



**Interim Special Board Meeting Minutes
Canoga Park Neighborhood Council (CPNC)
7:30 PM, Wednesday, October 26, 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**
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- Liliana Lozano**
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- Brooke Mason**
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- Brian St. Germain**
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- Vacant**
Retail/Service Business Rep.
- John Parker**
Retail/Service Business Rep.
- Bobbi Trantafello**
Retail/Service Business Rep.
- Stuart Vaughn**
Retail/Service Business Rep.
- 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 7:32 PM and Pledge of Allegiance led by Corinne Ho, President.
- b. Moment of Silence for Peace Officers killed in line of duty
- c. Board Roll Call

Board Members Present: Yesenia Cardenas, Ron Clary, Quincy Clemons, Kyra Edrington, Martin Furtak, Corinne Ho, Terrance Jakubowski, Saaliha Khan, Kendra Kimball, Brooke Mason, Michelle Miranda, Vincent Neill, Mary Paterson, Rhonda Spires, Bobbi Trantafello

Board Members Late: Jessica Irias, Usman Khan, Stuart Vaughn

Board Members Absent: Maximo Guerrero, Liliana Lozano, Carey Martinez, John Parker, Rocio Rodriguez, Brian St. Germain,

With 15 members present at 7:38 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 as 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 oro 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. General Public Comment on Non-Agenda Items:

1. Yolanda Aldaz from DC Collective, a legal marijuana collective, spoke on the benefits of marijuana and the commitment to be good corporate citizens.
2. Rene Carrion from the West Hills/Canoga Park Chamber of Commerce indicated an intent to request funding for the 2017 Memorial Day Parade.
3. Matt Pavoko and Kyoto Hibino from Save Porter Ranch spoke on the need to permanently close the Aliso Canyon natural gas storage facility.
4. Don Evans spoke on the lack of authority of the neighborhood councils. He feels that neighborhood councils should be as city councils, with authority over city agencies in the community.

III. Presentation by Los Angeles City Council President Herb Wesson

- The LA City Council is looking for ways to reduce crime. LAPD is recognized as one of the most progressive urban police agencies in the nation.
- Mr. Wesson is the chair of the committee that oversees neighborhood councils, and believes that neighborhood councils make a difference. For FY 2016-17, an additional allotment of \$5000 for each neighborhood council was approved, and funds will be made available to neighborhood councils soon. It is his goal to make the \$5000 increase permanent, rather than year-to-year, and to restore neighborhood council budgets to the original \$50,000. He also spoke about allowing for carry-over in neighborhood council budgets, to prevent the hurried spending at the end of the fiscal year. Finally, as a council member, he uses the neighborhood councils in his council district to vet community projects.
- Question and Answer with Canoga Park Neighborhood Council Board and Public
 - When asked about the Aliso Canyon natural gas storage facility, Mr. Wesson indicated that safety is the 1st priority and that he will educate himself on the issue before voting.
 - When asked about homelessness, Mr. Wesson stated that Los Angeles is the first city on the country to have a standing committee on homelessness. As of the meeting, the city of Los Angeles has budgeted \$138 M for services for the homeless, including housing and wrap around services; and that the city is pursuing unprecedented interagency and intergovernmental cooperation in attempting to meet the needs of the homeless. He also referred to Measure HHH, a bond measure to raise \$1.3 B to meet the needs of the homeless. If the measure passes, Mr. Wesson indicated that he would advocate for funds for Canoga Park. It was suggested that the city look at the San Fernando Valley Rescue Mission as a model for services.

IV. Community/Government Reports & Announcements

1. LAPD Captain Vernon of the Topanga Division – Reported that a recent Gallup Poll found that 76% of respondents approve of the job that local law enforcement is doing, forming a ‘silent majority’ compared to activists who speak out against police violence. He sees public engagement as an important factor in the positive perception. He reports that Canoga Park is ‘relatively safe’ compared to other areas of the San Fernando Valley and Los Angeles. There is an increase in property crimes, specifically the theft of items from vehicles. He indicated that many of the thefts are NOT break ins, as many vehicles are left unlocked for various reasons.



