



## North Hills West Neighborhood Council

P.O. Box 2091  
North Hills, CA 91393  
818-369-1708  
Website: <https://www.nhwnc.net>  
Email:

### Board Meeting Minutes January 16, 2025 6:07PM-9:09PM (DRAFT)

**Regular Meeting Location:**  
**New Horizons**  
**15725 Parthenia Street**  
**North Hills, CA 91343**  
*(MAIL NOT ACCEPTED AT THIS ADDRESS)*

Boardmember	Roll Call	Funding Vote Eligible*	Category
Maria Carillo	Present	YES	Residential 2025
Pat Crone	Present	YES	Residential 2025
Linda Erdman	Present	YES	Residential 2027
Garry Fordyce	Present	YES	Residential 2025
Jane Lopez	Absent	YES	Residential2027
Leticia Martinucci	Absent	NO	General Stakeholder 2027
Kreshell Ramey	Present	YES	General Stakeholder 2025
Martha Ugarte	Absent	YES	Residential 2027
Vacant	Vacant		Residential 2025
Vacant	Vacant		General Stakeholder 2025
Vacant	Vacant		General Stakeholder 2027
Vacant	Vacant		General Stakeholder 2025
Vacant	Vacant		General Stakeholder 2027
Board Members -08	Present 05 Absent 03 at Roll Call		

\*Funding vote eligibility key: **A**=age less than 18 yrs.; **E**=Ethics training; **F**=Funding training; **N**=not taken; **X**=expired  
\*\* Advance notice given for absence \*\*\*At Large Appointed (VOTE KEY: Yes, No, Abstain, Ineligible, Recuse, Absent)

1. Call to order-**The meeting was called to order at 6:04PM by President Gary Fordyce**
2. Roll Call- **Roll was called by Minute Taker Grant. exhaustive effort quorum was reached. All Boardmembers present were eligible to vote.**

NHWNC ITEM 2. Roll Call		
Present -05	Absent-03	Excused-00
Carillo, Crone, Erdman, Fordyce, Ramey,	Lopez, Martinucci, Ugarte	None

3. Presentation to David Hyman with a Certificate of Appreciation for checking the mail for NHWNC for 21 years. **Mr. Hyman was presented with the Certificate of Appreciation.**

4. Announcements from the President of the Board.
  - a. After presenting screenshots and his research to Michael Lektrovich the head of Neighborhood Council Elections, President Fordyce was able to get the corrections needed to straighten out the board seats. Changes will be made to the roster. Martha Ugarte will be changed out of the seat she currently holds and will now be in the 2027 General Seat instead of the Residential Seat. The seats that will be up for election in 2025 will be 5 Residential Seats and 1 General Seat. The seats up for election 2027 will be 2 Residential Seats, 4 General, and 1 Community Interest Seat.
  - b. The BAC's from previous months May through December need to be submitted. The documentation is not available for June and there was no meeting in October. John Darnell will fill out a proxy form for the old BAC's. Pat Crone and Gary Fordyce Martha Ugarte and Jane Lopez need still need to take the Treasurers Training. Linda Erdman has completed her trainings. Leticia Martinucci has not completed her trainings and is unable to vote. If she joins the meeting.
  - c. There are minutes missing from the website.- John Darnell said he posted August and September . There was no meeting in October. John will post November and December.
  - d. On January 3, 2025, The City Clerks office will be doing an NC Events Training.
  - e. President Fordyce read Article 5 Section 5 of The Plan for Neighborhood Councils(Board Duties and Powers). This refers to individuals not being able to act on behalf of the Board.
  - f. President Fordyce also read Article 6 Section 2a. (Duties of the President).
  - g. The Boardmembers were asked to review the Election Time Line. All Boardmembers in seats that expire in 2025 need to apply as Candidates if they would like to be on the Board.
5. Information about upcoming North Hills West Neighborhood Council elections, including candidate filing dates and voter registration dates.
  - A. Candidate Filing Begins January 17, 2025, and Ends March 3, 2025-Reviewed
  - B. Region 2 Election is May 20, 2025- Reviewed
  - C. Vote-by-mail registration begins March 21, 2025 and end May 11, 2025-Reviewed
6. Discussion and possible action to approve the December 2024 NHWNC Monthly Expenditure Report (MER)

