



**Board Meeting Minutes
Canoga Park Neighborhood Council (CPNC)
7:00 PM, Wednesday, October 24, 20XX
Canoga Park Community Center
7248 Owensmouth Ave, Canoga Park, CA 91304**



1. Welcoming Remarks – Michelle Miranda, President

Executive Board

President

Michelle Miranda

Community Based Org Rep

Vice President

Mary Paterson

Community Service Org Rep

Secretary

Kendra Kimball

Home/Condo Owners Rep.

Treasurer

Carey Carney-Martinez

Home/Condo Owners Rep.

Board of Directors

Don Evans

Home/Condo Owners Rep.

Simone Best

Senior Group Rep.

Ron Clary

Senior Group Rep.

Quincy Clemons

Residential Renters Rep.

Angel Orellana

Residential Renters Rep.

Corinne Ho

Home/Condo Owners Rep.

Stuart Vaughan

Retail/Service Business Rep.

Bobbi Trantafello

Retail/Service Business Rep.

Alyssa Neill

Youth Rep.

Vincent Neill

Community Based Org. Rep.

Rhonda Spires

*At-Large Rep.
Outreach & Art Chair*

Kyra Edrington

At-Large Rep.

Terrance Jakubowski

At-Large Rep.

Thema Bryant-Davis

Faith-Based Rep.

- a. Called to Order at 7:00 PM.
- b. Pledge of Allegiance led by Mary Paterson, Vice President
- c. Board Roll Call (Kendra Kimball):

Board Members Present: Simone Best, Thema Bryant-Davis, Ronald Clary, Quincy Clemons, Kyra Edrington, Don Evans, Corinne Ho, Kendra Kimball, Carey Martinez, Michelle Miranda, Alyssa Neill, Vincent Neill, Mary Paterson, Bobbi Trantafello, Stuart Vaughan

Board Members Excused: Terrance Jakubowski

Board Members Absent: Angel Orellana, Rhonda Spires

- d. With 15 members declared present, a quorum was declared.

Note: Stuart Vaughan departed the meeting at 7:45 pm.

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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2. Appointment of new board members

- Item 5o moved up on agenda: Motion to approve appointment of Brain Mallash to the Canoga Park Neighborhood Council Board as a Retail/Service Representative. *Moved by Corinne Ho and seconded by Bobbi Trantafello. Roll call vote: 15 Yes. 0 No. Motion passed.*
- Item 5p moved up on agenda: Motion to approve appointment of Jessica Beas to the Canoga Park Neighborhood Council Board as a School Representative. *Moved by Simone Best and seconded by Vincent Neill. Roll call vote: 15 Yes. 0 No. Motion passed.*
- New board members were sworn in by Vanessa Serrano from DONE. New quorum of 17, although 2 new members are ineligible to vote on funding items as they have not yet completed trainings.

3. Community/Government Reports & Announcements

- a. **Jose Moreno, SLO, Topanga Division**
 - Holiday safety: Please follow commonsense Halloween safety measures: stay in groups, wear reflective costumes.
 - Crime: Burglaries from vehicles are up; please lock your car doors and don't leave anything inside your car.
 - Shooting in Woodland Hills: A homeless person was killed inside their vehicle, this is an open investigation.
- b. **Eric Calhoun, Director of Lanark Park**
 - Many programs are currently offered at Lanark Park, seeking to continue to grow the park and build programs. Contact eric.calhoun@lacity.org with suggestions/questions
- c. **Mark Sepas, WorkSource Center**
 - Center offers services for unemployed/dislocated workers; currently recruiting for part-time holiday work
- d. **Jenny Portilla, Field Deputy, Bob Blumenfield's Office**
 - Annual open house will be held the last Thursday in November, includes toy drive and food collection
 - To submit complaints about illegal cannabis operations, go to cannabis.lacity.org
 - Community cleanup was held in September with CSUN students; next cleanup is scheduled for November 10.
 - Canoga Park ranks as one of the dirtiest communities in the city; report bulky items my311 to arrange pickups.
- e. **Sophia Galliano, LA City Clerk's Office**
 - Upcoming Neighborhood Council elections: The CPNC elections will be held on Sunday, May 19, 2019. Candidate filing is from February 3 to March 9; candidates can apply online. For questions, call Musa Khan at 213-978-0444.

