

**BUSINESS LICENSE COMMISSION
CITY OF WEST HOLLYWOOD
MINUTES
TUESDAY, MARCH 2, 2021
SPECIAL TELECONFERENCE MEETING**

1. **CALL TO ORDER**– Chair Anthony called the meeting to order at 6:03 p.m.
2. **PLEDGE OF ALLEGIANCE**– Chair Anthony led the Pledge of Allegiance.
3. **OATH OF OFFICE**- Mayor Pro Tempore Lauren Meister administered the Oath of Office to the newly appointed Commissioner Elyse Eisenberg and Councilmember John Erickson administered the Oath of Office to the newly appointed Commissioner Erick Matos.

4. ROLL CALL

PRESENT: Commissioner Alden
 Commissioner Eisenberg
 Commissioner Kalonian
 Commissioner Lo
 Commissioner Matos
 Commissioner Saltzman
 Vice Chair Zaden
 Chair Anthony

ABSENT: None

ALSO PRESENT: Code Compliance Manager, Danny Rivas
 Code Compliance Supervisor, Yessica Benitez
 Commission Secretary, Falyn Kingi
 Code Compliance Event Services Technician, Paige Portwood
 Director of Public Works, Jackie Rocco

5. APPROVAL OF AGENDA

SUBJECT: The West Hollywood Business License Commission is requested to approve the Agenda.

ACTION: Approve the agenda of Tuesday, March 2, 2021. **Motion by Commissioner Saltzman, seconded by Commissioner Alden, and approved.**

6. APPROVAL OF MINUTES

SUBJECT: The West Hollywood Business License Commission is requested to approve the Minutes of the previous Business License Commission Meeting on Tuesday, February 9, 2021.

ACTION: Approve the minutes of Tuesday, February 9, 2021. **Motion by Vice Chair Zaden, seconded by Commissioner Saltzman, and approved.**

7. PUBLIC COMMENT

None.

8. PUBLIC HEARING

None.

9. SPECIAL ITEMS

None.

10. NEW BUSINESS

A. ELECTION OF CHAIR

SUBJECT: The West Hollywood Business License Commission will elect a Chair.

Chair Anthony informed the Commission that this would be his last meeting and expressed his appreciation to staff and fellow Commissioners for their hard work.

Chair Anthony opened nominations.

Commissioner Kalonian nominated Commissioner Saltzman, seconded by Commissioner Alden.

Commissioner Lo nominated Vice Chair Zaden, seconded by Vice Chair Zaden.

Chair Anthony noted the tie in selecting a new Chair and invited the nominated Commissioners to make a short statement.

Commissioner Lo explained his nomination for Vice Chair Zaden stating she was previously overlooked for the Chair position at the last Chair election.

Commissioner Saltzman thanked Chair Anthony for his service and provided background information regarding his experience serving on various commissions in the City of Los Angeles.

Vice Chair Zaden welcomed the newly appointed Commissioners and spoke about her service experience within the various Boards and Commissions in the City of West Hollywood.

Commission Secretary, Falyn Kingi, took a roll call which resulted in a tie in selecting a new Chair as Commissioner Erick Matos abstained from voting.

Code Compliance Manager, Danny Rivas, informed the Commission that the item could be tabled to the next Commission meeting.

Commissioner Lo noted that if Vice Chair Zaden was appointed to Chair, the Vice Chair seat would be vacated allowing Commissioner Saltzman to fill the seat.

Chair Anthony, called a point of order, and explained that if Commissioner Matos abstained from voting, the item would be agendaized for the next meeting.

Commissioner Matos requested that the item be tabled to the next Business License Commission meeting.

Code Compliance Manager, Danny Rivas, asked Chair Anthony if he would like to continue to run with the rest of the meeting. Chair Anthony agreed to conduct the meeting.

ACTION: The item was tabled to the next meeting of the Business License Commission.

11. UNFINISHED BUSINESS

A. ENHANCING COMPLIANCE DURING COVID-19 LOS ANGELES COUNTY PUBLIC HEALTH ORDERS AND CITY CODE ENFORCEMENT EFFORTS

SUBJECT: The West Hollywood Business License Commission will receive an update regarding COVID-19 Los Angeles County Public Health Orders to keep businesses, workers, and members of the public informed of relevant public health orders and local enforcement measures that will provide opportunities for workers and other members of the public to give public comment at Business License Commission meetings if there are concerns regarding businesses' compliance with public health orders.

Code Compliance Event Services Technician, Paige Portwood, provided background information as provided in the staff report dated March 2, 2021.

Commissioner Lo requested for clarification on the data given for the number of deaths in the City of West Hollywood due to COVID-19 and number of citations issued for not wearing a facial mask. Code Compliance Event Services Technician, Paige Portwood, confirmed that there were 33 deaths and 35 businesses closed since March 2020. She also confirmed that the Code Compliance Division issued 18 administrative citations and the West Hollywood Sheriff's Station issued 30 citations for facial coverings in the month of February.

Commissioner Matos inquired about the outreach the City offers to businesses that have closed. Code Compliance Event Services Technician, Paige Portwood, and Code Compliance Manager, Danny Rivas, explained that the Business Development Division works closely with businesses but stated that they were unsure what measures are taken once a business is closed.

ACTION: Received and file.

12. ITEMS FROM STAFF

Code Compliance Manager, Danny Rivas, notified the Commission that City Council tabled the at-large Commissioner appointments to the next City Council meeting, therefore, current at-large appointees will continue to serve on their respective Commissions unless told otherwise. He also informed the Commission that this past weekend, Code Enforcement Officers in conjunction with the West Hollywood Sheriff's Station, made visits to all West Hollywood restaurants to provide information on best practices, and addressed any concerns identified. Code Compliance Manager, Danny Rivas, added that Code Enforcement Officers continue these efforts daily to ensure the business community remains updated on current Health Officer Orders.

13. PUBLIC COMMENT

None.

14. ITEMS FROM COMMISSIONERS

The Commissioners welcomed the newly appointed Commissioners Elyse Eisenberg and Erick Matos and thanked Chair Anthony for his service as the Chair of the Business License Commission as his term expired.

Commissioner Saltzman thanked Code Compliance Manager, Danny Rivas, and the Code Compliance staff for their efforts.

Commissioner Eisenberg and Matos shared their gratitude for the warm welcome and expressed their excitement for serving on the Business License Commission.

Chair Anthony also welcomed the newly appointed Commissioners and gave his farewell for serving on the Business License Commission.

- 15. ADJOURNMENT:** The Business License Commission adjourned at 6:46 p.m. to the next required meeting of this body, to be determined by the Code Compliance Manager, and to be held via teleconference.

PASSED, APPROVED, AND ADOPTED by the Business License Commission of the City of West Hollywood at a meeting held this 23rd day of March, 2021.

DocuSigned by:

Sibyl Zaden

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SIBYL ZADEN, VICE CHAIR

ATTEST:

Falyn Kingi

FALYN KINGI, COMMISSION SECRETARY