



**NORTH HILLS WEST NEIGHBORHOOD COUNCIL**  
**Regular Board Meeting Minutes, Thursday, February 16, 2023**  
DRAFT Minutes [to be replaced by “Approved \_[Month]\_ \_[date]\_, 202\_[year]\_”]

In conformity with the Governor’s Executive Order N-29-20 (March 17, 2020) and due to concerns over COVID-19, this duly noticed meeting was held entirely online and telephonically.

Document copies were available at [www.nhwnc.net](http://www.nhwnc.net) and shown online.

NHWNC (and all other) Meeting Minutes are a summary; Minutes were not, are not and are never meant to be an exact, verbatim, word-for-word transcript or comprehensive record of what was said at a Meeting. Exceptions: Motion(s) (included as stated at the Meeting, or, if not stated, as written on the Agenda); quotes (words that have quotation marks (“ ”) at the beginning and ending of a word or words); and Agenda wording copied into the Minutes.

**1. Welcome, Call to Order and Flag Salute.**

President Madlena Minasian called the Meeting to order at 6:04 p.m. The Pledge of Allegiance was said.

**2. Roll Call, Determination of Quorum, Voting Eligibility Report and call for agenda item(s) recusals.**

Roll Call was taken by the Minutes Writer. Eight of the 10 Board Members were present online at the Roll Call: Dave Brown (Secretary), Pat Crone (Treasurer), Maggie Elliott (Vice-President), Linda Erdman, Garry Fordyce, Carol Hart, David Hyman and Madlena Minasian (President). Punam Gohel and Kreshell Ramey arrived later. No Board Member was absent. The NHWNC quorum (the minimum number of Board Members needing to be present to take binding votes on Agendized Items) is seven (see the Bylaws link at [www.empowerla.org/nhwnc](http://www.empowerla.org/nhwnc)), so the Board could take such votes. Quorum was announced. Mr. Brown confirmed that all Board Members’ trainings were compliant and they were eligible to vote. Ten of the 13 Board Seats were filled (by election or appointment). Three Board Seats were vacant (two General and one Residential); to apply, email [Secretary@nhwnc.net](mailto:Secretary@nhwnc.net). Also attended: at least 24 Stakeholders and guests.

**3. President’s Comments, Announcements and Meeting Logistics – Madlena**

Minasian, President. Note: we’re currently seeking applicants for 3 Vacant Board Seats: 1 Residential & 2 General (see below)  
<https://www.nhwnc.net/board-vacancies-seeking-new-board-member-nominees/>

Ms. Minasian noted the above; see NHWNC.net. The NHWNC election will be June 10th; candidates are needed. Candidate filing closes March 28<sup>th</sup>. Candidate

information sessions will be Feb 18<sup>th</sup>, March 4<sup>th</sup> and March 18<sup>th</sup>. Vote-by-mail will be from April 11 – May 22. At the Budget Advocates February 11th Town Hall, DONE General Manager Raquel Beltran introduced their 2023-2024 budget proposal. The NHWNC website has information about the Van Nuys Airport and CERT classes.

*The next Agenda Item addressed was Item #4. h.*

**4. Elected Officials, Public Agency Speakers, Field Representatives and Public Service Announcements.** Up to three (3) minutes per speaker.

- a. Assembly District 40 – Pilar Schiavo, Gaby Gurrola Field Representative  
[gaby.gurrola@asm.ca.gov](mailto:gaby.gurrola@asm.ca.gov), <https://a40.asmdc.org/>.

Gaby Gurrola, a Field Representative for State 40th District Assemblymember Pilar Schiavo [661-286-1565], reported that the Assemblymember is on the Emergency Management, Retirement, and Utilities & Energy Committees, among others. Many constituents have contacted her office regarding “ridiculously high” natural gas bills; she suggested contacting her office or the gas company about payment programs. “Your service will not be disconnected for non-payment.” Many Middle Class Tax Payment cards are being stolen from mailboxes; contact her if you have questions. “You still have to file taxes even if you’re not earning any income.”

*Board Member Kreshell Ramey arrived online at this time (6:23), making nine Board Members present online (the NHWNC quorum is seven).*

*The next Agenda Item addressed was Item #4. c.*

- b. Council District 12 John Lee / Field Representative – Lorena Espinal  
[Lorena.Espinal@lacity.org](mailto:Lorena.Espinal@lacity.org) <https://councildistrict12.lacity.gov/>.

