



LEGALLY REQUIRED OFFICIAL POSTING
PLEASE DO NOT REMOVE UNTIL AFTER BELOW DATE AND TIME
North Hills West Neighborhood Council

Regular Board Meeting Agenda

Thursday, July 21, 2022 6:00 PM

FINAL Agenda shall be Posted 72 Hours Prior to Meeting – All Meetings are open to the Public

Zoom Meeting online or by telephone. Dial Toll Free (877) 853-5257 or (833) 548-0282 to join the meeting then enter this webinar ID #: 979 3677 6899 and press #

Please click this link to join the webinar by computer: <https://zoom.us/j/97936776899>

Every person wishing to address the Board must dial (669) 900-6833 (San Jose) or for Toll-Free dial: (833) 548-0282, 877-853-5257, 888-475-4499, or 833-548-0276 then press # to join the meeting. Instructions on how to sign up for public comment will be given to listeners at the start of the meeting.

NHWNC Executive Officers:

Madlena Minasian – President, Carol Hart - Vice-President, Pat Crone – Treasurer, Dave Brown – Secretary

Board Members:

Angel Collins, Maggie Elliott, Linda Erdman, Garry Fordyce, Punam Gohel, David Hyman, Kreshell Ramey

Note: we're currently seeking applicants for 2 Vacant Board Seats: 1 Residential & 1 General (see below)

IN CONFORMITY WITH THE SEPTEMBER 16, 2021, ENACTMENT OF CALIFORNIA ASSEMBLY BILL 361 (RIVAS) AND DUE TO CONCERNS OVER COVID-19, THE NORTH HILLS WEST NEIGHBORHOOD COUNCIL MEETING WILL BE CONDUCTED ENTIRELY WITH A CALL-IN OPTION OR INTERNET-BASED SERVICE OPTION.

Every person wishing to address the Board must dial **(877) 853-5257** (or any of the other Toll-Free Numbers listed above) and enter the webinar ID and then press # to join the meeting.

PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS - When prompted by the presiding officer, to provide public input at the Neighborhood Council meeting the public will be requested to dial *9 or use the "Raise Hand" option, to address the Board on any agenda item *before* the Board takes an action on an item. Comments from the public on agenda items will be heard only when the respective item is being considered.

Comments from the public on other matters not appearing on the agenda - *which are within the Board's jurisdiction* - will be heard during the **General Public Comment** period. Please note that under the Brown Act, the Board is prevented from acting on a matter that you bring to its attention during the General Public Comment period; however, the issue raised by a member of the public may become the subject of a future Board meeting. Public comment is limited to 2 minutes per speaker, unless adjusted by the presiding officer.

AB 361 Updates: Public comment cannot be required to be submitted in advance of the meeting; only real-time public comment is required. If there are any broadcasting interruptions that prevent the public from observing or hearing the meeting, the meeting must be recessed or adjourned. If members of the public are unable to provide public comment or be heard due to issues within the Neighborhood Council's control, the meeting must be recessed or adjourned.

NOTICE TO PAID REPRESENTATIVES - If you are compensated to monitor, attend, or speak at this meeting, City law may require you to register as a lobbyist and report your activity. See Los Angeles Municipal Code Section

CITY OF LOS ANGELES CALIFORNIA, 200 N. Spring Street. Los Angeles, CA 90012
Email: NCsupport@lacity.org Website: www.empowerla.org
48.01 et seq. More information is available at ethics.lacity.org/lobbying. For assistance, please contact the
Ethics Commission at (213) 978-1960 or ethics.commission@lacity.org
*The Neighborhood Council system enables meaningful civic participation for all Angelenos
and serves as a voice for improving government responsiveness to local communities and their needs.
We are an advisory body to the City of Los Angeles, comprised of stakeholder volunteers
who are devoted to the mission of improving our communities.*

Supporting documents available on our website at: www.nhwnc.net

ALL AGENDA ITEMS ARE SUBJECT TO DISCUSSION AND POSSIBLE ACTION BY THE BOARD

Call for New Board Member Nominations Two Board Seats are vacant (1 Residential & 1 General.) We will accept applications for new Board Members until all three seats are filled by appointment. This is accomplished as follows: application, nominee statement of qualifications, board discussion, and ultimately - selection by a majority vote. Please submit completed applications to: secretary@nhwnc.net Details on all candidate requirements and board member duties are provided on the application form. Please go to: <https://www.nhwnc.net>

1. Welcome, Call Meeting to Order and Pledge of Allegiance (6:00 pm)

2. Roll Call, Determination of Quorum, and Voting Eligibility Report

3. Announcements and Opening Comments – Madlena Minasian, President

4. Motion to approve the June 16, 2022 Draft Minutes

<https://www.nhwnc.net/minutes/june-16-2022-general-board-meeting-minutes/>

5. General Public Comment: Comments from the public on *non-agenda items* - within the Board's jurisdiction. Our scope is limited to City & occasionally County Issues. Each speaker will be allowed two (2) minutes *as time permits*.

