

Minutes of the General Board Meeting of the

Reseda Neighborhood Council

Monday, August 6, 2018

Reseda Neighborhood Council Community Space, 18118 Sherman Way, Reseda, CA 91335

- I. **Meeting called to order** by Board President C.R. Cochrane at 7:10 PM.

Pledge of Allegiance was led by CR Cochrane

- II. **In attendance**, making a quorum: CR Cochrane, Gilbert Juarez, Anna Measles, J. Benjamin Johnson, Martin Buonora, Sharon Brewer, Joe Phillips, Priscilla Anchondo, Yassmin Flores, Maggi Espada-Hernandez, Jeffrey Minter and Sarah Williams. **Not in attendance:** Anthony Contreras, Cameron Lambert and Narguess Noohi. All absent parties submitted an explanation in writing and have been formally excused from the meeting.

- III. **Introduction of City Employees and other visitors:**

1. **Joseph Campbell** from Councilmember Bob Blumenfield's office, quickly reminded everyone about the upcoming National Night Out event with the LAPD taking place at Randall Simmons tomorrow night (August 7). Campbell also distributed emergency planning booklets from the County of Los Angeles, 'Stay Safe! Stay in Control!'

- IV. **Public Comment and Announcements:**

- A. Garth Carlson addressed the meeting to talk about holiday decorations on the Reseda Boulevards and the support needed to make it happen for the upcoming season. It costs \$9,000 to put up, store, and maintain the lighting and decorations. There is an equipment fundraising effort taking place, anyone who wants to contribute, contact him.
- B. Kevin Sprout, with CERT (Community Emergency Response Team), has recently taken over the Battalion 17 CERT program. He's engaging with Neighborhood Councils to see how to best incorporate CERT to any existing programs. He's been in contact with Yassmin Flores about being part of upcoming events, so that people can understand what CERT does – training neighborhoods so they can react during disasters, building internal response teams for neighbors since fire department and police would likely be stretched thin. People are more likely to respond to neighbors and know what their needs are, the idea being that "We have to count on ourselves in an emergency."
- C. LA-HOP.org online portal to report about homelessness and individuals in need of assistance is now in activation and all Government officials, community members, stakeholders and related parties are encouraged to use the services. LA-HOP.org is sponsored thru LAHSA and allows individuals to anonymously report any homeless individuals/families in need of services. There are guidelines and restrictions. Please refer to the website: www.LA HOP.org. Once the report is processed, an outreach team will be sent out to offer Aid, resources, housing and/or shelter referrals to the person/families.

- D. Reseda NC held a Clean Up Day in partnership with Victory Outreach. The Cleanup was on August 4th and went well. More to follow during the committee reports below.
- E. Tomorrow, August 7th, from 5:00pm – 11:00pm, is National Night Out at the Randell Simmons Memorial Park on Wilbur and Ventura. Come watch the movie Coco with your local police station and officials.
- F. On August 8th, at 7:00pm, West Valley CPAB at the West Valley Police Station.
- G. The Bureau of Street Services is scheduling a Small Asphalt Repairs (SAR) truck for the Reseda Neighborhood Council District to perform small asphalt repairs on August 8th. Recommendations were made by the Reseda NC Mobility and the Environment Committee. Reach out to Joe Phillips with needs/locations.
- H. On August 9th, 7:00pm, Neighborhood Watch at the West Valley Police Station. This event has been cancelled for August because of the National Night Out event, but will resume next month.
- I. On August 10th the SFV Youth Empowerment will be giving free backpacks, school supplies and hopefully much more to the youth community at 5829 Melvin Ave. Tarzana. Youth event, ages 10-17 invited. SFV Youth Empowerment has invited the RNC to partner with them. Reseda would like to focus on disadvantaged and homeless youth. Asking the RNC to be a partner to assist with the program, no financial obligation. The time will be confirmed.
- J. San Fernando and Santa Clarita Valley Homeless Coalition (SFSCVHC) general meeting is August 22nd at 1 to 4 p.m. Santa Clarita City Hall, 23920 Valencia Boulevard, Santa Clarita 91355.
- K. LA "Connect Day": Thursday August 23rd 10 a.m. to 1 p.m. Van Nuys- Sherman Oaks Rec Center, 14201 Huston Street Sherman Oaks 91423. Connect day is a collaboration among LA County, LA City, the State of California and nonprofit agencies that provide free services to homeless individuals in need of assistance.
- L. The Reseda Neighborhood Council, Bob Blumenfeld, DWP, LAPD, and the West Valley Chamber of Commerce are putting on Jump-Starting Reseda Event this September 1st. Discover all the wonderful resources the city has to offer for free. Free Children I.D, MyLA311, Wellness and more. Doors open at 8:30 AM and the event wraps up at 1:30 PM
- M. What's Free & Fun in LA:
 1. Shakespeare by the Sea performances. Aug. 2-18. Search "Shakespeare by the Sea"
 2. Concerts at the Skirball, Aug. 2- Aug. 30 Search "Summer Concerts, Skirball".
 3. Salsa lessons: Griffith Park, Aug. 9 & 16. Search "Sizzling Summer Nights"
 4. Museum Exhibits, Aug. 1-Sept. 9, at the California African American Museum. Search "CAAM"