Public Comment: No comment

**Motion: Passed**

<b>NHWNC ITEM 6. Motion to approve the December 2024 NHWNC Monthly Expenditure Report (MER)</b>				
<b>Moved: Seconded:</b>				
<b>Yes-05-</b>	00-No	Abstain-00	Ineligible-00	<b>Absent-03</b>
<b>Carillo, Crone, Erdman, Fordyce, Ramey</b>	None	None	None	<b>Lopez, Martinucci, Ugarte</b>

7. Discussion and possible action to approve the Minutes from the NHWNC Board Meeting on December 19, 2024.

Public Comment: No comment

**Motion: Passed**

<b>NHWNC ITEM 7. Motion to approve the Minutes from the NHWNC Board Meeting on December 19, 2024.</b>				
<b>As corrected. Moved: Ramey Seconded: Crone</b>				
<b>Yes-04-</b>	00-No	<b>Abstain-01</b>	Ineligible-00	<b>Absent-03</b>

<b>Carillo, Crone, Fordyce, Ramey</b>	None	<b>Erdman</b>	None	<b>Lopez, Martinucci, Ugarte</b>
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8. General Public Comments on Non-Agenda items within the jurisdiction of the NHWNC. Each speaker may speak one time for up to one (1) minute unless changed by the presiding officer. PLEASE ADVISE US IF YOU ARE A PAID LOBBYIST.

- a. **Glenn Bailey-Speaking as an individual- The CERT letter can be sent to any council file that has CERT as motions come before the City Council due to the fires.**
- b. **Kevin Kratzer-Speaking as an individual-There will be a Public Safety Meeting on Wednesday night at 7:00PM at Northridge Middle School in regards to Sober Living Homes.**

9. Elected Officials, Public Agency Speakers, Field Representatives, and Public Service Announcements. Up to three (3) minutes per speaker. Stakeholders are allotted one minute each for a question for each Agendized public official who visits. Questions do not count against public comment time totals. Public Officials who do not give advance notice of their participation in the NHW Neighborhood Council meeting are limited to one minute of announcements, which must include their contact information as part of their announcement.

- a. Presentation by the City of Los Angeles Bureau of Sanitation-**Item Postponed**
- b. Mayor Karen Bass - [Mayor LACity](#) / West Valley Area Representative
- c. City Council District 12 John Lee - [CD12](#) / Field Representative, Lorena Espinal

[Lorena.Espinal@city.org](mailto:Lorena.Espinal@city.org). Councilmember John Lee's Committee Assignments:

**Chair of Public Safety Committee**

**Vice Chair of the Government Operations Committee**

**Member of:**

**Planning and Land Use Management Committee**

**Rules, Elections, and Intergovernmental Relations Committee**

**Ad Hoc Committee on Unarmed Crisis Prevention, Intervention, and Community Services**

**Legislative Updates:**

**Councilmember Lee co-introduced nine motions with Councilmember Park related to the January 2025 wildfires.**

1. **Instruct CLA and LA County to procure an outside entity to prepare a comprehensive After Action Report of the City and County emergency response.**
2. **Instruct LADWP to establish a formal protocol with LAFD to provide weekly updates to LAFD on all water reservoirs and critical water infrastructure to ensure that LAFD is fully informed of any potential gaps in water resources that may impact firefighting capabilities during emergencies.**
3. **Request the Department of Recreation and Parks to immediately close all parks in the City's Very High Fire Hazard Severity Zones during the current Red Flag Warning ending January 15, 2025 at 6:00 PM.**
4. **Instruct LAFD to report to Council on the current status of the Department, its ability to manage wildfires of this magnitude, and any issues they encountered in their efforts to protect life and property.**
5. **Request that the City Attorney prosecute all misdemeanors related to the fires including curfew violations, evacuation order violations, and impersonation of public safety personnel.**

6. Request the City Attorney to prepare an ordinance amending the LAMC to include penalties for housing/lodging price gouging; this also includes a request for a report on the status of available resources to prosecute and outreach efforts.
7. Instruct Bureau of Engineering and Bureau of Sanitation and all necessary departments to assess debris flow and landslide risks in the Palisades Fire burn area and report to Council with a plan to mitigate these risks.
8. **TO PUBLIC SAFETY:** Instruct EMD, LAFD, and all relevant departments to report to Council on a comprehensive Emergency Preparedness Plan in preparation for mudslide risks following all future wildfire(s) including evacuation plans, SOPs, best practices, assigned responsibilities, an implementation timeline, and any current lack of resources to protect life and property due to mudslides.
9. **TO PUBLIC SAFETY & ARTS/PARKS:** Request the City Attorney to prepare and report on an ordinance that would amend LAMC to close parks in Very High Fire Hazard Severity Zones when Red Flag Days are declared, as well as enforcement options for both compliance and camping.