4. Executive Committee's Comments

- a. **President's Report (Michelle Miranda)**
 - Looking for Budget Representative; please apply if interested
 - Board member attendance at meetings is important and is being monitored
 - Tracy Ortega is a volunteer helping to coordinate meetings, etc., and board members may receive correspondence from her in the future



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- b. Vice President's Report (Mary Paterson)
 - None
- c. Treasurer's Report (Carey Martinez)
 - None
- d. Secretary's Report (Kendra Kimball)
 - Attended an info session on the upcoming elections; looking for people interested in joining or co-chairing the election committee; contact Kendra if interested

5. Committee Reports

- a. *Land Use (Ron Clary)* — Meetings have been held consistently. Several developments to be recommended for vote at upcoming regular board meeting. Working with subcommittee on affordable housing; meeting with Bob Blumenfield was held; report will be forthcoming.
- b. *Outreach (Quincy Clemons)* — Committee will be undergoing a revamp. Call for volunteers to join the committee—email Quincy and Michelle if interested.
- c. *GECO (Corinne Ho)* — No meeting in October due to lack of quorum. Request for NPG from Four Square Church to be reviewed in future.
- d. *Education (Thema Bryant-Davis)* — First meeting was held in October. Thema provided handout of meeting minutes.
- e. *Public Safety/Emergency Preparedness (Mary Paterson)* — Current focus is on activating and preparing community for disasters.
- f. *Ad-Hoc Committee on CIS/Policy/Legislation (Corinne Ho)* — No meeting in October due to scheduling conflicts.
- g. *Ad Hoc Committee on Homelessness Solutions (Michelle Miranda)* — Many representatives have visited the meetings from different departments to provide information. Major topic is the bridge housing proposal on Canoga/Saticoy. Next meeting will discuss whether the board should take a position on the issues at hand. Flyers will be created to increase awareness of the committee.

6. General Public Comments

- *Steve Slutzah*: Homeless solutions – an alternative site may be more appropriate for Bridge Housing , recommends visiting sites to see for yourself
- *Shayna Kasbee*: Family Rescue Center is holding a Thanksgiving Food Drive
- *Gary Fordyce*: Suggestion for Education Chair to attend city's Education Summit and join the Education Alliance

7. Board Business

- a. Motion to approve CNPC letter supporting homelessness and housing resources for our community and requesting to be involved in the process.
Moved by Vincent Neill and seconded by Simone Best. Motion passed.
- b. Motion to approve the Minutes from the September 2018 Board meeting.
Moved by Don Evans and seconded by Bobbi Trantafello. Discussion about item 4h from September meeting minutes. October 11 was not the correct date of the VANC meeting. The correct date should be noted as March 2019. Motion passed.
- c. Motion to approve the Treasurer's September 2018 Monthly Expense Report (MER).
Moved by Bobbi Trantafello and seconded by Vincent Neill. Roll call vote: 13 Yes. 0 No. 3 Ineligible. Motion passed.
- d. Motion to approve the NPG request of \$3,606.77 for Clean Streets/Clean Starts (via Northridge Beautification Foundation) project. This amount will fulfill the full request for \$5,000, of which the CPNC



