



**Interim Board Meeting Minutes
Canoga Park Neighborhood Council (CPNC)
7:00 PM, Wednesday, September 28, 2016
Canoga Park Community Center
7248 Owensmouth Ave, Canoga Park, CA 91304**



Canoga Park Neighborhood Council Board of Directors

- President**
Corinne Ho
- Home/Condo Owners Rep.**
Vice President
Saaliha Khan
- At-Large Rep.**
Secretary
Terrance Jakubowski
- At-Large Rep.**
Treasurer
Carey Carney-Martinez
- Residential Renters Rep.**
Maximo Guerrero
Youth Group Rep.
Usman Khan
Youth Group Rep.
Ron Clary
Senior Group Rep.
Rocio Rodriguez
Senior Group Rep.
Yesenia Cardenas
Residential Renters Rep.
Quincy Clemons
Residential Renters Rep.
Liliana Lozano
Residential Renters Rep.
Brooke Mason
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Kendra Kimball
Home/Condo Owners Rep.
Brian St. Germain
Home/Condo Owners Rep.
Vacant
- Retail/Service Business Rep.**
John Parker
- Retail/Service Business Rep.**
Bobbi Trantafello
- Retail/Service Business Rep.**
Stuart Vaughn
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Michelle Miranda
- Community Service Org. Rep.**
Vincent Neill
- Community Based Org. Rep.**
Mary Paterson
- Community Based Org. Rep.**
Martin Furtak
- Faith Based Org. Rep.**
Jessica Irias
- School Representative**
Kyra Edrington
- At-Large Rep.**
Rhonda Spires
- At-Large Rep.**

I. Welcoming Remarks – Corinne Ho, President

a. Called to Order at 7:04 pm and Pledge of Allegiance led by Corinne Ho, President.

b. Board Roll Call

Board Members Present: Quincy Clemons, Kyra Edrington, Martin Furtak, Maximo Guerrero, Corinne Ho, Saaliha Khan, Usman Khan, Carey Martinez, Brooke Mason, Michelle Miranda, Vincent Neill, Mary Paterson, Rhonda Spires

Board Members Late: Yesenia Cardenas, Ron Clary, Jessica Irias, Terrance Jakubowski, Bobbi Trantafello

Board Members Absent: Kendra Kimball, Liliana Lozano, Rocio Rodriguez

Board Members Excused: John Parker, Brian St. Germain, Stuart Vaughn

With 13 members present at 7:05 pm, a quorum was declared.

The public is requested to fill out a “Speaker Card” to address the Board on any agenda item before the Board takes an action. Public comment is limited to 3 minutes per speaker, but the Board has the discretion to modify the amount of time for any speaker.

The public may comment on a specific item listed on this agenda when the Board considers that item. When the Board considers the agenda item entitled “Public Comments,” the public has the right to comment on any matter that is within the Board’s jurisdiction. In addition, the members of the public may request and receive copies without undue delay of any documents that are distributed to the Board, unless there is a specific exemption under the Public Records Act that prevents the disclosure of the record. (Govt. Code § 54957.5)

The Canoga Park Neighborhood Council (CPNC) holds its regular meetings on the 4th Wednesday of every month and may also call any additional required special meetings in accordance with its By-Laws, Department of Neighborhood Empowerment Policies and Procedures and the latest changes to the Brown Act. The agenda for the regular and special meetings is physically posted for public review at The Canoga Park/West Hills Chamber of Commerce, 7248 Owensmouth Ave. and Canoga Park Library 20939 Sherman Way, Canoga Park.; on the CPNC Website at www.canogaparknc.org and using the CPNC e-mail listing.

The Canoga Park Neighborhood Association 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, or 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 prior to the meeting you wish to attend by contacting the Department of Neighborhood Empowerment at (213) 978-1551 or e-mail NCSupport@lacity.org.

SI REQUIERE SERVICIOS DE TRADUCCION, FAVOR DE NOTIFICAR A LA OFICINA 3 dias de trabajo (72 horas) ANTES DEL EVENTO. SI NECESITA AYUDA CON ESTA AGENDA, POR FAVOR LLAME A NUESTRA OFICINA AL (213) 485-1360 o e-mail NCSupport@lacity.org.

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 7248 Owensmouth Avenue, Canoga Park, CA 91304 or at our website: www.canogaparknc.org by clicking on the link provided on the Home Page, 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 the CPNC Secretary at (818) 414-2700 or at secretary@canogaparknc.org.



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II. Community/Government Reports & Announcements

1. Kevin Taylor, West Valley Area Representative for Mayor Eric Garcetti made a progress report on the "Back to Basics" agenda and collaborative opportunities.
2. Jenny Portillo for LA City Councilmember #3 Bob Blumenfeld?