V. **Executive Officer Reports:**

A. **President – CR Cochran** – Each month the council gets a report from DONE (Dept. of Neighborhood Empowerment), a city organization overseeing neighborhood council programs, telling us how the neighborhood council is doing. At this time, no grievances have been filed against the RNC, but we haven't submitted any community impact statements, more coming on later agendas. Funding training is coming up, she'll email to the board members, trainings on 8/14 And 8/28. The report identifies Priscilla Anchondo and Joe Phillips as responsible for community impact statements. There are also errors on the DONE report, and next year seven council members will need to re-run for their positions. There is a report that has been

corrected stating Maggi Espada-Hernandez and Cameron Lambert are missing the training for funding but Lambert is under 18 and Espada-Hernandez has submitted, but due to procedural lateness it hasn't registered yet. Additionally, Espada-Hernandez, Lambert, Sarah Williams and CR Cochrane require ethics certification or re-certification. Important upcoming dates: BANC will be held on August 9 from 6:30-9:00, Joe Phillips as a representative for Resilience has a meeting on August 14, there is a Budget Advocate meeting on August 18 and on August 25 is a Neighborhood Council Emergency Preparedness Alliance meeting.

B. Vice President – Anna Measles – Being the overseer of committees, she'll inform committees that haven't met in a while if they need to have meetings. The Standing Rules committee are meeting and moving along quickly. Advocate from DONE sent the council a flyer about the funding program every member needs to do every two years. Everyone will be emailed with more information that pertains to them. When she attended a meeting of the Lake Balboa Neighborhood Council and was impressed with several things. They meet once a month, their youth board member gives a monthly report and their MER was very clear in terms of receipts, she'd like to mirror what they do.

C. Secretary – Jeffrey Minter – Nothing to report, but thanks for everyone's understanding as he learns the new role.

D. Treasurer – Gilbert Juarez – Anna Measles conducted last the two special Finance Committee meetings while he was out of town, the next committee meeting is August 14. He gave advance notice that the next general could be long, there is lots to catch up on. Per Anna, there are quite a few last minute items that require votes ahead.

E. Parliamentarian – Sarah Williams – If anyone has questions about bylaws, it's her duty to be in compliance with the bylaws. There was discussion about a training or a class on bylaws for members of the council. More information following up on that is to come. Per Anna, Vanessa sent new copies of bylaws around recently, more to be verified.

F. Sergeant-At-Arms – H. Benjamin Johnson – California currently has a high volume of fires happening, now is the time to look for ways to help people affected; he suggested contributing to or volunteering for the Red Cross, CERT, whatever can help fellow Californians in need. He also reminded everyone that these types of events happen quickly and encourages everyone to have plans in place. Partnering with the American Red Cross was discussed, they meet the 4th Wednesday of each month in the Community Space.

