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Kibwe Trim  
Britt Vaughan  
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## Van Nuys Neighborhood Council



## Van Nuys Neighborhood Council Executive Committee Meeting

Tuesday, February 28, 2023  
7:00PM

Zoom meeting online or by  
telephone

Please click the link below  
to join the Meeting:

<https://us02web.zoom.us/j/84282148474>

Dial **(669) 900-6833** to join the meeting

Enter Meeting ID: **842 8214 8474**

Press#

877 853 5257 US Toll-free

888 475 4499 US Toll-free

Van Nuys  
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P.O. Box 3118  
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Email: [info@vnnc.org](mailto:info@vnnc.org)  
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In Conformity With The September 16, 2021 Enactment Of California Assembly Bill 361 (Rivas) And Due To Concerns Over Covid-19, General Board Meeting Of Van Nuys Neighborhood Council Will Be Conducted Telephonically And Internet Based Via Zoom.

Members of the public who wish to listen to the meeting or participate in public comment to the Committee via telephone should call (669) 900-6833 or one of the following Toll-Free Telephone Numbers: (833) 548 0282, (888) 475 4499 use Meeting ID No. **842 8214 8474** then press #. Press # again when prompted for participant ID. When you have a question for the Host, you can Raise Hand by pressing \*9, when called on to talk, you can mute/unmute by pressing \*6.

**PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS** The public is requested to dial \*9 if participating by phone or "Raise Hand" if participating by computer, when prompted by the presiding officer, 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 that 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 a maximum of 2 minutes per speaker per item with a maximum of 10 minutes total per meeting, unless adjusted by the presiding officer of the Board. **Speakers shall limit their comments to matters relevant to the item on the agenda. The Chair may rule that the speaker is out of order if the comments are not germane to the item under consideration.**

**1. Roll Call – Pledge of Allegiance**

**2. Executive Reports**

- a. President
- b. Vice President
- c. Secretary
- d. Treasurer
- e. Parliamentarian

**3. General Public Comment on Non-Agenda Items (2 min per stakeholder)**

A stakeholder who wishes to provide public comment may indicate to the Chair before providing public comment whether they wish to provide one minute or two minutes of public comment.

**4. Discussion and possible action on Minutes** from the Jan 31st meeting of the Executive Committee.

[https://vnnc.org/wp-content/uploads/2023/02/VNNC\\_ECM\\_Draft\\_Minutes\\_01312023.pdf](https://vnnc.org/wp-content/uploads/2023/02/VNNC_ECM_Draft_Minutes_01312023.pdf)

**5. Reflections on participation with other Neighborhood Councils on February 18th in a joint candidate forum for the CD6 City Council Special Election.**

**6. Discussion about preferred method for holding VNNC Board meetings after March 28 and the need to take a vote at the March 8<sup>th</sup> GBM.**

**7. Planning for March 11th VNNC Board Retreat**

See Appendix A for initial list of topics to be discussed at the Board Retreat.

## 8. Administrative Matters

- a. Agree on March calendar of VNNC Meetings to be posted on website calendar page

	Mon	Tues	Wed	Thurs	Fri	Sat
Week of 2/27-3/4		Feb 28, 6 pm Budget & Finance 7 pm Exec	Mar 1, 6 pm Human Services			
3/6-3/11			Mar 8, 7 pm Gen Bd Mtg			Mar 11 9 am - 12 Board Retreat
3/13-3/18	Mar 13, 7 pm Education			Mar 16, 7 pm Parks, Open Space & Environment		
3/20-3/25	Mar 20 6:30 pm Government Affairs & By-Laws			Mar 23, 7 pm PLUM		Possible clean-up
3/27-4/1		Mar 28 6:30 pm Outreach	Mar 29, 7pm Budget & Finance			

## 9. VNNC elections – key dates

Candidate filing started on **February 22, 2023** and ends **April 8, 2023**. (Candidates can submit an application online via the City Clerk’s Portal or by submitting a paper application.)