III. General Public Comment on Non-Agenda Items:

1. Melody Davis from ACE presented on youth mentoring opportunities through her organization.
2. Ronnie Veliz from *Somos Familia Valle* announced the 3rd San Fernando Valley Pride March and Conference on Sunday, November 13, 2016. March starts at Van Nuys Blvd & Sylvan St. in Van Nuys and goes to St. Mark's Episcopal Church (14616 Sherman Way, Van Nuys, CA 91403).
3. Sueinderuit S. Sambhi, Bhahdur Singh, and K. P. Singh introduced themselves to the CPNC

IV. Presentations

1. Adriana Garcia addressed the CPNC about "shutting down" Xposed, an adult club on Canoga Avenue near Roscoe. Is concerned about the violence associated with the club after an incident in August where 2 people were killed at the club and the safety of the community. In response, Brad Barnes, owner of Xposed, stated that the victims were known gang members and had committed crimes before entering the club. Mr. Barnes stated that the problem is not Xposed, but rather the gang membership. Doug, the day manager at Xposed, repeated the statement regarding gang membership and stated that Xposed is being targeted for all the ills in the community. Brianna Chavira, an employee at Xposed, stated that Xposed is not a violent place and she had never been afraid before the incident.
2. Angel Orellana from Our Valley Revolution introduced his organization to CNPC, stating that it was a community action group focused on ending homelessness in Los Angeles. They are working on a petition to end homelessness and the establishment of a year-round homeless shelter in the northeast San Fernando Valley.
3. Blanca Saffold and Kirk Cabrera Miller from North East Valley Health Corporation introduced their adult and pediatric clinics that serve over 190,000 patients in the San Fernando Valley to the CPNC. The speakers stated that their organization will be organizing a toy drive to provide toys for over 100 children this holiday season, and would like to request funds from CPNC. CPNC Vice President Saaliha Khan, an employee of Northeast Valley Health Corporation, recused herself from the presentation.

V. Motions and Resolutions

1. Motion to approve the MERs for June, July, and August 2016 moved by Michelle Miranda and seconded by Mary Paterson. Roll Call Vote: Yes: 13, No: 0, Abstain: 3, Ineligible: 1 **Motion Passed**
2. Motion to reapprove the funding requests from the 2015-16 fiscal year to be reallocated to the 2016-17 fiscal year (Food Pantry, \$2000; Senior Symposium, \$750; Disaster Preparedness Fair, \$750 moved by Corinne Ho and seconded by Terrance Jakubowski. Roll Call Vote: Yes: 15, No: 0, Abstain: 0, Ineligible: 1 **Motion Passed**



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3. Motion to approve \$100 for ballot measures presentation and Stern/Fazio Senate District 27 Debate to be held on Wednesday, October 26, 2016 at the Westfield Topanga Mall, in partnership with the American Association of University Women and the League of Women Voters/LA. Funding is to share the facility rental, refreshments, and outreach. Moved by Bobbi Trantafello and seconded by Saaliha Kahn. CPNC President Corinne Ho recused herself, as she is a member of the League of Women Voters/LA. Roll Call Vote: Yes: 13, No: 2, Abstain: 0, Ineligible: 1, Recusal: 1 **Motion Passed**
4. Motion to approve \$500 for the Annual Lanark Park Halloween Event, to be paid to the City of Los Angeles. CPNC to do outreach at event (create survey and capture stakeholders email addresses. Moved by Mary Paterson, seconded by Carey Martinez. CPNC President Corinne Ho recused herself, as her daughter is involved in activities at Lanark Park. Based on prior year's involvement, the funds were used to provide candy and a safe Halloween event for children. Roll Call Vote: Yes: 15, No: 0, Abstain: 0, Ineligible: 1, Recusal: 1 **Motion Passed**
5. Motion to approve \$300 for Toy Drive Sponsorship in partnership with the Canoga Park Neighborhood Council and the North East Valley Health Corporation Moved by Mary Paterson, seconded by Michelle Miranda. CPNC Vice-President Saaliha Khan recused herself, as she is an employee of North East Valley Health Corporation. The Application for Request for NPG was not available for review. **Motion Tabled**
6. Motion to approve \$1000 for the Annual Dia de Los Muertos Festival in Canoga Park. Moved by Quincy Clemons, seconded by Kyra Edrington. CPNC Board Members Brooke Mason and Mary Paterson recused themselves due to involvement in Main Street Canoga Park. Due to a typographical error, the initial funding request was for \$5000. The additional \$4000 will need to be addressed at a separate meeting. A special meeting was requested by the organizers to request the additional funding, citing the timeliness of the event. Board members expressed concern about the beer garden and the low riders. Roll Call Vote: Yes: 13, No: 1, Abstain: 0, Ineligible: 1, Recusal: 2 **Motion Passed**
7. Motion to approve \$500 for a Community Improvement Project to enhance the fire hydrants in Canoga Park. Board Member Martin Furtak submitted the request, stating that churches in Canoga Park would provide volunteers for 1 day in Spring 2017 to paint the fire hydrants. Moved by Ron Clary, seconded by Jessica Irias. Money would be used for paint, supplies, and refreshments. Mr. Furtak has previously organized the painting of fire hydrants in Woodland Hills and West Hills. Board members suggested contacting LA DWP to see about supplying paint or other materials. **Motion Tabled**
8. Motion to approve the proposed LADOT Plan for Canoga Park Moved by Vincent Neill, seconded by Saaliha Khan. Voice Vote: Yes: 18, No: 0, Abstain: 0, Ineligible: 1, **Motion Passed**

