



NORTH HILLS WEST NEIGHBORHOOD COUNCIL
Regular Board Meeting Minutes, Thursday, February 15, 2024
New Horizons, 15725 Parthenia St., North Hills, CA 91343
DRAFT Minutes [to be replaced by approval date]

Document copies were and remain available at:

<https://www.nhwnc.net/agendas/february-15-general-board-meeting/>

NHWNC (and all other) Meeting Minutes are a summary; Minutes were not, are not, and are never meant to be an exact, verbatim, word-for-word transcript or comprehensive record of what was said at a Meeting. Exceptions: Motion(s) (included as stated at the Meeting, or, if not stated, as written on the Agenda); quotes (words that have quotation marks (“ ”) at the beginning and ending of a word or words); and Agenda wording copied into the Minutes.

1. Welcome to NHWNC’s 21st Anniversary Celebration.

Celebratory meet and greet celebrations, along with award certificates, were presented to the NHW Neighborhood Council with enthusiasm by City Councilmember John Lee CD12 and BONC Commissioner Keren Waters. They thanked the Board for their service and Congratulated the NHWNC 21st Anniversary. Additionally, special recognition certificates were presented to current NHWNC President Madlena Minasian and NHWNC's prior Minute Writer David Levine, noting their dedication and endurance.

2. Call to Order, Welcome

The meeting was called to order at 7:07 p.m. by the President, Madlena Minasian. She welcomed everyone and thanked everyone for participating in the 21st Anniversary Celebration of the North Hills West Neighborhood Council (NHWNC).

3. Roll Call, Pledge of Allegiance, Voting Eligibility Report, and call for agenda item(s) recusals.

- Roll Call was taken - Seven of the eight Board Members were present at the Roll Call: Dave Brown (Secretary), Pat Crone, Maggie Elliott (Vice-President), Garry Fordyce, Punam Gohel, Madlena Minasian (President), and Kreshell Ramey. Linda Erdman (Treasurer) was absent. The NHWNC Board quorum (the minimum number of Board Members needing to be present to take binding votes on Agendized Items) is seven (see the

Bylaws link at www.empowerla.org/nhwnc www.empowerla.org/nhwnc), so the Board could take such votes.

- The Pledge of Allegiance was said.
- Mr. Brown confirmed that all Board Members' training were compliant and they were eligible to vote. Thirty-one (31) stakeholders and guests also attended.
- There were no Board member recusals regarding any of the agenda items.

4. President's Announcements/Comments:

- a. President spoke about NC meeting rules, decorum, speaker card, and time allocations
- b. Board vacancies: NHWNC is currently seeking one (1) Residential Board Member, Seat term expiring 2025; one (1) General Board Member, Seat term expiring 2025; one (1) Residential Board Member, Seat term expiring 2027; and two (2) General Board Members, Seat terms expiring 2027. How to apply and the process was stated.
- c. Bylaws change the deadline of 4/1/2024.
- d. New Horizons 15th Annual Walk-A-Thon is on 3/16/24 from 7:30 am to 11:30 am. She asked the Board members to let her know if they could come out as Outreach efforts on behalf of the NC.
- e. Los Angeles Police Department Assistant Chief Dominic Choi will serve as interim chief when Chief Michel Moore retires at the end of the month.

5. General Public Comment on Non-Agenda items within the NHWNC jurisdiction

- Patrick Lee Gipson, former Sherri's Deputy and Candidate for State Assembly District 40, introduced himself and highlighted his key points. For additional information, go to: <https://gipson4assembly.com>
- Debra Francisco noted she hosts computer classes at Mid-Valley Regional Library every other Wednesday in the Library Computer Room.
- Ms. Goldbaum urged voters to vote no on ballot measure HLA, noting that in addition to being prohibitively expensive in a time of budget crisis, the LAFD opposes it because it would reduce emergency response times due to proposed street constrictions.
- Glenn Bailey noted the next VANC meeting will be focused on the 405 issues, recommendations, and proposals. VANC mixer is in the works; details will be forthcoming.

