



North Hills East Neighborhood Council

BOARD OF DIRECTORS MEETING

Monday – December 3, 2018 – 6:30 PM

Penny Lane Center - Rainbow Room, 15314 Rayen Street, North Hills, CA 91343

Free Parking available in Penny Lane parking lots across the street

Agendas are posted 72 hours before a Regular Meeting or 24 hours before a Special Meeting.
All meetings are open to the public. Meetings may be recorded by sound, photo or video as long as it is not disruptive.

OFFICERS OF THE BOARD

President, Tony Wilkinson – Vice President, Italia Lagunas – Secretary, Edward Cisneros – Treasurer, Perla Lagunas

MEMBERS OF THE BOARD OF DIRECTORS (INCLUDING OFFICERS)

Elvira Higuera Alvarado / Blanca Agustin / Cecelia Ayala / Edward Cisneros / Olvia Diaz / Punam Gohel / Brisa Lagunas / Italia Lagunas
Perla Lagunas / Margarita Lopez / Wilfred Negrete / Severiana Pablo / Alberta Abundez Peralta / Tony Wilkinson - (14)

VACANCIES: Region 3 (1)

ALTERNATES: (1) Jill Akahosi, (2) Evelyn Mendoza, (3) Esther Vega, (4) Ricardo Piña

Public Comment is limited to 2 minutes per speaker. The presiding officer may restrict the time more or set other rules. You may make a public comment without filling out a speaker card.

THE CHAIRMAN OF THE MEETING MAY TAKE ITEMS OUT OF SEQUENCE.

THE TIMES FOR AGENDA ITEMS ARE A GUIDELINE. THE MEETING DOES NOT HAVE A SCHEDULED ENDING TIME. PLEASE KEEP YOUR COMMENTS BRIEF TO HAVE A QUICK MEETING.

- 6:30 1. Call To Order – Pledge of Allegiance – Welcome**
(Tony Wilkinson, President) (3m)
- 6:33 2. Roll call of the board.** The board has 15 seats. Fourteen are filled. The quorum for the board is 8. Alternates may be seated for absent Board members and for vacant seats and counted in the quorum. (2m)
- 6:35 3. Report from the Los Angeles Police Department:** Senior Lead Officer Charles Chacon, Basic Car 19A61 North Hills (cell: 818-634-0545, office: 818-838-9845, email: 35441@lapd.online) (10m)
- 6:45 4. Reports from other government officials: (12m)**
Council District 6 [south of Rayen Street] (Councilwoman **Nury Martinez**) / staff **Andres Sandoval** (818-771-0236, andres.x.sandoval@lacity.org)
Council District 7 [north of Rayen Street] (Councilwoman **Monica Rodriguez**) / staff **Juan Solorio** (818-485-0600, juan.solorio@lacity.org@lacity.org)
Los Angeles Mayor **Eric Garcetti** / staff **Jaqueline Serrano** (Office: 818-778-4990, Mobile: 213-910-9104, Jaqueline.Serrano@lacity.org)
Los Angeles Unified School District, District 6 (Board Member **Kelly Gonez**) / staff **Cara Onofre** (Office: 213-241-6097, Mobile: 818-389-9216, cara.onofre@lausd.net)
Los Angeles County Supervisorial District 3 (Supervisor **Sheila Kuehl**, 213-974-1311) / staff **Benita Trujillo** (818-901-3831, BTrujillo@bos.lacounty.gov).

Assembly District 46 (Assemblymember **Adrin Nazarian**) / staff **Vanessa Carr** (818-376-4246, Vanessa.Carr@asm.ca.gov)

State Senate District 18 (Senator **Bob Hertzberg**) / (Van Nuys District Office: 818-901-5588). Staff **Jorge Reyes Salinas** (818-901-5588, Jorge.Reyes@sen.ca.gov).

California Congressional District 29 (Congressman **Tony Cardenas**) / Staff **Lucia Senda** (818-221-3718, Lucia.Senda@mail.house.gov)

- 7:12 5. **Public comment on non-agenda subjects. *Please limit comments to two minutes per speaker.*** Candidates for public office may speak during the public comment period. (8m)
- 7:20 6. **Consideration and possible action to acknowledge the automatic removal of Ricardo Piña as Alternate 4, according to the bylaws, because he has failed to attend three consecutive Board meetings. The Alternate 4 position will be available for appointment at this meeting.** (2m)
- 7:22 7. **Consideration and possible action to appoint a candidate to the vacant Region 3 seat on the Board, and to any other seat or Alternate position that may be available.** (3m)
- 7:25 8. **Approve minutes of prior meetings.** (4m)
- 7:29 9. **Consideration and possible action to approve the Treasurer's financial reports as the official records of the Board, and any budget adjustments that may be required. Also possible consideration and action to revise the Inventory and the Fiscal Year Administrative Packet that were approved at the Board meeting on June 4 (which includes the budget).** (8m)
- 7:37 10. **Consideration and possible action regarding committees, and committee reports.** The Board may change its committees and its committee chairs at any time to meet its needs. No committees are named in the current bylaws. The Board has a policy that all Board members and Alternates are automatically members of all committees, and that committees will be scheduled as joint meetings with the Board. People who are not on the Board are also welcome to serve on committees. (5m)

At its meeting on July 2, the Board indicated its desire to reorganize its committees to achieve more frequent meetings and more public engagement. The Board planned to hold a committee meeting to discuss committees. That did not happen. ***The Board may want to schedule this work at its "Board Retreat", if it plans such an event in November, December, or January (see item 11).*** The Board has a commitment to operate in both English and Spanish. Committee chairs who speak only one language should probably have a co-chair or a vice chair who speaks the other language, or arrange for regular translation at committee meetings.