6. Review and discussion of received to date Board member application(s)

7. Public Agency Speakers and Announcements (3 minutes per speaker, or more, as necessary and if time allows)

A. Elected Officials' and Field Representatives

B. City Agencies including the City of Los Angeles' Department of Neighborhood Empowerment

C. Report from Budget Advocates - Glenn Bailey and/or NHWNC Budget Representative

Find out who your elected representatives are and more at: <https://neighborhoodinfo.lacity.org>

8. Guest Speakers, Public Service Announcements & Informational Presentations, 3 minutes each

A. CIS: regarding Municipal Lobbying, LA City Council File, Presentation from Jamie York

<https://cityclerk.lacity.org/lacityclerkconnect/index.cfm?fa=ccfi.viewrecord&cfnumber=22-0560>

9. CONSENT CALENDAR ITEMS (FUNDING) - Note: The Consent Agenda items are considered to be routine and non-controversial upon which documentation provided to the Board is adequate to give sufficient information for approval without inquiry or discussion. It is designated to minimize the time required for the handling of routine matters in order to permit additional time to be spent on more significant matters. The President can call for ayes and nays on the Consent Agenda as a whole and the vote will be treated as a separate vote on each item. These items may be moved to the Regular Agenda at the order of the President or at the request of the other members of the Board.

Motion: The NHWNC Board approves the funding consent calendar:

A. Motion to approve the June 2022 Monthly Expenditure Report

<https://www.nhwnc.net/reports/june-2022-monthly-expense-report/>

B. Purchase Zoom meeting timer clock app or similar, not to exceed \$150 annually.

10. CONSENT CALENDAR ITEMS (NON-FUNDING) - Note: The Consent Agenda items are considered to be routine and non-controversial upon which documentation provided to the Board is adequate to give sufficient information for approval without inquiry or discussion. It is designated to minimize the time required for the handling of routine matters in order to permit additional time to be spent on more significant matters. The President can call for ayes and nays on the Consent Agenda as a whole and the vote will be treated as a separate vote on each item. These items may be moved to the Regular Agenda at the order of the President or at the request of the other members of the Board.

Motion: The NHWNH Board approves the funding consent calendar: No non-funding consent items at this time,

(SR) represents possible Standing Rule

11. Review, discuss & set protocols for responding to Stakeholder email inquiries to Board

Motion: "Upon receipt of an email to board@nhwnc.net, Secretary will make initial response with Bcc to board@nhwnc.net, advising the sender that their message was received and if the issue is not directly responded to at that point, then an individual will be Cc'd and tasked with a more appropriate response.

That response should also be Bcc'd to board@nhwnc.net" **(SR)**

12. Board phone / message response procedure & backup(s)

Motion: "Upon receiving a phone call or voice mail, the custodian of the phone will either respond directly, or forward a response request to another more appropriate individual for a timely response." **(SR)**

13. Verify all Board members have received the test email sent to board@nhwnc.net

14. Compile a master file of Usernames, Passwords etc, for software(s), ie: Zoom, Adobe, Microsoft Office 365, NC Wordpress Website, all renewals, social media(s), vendors, etc, **Motion:** "The President will maintain a list of all NC items that require password access. This information or appropriate portions may be shared as needed. Specified backup will be designated, which may include more than one person or process." **(SR)**

15. Motion: "Board member direct response is requested in a timely manner, prior to any next meeting, to Requests for Comments or Corrections regarding agenda drafts, draft minutes, MER's, etc" **(SR)**

16. Motion: "Agenda requests should be submitted to President or Secretary, saying "Agenda Request" in the subject line, at a minimum of 10 business days ahead of the requested meeting date. Each appropriate agenda item should have a "shepherd" name associated with it, which can be a Stakeholder, knowledgeable about the item to introduce and explain it." **(SR)**

17. Review NHWNC Committee, Liaison and CIS filer assignments, and update as needed.

A. Add: Ad hoc Board Retreat Committee & Members

B. Add: Members to Ad hoc Legislative Affairs Committee

C. Add: Punam Gohel to LANCC representative

D. Designate: Community Impact Statement (CIS) filers

18. CIS: Discussion/Possible action: LA City Council has resumed in-person meetings, but they are not planning to continue to allow public comment via telephone. The current city council agenda states: “Members of the public may also attend City Council meetings in-person. Public comment will be taken in-person, only, and not via teleconference. **Motion:** “The NHW Neighborhood Council requests that the City Council again allow remote participation in City Council meetings, by telephone or online means, in addition to in-person public comment.”