6. Elected Officials, Public Agency Speakers, Field Representatives, and Public Service Announcements.

- Councilmember John Lee reiterated his appreciation of the volunteer hours and work accomplished by the NHW Neighborhood Council. He explained the funding and implementation of 100 ALPR vehicle license plate readers in Council District 12. The objectives as they relate to crime mitigation were very clear.

- Board of Neighborhood Commissioners (BONC) Commissioner Keren Waters thanked the North Hills West Board for 21 years of continuous civic contributions, detailed current BONC information, and encouraged questions.
- Sean Regan, Field Representative for Congressman Brad Sherman, provided details regarding the availability of constituent services and encouraged folks to reach out to him. Of note was efficient US Passport expediting and Social Security issues, \$3 Million for repairs to Fire Stations, and \$4 Million to Hope the Mission. There will be a Tree People tree giveaway in Northridge on February 24th, from 10:00 am to noon, and a Telephone Town Hall on April 11th at 7:00 pm.
- Gabby Guerra, Field Representative for Assemblymember Pilar Schiavo, explained Veterans programs and Assembly Bills AB1854, 1908, and 1994. Hosting a Pupusas with Pilar at Mid-Valley Library on March 25th from 11:30 am-1:00 pm and a Job Fair at New Horizons on March 2nd from 9:00 am-1:00 pm.
- Vicki Magaw, Senior Librarian of Mid-Valley Regional Library, thanked the Neighborhood Council for their ongoing support and noted upcoming Library events that include free income tax preparation from CSUN VITA every Wednesday from 2:00 pm to 6:00 pm and monthly (1st Saturday) on-site dog adoption events.
- John Darnell, NEA, EmpowerLA, thanked the Board for 21 years of service. At the recent Youth Conference on January 27th, There were 106 applications to connect youths to civic engagement opportunities. The next EmpowerLA newsletter will carry details and pictures. Mr. Darnell reviewed Fiscal Year spending deadlines and noted Budget Day is all day Saturday, June 15th, at City Hall, also available on YouTube and TV Channel 35. Ms. Minasian reminded Mr. Darnell that we have asked EmpowerLA to help with Outreach. No one reached out to us during last year's election to help with outreach, and since then, we've been asking. To date, no one has reached out to us from EmpowerLA. For additional information for all elected officials and much more see: <https://neighborhoodinfo.lacity.gov>

7. Guest Speakers and Informational Presentations.

There were none at this time.

- 8. Discussion and motion:** To accept the resignation of Linda Erdman as NC Treasurer. Pat Crone / Punam Gohel seconded. Motion passed by a voice vote of the seven eligible voters present with six in favor ("Yes" or "Aye") (Brown, Crone, Elliott, Gohel, Minasian and Ramey); zero opposed ("No" or "Nay") one abstained (Fordyce)
(6) yes (0) no (1) abstain.
- 9. Discussion and Motion:** A. Appoint a new NC Treasurer, B. Appoint a new Bank Cardholder. Discussion included Stakeholders nominating Mr. Fordyce, who declined. The nomination of Ms. Elliott by Ms. Minasian / Ms. Crone was seconded. Motion passed by a voice vote of the seven eligible voters present with six in favor

("Yes" or "Aye") (Brown, Crone, Elliott, Gohel, Minasian and Ramey); zero opposed ("No" or "Nay") one abstained (Fordyce)
Motion passed with (6) yes (0) no (1) abstain (6-0-1)
Note that two BACs are required, one for the Treasurer and one for the cardholder.

10. Discussion and Motion: Approve the January 18, 2024, GBM Draft Minutes.

Mr. Brown / Ms. Ramey seconded.