Vote by Mail (VBM) applications can be submitted through the online portal or by paper application from April 23, 2023 to June 3, 2023.

(NOTE: Both application deadlines are moving from 5:00PM to 11:59PM. Staff will only be available to provide assistance during business hours.)

The VNNC in-person voting will take place on **June 22, 2023 from 11:00AM to 5:00PM**.

VBM ballots will be mailed out on May 18, 2023 and must be returned and postmarked by election day and received no later than July 2, 2023 in order to be counted.

### **Items for March General Board Meeting (3/8)**

- a. No planned guest speaker
- b. Approval of minutes of Feb. 8<sup>th</sup> meeting
- c. Discussion and possible action on motions from PLUM Committee (three projects).
- d. Discussion and possible action on motions from Budget & Finance Committee (including recommendations on one NPG application and approval of Dec and Jan MERs)
- e. Discussion and possible action on preference for a method of holding meetings in the future.
- f. Share information about the 2023 VNNC Board Member Election process.
  - i. Key dates on the calendar for the various elements of the process.
  - ii. List of qualifications for open Board seats
  - iii. Report on outreach plans.
- g. Reminder and review of agenda for Board retreat to be held on March 11th.

### **10. Adjournment**

#### **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

**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 72 hours prior to the meeting you wish to attend by contacting VNNC by via email at: [info@vnn.org](mailto:info@vnn.org)

**PUBLIC POSTING OF AGENDAS** – VNNC agendas are posted publicly near the front door to the conference room of the Marvin Braude Constituents Building, 6262 Van Nuys Blvd, Van Nuys, CA 91401 and also online at [www.vnn.org](http://www.vnn.org). You can also receive our agendas via email by subscribing to L.A. City's Early Notification System at <https://www.lacity.org/subscriptions>

**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, 6262 Van Nuys Blvd, Van Nuys, CA 91401, at our website: <http://www.vnnc.org/> or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact via email: [info@vnnc.org](mailto:info@vnnc.org)

**RECONSIDERATION AND GRIEVANCE PROCESS** - For information on the VNNC's process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the VNNC By-laws. The By-laws are available at our Board meetings and our website <http://www.vnnc.org>

**SERVICIOS DE TRADUCCION** - Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 72 horas antes del evento. Por favor contacte a [info@vnnc.org](mailto:info@vnnc.org) por correo electrónico para avisar al Concejo Vecinal.

**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 §§ 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)

### **Neighborhood Council Board Member Oath**

We pledge to represent my neighborhood with dignity, integrity, and pride. I will encourage other points of view, even when they differ from my own.

I will respect, value, and consider everyone's opinion.

I will find the good in my neighborhood and praise it and promote it.

To my neighbors, and to neighborhoods throughout the City of Los Angeles, I pledge to do this to the best of my ability.

## Appendix A: Draft List of Topics to be covered at March 11<sup>th</sup> Board retreat

### Celebrating Van Nuys

- Discuss with Ad Hoc Committee on the VNNC 20th Anniversary Celebration options they are exploring for the event.
- Discuss Van Nuys history and locations that we want to recommend to Metro and the City of LA to be highlighted as part of the installation of the light rail project and other enhancements to Van Nuys Blvd.
- Discuss our level of interest in providing input to development of the City's "Vision Plan" for the Sepulveda Basin.

### Operational Planning

- Discuss potential scenarios for changing our meeting format (e.g., to in-person, to hybrid with both in-person and Zoom participation, or continuing virtual meetings on Zoom).
- Refresher on key elements of the Brown Act.
- Presentation by the Parliamentarian on key procedures used in making/approving motions and conducting business at our meetings,

### Work Plans for the next 3-9 months

- Discuss plans for outreach for the VNNC elections and how members can get involved.
- Discuss policy priorities (e.g., City government reform, addressing homelessness, animal welfare, more parks and green space, etc.).
- Identify committees with high priority tasks that need to be accomplished in the next 6 to 9 months and ensure that those committees have adequate membership. Discuss how frequently committees need to meet. (By-Laws require meeting at least quarterly.)

