



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

**North Hills West Neighborhood Council  
General Board Meeting Agenda  
Thursday, March 16, 2023 6:00 PM**

**Agenda items not completed may carry to next GBM on Thursday, April 20, 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.

When in-person meetings resume, if you are sick or don't feel well, please stay home & attend online on Zoom.

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](https://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 one minute per speaker, unless adjusted by the presiding officer. Alternatively, public comment may also be sent to [secretary@nhwnc.net](mailto: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](http://ethics.lacity.org/lobbying). For assistance, please contact the Ethics Commission at (213) 978-1960 or [ethics.commission@lacity.org](mailto: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.*

**ALL AGENDA ITEMS ARE SUBJECT TO DISCUSSION AND POSSIBLE ACTION BY THE BOARD**  
Supporting documents available on our website at: [www.nhwnc.net](http://www.nhwnc.net)

Call for New Board Member Nominations Three Board Seats are vacant (1 Residential 2025 & 2 General 2023 and 2025). 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](mailto:president@nhwnc.net) and [secretary@nhwnc.net](mailto: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 three vacant Board Seats: one Residential 2025 and two General 2023 and 2025 (see <https://www.nhwnc.net/board-vacancies-seeking-new-board-member-nominees/>).

**NHWNC timeline for Election Day June 10, 2023:** <https://clerk.lacity.gov/clerk-services/elections/nc-elections>. Board Candidate filing is open now and closes Tuesday, March 28<sup>th</sup>. To be a Board candidate, click here <https://clerkappsele.lacity.org/NCElection/login> to complete the application. A Candidate Information Session will be on Saturday, March 18<sup>th</sup>; register at <https://empowerla.org/elections>. More candidate resources, including a paper application, are at <https://clerk.lacity.gov/clerk-services/elections/nc-elections/how-become-nc-candidate>. A vote-by-mail ballot can be requested starting Tuesday, April 11<sup>th</sup> and closing Monday, May 22<sup>nd</sup>. Board members please announce when arriving late and/or leaving the meeting before adjournment.

**4. Elected Officials, Public Agency Speakers, Field Representatives and Public Service Announcements** (up to three (3) minutes per speaker). Stakeholders are allotted one (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 NHWNC meeting are limited to one (1) minute of announcements, which must include their contact information as part of their announcement.

- a. Mayor of Los Angeles Karen Bass / West Valley Representative - Erin Seinfeld  
[erin.seinfeld@lacity.org](mailto:erin.seinfeld@lacity.org) <https://mayor.lacity.gov/>
- b. Council District 12 John Lee / Field Representative – Lorena Espinal [Lorena.Espinal@lacity.org](mailto:Lorena.Espinal@lacity.org)
- c. County Supervisor [District 3: Lindsey Horvath](#)
- d. State Senate [District 20: Caroline Menjivar](#)
- e. Assembly District 40 – Pilar Schiavo / Field Representative - Gaby Gurrola  
[gaby.gurrola@asm.ca.gov](mailto:gaby.gurrola@asm.ca.gov) <https://a40.asmdc.org/>
- f. US Congress [District 32: Brad Sherman](#)
- g. LAUSD School Board [District 3: Scott Schmerelson](#)
- h. LAPD Devonshire Division Senior Lead Officer (SLO) - Jerome Knopp [37244@lapd.online](mailto:37244@lapd.online)  
<https://www.lapdonline.org/lapd-contact/valley-bureau/devonshire-community-police-station/>
- i. Mid Valley Regional Library  
<https://www.lapl.org/branches/mid-valley>
- j. Department of Neighborhood Empowerment / NEA - John Darnell  
[john.darnell@lacity.org](mailto:john.darnell@lacity.org) <https://empowerla.org/>
- k. Report from Region 2 Budget Advocate or Budget Representative  
<https://www.budgetadvocates.org/>
- l. To find your Elected Representatives, City Agencies, Departments and more, click here: <https://neighborhoodinfo.lacity.org>
- m. 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 and, occasionally, County Issues.

**6. Board member announcements and comments.**

**7. Guest Speakers & Informational Presentations** (please, pre-meeting, confirm by email your attendance).

**8. Discussion and possible action to approve the February 16, 2023 Board Meeting Draft Minutes.** <https://www.nhwnc.net/minutes/february-16-2023-draft-minutes/>

**9. Discussion and possible action to approve the February 2023 Monthly Expenditure Report.**  
<https://www.nhwnc.net/reports/february-2023-monthly-expense-report/>

**10. Discussion and possible action** to add a Standing Rule (SR) that committee chairs may agendize a joint meeting for certain purposes, such as allowing greater participation by Board members at committee meetings. Any agenda for a joint Board/committee meeting must make clear that the meeting is solely noticed as a joint Board and committee meeting to accommodate Board participation and compliance with the Brown Act,

that any items considered at the joint meeting will only be voted upon by the committee members (not other Board members in attendance), and that the matters voted upon will be referred to the full Board for discussion and possible action at a future agenda date and time.

**11. Discussion and possible action regarding Senate Bill SB411 Neighborhood Council Virtual Meetings.** <https://legiscan.com/CA/text/SB411/2023>. MOTION: The NHWNC approves a resolution in support of SB411 allowing Neighborhood Councils to indefinitely hold virtual/hybrid Board and/or Committee meetings.