Motion passed by a voice vote of the seven eligible voters present with six in favor ("Yes" or "Aye") (Brown, Crone, Elliott, Gohel, Minasian and Ramey); one opposed ("No" or "Nay") (Fordyce) zero abstained.
(6) yes, (1) no (0) abstain (6-1-0)

11. Discussion and Motion: Approve the January MER Monthly Expense Report
Summary of current balances: \$5879.00 expenses to date. Expenses outstanding: \$788.00. The remaining available balance of \$34626.49

Ms. Elliott / Ms. Crone seconded.

Motion passed by a voice vote of the seven eligible voters present with six in favor ("Yes" or "Aye") (Brown, Crone, Elliott, Gohel, Minasian and Ramey); one opposed ("No" or "Nay") (Fordyce) zero abstained.
Motion passed (6) yes, (1) no (0) abstain (6-1-0)

12. Discussion and Motion: Update and appoint NHWNC designee Dave Brown to represent the NHWNC at the Grievance Panel Hearing regarding Grievance #385 once scheduled.

Ms. Elliott moved, and Mr. Gohel seconded.

Motion passed by a voice vote of the seven eligible voters present with five in favor ("Yes" or "Aye") (Brown, Elliott, Gohel, Minasian and Ramey); one opposed ("No" or "Nay") (Fordyce) one abstained (Crone))
Motion passed with (5) yes (1) no (1) abstain (5-1-1)

13. Discussion and Motion: to approve NPG, Neighborhood Purposes Grant to New Horizon of \$4,500 for replacing 225 damaged & worn chairs to bring the working chair inventory back to approximately 400 good chairs.

Ms. Minasian moved, and Ms. Ramey seconded.

Ms. Holly Rasey from New Horizon presented.

Mr. Fordyce moved to amend the motion to \$2,000; Mr. Darnell stated it could not be a different amount than what it's agendaized since it's agendaize for \$4500 and not up to. If the motion doesn't pass, it can be re-agedized for next month.

Mr. Fordyce alleged a Brown Act violation as the vehicle entry gate was closed during some portion of some meetings. Ms. Minasian pointed out that the topic of discussion was regarding the NPG. Mr. Fordyce stated that the rent was much less than it is now. Ms. Minasian again reminded Mr. Fordyce the discussion is the NPG to stay on the agenda item. Mr. Darnell, NEA, Neighborhood Empowerment Representative from EmpowerLA reminded that questions need to be related to the

agenda item and motion being discussed. Ms. Minasian suggested that Mr. Fordyce reach out directly to New Horizons regarding his concerns.

Funding Motion passed by a voice vote of the seven eligible voters present with six in favor ("Yes" or "Aye") (Brown, Crone, Elliott, Gohel, Minasian and Ramey); one opposed ("No" or "Nay") (Fordyce) zero abstained.

Motion passed with (5) yes (1) no (1) abstain (5-1-1)

14. Discussion and Motion: Approve \$991.30, vendor High Tech Signs & Banners, original contractor, for replacement Neighborhood Watch signs.

Mr. Brown moved, and Ms. Minasian seconded.

This item was previously approved, but due to extenuating circumstances, the approval expired. At issue are sun faded, bent, or other damage to signs over the years. A list of 6 locations was provided (the partial list of tired/faded/damaged signs includes:

West side of Valjean south side of alley, south of Parthenia, East side of Havenhurst just north of Chase St, Corner of Eccles St and Gloria, Corner of Chase and Haskel Corner of Gloria and Roscoe, Corner of Chase and Woodley SW corner)

with more being tallied and expected. Discussion: A "tired" sign is worse than no signage as it says a Watch Group is no longer functional, and nobody is watching. Mr. Fordyce noted he has never had a Watch sign in his immediate area. The installation criteria was briefly reviewed with emphasis on designated locations from our Senior Lead Officer(s). It was additionally noted that a Watch sign with no Watch Group is like a crying wolf. We have a relatively new Watch Group on Rubio that could benefit from signage.