VI. Board and Committee Reports

1. Report from the Annual Congress of Neighborhood Councils held September 24, 2016. Board Members Rhonda Spires and Saaliha Khan were on a panel on the future of neighborhood councils. Board President Corrine Ho attended a valuable presentation on the use of public funds. Board Member Vincent Neill worked on video and audio recording of most sessions. Board Members Mary Paterson and Kyra Edrington. Assisted with onsite registration.
2. All Board Members are encouraged to attend the Executive Board Meeting on Monday, October 17 where there will be a discussion of CNPC operations and committees. Glen Bailey, President of the Northridge East NC and an organizer of the Congress, expressed his appreciation for the efforts of CPNC members.



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VII. Board Member Comments/Announcements

1. Board President Corrine Ho spoke on the growing momentum for the closure of Xposed as a matter of public safety. Board member Ron Clary, a practicing attorney, reminded board members that any discussion on Xposed should be framed as a safety concern, not a concern for the type of business, as this is not a 1st Amendment issue.
2. Board Member Michelle Miranda reminded people that the voter registration deadline for the November 8 general election is October 24, 2016.
3. Board Vice President Saaliha Khan invited people that there will be an Open Mosque Day on Sunday, October 23 from 2:00 – 5:00 pm at 7060 Owensmouth. This is an opportunity to meet Muslim neighbors in Canoga Park.
4. Board Vice President Saaliha Khan invited people to a symposium of Tuesday, October 4 at CSUN.
5. Glen Bailey, President of the Northridge East NC, provided board members with flyers for the 9th Annual Valley Disaster Preparedness Fair at Fire Station 87 10124 Balboa Blvd. Fair goes from 8:00 am to 2:00 pm
6. Board President Corrine Ho reminded the board members that while being a board member is a *volunteer* role, board members are elected officials of the City of Los Angeles.

VIII. Adjournment: Motion to Adjourn at 9:40 pm by Jessica Irias, Seconded by Quincy Clemons.



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PROCESS FOR RECONSIDERATION in accordance with Article VIII Meetings, Section 4 of the current CPNC By-Laws:

"The Board may reconsider and amend its action on items listed on the agenda if that reconsideration takes place immediately following the original action or at the next regular Neighborhood Council meeting. The Board, on either of these two (2) days, shall: (1) make a Motion to Reconsider and, if approved, (2) hear the matter and take an action. If the Motion to Reconsider an action is to be scheduled at the next meeting following the original action, then two items shall be placed on the agenda for that meeting: (1) a Motion to Reconsider the described matter and (2) a [Proposed] Action, should the Motion to Reconsider be approved. A motion for reconsideration can only be made by a Representative who has previously voted on the prevailing side of the original action taken. If a motion for reconsideration is not made on the date the action was taken, then a Representative on the prevailing side of the action must submit a memorandum to the Secretary identifying the matter to be reconsidered and a brief description of the reason(s) for requesting reconsideration at the next regular meeting. The aforesaid shall all be in compliance with the Brown Act."

PROCESS FOR FILING A GRIEVANCE in accordance with Article XI Grievance process of the current CPNC By-Laws:

"A. Process. Any person or group adversely affected by the decisions or policy of the CPNC may file a written grievance with the Board. Within ten (10) working days, the Board shall then refer the matter to the grievance committee, who shall have ten (10) working days to meet with the person submitting the grievance and to discuss ways in which the matter may be resolved. The committee shall prepare a written report for the Board outlining their recommendations for resolving the grievance. The Board must then address the report at the next regular or special meeting.

"B. Appeal. In the event that a grievance cannot be resolved through this grievance process, the matter may be referred to the Department for consideration or dispute resolution in accordance with the Plan.

"C. Matters which can be grieved. The formal grievance process is not intended to apply to Stakeholders who simply disagree with a position or action taken by the Board at one of its meetings. Those grievances can be discussed at Board meetings. This grievance process is intended to address matters involving procedural disputes, e.g. the Board's failure to follow these bylaws or its Standing Rules."

