

APPROVED
 Northridge West Neighborhood Council (NWNC)
 General Board Meeting (GBM) via Zoom
 Tuesday, 14 March 2023

I. Call to Order and Board Roll Call

- President Abby Bailes called the meeting to order at 6.16PM and welcomed [eventually] ten board members and at least seven stakeholders.
- A quorum was declared via the following roll call:
 Here (10) Abigail Bailes, Brian Cathcart, Kathleen Edwards, Jorge Jimenez, Janis Kraft, Jennifer Krowne, Sonny Liampetchakul, Joel Lowell, Glen Wilson, and Greg Wood
 Absent (1) Angelica Robinson

II. Pledge of Allegiance

- Abby led us in the Pledge of Allegiance.

III. General Public Comments

- Former NWNC board member Yi Ding mentioned that the Chatsworth Neighborhood Council recently received an NPG from a school to support students struggling with math.

IV. Announcements

Agenda				
Item	Event	Date	Time	Location
a.	NWNC Executive Committee Meeting	Tuesday, April 4 th	7PM	TBD
b.	NWNC General Board Meeting	Tuesday, April 11 th	6.15PM	TBD
	<ul style="list-style-type: none"> ▪ The NWNC’s elections deadline for candidates is Tuesday, March 28th. Currently, there are three candidates, and one possible candidate. ▪ Online meetings for NWNC board and committee meetings will continue through Wednesday, March 29th. In-person meetings will begin again in April. ▪ All board members are urged to check their online Department of Neighborhood Empowerment (DONE) training status; many may expire this year. ▪ The ADA report has been completed, confirming that the Northridge Christian Church at 18901 Chatsworth Street is an adequate meeting site. However, this report has not yet been returned to the NWNC. ▪ Jennifer congratulated Kathleen and her successful efforts on placing a traffic guard near the Topeka School. 			

V. Presidential Comments

- Abby mentioned that the DONE management seems to be flawed. Government should support the people and volunteers, not the other way around. DONE has created excessive paperwork, mandatory training, and increased policies. However, when a neighborhood council requests something, DONE has on numerous occasions blocked their efforts, overly burdened the volunteers, and established barriers.

VI. Guest Speaker 1 Ms. Mariel Camilo, Funding Representative for North and South Valley areas, Office of the City Clerk

- Ms. Camila recommended that people visit their website at <https://clerk.lacity.gov> to become familiar with forms, etc. The general email address to request specific questions is

Clerk.CPS@lacity.org. A great resource for neighborhood council FAQs is at <https://clerk.lacity.gov/clerk-services/nc-funding/nc-funding-faq>

- She then reviewed job descriptions of the NWNC's funding staff members, including treasurer, 2nd signer, alternate signer, and the two credit card holders. Other board members must still be familiar with funding issues, potential conflict of interest, etc.
- She reviewed the upcoming deadlines:

Saturday, May 20 th	Last Day to request an event
Thursday, June 1 st	Deadline for a check request
Tuesday, June 20 th	Last Day to Use the Credit Card
Saturday, July 1 st	NWNC Budget Due
- Ms. Camila then reviewed the categories of a budget, including

