

CITY OF LOS ANGELES

California



SYLMAR NEIGHBORHOOD COUNCIL

PRESIDENT: Kurt Cabrera-Miller

VICE PRESIDENTS:

Administration: (Open Position)

Communications: Maria Silva

TREASURER: George Ortega

PUBLIC RELATIONS: (Open Position)

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SYLMAR NEIGHBORHOOD COUNCIL

Special Joint Meeting of the EMERGENCY PREPAREDNESS COMMITTEE and BOARD MINUTES

Tuesday, June 20, 2017 5:30 pm to 7:30 pm

Sylmar Public Library, Community Room, 14561 Polk St. Sylmar, CA 91342

John Pacheco, Chairperson

Sylmar Neighborhood Council Meeting Minutes are a summary, not an exact, verbatim, word-for-word transcript of what was said at a Meeting. The only two exceptions are the Motions shown in italics and quotes shown with quotation marks (“ ”) at the beginning and ending of a word or words. The Minutes are not, nor were they ever meant to be, a comprehensive record of what was said about an issue or project.

- 1. Call to Order:** The meeting was called to order by John Pacheco at 5:34. Present at the meeting were Greg Hoerner, Janet Gibson, Marti Marshall and Emily Rubacava. Also attending were; Martin McKibben, Farhad Barahmand, Ray and Sue Wepprect, Sharon Washington and Alvaro Tenorio.
- 2. Roll Call/Introductions:** Greg Hoerner chaired meeting in John's absence. Greg asked members and visitors to introduce themselves. .
- 3. Housekeeping: Sign-In Sheets, Speaker Cards for Agenda Items, Recording and Timekeeper.** Greg Hoerner agreed to take minutes and act as Timekeeper.
- 4. Public Comment** on matters not appearing on the agenda. No requests for additional items were made to the committee.
- 5. Discussion and possible action** to approve the Minutes of the May 16, 2017 Preparedness Committee Meeting.
Motion, made by Janet Gibson and seconded by Marti Marshall to approve minutes from 5/16/17 EPC meeting which passed with unanimous voice vote.
- 6. Discussion and Update on ongoing preparedness projects:**
 - A. CERT Training-**Greg gave a brief update on the CERT training that will be completed on 6/21/17. Over 55 have attended the training. Food and snacks for the graduation will be provided by the committee. Greg expects the CERT backpacks will be done and ready for distribution at our next meeting.
 - B. MAP Your Neighborhood** –Janet gave a brief update. The committee will be sponsoring MYN training for CERT graduates at the July EPC Meeting
 - C. Business Preparedness Seminar-** Moved to September 2017

Recess

- 8. Update from Public Safety Liaison.** Greg gave a brief update.
- 9. Presentation on Home Fire Safety Preparedness by: Greg Hoerner, Firefighter, Vice-Chair, Emergency Preparedness Committee .** Greg provided a presentation on home Fire Safety including information on use of fire extinguishers and smoke alarms.
- 10. Update and possible action on planning for SNC EPC participation (with other Foothill Neighborhood Councils) for the 2017 Valley Preparedness Fair.** Date for the event is set for October7, 2017/ Location to be announced. Some discussion followed regarding the collaboration with other foothill councils who are also supporting the event. Committee agreed that the primary focus will be on wildland fire safety.
- 13. Future Agenda Items:** Future Agenda Items: Please e-mail the EPC Chair at John.Pacheco@sylmarnc.org by the first of the month for that months' meeting.
- 14. Closing Remarks, Announcements, Acknowledgements, and Adjournment**

Next Meeting; Tuesday, July 19, 2017 Sylmar Public Library-Community Room.

All Agenda items may include presentations, discussions and actions by the Committee for recommendations to the SNC Board of Directors. The Board of Directors may discuss the recommendations and take action on the item, which could result in a Community Impact Statement to the City and/or a position letter to a City agency.

Stakeholders may comment on any Agenda item only when the item comes up for discussion. The Committee will determine the length of discussion and comment times. The attending stakeholders may be polled for their opinion on any Agenda item before the Committee takes action for a recommendation to the Board. Comments from the stakeholders on other matters not appearing on the agenda that are within the Board's jurisdiction will be heard during the 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 Public Comment period; however, the issue raised by a stakeholder may become the subject of a future Board meeting.

Si requiere servicios de traduccion, favor de notificar a la oficina 3 días de trabajo (72 horas) antes del evento. Si necesita asistencia con esta notificacion, por favor llame a nuestra oficina al (818) 833-8737.

Reconsideration of Agenda Items - Bylaws (Article VIII)

The Board may reconsider or amend its actions through the following Motion for Reconsideration process:

- A. Before the Board reconsiders any matter, the Board must approve a Motion for Reconsideration. The Motion for Reconsideration must be approved by official action of the Board. After determining that an action should be reconsidered, the Board has the authority to re-hear, continue, or take action on the item that is the subject of reconsideration within any limitations that are stated in the Motion for Reconsideration.
- B. The Motion for Reconsideration must be brought, and the Board's approval of a Motion for Reconsideration must occur, either during the same meeting where the Board initially acted or during the Board's next regularly scheduled meeting or at a special meeting within these specified time frames to address a Motion for Reconsideration.
- C. A Motion for Reconsideration may be proposed only by a Member of the Board who previously voted on the prevailing side of the original action that was taken by the Board (the "Moving Board Member").
- D. The Moving Board Member may make the Motion for Reconsideration orally during the same meeting where the action that is the subject of reconsideration occurred, or by properly placing the Motion for Reconsideration on the agenda of a meeting that occurs within the allowed specified periods of time as stated above.
- E. In order to properly place the Motion for Reconsideration on the agenda of the subsequent meeting, the Moving Board Member shall submit a memorandum to the Executive Committee in advance of the deadline for posting notices for the meeting.
- F. A Motion for Reconsideration that is properly brought before the Board may be seconded by any Member of the Board.
- G. This reconsideration process shall be conducted at all times in accordance with the Brown Act.

Grievance Process – Bylaws (Article XI)

Any Grievance by a Stakeholder must be submitted in writing to the Board who shall place the matter on the agenda for the next regular Council meeting. At that meeting, the Board shall refer the matter to an Ad Hoc Grievance Panel comprised of three (3) Stakeholders randomly selected by the Board from a list of Stakeholders who have expressed an interest in serving from time-to-time on such a Panel. Within two (2) weeks of the Panel's selection, the Board shall coordinate a time and place for the Panel to meet with the person(s) submitting a Grievance to discuss ways in which the dispute may be resolved.

Within two (2) weeks following such meeting, a Member of the Panel shall prepare a written report to be forwarded to the Board outlining the Panel's collective recommendations for resolving the Grievance. The Board may receive a copy of the Panel's report and recommendations prior to a Board meeting, but, in accordance with the Brown Act, the matter shall not be discussed among the Board Members until it is heard publicly at the next regular Council meeting.

This Grievance process is intended to address matters involving procedural disputes, such as the Board's failure to comply with Board Rules or these Bylaws. It is not intended to apply to Stakeholders who merely disagree with a position or action taken by the Board at one of its meetings, which Grievances may be aired publicly at Council meetings. The Neighborhood Council grievance review process will be conducted pursuant to any and all City ordinances, policies and procedures pertaining to Neighborhood Council grievances.

Directors are not permitted to file a Grievance against another Director or against the Council, except as permitted under the City's grievance policy.
(Remove after January 17, 2018)