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Captain Vernon spoke about the decline in murders in Los Angeles from over 1100 in 1992 to 280 in 2015. He attributed the decline to mandatory sentencing laws (such as “3 strikes”) kept many potential criminals off the streets. Captain Vernon also sees a connection between homelessness and mental illness, especially drug induced mental illness.

2. Jenny Portillo, Canoga Park Field Deputy for LA City Councilmember District 3 Bob Blumenfield – There is a need to educate people who live in apartments about multiple-use bins and bulk item pick-up. Ms. Portillo also indicated that Mr. Blumenfield’s holiday party is scheduled for December 8 at 5:00 pm at his field office.

V. President’s Report – Corinne Ho

1. Confirmed the additional allocation of \$5000 for 2016-17 fiscal year.

VI. Secretary’s Report – Terrance Jakubowski

1. Motion to approve minutes from September 28 Board Meeting was **tabled** as minutes are being revised and will be presented at November Meeting.

VII. Treasure’s Report – Corrine Ho for Carey Martinez

1. Motion to approve and adopt the MER for September 2016 was **tabled** as not all Board members had the access to MER.
2. Discussion and Possible Approval for the Neighborhood Purpose Grant Request from the Northeast Valley Health Corporation (NEVHC) at the Canoga Park Health Centre for the amount of \$300 to fund toys for the Holiday toy drive. The holiday toy drive will occur on Friday, December 16, 2016 at the Canoga Park Health Centre. The CPNC will discuss outreach opportunities. Budget Committee Recommendation: \$300. **Budget Category:** NPG. Vice President Saaliha Kahn, an employee of NEVHC, recused herself from discussion. Motion moved by Mary Paterson and seconded by Ron Clary. Roll Call Vote: Yes: 17, No: 0, Abstain: 0, Recusal: 1 Ineligible: 0, Absent: 6 **Motion Passed**
3. Discussion and Possible Approval for the “Payment for Valley Alliance of Neighborhood Councils (VANC) outreach and education events for NCs: Resource Board Planning Forum November 10, 2016, and VANC mixer March 9, 2017” for the total amount of \$500 at \$250 for each event. **Budget Category:** Outreach. Moved by Jessica Irias and seconded by Vincent Neill. Roll Call Vote: Yes: 17, No: 0, Abstain: 0, Recusal: 0 Ineligible: 0, Absent: 7 **Motion Passed**
4. Discussion and Possible Approval for an additional amount of \$4,000 (CPNC already approved \$1000 at the September Board Meeting) as a NPG Request to fund CPNC Outreach for the Day of the Dead Festival happening in Canoga Park on Sunday, November 6th 2016. CPNC Board Members to sign up to attend CPNC booth to do outreach at the Festival. **Budget Category:** NPG. Board Members Brooke Mason and Mary Paterson recused themselves from discussion. Moved by Quincy Clemons, seconded by Bobbi Trantafello. Freddy Carrilo from Main Street Canoga Park were present to answer questions about the event. There was concern expressed about the event being reliant on taxpayer money. Organizers were encouraged to leverage other resources to fund the event. There is concern about both the propriety and perception of public money being moved from one agency (CPNC) to another agency (City department over



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street closures). Board Members spoke of the history of the event and that the event has the support of the Council of Cultural Arts. It was suggested that 2016 be the last time that the CPNC support the event without tighter scrutiny of the organization and financial records. Roll Call Vote: Yes: 8, No: 6, Abstain: 2, Recusal: 2 Ineligible: 0, Absent: 6 **Motion Passed**

5. Discussion and Possible Approval of the Reallocation of \$5000 from category Outreach to category of Neighborhood Purpose Grant to cover the NPC requests received by the CPNC pending review and recommendation of the November Budget Committee. Moved by Saaliha Khan, seconded by Quincy Clemons. The Application for Request for NPG was not available for review. Roll Call Vote: Yes: 12, No: 1, Abstain: 2, Recusal: 0 Ineligible: 0, Absent: 9 **Motion Passed**