Administrative Expenses	Neighborhood Purpose Grants (NPG), and
Community Impact Statements	Outreach
Elections	
- Event requests are due to their office thirty-days prior to the event.
- Board members may be reimbursed for their out-of-pocket expenses, up to \$1k/year per board member. These reimbursements require two Board Action Certifications, as well as an itemized receipt as proof of payment.
- Neighborhood council vendors must provide a W9, Request for Taxpayer ID Number and Certification, as well as undergo a contract review (which can take sixty-days). Mariel lacks the authority to approve an NWNC vendor. It must go via the city attorney and other bodies (alongside the other 99 neighborhood councils). Hence, this approval process can take two months.
- The annual neighborhood council inventory must include items with a lifespan of over three-years.
- Abby mentioned that the NWNC has not yet received the green light to conduct their meetings at the Northridge Christian Church. It is the NWNC's understanding that they do not require a lease, as there is no rent. Mariel replied that that neighborhood councils cannot accept donations, and free meeting space is the equivalent of a donation. However, there may be an upcoming city council motion to discuss donated meeting space, as several neighborhood councils met at free facilities (churches, etc.).
- Kathleen asked if meetings could be conducted at a free private site, such as a coffee shop. The only park within NWNC's boundaries is the Oakridge Estate Park, which is not always available. The NWNC could share the Northridge Recreation Center, although it is across the street from the NWNC's eastern border of Reseda Boulevard. The Northridge Library is also outside of the NWNC boundaries.
- This was followed by an emotional discussion regarding NPGs and potential conflicts of interest. Mariel added that she was invited to this meeting to do a training exercise, not for a defensive statement.
- Mariel stated that Abby recused herself from the February meeting's discussion regarding the Robotics Team from Granada Hills Charter High School (GHCHS). However, only City Attorney Hydee Feldstein Soto can make that determination. Abby should have consulted with the city attorney to clarify her recusal.
- Attorney Greg explained that the recipient of this NPG is the GHCHS's Robotics team; Abby's son is not a direct recipient.
- Kathleen added that it could be impossible for the NWNC to contribute to any school, as an NWNC board member's kid likely attends that school.
- Mariel ended by stating that the NWNC may not be able to resubmit this NPG, as Abby's son could be one of the recipients as a potential member of the GHCHS Robotics team.

VII. Guest Speaker 2 Mr. Rick Pape, emergency preparedness coordinator from Ready Your LA Neighborhood (RYLAN)

- Rick previously worked in the city's Department of Disability. If he looks familiar, it may be because he was the ASL translator for Mayor Garcetti's presentations during COVID.
- The RYLAN program encourages citizens to know their neighborhood, as no one knows the area better than the people who live there. RYLAN is designed to help you, your family, and your neighborhood prepare for disasters. It provides the tools to prepare and organize your neighborhood to respond together in that first hour after a disaster to reduce injuries, protect your property, the environment, and most importantly, save lives. Walking your community within an hour of a disaster is the best action to acquire this goal.
- Rick reviewed the following five steps to prepare for a disaster:
 1. Identify your hazards. Please visit <http://www.myhazards.caloes.ca.gov> to identify possible threats/hazards in your area. This could be as simple as if you live near train tracks, as the people of East Palestine Ohio, or along an earthquake fault, an area subject to flood, fire, tsunami, etc.
 2. Make your plan
 - Determine safe escape routes from your home, workplace, and/or school
 - Identify safe spots in each room where you could take cover (this could also be a small room with minimal windows, such as a walk-in closet or bathroom)
 - Identify family meeting places
 - Make an emergency contact list
 - Do not forget to practice, practice, and practice
 3. Build a kit, including the following essentials:

Backpack	Extra Clothing	Medication
Cash (small denominations)	First Aid Kit	Non-Perishable Food
Chargers (for cellular phones and electric wheelchairs)	Flashlight	Sturdy Shoes
Emergency Radio	Manual Can Opener	Water (one gallon/person/day)
 4. Check for anything in your home which could move, fall, break, or cause fire
 5. Sign up for emergency alerts at Notify LA at <https://emergency.lacity.gov/alerts/notifyla>
- The LA Community Emergency Response Team (CERT) was first developed after the Reseda/Northridge earthquake of 17 January 1994. Greg thanked Rick for this presentation, which was central to his and his neighbor's efforts on that fateful morning at 4.31AM. Rick was on the east coast in January 1994 and missed all our excitement.
- Stakeholder Joy coordinates Neighborhood Watch and mentioned that it has been difficult to recruit neighbors to become CERT certified. She also heard that it is inappropriate to turn off gas lines, as it could take weeks for the gas company to return the power. She also reminded everyone to never store gallons of water on concrete slabs.
- Abby and Janis invited Rick to attend the May 20th Ice Cream Social. He will be there with this PowerPoint presentation, brochures, and a table.

VIII. Government Reports

- a. Public Safety LAPD Devonshire Division
 - The non-emergency number for the LAPD is 1-877-ASK-LAPD.
 - Senior Lead Officer (SLO) Sandra Zamora will host her basic car meeting on Tuesday, March 28th at 6PM. These meetings are usually held on Wednesday, but are switching just this month. The Zoom link for this meeting is <https://lapd.zoom.us/j/85717067885?pwd=OHoyYUxpbWg3ZzVmRFpocjJtSGNqZz09>, Meeting ID: 857 1706 7885, Passcode 38653.