Lorena Espinal, a Field Deputy for L.A. City District 12 Councilmember John Lee [818-882-1212], reported that the Councilmember supported legislation helping property owners. He allocated additional funds for Police overtime services. CD12 is considering expanding the Haskell Ave. Preferential Parking District to Aqueduct Ave. from Tupper St. to Chase St.

- c. LAPD Devonshire Division Senior Lead Officer (SLO) - Jerome Knopp  
[37244@lapd.online](mailto:37244@lapd.online); <https://www.lapdonline.org/lapd-contact/valley-bureau/devonshire-community-policestation/>.

Jerome Knopp, an LAPD Devonshire Division (east of CSUN) Senior Lead Officer [Desk: (818) 832-0633; Cell: (323) 382-1526], introduced himself and reported that he covers the area from Lassen to Roscoe, and Lindley to the 405 Freeway. He described some of his extensive experience. Mostly there were property crimes, which are down. The Police are providing outreach and services to unhoused people at the Park. He reported on a recent armed robbery suspect

who ran a red light and caused the death of an innocent person. Roscoe and Lindley property owners agreed to more security cameras, surveillance and “no loitering” signs, and increased lighting installation; increased patrols are being done, including by the Gang Enforcement Detail. Regarding sidewalk vendors, it is a Municipal Code 4118 violation if they interfere with ADA access. If you see non-gang graffiti, he encouraged calling 311 “to generate a case number”; if it’s gang graffiti, he wants to see it.

*The next Agenda Item addressed was Item #4. b.*

- d. Department of Neighborhood Empowerment / NEA - John Darnell
- e. john.darnell@lacity.org <https://empowerla.org/>.

John Darnell, a Neighborhood Empowerment Advocate of the L.A. Dept. of Neighborhood Empowerment (DONE) [213-978-1551], was not present and there was no report.

- f. Report from Region 2 Budget Advocate or Budget Representative <https://www.budgetadvocates.org/>.

Mr. Fordyce reported that the Budget Advocates continue to meet with City Departments and are writing reports. They met with Mayor Bass and explained the Advocates’ history, role and requests to her. “There were very robust comments” to the Mayor. He emphasized the City’s need to do better outreach to veterans, and to help apartment owners who recently provided free housing.

- g. To find your Elected Representatives, City Agencies, Departments and more, click here: <https://neighborhoodinfo.lacity.org>.

Ms. Minasian noted the above.

- h. Additional neighborhood information at: <https://knowyourcommunity.lacity.org>.

Erin Seinfeld, West Valley Area Representative for Mayor Karen Bass (323-552-6730; [Erin.Seinfeld@LACity.org](mailto:Erin.Seinfeld@LACity.org); <https://www.lamayor.org/WestValleyAreaRep>), reported that the Mayor issued a homelessness State of Emergency. Contact her for help with City issues.

*The next Agenda Item addressed was Item #4. a.*

Maria Flores, Deputy Director of Community Engagement for Kelly Gonez, LAUSD District Six Board Member [ofc. 213-241-6388; Facebook and Instagram: @KellyForLASchools; Twitter: @Kelly4LASchools; [Kelly.Gonez@lausd.net](mailto:Kelly.Gonez@lausd.net); <http://achieve.lausd.net/gonez>], encouraged using their Internet tracker regarding the LAUSD budget.

“Lesley Alexander . . . on behalf of Vicki Magaw and the Los Angeles Library” reported on Library programs, including a computer that can be checked out.

5. **General Public Comment:** Each speaker can speak one time for up to one (1) minute.

Ms. Goldbaum requested acknowledgement of attending Stakeholders. Guest Glenn Bailey, “speaking as an individual,” reminded that the hybrid meetings work group continues and reported that SB 411, if passed, would give the option “to continue meeting virtually.”

Guest Brian Allen stated that “I am recording the meeting . . . the Brown Act . . . of 2003 . . . Ch 5, pg 27, Rights of the Public . . . Section 54953.5, page 56 . . . allows anybody in the public to record meetings unless they are disruptive . . . it is available to any public individual.” Ms. Minasian noted that “you have been asked to forward that information for us to look into . . . and you have not done so . . . Coming to a meeting and just saying you are recording and just chiming some sort of information really does not satisfy our ask . . . We are not giving you any permission to record . . . again . . . forward me the information . . . I will contact the CA (City Attorney) . . . we are not allowing you to record.”