VI. RNC Committee Reports:

1. Finance Committee/Grant Proposal Gilbert Juarez

The Finance Committee meeting will be held on August 14th.

2. PLUM – DJ Frank

Not present, meetings of the PLUM Committee are the 1st Thursday of the month. The committee supports the project at the Jewish home for new buildings for elder care.

3. By-laws & Standing Rules D.J. Frank

Per Sarah Williams, the committee is working on developing standing rules, with more information to come regarding a workshop for everyone. Next committee meeting is tentatively August 14 at 6:00pm, subject to change.

4. Disaster & Emergency Services – Larry Bowman

Garth Carlson (reporting for Bowman) announced the next committee meeting is next Tuesday, August 14 6:00pm, in this space. There's quite a bit to talk about – anyone interested in this is welcome to attend.

5. Economic Development – Garth Carlson

Next committee meeting is Thursday, August 23 at 7:00pm in the Community Space. The committee is working on a number of things with the community.

6. Health & Wellness Maggi Espada-Hernandez

Special meeting on the 8th at 10:00 am, to discuss ways to help residents learn how to live a healthy life, going over ongoing health problems, health and lifestyle education, an agenda is forthcoming, Anna will check it, verify it, etc.

7. Mobility & Environment Joe Phillips

Joe Phillips reported that over the weekend, they had a successful cleanup, several board members and community members helped clean up west part of Reseda, often this nearby area gets focused on, this was about the west end. Need is everywhere, though. Anyone with a smart phone is encouraged to use the MYLA app, he can help people learn how to use the app. You can schedule a bulky item pickup, report dead animals for removal, and other city services. There's also a phone line, 800-773-2489, but doesn't work after 7:00pm, the app works 24/7. Garth Carlson noted that six months ago, a tree in front of his house had a branch break off, blocking his driveway. Using the app, he took a pic and sent it, hours later people came and cut it away. Jeffrey Minter agreed, encouraging everyone to use the app. Phillips noted that The Sierra Club meets the 3rd Tuesday of the month, in the Community Space (this month's meeting will be August 21). He also reported that in September Jill Stewart will come to talk about the LA River bike path expansion. Last week he attended a master planning meeting about the bike path expansion. Bob Blumenfield was there, there will be many more meetings ahead, the meeting about the section in Reseda will take place in February of 2019. The idea is to transform the LA River into a long linear park all the way down to Long Beach to the river. There was discussion about the cleanup, the food provided and the suggestion from Anna Measles for creating a form the council could have community service volunteers fill out to help get the word out about events where they could volunteer, CR Cochrane suggested Measles create the form and send to Secretary Jeffrey Minter.

8. Homelessness Advocacy – Anthony Contreras

Not present, but CR Cochrane noted that per Mayor Garcetti's requirement, fifteen sites are to be established in the city to help with the homelessness issue. Two of these will

be in the valley, and properties to use for the project are being identified. One is in Sherman Oaks and there have been two sites recommended for transforming to Bridge Housing (transitional), here in the west valley; Canoga, north of Saticoy is a potential site for under 100 people, where the Dept. of Mental Health used to be, this would be Bridge Housing. More information is to come.

9. Community Space J. Ben. Johnson

J. Benjamin Johnson reported that there will be a special committee meeting either Thursday or Monday, stay tuned. He noted that he had been in the Community Space late the prior evening, taking an inventory of everything in the space, trying to reconcile several different inventories he has and found discrepancies. He noted that some items have been duplicated, so the finance committee needs to make sure we don't double purchase things. Before recommending new items, he asks that we wait until a clear inventory is set. He sent pictures to the council and will continue the process of organizing and making sure everyone knows where items can be found before buying new ones. Asked about issues with the roof and the bathroom, he responded that he's working on it, but reminded the council that the lease stipulates that only the owners can take care of certain issues, the RNC or the city can't. There was discussion over procedures of communicating work calls and scheduling the space. An online calendar on the website is the ultimate goal, but Johnson said he's also look into making a hard copy calendar that everyone can see and refer to.

