



Northridge West Neighborhood Council

Joint ECM and Whole Board Meeting

7:15 pm

Thursday, June 25, 2020



Executive Officers

Rana Sharif, President
Abigail Bailes, VP of Administration
Kelly Sooter, VP of Outreach and Communication
Yi Ding, Secretary
Joel Lowell, Treasurer

Board Members

Pamela Bolin, Gail Lapaz,
Bill Fox, Jennifer Krowne,
Josue Toscano
Kathleen Edwards

MINUTES

VIRTUAL MEETING

Zoom ID: 928 1309 1825

Zoom Web Link: <https://zoom.us/j/92813091825>

By Telephone: Dial 669-900-9128 and enter 928 1309 1825 followed by the '#' symbol

VIRTUAL MEETING TELECONFERENCING NUMBER FOR PUBLIC PARTICIPATION

In conformity with the Governor's Executive Order N-29-20 (MARCH 17, 2020) and due to concerns over COVID-19, the Northridge West Neighborhood Council meeting will be conducted entirely telephonically.

Every person wishing to address the Neighborhood Council must dial 669-900-9128 and enter **928 1309 1825** and 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

GENERAL PUBLIC COMMENT ON NON-AGENDA ITEMS

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 Department of Neighborhood Empowerment by email: NCsupport@lacity.org or phone: (213) 978-1551.

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 **9401 Reseda Blvd, in the clear box, to the left of the gate adjacent to the parking lot** and at our website: northridgewest.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 Rana Sharif at (818) 280-9587 or email: rsharif@northridgewest.org.

PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS - The public is requested to dial *9, 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 **TWO (2)** minutes per speaker, unless adjusted by the presiding officer of the Board.



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SERVICIOS DE TRADUCCIÓN - Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte el Departamento de Empoderamiento Vecinal, al (213) 978-1551 o por correo electrónico ncsupport@lacity.org.

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PUBLIC POSTING OF AGENDAS – Neighborhood Council agendas are posted for public review as follows:

- **9401 Reseda Blvd, in the clear box, to the left of the gate adjacent to the parking lot**
- <http://www.northridgewest.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>



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- I. Meeting call to order
 - A. 7:17pm
 - B. Present: Abigail Bailes, Yi Ding, Kathleen Edwards, Jennifer Krowne, Gail Lapaz, Peter Lasky, Joel Lowell, Kelly Sooter, Rana Sharif, Glen Wilson, Pamela Bolin
- II. Comments by stakeholders on non-agenda items
 - A. Abby commented on the need to budget and focus on cleaning up streets and specifically mentioned on Tampa she noticed broken glass and cement. Gail and several others agreed. Rana commented we should discuss ways to prioritize this.
- III. Approval of May 28th minutes
 - A. In a vote to approve the minutes, the majority of the board abstained so this item will be tabled to the next ECM meeting. Ding will send the draft minutes to the board.
- IV. Presidential comments
- V. Discussion and review of **Committee Contact Sheet**
 - A. Pam asked if we could not share her personal email address and Rana commented that the contact sheet would only be for internal use. Ding said she would send out the sheet again to the board.
- VI. Discussion and update regarding City Clerk's review of **Northridge Beautification Foundation's NPGs**
 - A. Rana provided an update that City Clerk shared documentation of the NPGs will be provided as well as making arrangements to meet with Don Larson next week. Rana has also shared concerns from other stakeholders to appropriate bodies. Kathleen asked if she would include it in the Beautification Committee agenda and Rana said anything that is under review or being discussed about the process and oversight should not be something the Committee needs to worry about. The Committee can discuss the future of the project. If anyone comes to NWNC about this matter, Rana would direct the person to appropriate parties.
- VII. Discussion and update regarding previously authorized expenditure ([item XXIX from June GBM](#))
 - A. Kelly shared [the May and June Funding Motions document](#), which includes hand sanitizers, first aid kit, disposable face masks and light sticks and explained what and how we spent on business cards and polo shirts.
 1. June 9th Agenda: Motion XXIX Discussion and motion to approve a funding expenditure of up to \$2,700 for office supplies and incidentals.
 - a) Preparedness Supplies
 - (1) Hand Sanitizer & First Aid Kits (both with logo imprint) \$1,197.48. (Credit Card charge)
 - (2) Masks & Light Sticks \$173.69. (Credit Card Charge)
 - b) NWNC Outreach & Elections
 - (1) Door Hanger (10k) \$1,144.50 (encumber)
 - (2) TOTAL Expenses: \$2515.67
 2. May 12th Agenda: Motion XII. Discussion and motion to approve a funding expenditure of up to \$550 for NWNC Board Member polo shirts
 - a) bvi apparel \$466.54 (already purchased and loaded in Funding Portal)
 3. May 12th Agenda: Motion XIII. Discussion and motion to approve a funding expenditure of up to \$400 for NWNC Board Member business cards, badges and office supplies
 - a) Business Cards \$79 (encumber)
 - b) Office Supplies \$259.84 (already purchased and loaded in Funding Portal)
 - c) Badges \$47.42 (already purchased and loaded in Funding Portal)



