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President Gabriel Khanlian; Vice President Vas Singh;  
Secretary Christine Demirtshian; Treasurer Jason Hector; 2nd Signer Jennifer Ibrahim;  
Becky Leveque; Hilda Sarkisyan; David Balen; Luis Ramirez; Brandii Grace

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Rev. 08-03-2021

## PORTER RANCH NEIGHBORHOOD COUNCIL

### SPECIAL BOARD MEETING AGENDA Wednesday September 21, 2022 @ 6:00pm ZOOM MEETING ONLINE OR BY TELEPHONE

Tel: (888) 475-4499 (669) 900-6833 Conference ID: 94783511596# TO JOIN THE MEETING  
<https://Zoom.us/j/94783511596>

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

Just like a physical meeting, this online and telephone PRNC meeting is open to the public. Any person who wishes to attend the meeting can do so using a computer, tablet, internet-enabled smartphone, or a standard telephone, and no special program, software, or App. is required. Any person attending the meeting will be afforded the opportunity to provide comment and address the Board on every item on the Agenda, and to make public comment on any matter not on the agenda but within the purview of the Board.

- To join the meeting using a computer, tablet, or internet-enabled smartphone, please go to <https://Zoom.us/j/94783511596>
- To join the meeting using a standard telephone, please dial the toll-free number (888) 475-4499 or (669) 900-6833, and when asked for the meeting ID, please enter 94783511596 and then press the hash, or pound sign, #.
- You may also join the meeting video via the web and audio via the telephone.

Instructions on how to provide public comment during the meeting will be given to listeners by the presiding officer at the start of the meeting. However, here is a brief synopsis: All meeting attendees will be automatically “muted” when they join the meeting. Attendees may address the Board in one of two situations: 1) comment on an agenda item, or 2) provide general public comment.

**Comment on an Agenda Item** – After each Agenda item is read out loud and before a Board vote is taken on that item, if any, the presiding officer will ask if any member of the public wishes to address the Board regarding the agenda item being considered. At that time, the meeting attendees can electronically “raise their hand” to speak. This is done as follows:

- If you are attending the meeting using a telephone only, or if you are attending the meeting via a computer/tablet but still using a telephone for audio, you can “raise your hand” by **dialing \*9** on your phone. That will prompt the presiding officer that you wish to speak.
- If you are attending the meeting using a computer or tablet only, and thus using the computer/tablet built-in microphone, then you “raise your hand” by using the “raise hand” function in ZOOM, and the presiding officer will see that you wish to speak.



After giving attendees time to “raise their hands”, the presiding officer will go down the list of those who raised their hand, turn on their audio one at a time and ask her/him to go ahead and provide comment within a specified period of time. When the speaker’s time expires, the presiding officer will let the speaker know that her/his time has expired, thank her/him for the comment, and turn OFF the audio for that speaker. This process will continue until all attendees who “raised their hand” spoke. At that time, the Board will discuss the motion and take a vote if they so choose.

**General Public Comment** – As noted in the meeting Agenda, there is an item dedicated to Public Comment on Items not on the Agenda, but within the purview of the Board. When the item comes up during the course of the meeting, the presiding officer will ask if any member of the public wishes to address the Board regarding any issue that is NOT on the agenda but is within the domain of the Board’s actions and capabilities. At that time, the meeting attendees can electronically “raise their hand” to speak using the same procedure described above. Please note that under the Brown Act, the Board is prevented from discussing or acting on a matter that is brought 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 two minutes per speaker, unless adjusted by the presiding officer at his or her discretion.

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.

**Material Provided During the Meeting** – In some instances, invited speakers may bring material with them to be provided to the Board during the meeting. With online meetings, this material will likely be sent to the Board as an email attachment so it can be presented and displayed during the online meeting. If members of the public wish to receive copies of this material via email before the meeting begins, please send an email to the Board secretary at [Secretary@PRNC.org](mailto:Secretary@PRNC.org) and ask for copies of materials provided. Materials provided to the Board no less than two hours of the meeting will be emailed to all those who request them before the meeting begins. Material provided to the Board within less than two hours of the start of the meeting will be emailed to those who requested them after the meeting. All materials presented during the meeting will be included with the meeting minutes, which are then posted on the PRNC meetings page.

#### **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)



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*This Agenda and all attachments can be downloaded at: <https://prnc.org/meetings>*

- 1- Meeting call to order – **President Khanlian**
- 2- Welcome, Discussion of the meeting logistic – **President Khanlian**
- 3- Roll Call and determination of quorum – **Secretary**
- 4- Pledge of Allegiance
- 5- President's Comments and Updates – **President Khanlian**
- 6- Updates from representatives of **Elected Officials or City Departments**
- 7- Discussion and possible action to spend \$500 to purchase advertisement package for the CPRCC SOTC luncheon, to be held on Sept 30, 2022 at Knollwood Country Club – **Becky Leveque**
- 8- Updates from Board Members and Committees
- 9- Next meeting will be on October 12, 2022 where the board will be voting to install a new board member for current vacant seat
- 10- Meeting Adjournment – **President Khanlian**



**Notes: 1. Time allocations for agenda items are approximate and may be changed at the discretion of the Board President.**

**2. Consent Calendar Items are voted on as a single Board vote without Board discussion. However, any Board member or a Stakeholder may request that an item on the Consent Calendar be pulled from the Calendar to be discussed and voted on separately. Prior to voting on the Consent Calendar, the Board President will ask if any Board member or Stakeholder wishes to remove an item from the Calendar to be placed on the Agenda for discussion and a separate vote. After any items are identified and removed, the Board will proceed with voting on the remaining Consent Calendar items without Board discussion. The items pulled from the Calendar will then be discussed and voted on individually thereafter.**

**THE AMERICAN 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 the PRNC Board secretary at (818) 217-0279, or via email at [Secretary@PRNC.org](mailto:Secretary@PRNC.org).

**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 a meeting, may be viewed at [www.prnc.org](http://www.prnc.org). In addition, if you would like a copy of any record related to an item on the agenda, please contact the PRNC Secretary at [Secretary@PRNC.org](mailto:Secretary@PRNC.org).

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**PUBLIC POSTING OF AGENDAS – PRNC agendas are posted for public review as follows:**

- 11280 Corbin Ave. Northridge, CA 91326 on a BULLITIN BOARD facing Corbin
- [www.PRNC.org/calendar](http://www.PRNC.org/calendar)
- You can also receive our agendas via email by subscribing to L.A. City's Early Notification System at <https://www.lacity.org/subscriptions>

A member of the public can send an email to all the PRNC Board members at [board@PRNC.org](mailto:board@PRNC.org), or can leave us a voicemail message at **818-217-0279**. The PRNC website is at: [www.prnc.org](http://www.prnc.org).

For information on the PRNC process for Board action reconsideration, stakeholder grievance policy, or any other procedural matter related to this Council, please consult the PRNC Bylaws. The PRNC bylaws are available on our website at [www.prnc.org](http://www.prnc.org).