VIII. Other Motions

1. Motion to approve the resolution that the CPNC joins the Porter Ranch Neighborhood Council to support and secure the permanent shutdown of the Aliso Canyon Gas Storage facility in Porter Ranch. Moved by Corinne Ho, seconded by Terrance Jakubowski. Matt Pavoko and Kyoko Hibino from Save Porter Ranch were present to answer questions related to the resolution. It was suggested that a representative from Southern California Gas Company be invited to present alternative view. Board Member Ron Clary will issue an invitation to Southern California Gas for a representative to attend the November meeting. **Motion Tabled**
2. Motion to create an Ad-Hoc Committee on Operating Procedures including but not limited to the review/Recommendation of the By-Laws with assistance of EmpowerLA and appoint Chair/Co-Chair Ron Clary/Terrance Jakubowski /Usman Khan/Vince Neill/Saaliha Khan. Moved by Vincent Neill, seconded by Ron Clary. Voice Vote: Yes: 17, No: 0, Abstain: 0, Recusal: 0 Ineligible: 0, Absent: 7 **Motion Passed**

IX. Board Member Comments/Announcements – None

X. Requests/Motions for Future Agenda Items

1. Vincent Neill to request for blue curbs in front of a residence where the persons are wheelchair bound. This would be in compliance with ADA.
2. Mary Paterson to request funding to repair the Canoga Park sign at the corner of Sherman Way and DeSoto
3. Ron Clary to request a change in street parking in front of the Canoga Park Library to 2-hour parking
4. Vincent Neill to address the flashing pedestrian light at the intersection of Sherman Way and Eton.

XI. November Meeting Dates:

1. CPNC Executive/Budget Committee: November 21st, 2016 at 6:30 PM
2. Land Use Committee: November 16th, 2016 at 6:30 PM
3. CPNC General Board Meeting: November 30th, 2016 at 7:00 PM – **Note Alternate Date**



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XII. Adjournment: Motion to Adjourn at 10:05 pm by Brooke Mason, 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	26 October 2016			Comment	Voting Recap			
			Present	Absent	Excused		7b - Northeast Valley Health Clinic (\$300)	7c - VANC (\$500)	7d - Main Street Canoga Park (Dia de Los Muertos) (\$4000)	7e - Reallocation of CPNC funds from Outreach to NPG
Yesenia	Cardenas	Yes	X			Y	Y	N	Y	
Ron	Clary	Yes	X			Y	Y	Y	Y	
Quincy	Clemons	Yes	X			Y	Y	Y	Y	
Kyra	Edrington	Yes	X			Y	Y	Y	Y	
Martin	Furtak	Yes	X			Y	Y	N	Y	
Maximo	Guerrero	No		X		AB	AB	AB	AB	
Corinne	Ho	Yes	X			Y	Y	N	Y	
Jessica	Irias	Yes	X		Arrived 8:19 pm	Y	Y	A	Y	
Terrance	Jakubowski	Yes	X			Y	Y	N	N	
Saaliha	Khan	Yes	X			R	AB	A	Y	
Usman	Khan	Yes	X		Arrived 7:40 pm	Y	Y	N	Y	
Kendra	Kimball	Yes	X			Y	Y	Y	Y	
Liliana	Lozano	Yes		X		AB	AB	AB	AB	
Carey	Martinez	Yes		X		AB	AB	AB	AB	
Brooke	Mason	Yes	X			Y	Y	R	AB	
Michelle	Miranda	Yes	X			Y	Y	Y	Y	
Vincent	Neill	Yes	X			Y	Y	N	A	
John	Parker	Yes		X		AB	AB	AB	AB	
Mary	Paterson	Yes	X			Y	Y	R	AB	
Rocio	Rodriguez	Yes		X		AB	AB	AB	AB	
Rhonda	Spires	Yes	X			Y	Y	Y	A	
Brian	St. Germain	Yes		X		AB	AB	AB	AB	
Bobbi	Trantafello	Yes	X			Y	Y	Y	Y	
Stuart	Vaughan	Yes	X		Arrived 9:03 pm	Y	Y	Y	AB	
Yes (Y)						17	17	8	12	
No (N)						0	0	6	1	
Abstain (A)						0	0	2	2	
Recuse (R)						1	0	2	0	
Ineligible (I)						0	0	0	0	
Absent (AB)						6	7	6	9	
Pass/Fail						P	P	P	P	
Quorum = 13			18	6	0	Quorum = 13	17	17	16	15



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