Guest (and former NHWNC Board Member) Sam Kwasman said “hello” and was concerned about people “interfering” with the meeting.

6. **Report back** by David Hartmire regarding the NHWNC’s Neighborhood Purposes Grant for the 2022 North Valley YMCA Thanksgiving Basket Program.

North Valley YMCA Executive Director David Hartmire reported back: 3,600 meals were provided and they are working to provide more than 4,000 next year.

7. **Board Member announcements and comments.**

Ms. Erdman announced the City Planning Department’s Feb. 18th Home Depot meeting with the community. Ms. Elliott thanked Mr. Bailey for facilitating a Mono Lake informational event. Ms. Hart announced a March 11th CSUN meeting at the Library regarding resilience. Ms. Minasian urged Board Members to be more active.

8. **Guest Speakers and Informational Presentations.**

There were none at this time.

9. **Discussion and possible action** to approve the January 2023 Monthly Expenditure Report. <https://www.nhwnc.net/reports/january-2023-monthly-expense-report/>

The MER was screen-shared. Ms. Crone reported that documents were emailed to Board Members last Sunday with her request to contact her with any questions, and that there was no reply.

**FUNDING MOTION** (by Ms. Crone, seconded by Ms. Elliott): The North Hills West Neighborhood Council approves the Monthly Expenditure Report for January 2023.

*Board Members David Hyman stepped out of and Punam Gohel arrived at the meeting by this time, keeping nine Board Members present online (the NHWNC quorum is seven).*

**FUNDING MOTION PASSED** by a roll call vote of the nine eligible voters present with eight in favor (“Yes” or “Aye”) (Brown, Crone, Elliott, Erdman, Gohel, Hart, Minasian and Ramey); zero opposed; one abstained (the NHWNC does not count abstentions as votes) (Fordyce).

**10. Discussion and possible action to approve the January 19, 2023 Board Meeting Draft Minutes.** <https://www.nhwnc.net/minutes/january-19-2023-draft-minutes/>

No corrections or amendments were made.

**MOTION** (by Ms. Minasian, seconded by Ms. Hart): The North Hills West Neighborhood Council approves the Minutes of its January 19, 2023 Regular Board Meeting as written.

**MOTION PASSED** by a roll call vote of the nine eligible voters present with eight in favor (“Yes” or “Aye”) (Brown, Crone, Elliott, Erdman, Gohel, Hart, Minasian and Ramey); zero opposed; one abstained (the NHWNC does not count abstentions as votes) (Fordyce).

**11. Discussion and possible action** to approve assigning the NHWNC Laptop to Linda Erdman.

**FUNDING MOTION** (by Ms. Minasian, seconded by Mr. Gohel): The North Hills West Neighborhood Council approves assigning the NHWNC Laptop to Linda Erdman.

**FUNDING MOTION PASSED** by a roll call vote of the nine eligible voters present with seven in favor (“Yes” or “Aye”) (Brown, Crone, Elliott, Gohel, Hart, Minasian and Ramey); one opposed (“No” or “Nay”) (Fordyce); one abstained (the NHWNC does not count abstentions as votes) (Erdman).

**12. Discussion and possible action** to approve authorizing Linda Erdman to purchase a one (1) year anti-virus software renewal for the NHWNC laptop computer, not to exceed \$50.00.

**FUNDING MOTION** (by Ms. Minasian, seconded by Ms. Crone): The North Hills West Neighborhood Council approves authorizing Linda Erdman to purchase a one

(1) year anti-virus software renewal for the NHWNC laptop computer, not to exceed \$50.00.

**FUNDING MOTION PASSED** by a roll call vote of the nine eligible voters present with seven in favor (“Yes” or “Aye”) (Brown, Crone, Elliott, Gohel, Hart, Minasian and Ramey); one opposed (“No” or “Nay”) (Fordyce); one abstained (the NHWNC does not count abstentions as votes) (Erdman).

*Mr. Brown and Ms. Elliott recused from voting (self-declared as ineligible to vote on the below Motion due to a possible or known conflict of interest [they are Foundation Members]), making seven Board Members present online and eligible to vote (the NHWNC quorum is seven). Recusing is different from abstaining, which is declining to vote “yes” or “no.”*

**13. Discussion and possible action** to approve a NPG, Neighborhood Purposes Grant, to Southern California Preparedness Foundation, in support of the CERT class at Mid-Valley Regional Library for 6 consecutive Thursdays from March 2, 2023, from 5-7:30 pm each session. NPG would be used to defray the shared cost of the class completion backpacks, NTE \$2,500.