- For additional information and non-emergencies, you may reach Sandra at 818-832-0773 or via email at 35947@lapd.online. However, Sandra will be away on vacation from Wednesday, March 29th through Monday, April 10th and will not respond during that time.
- Sandra has been attending many career days at area schools to encourage young women to pursue careers in law enforcement.
- The Farmers Market will return to the Northridge Fashion Square beginning Wednesday, March 15th through October.
- The annual LA Marathon will be Sunday, March 18th from Dodger Stadium to Century City. Please be mindful of increased traffic and road closures on that side of the hill.
- Thursday, March 23rd at 11AM, the LAPD SLOs will host “Coffee with a Cop” at the Starbucks at 11850 Balboa Boulevard.
- Tuesday, March 28th, the LAPD will host Zoom meetings for retailers whereupon they will discuss:

Burglary	Homeless Problems
Calling the LAPD	Signage
Crime Reduction	Trespassing
Filing Police Reports	Vandalism, etc.

- The Porter Ranch meeting will be at 11AM, the Northridge, Reseda, and Chatsworth meeting will begin at noon.
- Thursday, April 20th beginning at 7PM, AMC Theatres at the Northridge Fashion Center will host Active Shooter Training, including what signs to be aware of. The LAPD hopes to have as many people attend as possible.
- Saturday, April 22nd beginning at 8AM will be the 29th annual Supports of Law Enforcement in Devonshire (SOLID) All You Can Eat Pancake Breakfast for \$10/person. Please visit SOLID’s website at <https://www.soliddevonshire.org> for additional information.
- Kathleen asked about the possibility of the LAPD doing away with the neighborhood prosecutor program (which will be further discussed in agenda item X.f). Deputy City Attorney Alin Sahagian is the LAPD’s Valley Bureau Neighborhood Prosecutor who works out of the Devonshire Station. She serves as a major asset and the LAPD officers work with her daily. While reaching out to clarify types of enforcement, Alin follows the cases from beginning to end. If they were to lose her, Sandra does not know where to begin. The officers were disappointed to learn that the city could reposition the city attorneys away from the local police stations.

b. CD12 City Council Representative

- Councilman John Lee was recently appointed Chairman of the Public Works Committee, which provides the city’s core services. He is also vice chair of the Public Safety Committee, vice chair of the Neighborhoods and Community Enrichment Committee and serves on the Planning and Land Use Management Committee and the Housing and Homelessness Committee.
- Everyone seems to be concerned about wire theft. Currently over six-hundred lights are broken in CD12, which makes us the worst, darkest district in the city. Many lights along Tampa Avenue, between Nordhoff to Devonshire Streets, were finally repaired. Please report any repair requests to CD12.
- Increased funds from CD12 to the LAPD have permitted overtime support to the LAPD’s patrol of Northridge.
- Councilman Lee is working with the city attorney’s office regarding the neighborhood prosecutor program; this will be further discussed under agenda item X.f.

