



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

General Board Meeting Agenda
Thursday, January 19, 2023 6:00 PM

Agenda items not completed may carry to next GBM on Thursday, February 16, 2023

Agenda shall be posted 72 Hours prior to Meeting – All Meetings are open to the Public
Currently all Neighborhood Council meetings are online only.

In conformity with the September 16, 2021, enactment of California Assembly Bill 361 (Rivas) and in furtherance with the Mayor’s actions to minimize risk and exposure to the Coronavirus COVID-19, this North Hills West Neighborhood Council Board meeting will be conducted telephonically in a webinar format, and accessible via computer by inputting the webinar ID.

Zoom Meeting online or by telephone:

Please click or copy and paste this link to join the webinar by computer:

<https://zoom.us/j/97936776899>

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

You can also go to zoom.us click on join meeting and enter the webinar ID

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.

If joining by computer use the raise hand function at bottom of screen.

Speakers will be called upon in the order they raised their hand.

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. Push *6 to unmute if calling in by phone. 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 1 minute per speaker, unless adjusted by the presiding officer. Alternatively, public comment may also be sent to secretary@nhwnc.net at least two hours prior to the meeting starting time; include in the email Subject Line “Public Comment” and the appropriate agenda item number; every effort will be made to read such comments aloud during consideration of that agenda item within the announced time limits.

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 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 Please Note: Time allocations for agenda items are approximate and may be changed at the discretion of the Board President.

Call for New Board Member Nominations Three Board Seats are vacant (1 Residential & 2 General.) We will accept applications for new Board Members until both 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: president@nhwnc.net and secretary@nhwnc.net. Details on all candidate requirements and board member duties are provided on the application form. Please go to: [https://clerk.lacity.org/sites/g/files/wph1491/files/2021-04/ENG_2021_NC_Candidate_Filing_Application_with_Board_Affirmation%20\(1\).pdf](https://clerk.lacity.org/sites/g/files/wph1491/files/2021-04/ENG_2021_NC_Candidate_Filing_Application_with_Board_Affirmation%20(1).pdf)

NHWNC Executive Officers:

Madlena Minasian – President, Maggie Elliott – Vice President, Pat Crone – Treasurer, Dave Brown – Secretary

Board Members:

Carol Hart, Linda Erdman, Garry Fordyce, Punam Gohel, David Hyman, Kreshell Ramey

1. Welcome, Call to Order and Flag Salute.

2. Roll Call, Determination of Quorum, Voting Eligibility Report and call for agenda item(s) recusals.

3. President’s Comments, Announcements and Meeting Logistics – Madlena Minasian, President.

Note: we’re currently seeking applicants for 3 Vacant Board Seats: 1 Residential & 2 General (see below)
<https://www.nhwnc.net/board-vacancies-seeking-new-board-member-nominees/>

4. Elected Officials, Public Agency Speakers, Field Representatives and Public Service Announcements. Up to three (3) minutes per speaker.

Stakeholders are allotted 1 minute for a question for each Agendized public official who visits. Questions do not count against public comment time totals. Public Officials who do not give advance notice of their participation in the NHW Neighborhood Council meeting are limited to 1 minute of announcements, which must include their contact information as part of their announcement.

- a. Assembly District 40 – Pilar Schiavo, Gaby Gurrola Field Representative
gaby.gurrola@asm.ca.gov <https://a40.asmdc.org/>
- b. Council District 12 John Lee / Field Representative – Lorena Espinal
Lorena.Espinal@lacity.org <https://councildistrict12.lacity.gov/>

- c. LAPD Devonshire Division Senior Lead Officer (SLO) - Jerome Knopp 37244@lapd.on-line <https://www.lapdonline.org/lapd-contact/valley-bureau/devonshire-community-police-station/>
- d. Department of Neighborhood Empowerment / NEA - John Darnell john.darnell@lacity.org <https://empowerla.org/>
- e. Report from Region 2 Budget Advocate or Budget Representative <https://www.budgetadvocates.org/>
- f. To find your Elected Representatives, City Agencies, Departments and more, click here: <https://neighborhoodinfo.lacity.org>
- g. Additional neighborhood information at: <https://knowyourcommunity.lacity.org>

5. General Public Comment: Each speaker can speak one time for up to one (1) minute.

PLEASE ADVISE IF YOU ARE A PAID LOBBYIST, THANK YOU.

