin and Holly Tilson DATE 01-07-23

CONTACT INFO _____