

CITY OF LOS ANGELES

California



SYLMAR NEIGHBORHOOD COUNCIL

PRESIDENT: Kurt Cabrera-Miller

VICE PRESIDENTS:

Administration: (Open Position)

Communications: Maria Silva

TREASURER: (Open Position)

PUBLIC RELATIONS: (Open Position)

P.O. Box 921023
Sylmar, CA 91392-1023
Telephone: (818) 833-8737

E-mail: Board@SylmarNC.org
Website: www.SylmarNC.org

SYLMAR NEIGHBORHOOD COUNCIL

Special Joint Meeting of the EMERGENCY PREPAREDNESS COMMITTEE and BOARD Minutes **Wednesday September 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 5:35. Present at the meeting were, John Pacheco, Janet Gibson, Marti Marshall, Greg Hoerner and Andrew Pacheco. Also attending were; Martin McKibben, Ann Job, Mark and Mariame Diltco, Sandy Pacheco, Tayler Vaughan, Robyn Farrow, Bob Farrow, Linda Wilifurd, Darlene Walker, Sharon Hawkins, Robert Lamb, Ray Wepprecht, Susan Wepprecht, Mary List, Tay Aston, Loren Santos, Kirsten Medina, Alvaro Tenorio, Mary C., Lupe Sanchez, Sharon Hawkins, Michael King, Toni King, Mary Peterson, Jennifer Ray, Mark Schmidt, Art Rocco, Manuel, Jonathan and Maria Pena, Mark and Lynda Schmidt, Sharon Hawkins, Linda Wilford, Darlene Walker, Yesenia Zuber, Craig Baker, Alvaro Tenorio, and Tom Wesson.
- 2. Roll Call/Introductions:** John asked members and visitors to introduce themselves.
- 3. Housekeeping: Sign-In Sheets, Speaker Cards for Agenda Items, Recording and Timekeeper.** John Pacheco agreed to take minutes and act as Timekeeper.
- 4. Public Comment** on matters not appearing on the agenda. Martin McGibben mentioned that there is a disaster exhibit at the LA County Fair this year.
- 4. Discussion and possible action** to approve the Minutes of the September 20, 2017 Preparedness Committee Meeting. Marti Marshall motioned to approve minute(s), motion seconded by Janet Gibson. Minutes approved by unanimous vote.
- 6. Discussion and update on ongoing preparedness projects:**
 - A. CERT Training-** Update on training opportunities and discussion regarding the recent CERT Drill. Janet announced that the first 100 sign-ups for CERT workers at the upcoming Valley Disaster Preparedness Fair, (VDPF) will receive a special disaster supply prize. Janet shared the opinion of LA City Fire personnel on the important role CERT had played in recent fires. Janet again asked for volunteers to support activities at the VDPF.
 - B. MAP Your Neighborhood** –Update on the Mt Washington MYN effort. Janet discussed the outcome of recent drill at Mt Washington with Bat 10. Also participating was CERT and the State Military Reserve.
 - C. Business Preparedness Seminar-** Update on planning for the November 8, 2017 Fall Business Preparedness Fair. Andrew gave an update of seminar plans and shared draft of the save the date flyer. Andrew plans to start reaching out to local businesses this weekend. Andrew asked for volunteers who can assist with the effort. John mentioned he would be assisting. John also stated that Ann Job was going to provide emails for local political offices to help get the word out as well.
- 7. Discussion on recent La Tuna Wildfire activities.** Discussion on response and lessons learned for our community. Battalion Chief Ward, LA City Fire Department gave an overview of recent activities and brush fires including the La Tuna Canyon Fire and the smaller blaze this week at Oakridge Mobile Home Park. Chief talked about the importance of maintaining a defensible space around the home in the urban Interface Zones that exist here in Sylmar and other foothill communities. The Chief attributed the success in protecting property during recent fire to the defensible space home owners created around their property. The chief discussed some of the planning that is used to fight a Wildland Fire including how decision points and benchmarks help plan a fire response. Residents from Oakridge applauded the chief on their quick response to the fire at Oakridge. The Chief offered his support for the committee’s efforts to help prepare Sylmar.
- 8. Discussion and possible action on planning for SNC EPC participation** (with other Foothill Neighborhood Councils) for the October 7, 2017 Valley Preparedness Fair including selection of “give away” for the booth. Assignments were given out for the booth set up at the Nov 7th event. Greg will provide material for “Wildland Fire Safety” Marti volunteered to help with a video set up for the booth., John will create sign in sheets and collect tables, chairs, canopy and other items from SNC storage unit. Leah Blöse is bringing equestrian preparedness material. Janet recruited a number of CERT members to assist with the event. Committee gave approval for Greg to purchase “give aways” from SOS.

Recess

9. Update on Planning for SNC participation in the American Red Cross Smoke Alarm Installation Project scheduled for October 14, 2017- Update on status for joint project with the American Red Cross. Janet announced that Due to the number of recent disasters that Red Cross is responding to the project will need to be rescheduled. John will contact Red Cross for a new date.

10. First Aid Training- First Aid for Life Threatening Emergencies (Module 2 of 3 for CERT Certification in basic First Aid), John Pacheco, Chair and Instructor for the American Heart Association. John provided material/training for part II of First Aid Program on Life Threatening Emergencies. Module 3 will be presented at next meeting.

11. Closing Remarks, Announcements, Acknowledgements, and Adjournment-

Agenda Items: Please e-mail the EPC Chair at John.Pacheco@sylmarnc.org by the first of the month for that months' meeting.

Next Meeting; Tuesday, October 17, 2017 Sylmar Public Library-Community Room.

Discussion and update on ongoing preparedness projects:

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)