Funding Motion passed by a voice vote of the seven eligible voters present with six in favor ("Yes" or "Aye") (Brown, Crone, Gohel, Minasian and Ramey); one opposed ("No" or "Nay") (Fordyce) one abstained (Elliott)

Motion passed with (5) yes (1) no (1) abstain (5-1-1)

15. Discussion and Motion: Approve associated costs of a newly updated with a current content mailer to Stakeholders. Ms. Minasian noted that the mailer is long overdue. It's another form of Outreach to our stakeholders. This would include Brochure design, printing, and mailing costs, a total of \$2,586.25, vendor AM Direct. Mr. Fordyce moved, and Ms. Minasian seconded.

Discussion: Ms. Minasian encouraged and asked all folks to step in and contribute to the content, seeking timely input from everyone. New brochures could also be used to hand out at outreach events.

Funding Motion passed by a voice vote of the seven eligible voters present with seven in favor ("Yes" or "Aye") (Brown, Crone, Elliott, Fordyce, Gohel, Minasian and Ramey); zero opposed ("No" or "Nay") zero abstained.

Motion passed with (7) yes (0) no (0) abstain (7-0-0)

16. Discussion and Motion: Approve \$1,800. for printing suitable signage for PSA, Public Service Announcement bus bench placement.

Mr. Brown moved, and Ms. Ramey seconded.

Ms. Minasian noted that PSA Bus Bench Ads are another form of Outreach effort, and we need all the help we can get to bring attention to NHWNC regarding Board

recruitment and stakeholders attending our meetings.

Discussion: Ms. Minasian noted that the PSA is needed to raise awareness about NHWNC, recruit Board members, and increase stakeholder participation. Up to 24 locations within the NC area could be suitable based on availability. The installation and locations are free if there is no paying client using them based on the program. Monies not spent up to the authorized amount revert back into the Outreach category of the NC budget. The signage is durable, and excess can be kept on hand for newly available locations and installed by the vendor InSight Street Media. Ms. Minasian noted that she has called the vendor three times and has left messages, but no one is returning the calls. Ms. Minasian requested Mr. Darnell's assistance in getting this project underway, and Mr. Darnell agreed to commit to assisting with the PSA of Bus Bench Ads.

Funding Motion passed by a voice vote of the seven eligible voters present with six in favor ("Yes" or "Aye") (Brown, Crone, Elliott, Gohel, Minasian and Ramey); one opposed ("No" or "Nay") (Fordyce) zero abstained.

Motion passed with (6) yes (1) no (0) abstain (6-1-0)

17. Discussion and Motion: Approve \$500 for the Social Media advertising budget.

Ms. Minasian moved, and Mr. Brown seconded.

Discussion: Ms. Minasian noted this would be for NHWNC Outreach paid advertising to entice new Board members and stakeholders. Included would be Facebook and Instagram; Mr. Darnell suggested that EmpowerLA could also post on Nextdoor at no cost with the NC Agency account. We currently have 3 next-door sub-groups within the NC boundaries, which have been previously laboriously aligned along their outer perimeters to match the NC borders, and currently have approximately 2,000 subscribers total. Costs relate to demographics, timing, and frequency of the push. Synchronizing the timing with an NC event would provide additional leverage.

Funding Motion passed by a voice vote of the seven eligible voters present with six in favor ("Yes" or "Aye") (Brown, Crone, Elliott, Gohel, Minasian and Ramey); one opposed ("No" or "Nay") (Fordyce) zero abstained.

Motion passed with (6) yes (1) no (0) abstain (6-1-0)

18. Committees / Alliances / Liaisons / CIS Filer's Motion to Appoint Dave Brown as NHWNC/CD12 representative to attend the VNY CAC Committee meetings, Van Nuys Airport, Citizens Advisory Committee, and forward the board appointment to CD12 for Councilman Lee's consideration.

Ms. Minasian moved, and Ms. Elliott seconded.

Motion passed by a voice vote of the seven eligible voters present with six in favor ("Yes" or "Aye") (Brown, Crone, Elliott, Gohel, Minasian and Ramey); one opposed ("No" or "Nay") (Fordyce) zero abstained.