Comments from the public on *non-agenda items* - within the Board's jurisdiction.
Our scope is limited to City & occasionally County Issues.

6. Board member announcements and comments.

7. Guest Speakers and Informational Presentations

(please confirm via email ahead of time before the meeting).

NC Election Administrator / City Clerk's Office, Naima Pulliam, regarding the June 10, 2023 NHWNC Election.

<https://clerk.lacity.org/clerk-services/elections/nc-elections>

TIMELINES for NHWNC: Candidate filling opens 2/10/2023,

Candidate filling closes 3/23/2023,

Vote by mail ballot request opens 4/11/2023

Vote by mail request closes 5/22/2023

8. Discussion and possible action to approve the December 2022 Monthly Expenditure Report.

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

9. Discussion and possible action to approve the November 17, 2022 Board Meeting Draft

Minutes. <https://www.nhwnc.net/minutes/november-17-2022-special-board-meeting-draft-minutes/>

10. Discussion and possible action to approve the December 15, 2022 Board Meeting Draft

Minutes. <https://www.nhwnc.net/minutes/december-15-2022-draft-minutes/>

11. Discussion and possible action to approve an hourly rate increase by Partners in Diversity, (PID) to \$27.27.

12. Discussion and possible action to approve an hourly rate increase by Moore Business Results for the following categories: Communications \$132, Developer \$95 and Designer \$105.

13. Discussion and possible action to appoint one NHWNC board member to represent the NHWNC at the grievance hearing for grievance #385 (the received grievance). The designated person will prepare what to say at the grievance hearing. The person who is chosen to represent the board should fill out the "grievance response form"

<https://lacity.quickbase.com/db/bmadw4dzy?a=nwr>

14. Discussion and possible action to seek BONC (L.A. Board of Neighborhood Commissioners) and DONE (L.A. Dept. of Neighborhood Empowerment) approval to add the word “movant(s)” to NHWNC Bylaws Article V Governing Board, Section 8 Censure, first paragraph regarding the Censure 30-day notice.

Explanation: the word “movant(s)” does not exist in the DONE-approved June 7, 2022 NHWNC Bylaws; it also does not exist in the BONC Censure policy provided to the NHWNC. This has caused controversy, confusion and frustration, and contributed to the NHWNC having to respond to a Grievance that might otherwise have been avoided.

15. Discussion and possible action to seek BONC (L.A. Board of Neighborhood Commissioners) and DONE (L.A. Dept. of Neighborhood Empowerment) approval to remove the following sentence from NHWNC Bylaws Article V Governing Board, Section 8 Censure, first paragraph: “Those Board members shall not constitute a majority of the quorum of any Neighborhood Council body, such as a committee.”

Explanation: that sentence makes it impossible for the NHWNC to Censure a Board Member.

16. Discussion and possible action to seek BONC (L.A. Board of Neighborhood Commissioners) and DONE (L.A. Dept. of Neighborhood Empowerment) approval to remove the following sentence from NHWNC Bylaws Article V Governing Board, Section 9 Removal of Governing Board Members, first paragraph: “Those Board members shall not constitute a majority of the quorum of any Neighborhood Council body, such as a committee.”

Explanation: that sentence makes it impossible for the NHWNC to Remove a Board Member.

17. Discussion and possible action to seek BONC (L.A. Board of Neighborhood Commissioners) and DONE (L.A. Dept. of Neighborhood Empowerment) approval to re-include in NHWNC Bylaws Article V Governing Board, Section 9 Removal of Governing Board Members, the following wording previously removed by DONE:

Petition by Stakeholders – A Stakeholder may submit a petition to remove a Board member to any Board member. It shall include: i) the identity of the Board member to be removed, ii) a sufficient summary description of the reason for removal, and iii) the valid signatures of one hundred and fifty (150) Stakeholders. The petition must clearly state the summary information (Items i, ii) as stated above on each signature page. Legible original signed petitions must be presented to the Board for review upon request. Stakeholders may be contacted to verify signature validity.

