



## **North Hills East Neighborhood Council**

### **BOARD OF DIRECTORS MEETING**

**Monday – March 7, 2016 – 6:30 PM**

**Denny's Restaurant, 15540 Roscoe Boulevard, Van Nuys, CA 91406  
(Across the street from Galpin Ford)**

**Free parking in the restaurant parking lot.**

Agendas are posted 72 hours before a Regular Meeting or 24 hours before a Special Meeting.

All meetings are open to the public.

Meetings may be recorded by sound or video as long as it is not disruptive.

**Free Parking available in the United Methodist Church parking lot.**

#### **OFFICERS OF THE BOARD**

President, Tony Wilkinson – Vice President, Italia L. Abundez – Secretary, Jay Stern – Treasurer, Perla Lagunas

#### **MEMBERS OF THE BOARD OF DIRECTORS (INCLUDING OFFICERS)**

Italia L. Abundez / Punam Gohel / Perla Lagunas / Fabian Lopez / Joaquin Macias  
Elvira Higuera Morales / Severiana Pablo / Jauna Ramirez / Jay Stern / Bartolome Trevino / Tony Wilkinson

ALTERNATES: (1) Raul A. Robles, (2) Patricia Montes, (3) Estela Romo, (4) Susana Carmona

#### **Public Comment Limited To 2 Minutes Per Speaker**

**Unless Waived Or Additionally Restricted By The Presiding Officer Of The Board**

**ALL AGENDA ITEMS EXCEPT PUBLIC COMMENT ARE SUBJECT TO DISCUSSION AND POSSIBLE ACTION**

**PLEASE NOTE THE CHAIRMAN OF THE MEETING MAY TAKE ITEMS OUT OF ORDER.**

**PLEASE SUBMIT SPEAKER CARDS SO THAT WE MAY IDENTIFY YOUR INPUT.**

**YOU CAN MAKE A PUBLIC COMMENT WITHOUT FILLING OUT A SPEAKER CARD.**

**THE TIMES FOR AGENDA ITEMS ARE A GUIDELINE. THE MEETING DOES NOT HAVE A SCHEDULED ENDING TIME. PLEASE KEEP COMMENTS BRIEF TO HAVE A QUICK MEETING.**

- 6:30 1. Call To Order – Pledge of Allegiance – Opening Remarks**  
(Tony Wilkinson, President of the Board) (2m)
- 6:32 2. Roll Call of the Board.** The Board has 15 seats. Ten are filled. Four Alternates may (in sequence) take the place of absent Board members. The quorum for the Board is **8**. (1m)
- 6:33 3. Report from the Los Angeles Police Department:** Senior Lead Officer **Charles Chacon**, Basic Car 19A61 North Hills (mobile: 818-634-0545, office: 818-838-9845, email: 35441@lapd.lacity.org); **new Senior Lead Officer Daniel Ruelas**, Basic Car 19A93 North Hills and Panorama City south of Roscoe (mobile: 818-679-2082, office: 818-838-9847) (10m)
- 6:43 4. Consideration and possible action on the recommendation of the Public Safety Committee that the Board express concern about traffic safety conditions on Burnet Avenue south of Nordhoff Street, adjacent to the new Valor Academy campus, possibly advocate specific remedial measures, and write a letter of concern to the Department of Transportation. (10m)**

Senior Lead Officer Charles Chacon has indicated that LAPD wants to remove the one-way barrier at Nordhoff Street to make Burnet a two-way street south of Nordhoff, which could ease congestion. LAPD also proposes signs on Burnet Avenue that say No Stopping, on School Days Only, from 7 am to 5 pm. Currently the signs indicate Loading and Unloading and 2 hour parking.

