



LEGALLY REQUIRED OFFICIAL POSTING
PLEASE DO NOT REMOVE UNTIL AFTER BELOW DATE AND TIME
North Hills West Neighborhood Council
Joint Executive Committee & Board Meeting Agenda
Monday, June 27, 2022 6:00 PM to 8 PM

Agenda shall be Posted 72 Hours Prior to Meeting – All Meetings are open to the Public

Zoom Meeting online or by telephone. Dial Toll Free (877) 853-5257 or (833) 548-0282 to join the meeting then enter this webinar ID #: 841 9841 3734 and press #

Please click this link to join the webinar by computer: <https://us02web.zoom.us/j/84198413734>

Every person wishing to address the Board must dial (669) 900-6833 (San Jose) or for Toll-Free dial: (833) 548-0282, 877-853-5257, 888-475-4499, or 833-548-0276 then press # to join the meeting.

Instructions on how to sign up for public comment will be given to listeners at the start of the meeting.

NHWNC Executive Officers:

Madlena Minasian – President, Carol Hart – Vice President, Treasurer – Pat Crone, Dave Brown – Secretary

Board Members:

Angel Collins, Maggie Elliott, Linda Erdman, Garry Fordyce, Punam Gohel, David Hyman, Kreshell Ramey

Note: we’re currently seeking applicants for 2 Vacant Board Seats: 1 Residential & 1 General (see below)

IN CONFORMITY WITH THE SEPTEMBER 16, 2021 ENACTMENT OF CALIFORNIA ASSEMBLY BILL 361 (RIVAS) AND DUE TO CONCERNS OVER COVID-19, THE NORTH HILLS WEST NEIGHBORHOOD COUNCIL MEETING WILL BE CONDUCTED ENTIRELY WITH A CALL-IN OPTION OR INTERNET-BASED SERVICE OPTION.

Every person wishing to address the Board must dial **(877) 853-5257** (or any of the other Toll-Free Numbers listed above) and enter the webinar ID and then press # to join the meeting.

PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS - When prompted by the presiding officer, to provide public input at the Neighborhood Council meeting the public will be requested to dial *9 or use the “Raise Hand” option , to address the Board on any agenda item *before* the Board takes an action on an item. Comments from the public on agenda items will be heard only when the respective item is being considered.

Comments from the public on other matters not appearing on the agenda - *which are within the Board’s jurisdiction* - will be heard during the **General Public Comment** period. Please note that under the Brown Act, the Board is prevented from acting on a matter that you bring to its attention during the General Public Comment period; however, the issue raised by a member of the public may become the subject of a future Board meeting. Public comment is limited to 2 minutes per speaker, unless adjusted by the presiding officer.

AB 361 Updates: Public comment cannot be required to be submitted in advance of the meeting, only real-time public comment is required. If there are any broadcasting interruptions that prevent the public from observing or hearing the meeting, the meeting must be recessed or adjourned. If members of the public are unable to provide public comment or be heard due to issues within the Neighborhood Council’s control, the meeting must be recessed or adjourned.

NOTICE TO PAID REPRESENTATIVES - If you are compensated to monitor, attend, or speak at this meeting, City law may require you to register as a lobbyist and report your activity. See Los Angeles Municipal Code Section 48.01 et seq. More information is available at ethics.lacity.org/lobbying. For assistance, please contact the Ethics Commission at (213) 978-1960 or ethics.commission@lacity.org

The Neighborhood Council system enables meaningful civic participation for all Angelenos and serves as a voice for improving government responsiveness to local communities and their needs.

Supporting documents available on our website at: www.nhwnc.net

ALL AGENDA ITEMS (8-17) ARE SUBJECT TO DISCUSSION AND POSSIBLE ACTION BY THE BOARD

Call for New Board Member Nominations Two Board Seats are vacant (1 Residential & 1 General.)

We will accept applications for new Board Members until all three seats are filled by appointment. This is accomplished as follows: application, nominee statement of qualifications, board discussion, and ultimately - selection by a majority vote. Please submit completed applications to: secretary@nhwnc.net. Details on all candidate requirements and board member duties are provided on the application form. Please go to: [https://clerk.lacity.org/sites/g/files/wph1491/files/2021-04/ENG_2021_NC_Candidate_Filing_Application_with_Board_Affirmation%20\(1\).pdf](https://clerk.lacity.org/sites/g/files/wph1491/files/2021-04/ENG_2021_NC_Candidate_Filing_Application_with_Board_Affirmation%20(1).pdf)

1. **Welcome & Call Meeting to Order** (6:00 pm)

2. **Roll Call, Determination of Quorum, and Voting Eligibility Report**

3. **Announcements and Opening Comments** – Madlena Minasian, President

4. Review and discussion of received to date Board member application(s)

5. **General Public Comment:** Comments from the public on *non-agenda items* - within the Board's jurisdiction. Our scope is limited to City & occasionally County Issues. Each speaker will be allowed two (2) minutes *as time permits*.