Motion passed with (6) yes (1) no (0) abstain (6-1-0)

19. Report Out on NHWNC Committees / Alliances/ Liaison / CIS Filers.

- a. No NHWNC Committee meetings to report.

- b. Ms. Minasian noted that the Board of Neighborhood Commissioners' (BONC) New Code of Conduct, Anti-Bias and Gender Expression and Gender Identity training are now mandatory, effective 1/23/24. The board members and Stakeholders have 90 days to complete the training on Cornerstone. It is unclear how stakeholders will access Cornerstone, more in the future.
Next BONC meeting 1/20/24 @1:00PM
- c. Alliances and Coalitions:
 - I. Los Angeles Neighborhood Council Coalition (LANCC)
 - Ms. Minasian noted information shared by Phyllis Ling from Historic Cultural North NC (speaking as an individual) about the “Los Angeles Aero Rapid Transit” proposed by Frank McCourt in 2018 as a concept and the negative impact it will have in several communities. There was a City Watch article about it. Also, this project will require the City Council, METRO, County, and the State's approval.
 - Presentation Michael Schneider, who created the ballot measure HLA Mobility Plan from Healthy Streets LA, and for the opposition, Chris Legras from KeepLAMoving.com. Ms. Minasian noted that most participants at the meeting were not in favor of the measure, and she stated if anyone is interested in listening to both sides of the presentation, they should listen to the LANCC meeting recording.
 - I. Valley Alliance of Neighborhood Councils (VANC)
 - Housing Element Update by United Neighbors
 - II. NC emergency preparedness Mr. Brown noted that we’ve been experiencing heavy weather that will continue. We’re coming out of El Nino, going into La Nina. The next fire season will be significant based on the rain we’ve had.
 - III. Plan Check NC – No report out.
 - IV. Budget Advocates – Mr. Fordyce noted that the city is facing up to 20 percent shortages of staffers. They are overspending and going into the reserve funds. We are facing increases in trash collection fees, stormwater planning, and other measures to increase our taxes, not to mention how the new Mayor has increased our budget significantly, and no one knows where the funds will be coming from. The mayor has instructed city departments to cut back on city services that we are paying for and not to hire staff to fill the vacant city positions, and she wants to put all the money into homelessness. If there hadn’t been a Federal Bailout, Los Angeles would have been bankrupt. There may be a measure in the November Ballot to increase property taxes to help pay for Homelessness.
- d. NWHNC CIS report – there was none.
- e. Liaisons: The EmpowerLA Liaison’s webpage has had an error until today. Ms. Minasian noted that she had sent two emails to Mr. Darnell and Mr. Nyambura and asked Mr. Darnell/NEA to look into it.

20. PENDING: NHWNC on April 21, 2022, approved an NPG from VCC in the amount of \$1,500. This, in part, would pay for tools & supplies for local community cleanups. On June 16, 2023, the NHWNC approved Liaisons to work with VCC and take responsibility for the tools & equipment. This was communicated to VCC. Before that time and continuing to present, the NHWNC folks doing local cleanups

have been using their personal tools & equipment and have not received any tools & equipment from VCC, per the details of the NPG. VCC needs to either provide the desired specified product(s) or return the NPG funds to the City, as a Neighborhood Council cannot process a return of funds. A Zoom recording of the original presentation was provided. Ms. Minasian asked Mr. Darnell/NEA to assist NHWNC, and Mr. Darnell agreed. Ms. Minasian will forward the April 21, 2022, GBM Zoom recording along with the NPG and the Budget that was presented by Ms. Mather.