- 6:53 5. Special report from the office of Mayor Eric Garcetti on homelessness issues, presented by Alisa Orduna, Homeless Policy Analyst.** The Board asked for this report at its last meeting after LAPD reported that it could take up to three months to obtain a city "ticket number" that authorized the start of an approximately three week process to abate a homeless encampment. The Board is interested in both the immediate issue of adverse crime effects adjacent to homeless encampments and the long term city plans to address homelessness. (15m)
- 7:08 6. Reports from other government officials: (10m)**  
Council District 6 [south of Rayen Street] (Councilwoman **Nury Martinez**) / staff **Marcos Sanchez** (818-771-0236, marcos.sanchez@lacity.org)  
Council District 7 [north of Rayen Street] (Councilmember **Felipe Fuentes**) / staff **Cristina Coria** (818-485-0600, cristina.coria@lacity.org)  
Los Angeles Mayor **Eric Garcetti** / staff **Brian Gavidia** (213-713-0960, brian.gavidia@lacity.org)  
Los Angeles Unified School District, District 6 (Board Member **Mónica Ratliff**) / staff **David M. González** (818-935-7042, david.gonzalez3@lausd.net)  
Los Angeles County Supervisorial District 3 (Supervisor **Sheila Kuehl**, 213-974-1311) / staff **Benita Trujillo** (818-901-3831, BTrujillo@bos.lacounty.gov).  
Assembly District 46 (Assemblymember **Adrin Nazarian**) / staff **Angie Aramayo** (818-376-4246, Angie.Aramayo@asm.ca.gov)  
State Senate District 18 (Senator **Bob Hertzberg**) / (Van Nuys District Office: 818-901-5588). Staff **Marco Santana** (818-901-5588, Marco.Santana@sen.ca.gov).  
California Congressional District 29 (Congressman **Tony Cardenas**) / Staff **Gabriela Marquez** (818-781-7407, Gabriela.Marquez@mail.house.gov)
- 7:18 7. Public comment on non-agenda subjects. Please limit comments to two minutes per speaker.** Candidates for public office may speak during the public comment period. Public comments on other agenda items will be heard when the item is considered. (10m)
- 7:28 8. Presentation by the Los Angeles County Vector Control District on mosquito control and mosquito-borne diseases such as West Nile Virus, Zika, and Chikungunya. Levy Sun, Public Information Officer, will make the presentation and answer questions. (17m)**
- 7:55 9. Consideration and possible action on the status of the training courses and the Code of Conduct acknowledgement that must be completed by members of the Board of Directors. (1m)**

**(1) The State of California requires that every member of the Board complete an "Ethics and Open Government" training class every two years. The City of Los Angeles requires that every member of the Board complete a "General Board-Oriented Funding" training class. Both classes are available online on the city's website, EmpowerLA.org. In order to vote on funding matters, a member of the Board must complete BOTH ethics training and funding training.**

The status of training for each member of the Board is listed on the EmpowerLA.org website. This status may not always be up to date. Members of the Board who take the online training will receive a certificate at the completion of the online class.

*If your name is incorrectly listed below as missing a training class, please bring a copy of your certificate of completion to this meeting, so that the Interim Secretary can ask the city to correct the training records.*

**All training complete:** Italia L. Abundez, Punam Gohel, Perla Lagunas, Elvira Higuera Morales, Severiana Pablo, Juana Ramirez, Jay Stern, Bartolome Trevino, Tony Wilkinson

**Missing Ethics:** Fabian Lopez, Raul A. Robles, Patricia Montes, Estela Romo, Susana Carmona, Joaquin Macias

**Missing Funding:** Fabian Lopez, Raul A. Robles, Patricia Montes, Estela Romo, Susana Carmona, Joaquin Macias

**(2) The Board of Neighborhood Commissioners has adopted a policy that all members of the Board of Directors of a Neighborhood Council must sign an acknowledgement that they have received a copy of the Code of Conduct.**

The acknowledgement forms do NOT say that the signer agrees with the wording of the Code of Conduct, or that the signer agrees to abide by the Code of Conduct.