19. Committee Member & Board Liaison Reports

- Beautification & Infrastructure
- Budget & Finance
- Emergency Preparedness & Public Safety
- Outreach/Events/Marketing
- Planning & Land Use Management
- Rules & Elections
- Ad Hoc Executive Committee
- Ad Hoc Homelessness Committee
- Ad Hoc Parking Committee
- Liaison Reports

20. Board Member Announcements and Requests for Future Agenda Items

21. Motion to adjourn

Upcoming events: For complete information please visit the NC calendar at: <https://www.nhwnc.net>

Congress of Neighborhoods presentation: “Preview the Congress” workshop, Sat, July 23rd, 2pm

Register at: https://us02web.zoom.us/webinar/register/WN_5j5_HGyhR3G2339fNrIIAg

or type tinyurl.com/CoN22workshop1 into your web browser.

National Night Out Devonshire Division, Tuesday August 2nd at Northridge Park, in-person

Valley Traffic Division: monthly, 2nd Wed, Traffic Safety Discussion, Zoom 890 1040 5844

Valley Alliance of Neighborhood Councils: monthly, 2nd Thursday, Zoom 9875 9241 651

North Hills West Neighborhood Council & Committee Agendas are posted for public review at Uncle Joe’s Donuts – 8704 Woodley – North Hills CA 91343 and posted on the NHWNC website www.nhwnc.net

PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS – The public is requested to fill out a “Speaker Card” to address the board on any item on the Agenda PRIOR to the Board taking action on an item. Comments from the public on Agenda items will be heard only when the respective item is being considered. Comments on other matters, not appearing on the Agenda that are within the board’s subject matter jurisdiction, will be heard during the Public Comment period. During the current situation requiring that we conduct meetings online, please send your request to make a public comment to Secretary@nhwnc.net. Please include the item number along with an indication that you support, oppose, or support conditionally - naming your conditions.

CITY OF LOS ANGELES CALIFORNIA, 200 N. Spring Street. Los Angeles, CA 90012

Email: NCsupport@lacity.org Website: www.empowerla.org

As a covered entity under **Title II of the Americans with Disabilities Act**, the City of Los Angeles does not discriminate based on 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 or services, may be provided upon request. If you require language services translation services and to ensure availability of services, please make your requests at least three (3) business days (72 hours) prior to the meeting you wish to attend by contacting us via email at Secretary@nhwnc.net.

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

GRIEVANCE PROCESS: A stakeholder or group of stakeholders may present a grievance concerning the legality of actions by the Board during public comment. Substantive grievances will be examined by a panel set by the Board and the decisions may be appealed to the Department of Neighborhood Empowerment.

PUBLIC ACCESS OF RECORDS: In compliance with Government Code Section 54957.5, non-exempt writings that are distributed to a majority or all the board in advance of its meetings, may be viewed at the board meeting.

Documents may also be reviewed by going to the Board's website www.http://nhwnc.net.

In addition, if you would like a copy of any record related to an item on the A

agenda please contact Board Secretary at secretary@nhwnc.net by phone 818-903-2259 or mail to NHWNC – PO Box 2091 – North Hills – CA – 91393. **NHWNC BYLAWS** – Please be advised that the bylaws of the North Hills West Neighborhood Council provide a process for reconsideration of actions as well as a grievance procedure. For your convenience, the bylaws which were approved on 11-12-2020 are available during every meeting and online at:

www.http://nhwnc.net.

In compliance with government code section 5497.5, non-exempt writings that are distributed to a majority or all of the Board in advance of a meeting are available on our website: www.http://nhwnc.net

For more information about the NHWNC please call – 818-903-2259 – or send mail to P.O. Box 2091 – North Hills CA 91393-2091. We look forward to hearing from you!

Please Do Not Remove Before Friday JULY 22, 2022