- Kathleen mentioned that she has had a heck of a time getting funding for Neighborhood Watch signs for the NWNC stakeholders. New regulations and procedures are making it virtually impossible to acquire these signs. John replied that these changes have occurred in the past few years. He will look into that.
 - Jennifer expressed concern about Wilbur Avenue. This is supposed to be a one-lane street. However, especially between 4PM to 6PM, people are using this as a two-lane street, between Nordhoff and Devonshire Streets. SLO Zamora immediately sent an email to her superiors. John Lee added that he has overtime funds available; he may ask the LAPD's Valley Traffic Division to address this issue.
 - Abby asked about homelessness. John mentioned that when he took office, zero beds were available in the northwest valley. Now, there are over 400 available beds.
- c. Other Government Departments/Agencies
- No other government agencies were represented.
- d. Department of Neighborhood Empowerment (DONE)
- Neighborhood Empowerment Advocate Joel Gonzalez from DONE reported that DONE's General Manager Raquel Beltran's last day was Thursday, March 2nd. Vanessa Serrano has been named Interim General Manager.
 - He will soon follow-up regarding the Northridge Christian Church's certification to accommodate the NWNC's in-person meetings.
- e. Budget Advocate
- Budget advocate Glenn reported that he recently sent a review of the city's Budget and Finance Innovation Committee to all NWNC board members. This can also be found online at <http://www.budgetadvocates.org>.
 - The advocate's website also includes a summary of their February 11th Town Hall where they discussed DONE's Proposed Budget for FY2023-24; a link to the presentation and PowerPoint can be found at <https://www.budgetadvocates.org/town-halls>
 - The advocates met with Mayor Bass on Tuesday, February 14th to discuss budget issues, pensions, neighborhood council funding, the 2028 Olympics, infrastructure, homelessness, ethics issues, emergency management, etc.
 - Glenn requested that the NWNC agendaize to discuss possibly increasing the neighborhood council's annual budget allocation and permitted rollover amounts. In response to Kathleen's question, any comments on increasing the neighborhood council's budget should be addressed to Mayor Bass and her budget team. Glenn urged the NWNC to try to get this letter to Mayor Bass prior to her April 20th budget announcement.
 - The city council file on the 2023 budget will be 23-0600.
 - Kathleen heard that the Emergency Management Department might have been woefully underfunded. Glenn agreed, however, that was under Mayor Garcetti.
 - The annual Budget Day of Saturday, 17 June 2023 will be virtual. However, the June 2024 Budget Day will be in-person at City Hall.
 - In response to Abby's question, all neighborhood council alliances can continue to meet virtually, as they are not under the Brown act.

IX. NWNC Committee Reports

- a. Executive Committee and Government Affairs
- Abby had no report.

- b. Public Safety
 - Kathleen had no report
 - c. Planning, Land Use, and Zoning (PLUZ) Committee
 - The PLUZ committee may meet on Tuesday, March 21st at 7.40PM via Zoom. Other than that, there was no report due to Brian's absence.
 - d. Elections
 - Glen mentioned that the NWNC website should be corrected to reflect seven, not six, available seats in the June 10th election. Abby will reach out to web-mistress Kristina Smith for this correction.
 - e. Homelessness
 - Sonny reported that UCLA has received a two-year, \$24m federal grant to provide healthcare for the homeless. These funds will go towards a van to visit the homeless campsites.
 - Fences will soon be installed near Echo Park Lake and MacArthur Park to restrict homelessness.
 - f. Beautification
 - Jorge recently met with the city's Bureau of Street Services (BSS). The BSS may have already cleaned the Tampa Avenue median.
 - The BSS will provide Jorge with a proposal for preserving and mulching the median near the horses. They would come out twice a month to trim the topiary, water, and preserve the horses. They feel that the box plants, currently in the horse's legs, could grow. The estimate came as \$960. However, it is unknown what timeframe this \$960 would be for. This will be further discussed at the next Beautification and Executive Committee meetings.
 - Jorge added that wood chips and palm fronds have been illegally dumped near the LADWP facility at 11051 Tampa Avenue. This could be a major fire danger. The city needs to do something to block that area to prevent this illegal dumping.
 - g. Budget
 - Joel mentioned that his only update would be discussed during agenda item X.k, the Monthly Expenditure Report (MER).
 - h. Outreach
 - Janis urged everyone to SAVE THE DATE for the NWNC's Ice Cream Social and Outreach Event on Saturday, May 20th from noon to 4PM at the Oakridge Estate Park. Set-up will begin at 10AM. She continues to await the approving permits.
- X. New Business
- a. Discussion and possible motion to participate in the Disaster Preparedness Fair on Saturday, March 25th in Woodland Hills and spend \$500 for booth. NC volunteers needed to host.
 - Sunday, November 13th, Angelica, Sonny, and other committee members staffed the NWNC booth at the Greater LA Safety and Preparedness Fair at Exposition Park. Although 200+ people attended the fair, there were few visitors from Northridge and the event did not appear worthy of the NWNC's support.