Ms. Crone reported that the Committee met yesterday and agreed to recommend a \$1,000 allocation, and they discussed that funds are limited and supposed to go to North Hills West Stakeholders. Marty Woll, presenting for the Foundation (SoCalPrep.us), said they will determine how many of the 60 expected attendees are from North Hill West. He later indicated that, if 25 attendees are from North Hills West, that would use the \$2,500 since the backpacks and their contents are valued at \$100 each. The class would be from March 2<sup>nd</sup> to April 6<sup>th</sup>. Ms. Goldbaum confirmed that free backpacks will be given to attendees who complete all the sessions.

Mr. Fordyce stated that “there are a number of irregularities here . . .” including regarding NPG application signers and that there was “no pricing. We can’t evaluate [or] study the cost of all these items. We can’t establish how many backpacks . . . We can’t do anything.” Mr. Woll responded regarding signatures that there is a precedent for out-of-area Stakeholders attending events such as the Valley Disaster Preparedness Fair, and that the backpacks would have the NHWNC logo; “between 50 and 60” are expected to attend. There was discussion of the value of the class and backpacks. Ms. Minasian reminded that NHWNC funding needs to be allocated this budget year [that ends June 30<sup>th</sup>]; she wanted all funding allocated by May so that special meetings do not have to be held in June to allocate remaining funding.

**FUNDING MOTION** (by Ms. Hart, seconded by Ms. Erdman): The North Hills West Neighborhood Council approves a NPG, Neighborhood Purposes Grant, to Southern California Preparedness Foundation, in support of the CERT class at Mid-Valley Regional Library for six consecutive Thursdays from March 2, 2023, from

5-7:30 p.m. each session. NPG would be used to defray the shared cost of the class completion backpacks, in the amount of \$2,500.

**DISCUSSION:** Mr. Woll confirmed that backpacks would be “given at the end of the last class to those who have attended all seven and have earned a completion certificate.”

A roll call vote of eligible voters present was begun; five were in favor (“Yes” or “Aye”) (Crone, Erdman, Gohel, Hart and Minasian); one opposed (“No” or “Nay”) (Fordyce); zero abstained; two recused (Brown and Elliott). During the vote, it was noted that Board Member Kreshell Ramey had left or was unavailable to vote by this time (8:30), making only six Board Members present online, one short of the NHWNC quorum of seven. The vote was then nullified.

Mr. Fordyce said “This meeting ended when we lost quorum.” Ms. Minasian replied that “I’m not making any Motions . . . I’m not introducing anything else. Is there a problem?” Mr. Fordyce replied, “John Darnell made it very clear there’s no discussion of any kind . . . It doesn’t matter if there’s no Motions” Ms. Hart believed that “we can and should continue meeting at least to inform our Stakeholders . . . I would like to at least see our meeting through to the end and inform our Stakeholders. I don’t think there’s anything wrong with that. Glenn can speak to that and I wish that our NEA was here.”

*Mr. Brown and Ms. Elliott’s recusals ended and they returned to the meeting at this time, making eight Board Members present online and eligible to vote (the NHWNC quorum is seven).*

*The next Agenda Item addressed was Item #14. This Item was returned to after the Item #15. ad hoc Homeless Liaison report*

*Mr. Brown and Ms. Elliott recused again, making seven Board Members present online and eligible to vote (the NHWNC quorum is seven). The same above Motion was again made.*

**FUNDING MOTION** (by Mr. Gohel, seconded by Ms. Hart): The North Hills West Neighborhood Council approves a NPG, Neighborhood Purposes Grant, to Southern California Preparedness Foundation, in support of the CERT class at Mid-Valley Regional Library for six consecutive Thursdays from March 2, 2023, from 5-7:30 p.m. each session. NPG would be used to defray the shared cost of the class completion backpacks, in the amount of \$2,500.

**FUNDING MOTION PASSED** by a roll call vote of the seven eligible voters present with six in favor (“Yes” or “Aye”) (Crone, Erdman, Gohel, Hart, Hyman, Minasian); one opposed (“No” or “Nay”) (Fordyce); zero abstained.