At this meeting, the Board should confirm the creation of an Election Committee. Vice President Italia Lagunas has volunteered to serve as the Chair of that committee.

Beautification and Community Services: Severiana Pablo

Education: [vacant]

Election: Italia Lagunas

Executive: Tony Wilkinson

Finance: Italia Lagunas (Board Vice President, required by bylaws)

Land Use: Punam Gohel

Outreach: Perla Lagunas

Public Safety: Esther Vega and [?]

Rules: Perla Lagunas

- 7:42 11. Appointment of special representatives and alternates, including DWP, Homeless, Public Works, Animal Services, Aging and other representatives to citywide efforts.** These representatives do not need to be members of the Board. The positions do require occasional meetings downtown. At least one of the representatives of a particular type should read English because many information materials are not translated into Spanish (*again, see item 11*). (3m)
- 7:45 12. Consideration and possible action to schedule a "Board Retreat" in November, December, or January, and to reaffirm the Board's action allocate up to \$1,500 for a facility, translation, and food for the Board and the public.** No facility was available for the retreat in October. This item extends the Board's approval for this event through the month of January. (5m)
The purpose of the retreat would be:
(1) for Board members to get to know each other better,
(2) to better organize the work of the council, especially the committees,
(3) to learn more about city rules, training, and opportunities,
(4) to plan for elections in 2019, especially plans to recruit candidates NOW, and
(5) to receive the computers purchased for loan to Board members, to receive some training in their use, and to plan for future computer training sessions.
- 7:50 13. Consideration and possible action on the plan to develop an assisted living facility for homeless veterans on the site of the former Angel Appliances business at 8545 Sepulveda Boulevard, North Hills, CA 91343.** The owner of this decades-old local business has donated the property to the City of Los Angeles for the specific purpose of veterans housing. The project will be called "The Angel". The developer will be Los Angeles Family Housing (818-397-6612, www.lafh.org). LAFH will be represented by Daisy Miguel, Project Manager and Daniel Huynh. (25m)
- 8:15 14. Consideration and possible action on the recommendation of the Beautification Committee that the Board extend forward its support for monthly cleanups to January and February, including its allocation of up to \$500 per event for light food and refreshments.** (5m)
- 8:05 15. Consideration and possible action on the recommendation of the Outreach Committee that the Board support an entry in the Pacoima Holiday Parade, and allocate up to \$250 for decorations and food for participants.** (5m)
- 8:28 16. Consideration and possible action to approve the annual Self-Assessment form from the Department of Neighborhood Empowerment.** Note that the Plan for Neighborhood Councils requires each council to assess its own operations each year. The Board is welcome to use a different format from the City form -- however, the City form must still be completed. (7m)
- 8:35 17. Comments by Board members and seated Alternates on matters within the jurisdiction of the Neighborhood Council.** (5m)
- 8:40 18. Adjournment.** (The times in this agenda are estimates. The meeting is not scheduled to adjourn at a particular time.)

*The North Hills East Neighborhood Council Agenda is posted for public review at the **Penny Lane Center, Rainbow Room Door, 15314 Rayen Street, North Hills, CA 91343**. It is also posted on the NHENC website: northhillseast.org. This council uses the city's ENS mailing list as its agenda email list. You may sign up for the ENS agenda system at: <http://lacity.org/government/Subscriptions/NeighborhoodCouncils/index.htm>.*

*In addition to the Penny Lane Rainbow Room, agendas MAY occasionally be posted at the following locations:
Noble Elementary School, 8329 Noble Avenue, North Hills, CA 91343 (818-892-1151), El Redil, 15226 Parthenia Street, North Hills, CA 91343 (818-920-1908), North Hills United Methodist Church Mission, 15435 Rayen Street, North Hills, CA 91343 (818-*

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

892-1164).

PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS – Please fill out “Speaker Card” and give it to the Secretary so that we can identify your input. You do not need to fill out a speaker card in order to make a public comment. You are welcome to make a brief comment on any item on the agenda at the time that it is heard. Comments on other matters that are within the Board’s jurisdiction will be heard during the General Public Comment period. There is no General Public Comment at a Special Meeting.

THE AMERICANS 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 any Board officer or by contacting the Board by email at info@northhillseastnc.org.

RECONSIDERATION PROCESS - Reconsideration of a vote by the Board may be proposed with a motion by a Board member that voted on the prevailing side of the decision.

GRIEVANCE PROCESS - If you believe that the Board is not following its own rules or any of the other rules by which it must operate, you may file a Grievance in writing with the Secretary. The Grievance will be placed on the agenda for the next Board meeting. If the Board cannot easily resolve the Grievance with you, it shall refer it to a Grievance Panel, as described in the Council’s Bylaws. The report of the Grievance Panel will be considered at the following Board meeting. Board members may not file a Grievance.

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 at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda please contact the Board Secretary.

NHENC BYLAWS - The Bylaws of the North Hills East Neighborhood Council are available at EmpowerLA.org/nhenc and on the Council’s website at northhillseast.org. For your convenience, the Bylaws are available during every meeting.