- This March 25th fair will be co-chaired by Mihran Kalaydjian of the Warner Center Neighborhood Council and Diana Williams of the West Valley/Warner Center Chamber of Commerce. Set-up will begin at 7AM, and open to the public at 9AM.
 - Kathleen asked how many neighborhood councils are involved in this Disaster Preparedness Fair. Someone replied that it would be at least seven neighborhood councils, including:

Canoga Park	Reseda	Warner Center
Encino	Tarzana	Winnetka
 - As well as representatives from:

Assemblyman Jesse Gabriel	Kaiser Permanente
Cedars Sinai	LA's Emergency Management Department
CERT	LAFD
Congressman Brad Sherman	LAPD
Councilwoman Nithya Raman's CD4	Southern California Preparedness Foundation
 - Joel asked what the NWNC would acquire for their \$500; this would result in social media exposure, outreach, tables, and chairs.
 - Joel and Janis may be able to help staff the booth in the morning; Glen Wilson may be available all day.
 - Greg Wood made a motion to approve this \$500 expenditure; Jennifer Krowne seconded this motion, and it passed.

Aye (7)	Bailes, Kraft, Krowne, Liampetchakul, Lowell, Wilson, and Wood
Abstain (2)	Edwards and Jimenez
Absent (2)	Cathcart and Robinson
 - The NWNC had a follow-on meeting on Tuesday, March 21st on this topic/expenditure; the results of that meeting are unknown.
- b. Discussion and possible motion to spend up to \$7,500 (estimate is \$6,525.76) with CM Printing for Election Outreach candidate and application mailer/newsletter
- Abby and Janis added that the most recent estimate is actually closer to \$4,809.80.
 - Kathleen Edwards made a motion to approve this expenditure, not to exceed \$7,500; Greg Wood seconded this motion, and it passed unanimously.
- c. Motion to approve All American Softy as vendor for the May 20th Outreach event and spend up to \$2,000 on ice cream
- Sonny reported that all mandatory paperwork was submitted. As there was no further action, this agenda item was tabled.
- d. Discussion and possible motion to spend up to \$500 for a generator rental for the May 20th event
- Janis considered renting one from Home Depot, which could include the insurance, but she is not 100% confident of how to hook up the electronics, etc.
 - Visual and Performing Arts Teacher from GHCHS, Mr. Joseph Cooper, may be able to hook up this requested generator.
 - There was a concern about insurance for this generator. Does the city have a blanket policy? Or should the NWNC pay \$100 for three days of insurance coverage?
 - Janis has also reached out to Special Project Deputy Jonathan Coto from CD12 to see if they can provide a generator and [possibly] a stage.

- e. Discussion and possible motion to spend up to \$5,000 for cleaning and maintenance of the Tampa Median area
 - This agenda item was postponed so that Jorge may acquire more accurate budget numbers.
- f. Possible motion to support continuing Neighborhood Prosecutor program
 - As suggested by SLO Sandra Zamora, the NWNC is urged to write a letter in support of Deputy City Attorney Alin Sahagian, the LAPD's Valley Bureau Neighborhood Prosecutor, who works onsite at the Devonshire Division.
 - Glenn Bailey recommended that this letter also be addressed to the Valley Alliance of Neighborhood Councils, as they are also concerned about this issue.
 - Abby Bailes made a motion to approve this letter requesting continued support of a neighborhood prosecutor; Joel Lowell seconded this motion, and it passed unanimously.
- g. Motion to approve \$829 for use of Nobel Middle School as Neighborhood Council Election site. City provides up to \$150 additional costs.
 - Paola Posada, Neighborhood Council Election Administrator for NWNC's Region Two (for the northwest valley) is trying to negotiate a better rate than \$829.
 - Glenn Bailey recommended reaching out to LAUSD Board Member Scott Schmerelson, as most of this \$829 expenditure is to pay overtime to have the school open on a Saturday. He added that the Northridge East Neighborhood Council (NENC) previously used the Northridge Women's Club at 18401 Lassen Street, but their daily rate went from \$400 to \$2,000.
 - Regretfully, the Northridge Park, often shared by the NWNC and the NENC, is not available on Saturday, June 10th.
 - Someone suggested Elizabeth Waldo's Rancho Cordillera Del Norte, but that area is outside of the NWNC boundaries.
 - Kathleen Edwards made a motion to approve this up to \$829 expenditure for an election site (either Nobel Middle School or the Northridge Christian Church) on Saturday, June 10th; Jennifer Krowne and Joel Lowell seconded this motion, and it passed unanimously.
- h. Discussion and possible motion to approve in person only meetings, as required by the city, with the hybrid option
 - Someone mentioned that hybrid meetings would be very cumbersome.
 - Abby Bailes made a motion for the NWNC to hold in-person meetings, beginning in April, without the hybrid option; Joel Lowell seconded this motion, and it passed unanimously.
 - Abby Bailes amended the motion to approve the NWNC exclusively conducting in-person meetings, with no hybrid option, if approved by the city; Jennifer Krowne seconded this motion, and it passed unanimously.
- i. Discussion and possible motion to send a letter of support for California SB411 to permit Neighborhood Councils and Committees to continue to meet virtually
 - Someone suggested that the NWNC send a letter of support for this SB411.
 - Glenn Bailey mentioned that this is classified as an urgent bill, which would require approval by 2/3rds of the state senate and 2/3rds of the state assembly. The soonest this could be approved would be June. However, per the city charter, neighborhood councils cannot support state senate motions. Alternatively, the NWNC could write a letter referencing the corresponding city council files 23-0002-S16 and 23-0002-S17. However, these two city council files already passed the city council on Tuesday, January 17th and have been signed by Mayor Bass.