4. Pam asked if name tags and business cards were ordered for her since her title changed and Kelly explained she only ordered them for new members but could always put in new orders. She also commented if we order cards whenever there is a change of address or title it might result in tremendous amount of waste. Kelly suggested moving forward we should put President on the business card for everyone else we should just put "board member"
- VIII. Discussion and recommendation regarding invitation to join **Progressive Neighborhood Council**
- A. "The Progressive Neighborhood Council Alliance is a coalition of members of Neighborhood Councils from across Los Angeles who have come together to fight for a more just, equitable, sustainable, and humane city" ('About': <https://www.progressivenca.org/>)
 1. Abby summarized the Government Affairs Committee's discussion on this item and voted not to join "The Progressive Neighborhood Council Alliance", some of the reasons are shared as follow
 - a) not align ourselves with an outside organization that does not necessarily reflect our stakeholders
 - b) we can still stay open to receiving information (individuals can sign up as individuals)
 - c) we also should stay neutral politically since by joining "the Progressive Neighborhood Council Alliance" we might eliminate a portion of our stakeholders who may feel that it does not represent their point of view
 2. Rana, Abby, and Kelly agreed to move forward with this recommendation
- IX. Discussion and recommendation regarding **EmpowerLA Monthly Profile** postings to Website
- A. Every month Jose would summarize and share with the board the EmpowerLA Monthly Profile with information such as Administrative Update, Funding Update, Field Update, Outreach Update, Policy Update, Cases for the Month, Board Members and Certification Expiration Dates, etc. Right now it lives on EmpowerLA's website.
 - B. Pam asked if it would be pertinent and helpful for stakeholders. Kelly offered to work with the new Webmaster to figure out a place to put the posting.
 - C. Rana, Abby, and Kelly agreed to move forward with this recommendation
- X. Discussion and recommendation regarding **George Floyd Declaration of Emergency Response** (Governor Newsom's Proclamation a of State of Emergency, May 30, 2020: <https://www.gov.ca.gov/wp-content/uploads/2020/05/5.30.20-Los-Angeles-SOE-Proclamation.pdf>)
- A. Discussion and recommendation regarding **CD 12 Community Discussion and Town Hall** on civil unrest
 1. "Virtual town hall regarding the George Floyd declaration of emergency and the protests for racial justice" (example provided by Raquel Beltran via email communication, June 14, 2020).
 - B. Discussion and recommendation of a **Community Impact Statement** on the issues pertaining to civil unrest
 - C. Discussion and recommendation of **funding** in support of declared emergency services (https://clerk.lacity.org/sites/g/files/wph606/f/NCFP_Policies_07.19.18_Final.pdf - page39)
 - D. The above A, B, C items were extracted from the email from Raquel Beltran, the newly appointed Director of DONE.
 - E. Summary of the discussion
 1. Rana posed the question of the interest and the appropriate way of engaging with the current events
 2. Kathleen commented that she opposed to any CIS that might divide us and suggested if we were going to do a Town Hall we need to invite different voices such as the conservative ones and.
 3. Rana asked if we could act as an example for a conversation with diverse points of views that then become organic with our area.
 4. Abby supports the idea of having our own Town Hall to encourage different voices and suggested an ad-hoc committee. Kelly agreed. Rana also cautioned the board against the idea of Town Hall in which people might get lost and recommended the ad-hoc committee to focus on creating a space for the "conversation". Jennifer commented although uniting people is a positive thing, we should be careful with such a poignant topic, especially given what happened to some other NCs where someone resigned because of this. Rana agreed there would be potential risk but then suggested the ad-hoc committee could deliberate on the matter.
 5. Gail asked the format and confirmed it would be virtual and then asked about the timeline. Abby asked about amount for funding. Rana said it would be maximum 1,000 funding and the timeline



depends on the state of emergency. She also reviewed [the funding program policies and guidelines](#) with the board.