**12. Discussion and possible action regarding CF 23-0002-S16.** Neighborhood Council Board members are all unpaid volunteers who often have obligations beyond their extensive volunteer duties. We have child and elder care obligations, work obligations, health concerns, and many other obligations in our daily lives. Access via telephonic meetings have allowed a wider variety of stakeholders to participate in meetings and serve on Boards. Neighborhood Councils desperately need options that allow them choices for virtual/hybrid meetings that best suit the needs of their individual community. MOTION: The NHWNC supports urgent changes to the Brown Act which would allow Neighborhood Councils the option to continue to hold virtual/hybrid Board and/or committee meetings.

**13. Discussion and possible action regarding CF 22-1019 (Rodriguez – Lee – et al.)** MOTION: The NHWNC supports CF 22-1019 relative to takeovers involving street intersections, street segments or other public rights-of-way; and to identify locations with the highest volume of calls regarding this issue citywide; and related matters. <https://cityclerk.lacity.org/lacityclerkconnect/index.cfm?fa=ccfi.viewrecord&cfnumber=22-1019>

**14. Discussion and possible action regarding CF 23-0214, weather-related emergency communications.** MOTION: The NHWNC supports CF 23-0214 regarding weather-related emergency communications. <https://cityclerk.lacity.org/lacityclerkconnect/index.cfm?fa=ccfi.viewrecord&cfnumber=23-0214>

**15. Discussion and possible action regarding CF 23-0002-S29.** Senate Bill SB 55 prohibits sales of motor vehicle with un-etched catalytic converters. MOTION: The NHWNC supports CF 23-0002-S29 prohibiting sales of motor vehicle with un-etched catalytic converters. <https://cityclerk.lacity.org/lacityclerkconnect/index.cfm?fa=ccfi.viewrecord&cfnumber=23-0002-S29>

**16. Discussion and possible action to approve New Horizons as the primary ongoing in-person meeting venue.** MOTION: The NHWNC approves New Horizons as the primary ongoing in-person meeting venue at a quoted rate of a \$400 per month, which includes technical support infrastructure for hybrid (Zoom) participation, and the Mid-Valley Regional Library as a backup location. Both locations have met the required pre-approval ADA accessibility criteria.

**17. Discussion and possible action to support continuing the City's Neighborhood Prosecutor Program.** Recent news suggests the very successfully Neighborhood Prosecutor Program may change. Currently a dedicated imbedded Prosecutor within each Division has been a game changer for the better. A geographically knowledgeable prosecutor has a significant advantage over downtown randomly assigned staff. MOTION: The NHWNC will submit a letter to the City Attorney's Office requesting to retain an embedded Neighborhood Prosecutor in each LAPD Division.

**18. Discussion and possible action to approve an amount not to exceed \$2,000 outreach.** MOTION: The NHWNC approves an amount not to exceed \$2,000 for multiple types and phases of outreach modes, including flyers for NHWNC promotion and final election outreach.

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

**20. 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) <https://empowerla.org/commission/policies-and-meetings/>
- Los Angeles Neighborhood Council Coalition (LANCC) <http://www.lancc.org/>
- Neighborhood Council Emergency Preparedness Alliance (NCEPA) <https://www.ncsa.la>
- Neighborhood Council Sustainability Alliance (NCSA) <https://www.ncsa.la>
- PlanCheck Neighborhood Councils <https://empowerla.org/planchecknc/>
- Valley Alliance of Neighborhood Councils (VANC) <https://vanc34.org/>  
West Valley Neighborhood Alliance on Homelessness (WVNAH) <https://wvnah.org/>  
2022 Congress of Neighborhood Councils Videos <https://www.neighborhoodcongress.la/>

**21. Requests for Future Agenda Items. Send to:** [President@nhwnc.net](mailto: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.

**22. Upcoming events:** Disaster Preparedness Fair, Saturday, March 25, 9am - 3 pm at Pierce College, enter via Victory Blvd. / Mason. CERT class at Mid-Valley Regional Library for six consecutive Thursdays ending Thursday April 6, 2023. FREE TREES: **To reserve your sapling today, email Emily Andris at [eandris@treepeople.org](mailto:eandris@treepeople.org) to schedule a pick-up time. Please choose from 10am - 11am or 11am - 12pm on Friday, March 17, 2023. Drop-ins will not be permitted. This year we have a variety of large tree species available for adoption: Coast Live Oak (Quercus agrifolia); Scrub Oak (Quercus berberidifolia); Valley Oak (Quercus lobata); Toyon (Heteromeles arbutifolia); and Southern Black Walnut (Juglans californica). All but the Toyon and Scrub Oak grow into very big trees.**

**23. End of Board Meeting Roll Call**

**24. Adjournment.**

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

**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](http://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](mailto: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.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](mailto: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.nhwnc.net](http://www.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.nhwnc.net](http://www.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: [Board@nhwnc.net](mailto:Board@nhwnc.net). We look forward to hearing from you!

**Please Do Not Remove Before Friday, March 17, 2023.**