- j. Motion to reconsider NPG request from GHCHS’s Robotics Team NPG for \$5,000
 - Greg, who is an attorney with many years of contract experience, volunteered to discuss this with the city clerk’s office. He also suggested changing the amount to \$4,900 for merely materials and eliminate any reference to hotels or to benefit any individual student. He also suggested that an option could be for Abby’s son to resign from the robotics team.
 - Joel and Kathleen added that perhaps the GHCHS’s Robotics Team should submit a new NPG.
 - Jennifer feared that we are running out of time, as the relevant competition is very soon.
 - Kathleen takes this very personally. She feels that the city is giving the NWNC too many restrictions and added that there is a rumor that this could be part of an effort to shut down the entire neighborhood council system.
 - She reminded everyone that years ago, the principal of an elementary school within the NWNC territory recused herself. That was not enough for the city clerk, so the principal resigned from the NWNC. The NPG passed, the principal reapplied, and she was re-elected to the NWNC.
 - Glenn Bailey stated that board members should recuse themselves if they have a relative associated with the NPG requestor. However, it is an automatic major red flag if a board member’s name appears on an NPG request.
 - Kathleen Edwards made a motion to table this GHCHS Robodox NPG; Joel Lowell seconded this motion, yet there was no vote.

No Vote (9) Cathcart, Edwards, Jimenez, Kraft, Krowne, Liampetchakul, Lowell, Wilson, and Wood
 Recused (1) Bailes
 Absent (1) Robinson

k. Approval of the Monthly Expenditure Reports (MER) from February 2023 NWNC

Date	Vendor	Description	Amount
February 2	Golden State Storage	Storage Facility	\$ 135.50
February 3	Apple One	Meeting Minutes	128.00
February 3	4.Imprint	Outreach Items	385.64
February 3	Kristina Smith/The Mail Room	Monthly Web Service, January	250.00
February 8	Apple One	Meeting Minutes	89.60
February 25	PayPal All American Softie	Deposit for Ice Cream Social	100.00
		Total	<u>\$1,088.74</u>

- Abby Bailes made a motion to approve the February MER; Joel Lowell seconded this motion, and it passed unanimously.

l. Approval of Monthly GBM Minutes for February 2023 NWNC Meetings

- Abby Bailes made a motion to approve the February 2023 minutes; Joel Lowell seconded this motion, and it passed.

Aye (8) Bailes, Cathcart, Kraft, Krowne, Liampetchakul, Lowell, Wilson, and Wood
 Abstain (2) Edwards and Jimenez
 Absent (1) Robinson

XI. Adjournment

- o Abby adjourned the meeting at 9.54PM.