- 21. Update: VNY CF-23-1339** Ms. Minasian noted that the Travel, Trade, and Tourism Committee (T3) was canceled on February 6, 2024. A special agenda was posted, stating that the meeting would be held in Van Nuys on February 8, 2024. **Details:** Motion 23-1339 was introduced by Councilwoman Imelda Padilla (CD6) and seconded by Nithya Raman (CD4). It called for a new Specific Airport Plan, including criteria. **Results:** The motion passed through both PLUM and T3. Recommendation for Council action: 1. Approve Council file 23-1339 as amended. 2. The amendment is not reflected on CFMS. However, the fact that the motion was amended is not. NHWNC has been notified that the motion was amended to include a CD12 representative on the Van Nuys Airport Specific Plan Citizens Advisory Committee. She also noted she had more information if anyone was interested to reach out to her.

22. Welcome Sign Project

Ms. Minasian noted that the recent Conversations with Councils, hosted by Councilmember Lee and Staff, featured a presentation from Mr. Gerry Valido from the Board of Public Works. This is the Department the NC would work with to design, fabricate/and implement special signage or CIPs (Community Improvement Projects) in the NC area. Streetlight pole banners could fit into this category as well. Ms. Minasian had contacted Mr. Valido and inquired about specifics: In order to get a "Welcome to NHW" sign installed, we will need to speak with the Engineer, Designer/Architect, and Installer first. Gather all the paperwork and complete the application so Mr. Valido can handle it on our behalf. As NC, we wouldn't have a permit fee. Ms. Minasian asked everyone if they knew of any of the professionals she mentioned that they are needed for this project to contact them to get a quote to present to the board. Ms. Minasian also mentioned that she has emailed CD12, Mr. Coto, and Ms. Letteri seeking information on Street Pole banners.

23. PENDING: Censure/Grievance #385 To this date, we have no hearing scheduled.

Following the NHWNC Censure of a Board member on October 20, 2022, NHWNC received Grievance #385 logged on 11-17-2022 against the Censure. A NHWNC Voted Response opposing the Grievance was submitted on April 1, 2023. Following notification of non-receipt, the Response was re-submitted on May 11, 2023. The Grievance database shows a recent Grievance # 424 closed on 01-11-2024. No other NC has an unresolved Grievance pending older than that except NHWNC. Mr. Darnell, NEA, indicated a Grievance Panel Hearing may be scheduled for the end of February or early March. A prior scheduling attempt ended when one of the

three panelists dropped out. A suggestion was made to consider backup / alternate Panelists in case one drops out at the last minute. Mr. Darnell stated that it's a city ordinance and it's a certain way it must be structured. Ms. Minasian asked Ms. Espinal to note the issue about the city ordinance so Councilmen Lee could look into it.

24. Board member announcements.

Mr. Brown noted a large fundraising event called Grateful Hearts, benefiting LAFD, LAPD, and Veterans groups, which will be held all day on Saturday, April 6th, at Warner Center Park. It will include a dedicated Emergency Preparedness section similar to the legacy annual Valley Disaster Preparedness Fair. And feature celebrity chefs cooking for the audience. Free parking for the day in the large parking structures on the north side of the Park (Califa St via Owensmouth). Neighborhood Councils are welcome to participate.

<https://www.woodlandhillscs.net/gratefulhearts.php>

25. Upcoming events/volunteer opportunities →

Ms. Minasian encouraged checking the NHWNC website Calender, which is continually updated.

26. Requests for Future Agenda Item(s):

Ms. Minasian requested emailing her with Agenda requests, with the Agenda Request in the email subject line.

27. Finishing Roll Call & Adjournment.

Seven of the eight Board Members were present at the Finishing Roll Call: Dave Brown (Secretary), Pat Crone, Maggie Elliott (Treasurer), Garry Fordyce, Punam Gohel, Madlena Minasian (President), and Kreshell Ramey. Linda Erdman was absent.

Ms. Minasian declared the Meeting **ADJOURNED** at 8:52 p.m.

The first paragraph of some Items, Motions/Resolutions and other wording may have been copied from the Agenda. The NHWNC Board Meeting Minutes page is <http://www.nhwnc.net/agendas-minutes/minutes-and-agendas>.

Contact the Board at: www.nhwnc.net or call: 818-369-1708