**Missing Code of Conduct:** New Board member Joaquin Macias, who was appointed at the last meeting, must sign the Code of Conduct acknowledgement at this meeting.

- 7:56 10. The Secretary needs to announce the total absence count at each monthly meeting, as the bylaws require. (1m) \*\* NOT UPDATED FOR DECEMBER 7, DECEMBER 11, JANUARY 4, AND FEBRUARY 1 MEETINGS \*\***

The following Board members were absent at the special meeting of November 24, 2015:

**Fabian Lopez**

**Raul A. Robles**

**Sofia Iraheta (4th absence; automatically removed)**

**Loresa Macon (4th absence; automatically removed as Alternate)**

**Accumulated absences since the June 1 meeting, which have been reported on Board agendas:**

**Italia Abundez - 3** (includes \*2 excused): \*September 14, \*October 5, November 2

**Punam Gohel - 2** (includes \*1 excused): August 6, \*September 14

**Fabian Lopez - 1** November 24

**Severiana Pablo - 1** : August 6

**Juana Ramirez - 1** : November 2

**ALTERNATES:**

**Raul A. Robles - 1** : November 24

- 7:57 11. Approve minutes of prior Board meetings. (3m)**

- 8:00 12. Consideration and possible action to approve the Treasurer's financial reports as the official records of the Board.** Missing or incomplete reports have caused the council's funds to be frozen by the Department of Neighborhood Empowerment. Election and election outreach funds and ongoing obligations like storage are being paid by the Department while the council's funds are frozen. **(10m)**

- 8:10 13. Reports from the Election Manager, the Chair of the Election committee, and the Chair of the Election Outreach committee, and Board input on the planned expenditures in conjunction with the April 2 election. (10m)**

**LEGALLY REQUIRED OFFICIAL POSTING – PLEASE DO NOT REMOVE UNTIL AFTER BELOW DATE AND TIME**

Election Day is Saturday, April 2, from 12 Noon to 4 pm. All 15 Board seats are open. In addition, the four candidates with the highest vote totals who do not gain a seat will become Alternates.

Fifteen candidates have been certified to run in this election. The Board has 15 seats plus 4 Alternates for a total of 19 vacancies. This means that four positions (a combination of regular seats and Alternates) will need to be filled by appointment at the meeting of May 2. May 2 will be the first regular meeting after the newly elected Board is certified.

The meeting of April 4 will be held by the current Board because the April 2 election will not have been certified at that time. (15m)

The Region 1 Independent Election Manager (IEA) is Terence Gomes (310-387-1374, [terrence@empowerla.org](mailto:terrence@empowerla.org)). On December 7 the Board allocated \$3,000 for election promotion and expenses. On January 4 the Board allocated an additional \$5,000. It also approved \$2,000 to retain a paid election manager, who has not yet been selected. Any additional Board actions that are needed in order to promote and conduct the election need to be taken at this meeting.

On Thursday, January 28, every resident and business within the council's boundaries was supposed to have received a postal card that urged them to file for a position on the Board of Directors.

- 8:20 14. Consideration and possible action on the recommendation of the Public Safety Committee that the Board support a Public Safety Forum special meeting of the committee that will invite community members to express any public safety concerns. This will allow the council to reach out and engage more of our constituents to draft a collective public safety agenda that we can then prioritize to take action on these concerns. (5m)**
- 8:25 15. Consideration and possible action on the recommendation of the Outreach Committee that the Board support a community cleanup and block party sponsored by the Debell Neighborhood Watch on Saturday, June 18, at 9378 Varna Avenue, Arleta, CA 91331, and allocate up to \$200 for food and light refreshments for the public. (5m)**
- 8:30 16. Consideration and possible action on the recommendation of Board member Punam Gohel that the Board authorize a Neighborhood Purposes Grant for \$500 to the Southern California Preparedness Foundation for the Valley Emergency Preparedness Fair, and participate in the event with an outreach table. (5m)**
- 8:35 17. Consideration and possible action on any recommendations by committee chairs for people to be added to their committees, and possible action to fill vacant committee chairman positions, or to change committee chairmen.** The job of the committee chairman is to (1) recruit committee members, (2) meet every month, (3) find interesting and useful subjects for the agendas, (4) write and post the agendas, and (5) follow up and carry out any recommendations for action that the Board approves. (5m)