BROWN ACT REVISION AND LANGUAGE IN THE BYLAWS

The City Attorney wishes to bring to your attention a recent amendment to the Brown Act* that takes effect on July 1, 2008, and impacts the wording of board agendas and also impacts how the records, which are reviewed by board members in anticipation of a meeting, are to be made available to the public. This information is intended to provide you with guidance in preparing the agendas for the Neighborhood Councils.

The pertinent amendment is contained in Government Code section 54957.5 paragraph (b) reads as follows:

"(b) (1) If a writing that is a public record under subdivision (a), and that relates to an agenda item for an open session of a regular meeting of the legislative body of a local agency, is distributed less than 72 hours prior to that meeting, the writing shall be made available for public inspection pursuant to paragraph (2) at the time the writing is distributed to all, or a majority of all, of the members of the body.

(2) A local agency shall make any writing described in paragraph (1) available for public inspection at a public office or location that the agency shall designate for this purpose. Each local agency shall list the address of this office or location on the agendas for all meetings of the legislative body of that agency. The local agency also may post the writing on the local agency's Internet Web site in a position and manner that makes it clear that the writing relates to an agenda item for an upcoming meeting.

(3) This subdivision shall become operative on July 1, 2008."

Typically, board members receive an agenda and written materials to review in advance of a meeting (the "agenda packet"). Government Code section 54957.5 clarifies that once the writings or agenda packet are delivered to a majority of the members on the board, the records, unless specifically protected from disclosure by the Public Records Act, must be made immediately available upon request. If written materials are submitted to the board after the posting of the agenda, then the agency shall designate a location (and an optional website link) where the public may view the records. Therefore, Neighborhood Councils should provide for easy access to the records by making them available on the website in addition to a physical location. It will be important to insure that upon distribution of the agenda packet to a majority or all of the board members, the documents are promptly placed in the correct location and posted on the website."



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Board Vote on Motions

CPNC Board Member Roll Call In Last Alphabetical Order for:		Voting Privileges on Financial Issues	28 September 2016			Comment	Voting Recap				
			Present	Absent	Excused		Motion to approve the MERS for June, July, and August 2016	Motion to reapprove the funding requests from the 2015-16 fiscal year to be reallocated to the 2016-17 fiscal year.	Motion to approve \$100 for ballot measures presentation and Stern/Fazio Senate District 27	Motion to approve \$500 for the Annual Lanark Park Halloween Event	Motion to approve \$1000 for the Annual Dia de Los Muertos Festival in Canoga Park
Yesenia	Cardenas	Yes	X			Arrived 7:20 pm	Y	Y	Y	Y	Y
Ron	Clary	Yes	X			Arrived 7:30 pm	Y	Y	Y	Y	Y
Quincy	Clemons	Yes	X				Y	Y	Y	Y	Y
Kyra	Edrington	Yes	X				Y	Y	Y	Y	Y
Martin	Furtak	Yes	X				A	Y	N	Y	Y
Maximo	Guerrero	No	X				I	I	I	I	I
Corinne	Ho	Yes	X				Y	Y	R	R	Y
Jessica	Irias	Yes	X			Arrived 8:43 pm	AB	AB	AB	AB	Y
Terrance	Jakubowski	Yes	X			Arrived 7:35 pm	Y	Y	N	Y	N
Saaliha	Khan	Yes	X				Y	Y	Y	Y	Y
Usman	Khan	Yes	X				Y	Y	Y	Y	Y
Kendra	Kimball	Yes		X			AB	AB	AB	AB	AB
Liliana	Lozano	Yes		X			AB	AB	AB	AB	AB
Carey	Martinez	Yes	X				Y	Y	Y	Y	Y
Brooke	Mason	Yes	X				A	Y	Y	Y	R
Michelle	Miranda	Yes	X				Y	Y	Y	Y	Y
Vincent	Neill	Yes	X			Arrived 7:05 pm	AB	AB	Y	Y	Y
John	Parker	Yes			X		AB	AB	AB	AB	AB
Mary	Paterson	Yes	X				Y	Y	Y	Y	R
Rocio	Rodriguez	Yes		X			AB	AB	AB	AB	AB
Rhonda	Spires	Yes	X				A	Y	Y	Y	Y
Brian	St. Germain	Yes		X			AB	AB	AB	AB	AB
Bobbi	Trantafello	Yes	X			Arrived 7:45 pm	Y	Y	Y	Y	AB
Stuart	Vaughan	Yes			X		AB	AB	AB	AB	AB
Yes (Y)							13	15	13	15	13
No (N)							0	0	2	0	1
Abstain (A)							3	0	0	0	0
Recuse (R)							0	0	1	1	2
Ineligible (I)							1	1	1	1	1
Absent (AB)							8	8	7	7	7
Pass/Fail							P	P	P	P	P
Quorum = 13			18	4	2	Quorum = 13	16	16	17	17	17



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