10. Youth & Senior Advocacy (vacant)

Not present.

11. Outreach and Public Relations – (vacant)

Garth Carlson spoke on this – The newsletter and weekly emails is all that's happening right now. Each committee should send him a copy of the agenda for online posting, he hasn't been getting agendas.

12. Ad Hoc Beautifying Reseda Yassmin Flores

Yassmin Flores reported that she needs everyone's help for the Jump-Starting Reseda event on September 1. It's a way for the council to reach out to the community and spread the word about the RNC and wellness issues. Businesses are encouraged to participate but are not allowed to sell items, the event is to promote community improvement/wellness. She'll need lots of help, please contact her to lend a hand, the event will feature free food, entertainment, there's a lot going on and everyone can pitch in.

13. Ad Hoc Election Priscilla Anchondo

Nothing to report, but would like to meet with Jeffrey Minter, Sarah Williams, and Anna Measles to make future meeting plans.

CR Cochrane took a moment before Presentations to ask the council to resolve and diffuse any tension, keep interactions civil, please go to her to help resolve. Gilbert Juarez noted that communication with emails versus in-person generates tension, people can take things personally that might not have been intended that way. Items can be added to agendas to fix specific issues.

VII. Presentations/Announcements/ FYI:

- A. The Reseda Neighborhood Council has recently purchased an Automated External Defibrillator for emergencies. There was a demonstration of usage by **James Brown** - He introduced Morty, a real dummy. Beginning on August 14, first day of school and assembly bill 1719 goes into effect, requiring all LAUSD students to take CPR hands-on training to graduate. This training, plus the proper equipment, provides best chance of survival for anyone having a cardiac arrest event. An Automated external Defibrillator (AED), ups the survival rate of anyone suffering in a cardiac arrest event up to 87%. He showed how the device functions. Simply turn the AED on, it then prompts user on steps to take. Diagrams and audio instructions show how to use the AED. AED also gives audio steps for performing CPR compressions and connecting the machine to the patient, where it analyzes the patient's condition. The AED works, so users can be confident the equipment will help, and anyone can use it. The AED stays on the patient until the paramedics arrive, they can cable into the AED and get data to help ensure survival. In cases of pacemakers, don't put the patches on pacemaker, put a inch or two below. Liability discussed, if anyone helps someone in an emergency situation without payment to try to save their life, they are exempt from liability. He suggests having a small bit of cloth to keep a patient dry before using the pads, even having a little razor to shave the area where pads go. Leave piercings, nipple rings, etc., alone. The defibrillator pads cannot touch, and in the case of infants, one pad on back, one on front. Some AED kits have pads for children, but not all. Garth Carlson noted that this training will be part of the CPR training, more info to come. It was noted that until the wall mount is complete, the AED unit will live in the podium in the Community Space, in case it's needed.

- B. **Enrique Velasquez** of United Way's Everyone In program addressed the meeting to discuss the homeless issue. His Power Point presentation was unable to be shown due to technical issues, but he addressed the council. Everyone In is a city-wide campaign to house the homeless and help chronically homeless people. One third (approximately 17k) of the entire homeless population are chronically homeless, and the other two-thirds are temporarily homeless and still in need of help. The chronic homeless are people who have been on the streets a year or more. The United Way was approved by the LA City Council to build housing in every district, anticipating 222 units in each council district in a three year period (which also breaks down to 72 units every year for three consecutive years). The United Way believes this is doable if we all pitch in, take part. These are our neighbors in every community. The United Way is tapping resources, looking at about \$5 million for services to build housing. The opposition in most district are the Nimby's (Not In My Back Yard, constituents who don't want programs in their area), they are a very vocal minority. The United Way is trying to rally the supporters who voted for this, going to neighborhood councils, having conversations with organizations and individuals to gather support, to identify underutilized land, etc. There is a will for people to do this. The challenge is to deliver results. If this doesn't happen, the will of the city council may move on to other matters. The United Way is looking for support. House meetings can help, they are looking for volunteers. Overall numbers of

homelessness are going down, thanks to efforts of many organizations, but they need more help to continue the effort. Anyone and everyone can be part of this. He brought and distributed information handouts. Asked about helping veterans, there are additional programs to help veterans and people with mental problems. Velasquez encouraged anyone who wants to help to contact the United Way at www.everyoneinla.org or reach out to him directly via email at enrique@everyoneinla.org or by phone at 323-605-8393.