Currently the Board has the following committees and committee chairs:

**Outreach:** Italia Abundez [Perla Lagunas, Vice Chair]

**Beautification and Community Services:** Jay Stern

**Land Use:** Punam Gohel

**Public Safety:** Bart Treviño

**Alcohol and Drugs subcommittee** Bart Treviño

**Finance:** Italia Abundez (Board Vice President, required by bylaws)

**Executive:** Tony Wilkinson

**Education:** Severiana Pablo  
**Rules:** (vacant)  
**Election:** Jay Stern  
**Election Outreach:** Perla Lagunas

**8:40 18. Committee reports and comments by Board members and seated Alternates on matters within the jurisdiction of the Neighborhood Council. (5m)**

**8:45 19. Adjournment.**

*The North Hills East Neighborhood Council Agenda is posted for public review at the **Penny Lane Center, Rainbow Room Door, 15314 Rayen Street, North Hills, CA 91343**. It is also posted on the NHENC website: **northhillseast.org**. This council uses the city's ENS mailing list as its agenda email list. You may sign up for the ENS agenda system at: **<http://lacity.org/government/Subscriptions/NeighborhoodCouncils/index.htm>**.*

*In addition to the Penny Lane Rainbow Room, agendas MAY occasionally be posted at the following locations: Noble Elementary School, 8329 Noble Avenue, North Hills, CA 91343 (818-892-1151), El Redil, 15226 Parthenia Street, North Hills, CA 91343 (818-920-1908), North Hills United Methodist Church Mission, 15435 Rayen Street, North Hills, CA 91343 (818-892-1164).*

**PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS** – *Please fill out “Speaker Card” and give it to the Secretary so that we can identify your input. You do not need to fill out a speaker card in order to make a public comment. You are welcome to make a brief comment on any item on the agenda at the time that it is heard. Comments on other matters that are within the Board’s jurisdiction will be heard during the General Public Comment period.*

**THE AMERICANS WITH DISABILITIES ACT** - *As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and, upon request, will provide reasonable accommodation to ensure equal access to its programs, services and activities. Sign language interpreters, assistive listening devices and other auxiliary aids and/or services, may be provided upon request. To ensure availability of services, please make your request at least 3 business days (72 hours) prior to the meeting you wish to attend by contacting any Board officer or by contacting the Board by email at **[info@northhillseastnc.org](mailto:info@northhillseastnc.org)**.*

**RECONSIDERATION PROCESS** - *Reconsideration of a vote by the Board may be called as a motion by a Board member that voted on the prevailing side of the decision.*

**GRIEVANCE PROCESS** - *If you believe that the Board is not following its own rules or any of the other rules by which it must operate, you may file a Grievance in writing with the Secretary. The Grievance will be placed on the agenda for the next Board meeting. If the Board cannot easily resolve the Grievance with you, it shall refer it to a Grievance Panel, as described in the Council's Bylaws. The report of the Grievance Panel will be considered at the following Board meeting. Board members may not file a Grievance.*

**PUBLIC ACCESS OF RECORDS** - *In compliance with Government Code Section 54957.5, non-exempt writings that are distributed to a majority or all of the Board in advance of a meeting may be viewed at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda please contact the Board Secretary.*

**NHENC BYLAWS** - *The Bylaws of the North Hills East Neighborhood Council are available at **[EmpowerLA.org/nhenc](http://EmpowerLA.org/nhenc)** and on the Council's website at **[northhills.east.org](http://northhills.east.org)**. For your convenience, the Bylaws are available during every meeting.*