6. Kathleen asked who would be the speakers and Rana commented that the ad-hoc committee would select and make the recommendation to the board and the board will decide together.
 7. Ding suggested the Education Committee had discussed the topics on talking to children about race and school policing which can be good topics for the conversation.
 8. Rana, Abby, and Kelly agreed to move forward with the recommendation to create an ad-hoc committee. anyone interested in serving on Ad Hoc Committee, please contact Rana.
- XI. Discussion and update regarding recent issues with **Oakridge Plaque** safety
- A. Regarding our partnership with NENC to install a plaque through the NPG, someone pull off the plaque and other safety issues. Kathleen asked if it should be something taken care of by Parks & Rec. Rana commented there are many moving parts such as CD12, NWNC, NENC, etc. Gail asked about any plan to make the plaque more permanent during closure. Rana shared it had been in conversation to weld it but nothing has been decided yet.
- XII. Discussion and update regarding **Goodwill Drop-off** concerns
- A. NC President and CD 12 met Councilmember Lee to discuss the issue of people still dropping off items at Goodwill. One solution would be to have a big bin but the city hasn't resolved it after a month. Rana asked for other suggestions. Gail commented that it should be a problem of Northridge East and Goodwill and Rana agreed but also explained it had been challenging to nudge them to take action.
- XIII. Discussion and recommendation regarding YouTube and/or Website **meeting recording uploads**
- A. The recommendation is Kristina to download recordings and upload to YouTube. Joel asked if this is a solution to a problem that does not exist. Rana explained this is to provide transparent information to stakeholders.
 - B. Ding commented on the benefits of using YouTube to provide automatic captioning and Kelly commented that we did have a recorder and we do need to archive everything and doing it. Abby and Peter asked if we were obligated to do it and Rana said no. Abby commented that she wouldn't want to upload our recordings to YouTube. If we had to upload recordings to YouTube we should make them unlisted.
 - C. Jennifer commented that Porter Ranch NC posted the recordings on their websites and stakeholders love the idea. Rana said we could also turn off the comments for the YouTube video.
- XIV. Discussion and recommendation regarding creation of exploratory **Ad Hoc committee** to examine the use of "**idle funds**" for various projects in the Northridge West community (https://lacontroller.org/wp-content/uploads/2019/03/032918_Idle_Funds_Transmittal.pdf)
- A. Regarding [the \\$28 million idle NC](#) could tap into
 - B. Kathleen commented we could use it for housing needs especially now during the COVID-19. Several board members agreed. Kelly commented how we were not sure of the current status of the funds. Kathleen suggested to invite the controller to our meeting and Rana said we did try last year but didn't manage to do it. Rana would investigate more between now and the next meeting. Kathleen offered to help with this. Jennifer brought up the concern with [the Luxury Housing Units](#) and Rana agreed. She also shared how CSUN removed some criterions for people to apply for affordable housing at CSUN. Glen added how we are losing affordable housing due to higher price development.
 - C. Anyone interested in serving on Ad Hoc Committee, please contact Rana
- XV. Discussion and recommendation regarding pursuit of **censure**
- A. Regarding pursuing censure -a formal notification to the individual to not engage in certain discussion- when it involves defamatory and disrespectful comments on social media. Kelly and Kathleen supported it.
 - B. Abby asked about the process and Rana said the person would be made aware and specifics would be voted for. Pam asked the situation with social media and past issues of Brown Act violation. Rana clarified that agenda items need to be discussed in front of the board and also added she was open to discussing any other concerns or issues regarding it. Rana reiterated the purpose of censure to be ensuring board members respectful with each other.
 - C. Rana, Abby, and Kelly agreed to move forward with the recommendation.
- XVI. Discussion and motion to approve the **June 11, 2020 GBM Minutes**
- XVII. Discussion and motion to approve the **June 2020 Monthly Expense Report** (pending posting)
- XVIII. Committee Chair check-ins and possible recommendations for the July General Board Meeting



- A. Beautification: not met yet and looking forward to
 - B. Outreach: new webmaster starting 7/1, making sure handouts and documents approved can be updated accordingly and update descriptions for committee; will have a standing meeting, third thursday of every month. Pam about the process to share things with webmaster and Kelly said she would share with everyone the process document
 - C. Government Affairs: fantastic conversations over defunding the police, Justice Fund, Progressive Neighborhood Council Alliance, Monday late evening as needed via Zoom
 - D. PLUZ: vote item regarding the conversion of a portion of the vacant Sears building into a Gold's Gym (City Planning Case: ZA-2020-1841-ZV-CU-WDI) and non vote item re request (ZA 2020-2867 CUB) that involves the continued sale of beer and wine for off-site consumption (Type 20 License) within an existing convenience store
 - E. Budget: encumbrance budget needs signatures from Rana and Kelly; Rana asked Glen for BAC to be done; Gail asked about the previous suggestion to purchase food for the Fire Department and Rana said we could not purchase food or gifts but we could approach the Fire Department Foundation to apply for an NPG. Gail also asked about an item "grants" in the Annual Budget and if there is plan to apply for grants and Rana commented the ad-hoc committee could investigate extra revenue streams. Kathleen asked about the mailbox voted on from the Special Meeting and Rana explained the details and why the medium size is comparable to what we have with Mail & Ship.
 - F. Homelessness: Gail shared she would investigate more but there had been discussion about more accountability from the Council
 - G. Education: Utility Box Project outreach; future plans to provide workshops/webinars on online learning; potential board meeting item to host panels and events regarding the upcoming school board election (to follow up candidate Marilyn Koziatek 's email to request a meeting).
- XIX. Additional recommendations for the July General Board Meeting.
- A. Kathleen asked if we should make a notation about stakeholders complaining about things stolen from backyard and flags being vandalized. Rana commended the work of the Devonshire Police Department to remind communities to be vigilant and said she had been sharing this type of info on Facebook but we could announce it at the meeting as well. Rana also asked committee chairs to share with her the language to articulate items to be added to the July Board Meeting.
- XX. Adjournment
- A. 8:51pm