VIII. Reseda Neighborhood Council Administrative Matters:

A. Approval of Minutes—July 16th, 2018 and any prior Board meetings.

After discussion of corrections, Priscilla Anchondo moved to approve the General Meeting Minutes from July 16 as corrected, Anna Measles seconded.

A show of hands vote was taken and the corrected meeting minutes were unanimously approved by the 10 board members present at the July 16 meeting with the two members who were not present abstaining (Juarez and Williams).

After discussion of a correction, Priscilla Anchondo moved to approved the Special Meeting Minutes of July 16, Priscilla Anchondo moved to approve as corrected, Anna Measles seconded.

A show of hands vote was taken and the corrected meeting minutes were unanimously approved by the 10 board members present at the July 16 meeting with the two members who were not present abstaining (Juarez and Williams).

B. The Reseda Neighborhood Council Board has approved the resignation of Mr. David Garner, effective June 13, 2018. In accordance with the bylaws, any qualified “at- large stakeholder” may choose to run for the newly vacant seat any time after July 18th, 2018 and there will be a vote if necessary at the general meeting. Eligibility for the position is defined as an “at-large stakeholder” who has an ongoing participation within the Reseda neighborhood Council boundaries and who is at least 18 years of age. Jeff Girten took a moment to tell the RNC about himself, he bought a home in Reseda in April. Prior to that, he was living in Mid-City and was an at-large member of the Pico Neighborhood Council, where he served roughly 16 months. He served on the equivalent of the PLUM committee, worked with the CERT program, attended three sessions about home and workplace planning for emergencies, as well as training for CPR, blood-borne pathogens and roadside emergencies. This is his third Reseda Neighborhood Council meeting. He is a copywriter at a toy company. He’s interested in land use, CERT and is a big supporter of tenants’ rights. He is willing to join multiple committees and understands the meeting schedule. Yassmin Flores nominated Jeff Girten for the at-large stakeholder seat on the council, Gilbert Juarez seconded.

A show of hands vote was taken and Jeff Girten was unanimously voted onto the Reseda Neighborhood Council as an at-large stakeholder by all twelve members present. Girten was sworn in by Anna Measles and was seated with the council.

At 9:05pm H. Benjamin Johnson left the meeting.

- C. As per the bylaws, all Board Members must affirm their stakeholder status biannually. If that status comes into question, said board member will have 14 calendar days to show proof of eligibility. Reaffirmation took place, with each board member present verbally affirming their status. The board members present for these affirmations were CR Cochrane, Gilbert Juarez, Anna Measles, Martin Buonora, Sharon Brewer, Joe Phillips, Priscilla Anchondo, Yassmin Flores, Maggi Espada-Hernandez, Jeffrey Minter and Sarah Williams.
- D. Nominations, discussion, and possible action regarding up to 3 more CIS filers. This item was postponed until the next meeting. CR Cochrane suggested a CIS flier be submitted for the next meeting, there was discussion of VANC and creating drafts for discussion to expedite the process.
- E. Discussion and possible action regarding partnering with San Fernando Valley Youth Empowerment to providing disadvantaged and homeless youth with school supplies and backpacks. This event was mentioned earlier. Jeffrey Minter moved to approve a non-financial partnership with SVYE to help providing disadvantaged and homeless youth with school supplies and backpacks, Martin Buonora seconded. After discussion clarifying that this is not to buy the items but to partner and assist. Individuals can contribute but not the board as a whole. A show of hands vote was taken, and the motion was approved unanimously by the 11 members present with new member Jeff Girten abstaining.
- F. Discussion and possible action regarding the Heal the Bay's e-mail that was mistakenly printed in the newsletter. A personal email address was printed, and the board had not voted to support an organization (not that they don't, but a formal vote hadn't been taken). A retraction/correction will be done. Sarah Williams noted that she'll write the retraction. Anna Measles moved to retract the article in the newsletter, Jeffrey Minter seconded. A show of hands vote was taken and the motion was approved unanimously by the 11 members present, with new member Jeff Girten abstaining.
- G. Discussion and possible action regarding the appointment of a chair for:
 - 1. Outreach and Public Relations Committee
 - 2. Youth & Senior Advocacy Committee