- 1. A petition must be submitted so as to be received via USPS Certified Mail, via email and/or hand delivered to a Board member at least fourteen (14) days prior to the next regularly scheduled General Board meeting. The matter shall be placed on the agenda for a vote of the Board at the next regular NHWNC General Board meeting.**
- 2. Alternatively, a Stakeholder may present a petition for removal during the public comment (non agendized items) opportunity at a regularly scheduled General Board meeting. Petitions delivered in this fashion will be agendized for the next regularly scheduled General Board meeting.**

3. The Board member who is the subject of the removal action shall have the right to deliver to Board members a written statement about the matter and/or to speak at the Board meeting prior to the vote, but shall not allowed to vote on the matter.

4. Removal of the identified Board member requires a 2/3 majority of the attending Board members.

Explanation: the wording was in the 2018 NHWNC Bylaws; DONE removed it from the Bylaws in 2020. In 2022 the NHWNC submitted a Bylaws change request to re-include it.

The NHWNC again requests that the above wording be re-included in the NHWNC Bylaws as it was in the 2018 Bylaws, with the only change being to reduce the number of Stakeholders required from 150 (then) to 100 (current request).

18. Discussion and possible action to submit a letter to BONC, DONE General Manager Raquel Beltran, Deputy City Attorney Ayelet Feiman and City Councilmember John Lee to accompany Board-approved Bylaws change requests. (See attached document #18.)

<https://www.nhwnc.net/agendas/january-19-2022-general-board-meeting-agenda/>

19. Discussion and possible action regarding Board meeting time and place for 2023.

20. Discussion and possible action to approve a Neighborhood Purposes Grant (NPG) in the amount of \$2,500. to the Southern California Preparedness Foundation in support of the CERT class at Mid-Valley Regional Library for six Thursdays starting March 2, 2023 from 5-7:30 pm to help pay for backpacks awarded to attendees completing the classes. (See attached document #20.) <https://www.nhwnc.net/agendas/january-19-2022-general-board-meeting-agenda/>

21. Discussion and possible action on NHWNC/Committee/Liaison/CIS filers appointments to add/remove.

22. Committee, Liaison and CIS filer Reports – up to two (2) minutes each.

Committees

- Beautification & Infrastructure
- Budget & Finance
- Emergency Preparedness & Public Safety
- Outreach/Events/Marketing
- Planning & Land Use Management
- Rules & Elections
- Ad hoc Board Retreat Committee
- Ad hoc Executive Committee
- Ad hoc Homeless Liaison
- Ad hoc Legislative Committee
- Ad hoc Parking Committee

Liaisons

- DWP Advocacy and MOU Oversight Committee
<https://empowerla.org/DWPMOU/>
- Board of Neighborhood Commissioners (BONC)

- Los Angeles Neighborhood Council Coalition (LANCC)
<https://empowerla.org/lancc/>
- Neighborhood Council Emergency Preparedness Alliance (NCEPA)
<http://www.lancc.org/>
- Neighborhood Council Sustainability Alliance
<https://www.ncsa.la>
- Plan Check Neighborhood Councils
<https://empowerla.org/planchecknc/>
- Valley Alliance of Neighborhood Councils (VANC) – Nov 10
<https://vanc34.org/>
- West Valley Neighborhood Alliance on Homelessness (WVNAH)
<https://wvnah.org/>
- 2022 Congress of Neighborhood Councils Videos
<https://www.neighborhoodcongress.la/>

23. Requests for Future Agenda Items. Send to: President@nhwnc.net minimum 10 days before desired meeting date, with **AGENDA REQUEST** in the subject line. Please attach documents, along with sufficient information and links to support adequate description for discussion.

24. Adjournment.

To all our Board Members, Neighborhood Watch Members and Stakeholders, thank you for all you do for our Community

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

- You can also receive our agendas via email by subscribing to L.A. City’s [Early Notification System \(ENS\)](#)
- Other Neighborhood Council agendas, City Dept and Agencies agendas can also be subscribed to

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 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](http://www.nhwnc.net).

In addition, if you would like a copy of any record related to an item on the 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 6-07-2022 are available during every meeting and online at: [www.http://nhwnc.net](http://nhwnc.net). In compliance with 'government code section 5497.5, non-exempt writings that are distributed to a majority or all the Board in advance of a meeting are available on our website: [www.http://nhwnc.net](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. Or email to: board@nhwnc.net. We look forward to hearing from you!

Please Do Not Remove Before Friday, January 20, 2023