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- was only able to fund \$1,393.23 in FY 2017-18 with the intent to fund the remainder in FY 2018-19.
Moved by Don Evans and seconded by Simone Best. Vincent Neill and Alyssa Neill recused themselves and left the room.
Discussion: Request from public to view the 501c3 letter, which was produced.
Roll call vote: 12 Yes. 0 No. 2 Recused. 2 Ineligible. Motion passed.
- e. Motion to approve up to \$2400 for rent to the Canoga Park Community Center for July 2018 to June 2019.
Moved by Don Evans and seconded by Thema Bryant-Davis. Bobbi Trantafello recused herself and left the room. Roll call vote: 12 Yes. 0 No. 1 Recused. 3 Ineligible. Motion passed.
- f. Motion to approve up to \$1920 for web service provided by Aaron DeVandry.
Moved by Thema Bryant-Davis and seconded by Mary Paterson.
Discussion: Amount is for entire year, includes web and social media services.
Roll call vote: 13 Yes. 0 No. 3 Ineligible. Motion passed.
- g. Motion to approve up to \$1500 for Google Suite services.
Moved by Ron Clary and seconded by Mary Paterson. Roll call vote: 13 Yes. 0 No. 3 Ineligible. Motion passed.
- h. Motion to approve up to \$300 for Lanark Park's Community Fall Event Oct. 31, 2018.
Moved by Don Evans and seconded by Simone Best.
Discussion: \$300 will come from Outreach Budget.
Motion to amend item to specify "for purchase of candy." Moved by Vincent Neill and seconded by Ron Clary. Roll call vote: 13 Yes. 0 No. 3 Ineligible. Motion passed.
- i. Motion to approve up to \$4500 for sponsorship of the Dia De Los Muertos Festival – Nov. 4, 2018.
Moved by Bobbi Trantafello and seconded by Simone Best. Mary Paterson and Quincy Clemons recused themselves and left the room. Presentation by the organizers of the event. Roll call vote: 11 Yes. 0 No. 2 Recused. 3 Ineligible. Motion passed.
- j. Motion to approve up to \$1000 for food and refreshments for CPNC Board and Community Meetings.
Moved by Simone Best and seconded by Vincent Neill. Roll call vote: 12 yes. 0 No. 1 Abstain. 3 Ineligible. Motion passed.
- k. Motion to approve up to \$5,000 for the CPNC Emergency Preparedness / Public Safety Committee to offer CPR/first aid classes (an 8 hour class).
Moved by Corinne Ho and seconded by Simone Best.
Discussion: Information provided about how the costs are broken down; event will need to be scheduled before the actual payment is made. Vote reflects intent to spend the money on the future event. Roll call vote: 13 Yes. 0 No. 3 Ineligible. Motion passed.
- l. Motion to discuss and approve statement acknowledging that an error occurred when submitting the CPNC approved 2015 Bylaw Amendment. A different document was sent to DONE than that which was approved unanimously by the board on April 22, 2015.
Moved by Corinne Ho and seconded by Quincy Clemons. Vote: 1 Abstain. Motion passed.
- m. Motion to approve the letter of recognition for Canoga Park Improvement Association's work as a Business Improvement District manager.
Moved by Ron Clary and seconded by Kyra Edrington. Mary Paterson and Corinne Ho recused themselves and left the room. Motion passed.
- n. Motion to accept resignation of Rhonda Spires from the CPNC and declare the At-Large seat as vacant.
Moved by Ron Clary and seconded by Vincent Neill. Motion passed.
- o. Item moved up on agenda; see item 2 above.
- p. Item moved up on agenda; see item 2 above.
- q. Motion to accept Corinne Ho's resignation from Emergency Preparedness –Public Safety Committee and declare seat vacant.
Moved by Simone Best and seconded by Kyra Edrington. Motion passed.
- r. Motion to accept Rhonda Spire's resignation as Chair of Outreach Committee and declare Outreach Chair position as vacant.
Moved by Corinne Ho and seconded by Simone Best. Motion passed.



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- s. Motion to remove Angel Orrellana from CIS/Policy and Legislation Committee and declare seat vacant.
Moved by Corinne Ho and seconded by Simone Best. Motion passed.
- t. Motion to remove Rhonda Spires from the Land Use Committee and declare the Land Use Committee seat vacant.
Moved by Corinne Ho and seconded by Simone Best. Motion passed.
8. Presentation
- Valley Women's Center
9. Board Announcements/Comments
- *Michelle Miranda*: Please sign up to help man the booth at the Dia De Los Muertos Festival; Vincent volunteered to man at the booth at Lanark Park on Halloween
 - Corinne Ho: Anti-human trafficking event on October 27
11. Adjournment
Moved by Carey Martinez and seconded by Kyra Edrington. Motion passed.