CR Cochrane noted that she was not going to appoint these positions at this time, pending council consolidation and improvements in communication to avoid continuing conflicts among council members. After extended discussion without resolution (focusing primarily on Outreach efforts and whether or not said efforts can advance effectively without a chair), Sarah Williams moved to close discussion and Gilbert Juarez seconded. A show of hands vote was taken to close discussion with seven members voting to close discussion, two voting against and two abstentions. The discussion was closed.
- H. Discussion and possible action regarding the Finance Committee's recommendation for the:
 - 1. approval of June 2018 MER. After discussion regarding specific items, Jeffrey Minter moved to approve the June 2018 MER, Sarah Williams seconded. A Roll

- Call vote was taken. Vote count: Yes (8), No (1, Brewer), Abstain (3, Minter, Williams, Girten). The motion passed.
2. approval of past due fee of \$593.55 for Model CL-120 Christmas Lighter. (Invoice from Sierra Display). After discussion, a Roll Call vote was taken. Vote count: Yes (11), No (0), Abstain (1, Girten). The recommendation was approved.
 3. approval to pay Flame Pizzeria \$550.00 for the RNC Retreat Meeting on June 30, 2018. After discussion, a Roll Call vote was taken. Vote count: Yes (11), No (0), Abstain (1, Girten). The recommendation was approved.
 4. approval to spend up to \$350.00 to obtain a Digital Signature Service. After discussion, a Roll Call vote was taken. Vote count: Yes (11), No (0), Abstain (1, Girten). The recommendation was approved.
- I. Discussion and possible action regarding the Outreach and Public Relations Committee's recommendation for the:
 1. approval of Sarah Williams as a Member of the Outreach and Public Relations Committee and administer Twitter and other Social Media. After discussion, a show of hands vote was taken. Vote count: Yes (11), No (0), Abstain (1, Girten). The recommendation was approved.
 2. approval of Anthony Contreras to administer Facebook content and improved usage. This item was tabled for later.
 3. 3. approval of Reseda NC Secretary Jeffrey Minter on website implementation and updating. After discussion, a show of hands vote was taken. Vote count: Yes (11), No (0), Abstain (1, Girten). The recommendation was approved.
 - J. Discussion and possible action to review and approve the Reseda Neighborhoods Council's Inventory list as correct and complete, containing all items in the possession of Reseda NC, as reported to the Department of Neighborhood Empowerment during Fiscal Year 2017-2018. After discussion, this item was tabled until after pending meetings, which are still being determined. For August 14: The Finance Committee meeting will take place at 5:30pm, the Emergency/Disaster Prep Committee meeting will take place at 6:00pm, and a joint meeting taking place at 7:00pm. CR Cochrane will confirm procedures with Vanessa Serrano.
- IX. **Upcoming Agenda Items:** Any stakeholder may request the inclusion of any specific agenda item for future meetings, and upon the concurrence of a majority vote of the Board, such item will be placed on the future agenda as requested, per Article VIII§2 of the Bylaws. Any items may also be suggested outside of the general meeting by contacting the Reseda NC President CR Cochrane at rcocochrane@resedacouncil.org or Reseda NC Vice President Anna Measles at asmeasles@gmail.com.
- X. **Tentative -Next Meeting:** 7:00pm, Monday August 20th, 2018 Reseda NC Community Space 18118 Sherman Way, Reseda, CA 91335 (front half of Bank of America building).
- XI. **Adjournment.** The meeting was adjourned at 10:14 PM.