*Mr. Brown and Ms. Elliott's recusals ended and they returned to the meeting at this time, making nine Board Members present online and eligible to vote (the NHWNC quorum is seven).*

**14. Discussion and possible action on NHWNC/Committee/Liaison/CIS filers appointments to add/remove.**

There were no appointments or changes at this time.

**15. Committee, Liaison and CIS filer Reports.**  
Committees

- Beautification & Infrastructure  
Ms. Hart reported on CSUN's resilience work.
- Budget & Finance  
Ms. Crone reported that the Committee met and discussed the CERT NPG application.
- Emergency Preparedness & Public Safety  
Mr. Brown reported that CERT information is available. Ms. Minasian requested that the Committee recommend to the Board to purchase emergency preparedness items to give to Stakeholders and to help allocate this year's budget.
- Outreach/Events/Marketing  
Ms. Hart reported on the status of in-person Board Meeting location arrangements. Also, she is working on election-related outreach postcards. Mr. Fordyce said "this is not pleasant. This Board amazes me: that whole discussion about meeting locations and this Board goes along with. This is a Brown Act violation. It is not Agendized and you had a full discussion on that issue and it was allowed and it's a violation. Why? Why? Why can't anybody follow the rules? Why do we make our own rules?"
- Planning & Land Use Management  
Ms. Minasian indicated that the Committee did not meet.
- Rules & Elections  
Ms. Minasian indicated that the Committee did not meet.
- Ad hoc Board Retreat Committee  
Ms. Minasian indicated that the Committee did not meet.
- Ad hoc Executive Committee  
Ms. Minasian indicated that the Committee did not meet.



- Ad hoc Homeless Liaison  
Mr. Brown and Ms. Elliott described helping conduct the Homeless Count.

*Board Member David Hyman was again available to vote by this time (8:47). Item #13 was again addressed.*

- Ad hoc Legislative Committee  
There was no report.
- Ad hoc Parking Committee  
There was no report.

#### Liaisons

- DWP Advocacy and MOU Oversight Committee  
<https://empowerla.org/DWPMOU/>  
Ms. Erdman reported a new Memorandum of Understanding with the DWP was signed. The Scattergood power plant gas-to-power project is proceeding. Mono Lake residents want to reduce the amount of water made available to Los Angeles.

- Board of Neighborhood Commissioners (BONC)  
<https://empowerla.org/commission/policies-and-meetings/>

Ms. Minasian reported that DONE General Manager Raquel Beltran, Deputy City Attorney Ayelet Feiman and City Councilmember John Lee acknowledged receiving the NHWNC Board-approved letter she sent regarding Bylaws change requests; however, BONC hasn't confirmed whether they received it. This area's BONC Commissioner is Jennifer Valdivia. Ms. Minasian attended the January 3rd BONC meeting and spoke during public comment.

- Los Angeles Neighborhood Council Coalition (LANCC)  
<http://www.lancc.org/>  
Ms. Minasian reported that LANCC will have officer elections.
- Neighborhood Council Emergency Preparedness Alliance (NCEPA)  
<https://www.socalprep.us/event/neighborhood-council-emergency-preparedness-alliance/>
- Neighborhood Council Sustainability Alliance (NCSA)  
<https://www.ncsa.la>
- Plan Check Neighborhood Councils  
<https://plancheckncla.com/>
- Valley Alliance of Neighborhood Councils (VANC)  
<https://vanc34.org/>
- West Valley Neighborhood Alliance on Homelessness (WVNAH)  
<https://wvnah.org/>
- 2022 Congress of Neighborhood Councils Videos  
<https://www.neighborhoodcongress.la/>

Ms. Minasian encouraged listening to Alliances' meeting recordings to be informed and for more information.

**16. Requests for Future Agenda Items.**

There were no requests at this time.

**17. Adjournment**

**MOTION to ADJOURN** (by Ms. Minasian, seconded by Mr. Gohel).

**MOTION to ADJOURN PASSED**; zero opposed; zero abstained.

The Meeting was **ADJOURNED** at 8:58 p.m.

Ms. Minasian noted that the next Board Meeting will be March 16th.

*The first paragraph of some Items, Motions/Resolutions and other wording may have been copied from the Agenda. Minutes written by DL, possibly edited by the NHWNC. The NHWNC Board Meeting Minutes page is <http://www.nhwnc.net/agendas-minutes/minutes-and-agendas>.*