Ms. Espinal also included the link to our newsletter release today that provides legislatures along with the council files.

<https://mail.google.com/mail/u/0/?ui=2&ik=4e170c2c45&view=lg&permmsgid=msg-f:1821535321481968064&ser=1>

- d. L.A. County Supervisor [District 3: Lindsey Horvath](#)
- e. State Senate [District 20: Caroline Menjivar](#)
- f. State Assembly District 40 [a40](#) – Pilar Schiavo / Field Representative - Gaby Gurrola - [Email](#)
- g. U.S. Congress [District 32: Brad Sherman](#)
- h. LAUSD School Board [District 3: Scott Schmerelson](#)
- i. LAPD Devonshire Division [LAPD](#) - Senior Lead Officer (SLO) - Jerome Knopp [Email](#)  
**Mikkie Loi, LAPD Devonshire Division Volunteer. Ms. Loi thanked the Board for writing a letter to support the CERT Program. Please be aware of Council File 24-1600 for Resource Restoration. [LAFDCERTBattalion15@gmail.com](mailto:LAFDCERTBattalion15@gmail.com) There will be a meeting next Tuesday, January 21, 2025 at 6:30PM, hosted by Battalion 15. The topic will be on how to prepare your to go bags. To sign up for CERT Classes use email: CERT-LA.com**  
**Dave Brown added additional CERT information-The CERT Program was started in 1986. His Non-Profit has hosted CERT Trainings for 1,000 people. 57,000 have been CERT Trained. It costs about \$3,000.00 per class, \$300,000.00 per year. Mr. Brown recommends downloading The Watch Duty APP and the Flight Radar APP.**

**Budget Advocate Report, Glenn Bailey- Budget 101 is being postponed to February. the Budget Advocates a working on the White Paper. Budget Day will be June 21, 2025.**

LAPD

- j. Mid Valley Regional Library - [Mid Valley Library](#)
- k. [L.A. Department of Neighborhood Empowerment](#) / NEA - John Darnell – **Budget Day was mentioned. Mr. Darnell mentioned the Regional Break Out Sessions and the selection of Budget Representatives. Candidate Filing for the North Hills West Neighborhood Council begins tomorrow. [John.Darnell@lacity.org](mailto:John.Darnell@lacity.org)**
  - i. Includes presentation about funding officer training-**Reviewed**
- l. To find your elected representatives, City agencies, departments, etc.:

10. Discussion and possible action to appoint NHWNC board members to standing committees.-**No Action Taken**
  - a. Budget and Finance Committee
  - b. Events, Marketing and Outreach Committee
  - c. Planning and Land Use Management Committee
  - d. Beautification & Infrastructure Committee
  - e. Public Safety and Emergency Preparedness Committee
11. Presentation of mailer to be mailed to all residents in the NHWNC area.-**The tri fold was given to the Board.- It was decided that the Boardmembers would rather do pop-up events and hand out the trifold to community members instead of sending by mail.**
12. Discussion and possible action to pay New Horizons for meeting space for board meeting every month not to exceed \$550.00 per month. The cost per month includes payment for use of the meeting space and security. The City Clerk will be contacted after this vote to enter into a service agreement for the remainder of the fiscal year which ends June 30, 2025.-**Item Postponed**
13. Update on NHWNC storage items-**Maria Carillo (Boardmember) and Maggie will meet to see the location of the storage container and see where it might be able to be moved to. Maria will speak with the people running the garden to see if they would be willing to hold it on their property. A contract will have to be created if approved.**
14. Board member announcements/comments
  - a. Kreshell Ramey **asked people to volunteer for the point in time count, to count the homeless. The count has been postponed to February. Information is available at Lahsa.org**
15. New /Future agenda items
  - a. **Dave Brown- would like the website updated.**
16. Adjournment. **The meeting was adjourned at 9:09PM**