6. **Public Agency Speakers and Announcements**

(5 minutes per speaker, or more, as necessary and if time allows)

7. **Guest Speakers, Public Service Announcements & Informational Presentations**

(5 minutes per speaker, or more, as necessary and if time allows)

8. Review, discuss & set protocols for responding to Stakeholder email inquiries to Board

9. Review all existing NHWNC email addresses and verify forwarding & access.

Some like [rsvp@](mailto:rsvp@nhwnc.net), [events@](mailto:events@nhwnc.net), and survey@nhwnc.net may not currently have forwarding

10. Review, discuss & request Rules and Election Committee to set Standing Rules

for Usernames, Passwords, Software, Zoom, etc

11. Board training expirations. Even though the training is valid for 2 years duration,

Most members wait until the last minute and then have issues with the Cornerstone site

12. Board member response protocol to email(s) containing request for comments or corrections

for agenda drafts, draft minutes, MER's, etc

13. Review NHWNC Committee assignments, and update as needed.

Committees need to start committing and possibly add Government Affairs Committee

14. Implement the Board agenda request function further with a specified pre-meeting (agenda) timeline.

Each appropriate agenda item should have a "shepherd" name associated with it, which can be a Stakeholder, knowledgeable about the item to introduce it

15. Evaluate NHWNC website for potential changes / upgrades / etc. Solicit Member's input/requests and filter them to Wendy

16. Discuss whether or not we should get another phone or opt for Free Google Voice.

17. Formulate Board phone / message response procedure & backup(s).

Look into Google text/email transcript function for left messages

May require Google Fi (fi.google.com) @ \$20 per month. Can this replace carrier service?

18. Committee Member & Board Liaison Reports

The NHWNC's newly approved bylaws, as of 06/07/2022, are now posted on the NC website.

Also included, are prior bylaws in descending chronological order. As well as the current Standing Rules:

19. Member Announcements and Requests for Future Agenda Items

20. Motion to adjourn

North Hills West Neighborhood Council & Committee Agendas are posted for public review at Uncle Joe's Donuts – 8704 Woodley – North Hills CA 91343 and posted on the NHWNC website www.nhwnc.net

PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS – The public is requested to fill out a “Speaker Card” to address the board on any item on the Agenda PRIOR to the Board taking action on an item. Comments from the public on Agenda items will be heard only when the respective item is being considered. Comments on other matters, not appearing on the Agenda that are within the board’s subject matter jurisdiction, will be heard during the Public Comment period. During the current situation requiring that we conduct meetings online, please send your request to make a public comment to Secretary@nhwnc.net. Please include the item number along with an indication that you support, oppose, or support conditionally - naming your conditions.

As a 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 and other auxiliary aids or services, may be provided upon request. If you require language services translation services and to ensure availability of services, please make your requests at least three (3) business days (72 hours) prior to the meeting you wish to attend by contacting us via email at Secretary@nhwnc.net.

RECONSIDERATION PROCESS: Reconsideration of a vote by the Board may be called as a motion by the Board members that voted on the prevailing side of the decision.

GRIEVANCE PROCESS: A stakeholder or group of stakeholders may present a grievance concerning the legality of actions by the Board during public comment. Substantive grievances will be examined by a panel set by the Board and the decisions may be appealed to the Department of Neighborhood Empowerment.

PUBLIC ACCESS OF RECORDS: 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 its meetings, may be viewed at the board meeting.

Documents may also be reviewed by going to the Board’s website www.http://nhwnc.net.

In addition, if you would like a copy of any record related to an item on the agenda please contact Board Secretary Dave Brown at secretary@nhwnc.net by phone 818-903-2259 or mail to NHWNC – PO Box 2091 – North Hills – CA – 91393. **NHWNC BYLAWS** – Please be advised that the bylaws of the North Hills West Neighborhood Council provide a process for reconsideration of actions as well as a grievance procedure. For your convenience, the bylaws which were approved on 11-12-2020 are available during every meeting and online at: www.http://nhwnc.net.

In compliance with ‘government code section 5497.5, non-exempt writings that are distributed to a majority or all of the Board in advance of a meeting are available on our website: www.http://nhwnc.net

For more information about the NHWNC please call – 818-903-2259 – or send mail to P.O. Box 2091 – North Hills CA 91393-2091. We look forward to hearing from you!

Please Do Not Remove Before Tuesday, June 28, 2022