



CITY OF  
LOS ANGELES  
CALIFORNIA



P.O. BOX 4670, WEST HILLS, CA 91308  
WWW.WESTHILLSNC.ORG  
MAIL@WESTHILLSNC.ORG

## WEST HILLS NEIGHBORHOOD COUNCIL

### BOARD MEETING AGENDA

Thursday, October 5, 2023 @ 7:00 p.m.

de Toledo High School, 22622 Vanowen Street, West Hills 91307

This meeting of the West Hills Neighborhood Council will be conducted online via Zoom Webinar, telephonically and in person. All are invited to attend and participate.

- **To attend online** via Zoom Webinar: Click or paste the following link into your browser:  
<https://us02web.zoom.us/j/83302651367>
- **To call in by phone**, dial (669) 900-6833, then punch in this Webinar code when prompted: **833 0265 1367**, then press #.
- **To attend in person**, please attend de Toldeo High School location at 22662 Vanowen Street, West Hills 91307

This meeting is open to the public. Doors open at 6:30 p.m. Comments on matters not on the agenda will be heard during the Public Comment period. Those who wish to speak on an agenda item will be heard when the item is considered.

<p><b><u>Opening Business</u></b> Call to Order</p> <p>Roll Call – Establish Quorum Pledge of Allegiance Approve Meeting Minutes September 7, 2023 Senior Lead Officer Report</p> <p>Treasurer’s Report Controller’s Report Comments From the Co-Chair(s)</p> <p>Board Vacancy Announcements</p>	<p><b>7:00 P.M.</b></p>	<p><b>Co-Chairs:</b> Mrs. Charlene Rothstein Dr. Faye Barta</p> <p><b>Secretary:</b> Mr. Brad Vanderhoof</p> <p><b>Co-Chair:</b> Dr. Faye Barta</p> <p><b>Secretary:</b> Mr. Brad Vanderhoof SLO Garza SLO Gutierrez</p> <p><b>Treasurer:</b> Mrs. Carolyn Greenwood</p> <p><b>Controller:</b> Mr. Saif Mogri</p> <p><b>Co-Chairs:</b> Mrs. Charlene Rothstein Dr. Faye Barta</p> <p><b>Co-Chair:</b> Mrs. Charlene Rothstein</p>
<p><b><u>Announcements</u></b> Office of Assemblyman Jesse Gabriel Council District 12 Department of Neighborhood Empowerment Budget Advocates</p>		<p>Mr. Jack Trent-Dorfman, Field Representative Mr. Josh Yeager, Senior Legislative Deputy Ms. Prabhjot Chamber Mr. Glenn Bailey</p>
<p><b><u>Public Comment</u></b> Comments &amp; statements from stakeholders or interested parties on subjects <b><u>NOT</u></b> on this meeting’s agenda. *The Council affords an opportunity to members of the public to address the Council on items of interest that are within the Council’s jurisdiction. The Council is not permitted to take action on items that are not identified on the agenda. The Council reserves the right to limit speakers’ time if necessary to provide an adequate opportunity for all to be heard.*</p>		<p><b>Co-Chair:</b> Dr. Faye Barta</p>

<p><b><u>Presentation</u></b></p> <p>Earthquake Safety</p>		<p>Ms. Randhara Kotuwelle, Member Public Safety &amp; Emergency Preparedness Committee</p>
<p><b><u>Council Announcements</u></b></p> <p>Committee &amp; Liaison Reports</p>		<p>West Hills Neighborhood Council</p>
<p><b><u>New Business</u></b></p> <p><b>23-0068</b> - Discussion and possible action regarding approval of the WHNC’s August 2023 Monthly Expenditure Report (MER) <b>(3 Minutes Max)</b></p> <p><b>23-0069</b> - Discussion and possible action to approve tabling at the CD12 Movie Night at Shadow Ranch park to be held on October 28, 2023 <b>( 5 Minutes Max)</b></p> <p><b>23-0070</b> - Discussion and possible action to purchase 500 WHNC Logo Bag Clips in the total amount of \$825.00 <b>(5 Minutes Max)</b></p> <p><b>23-0071</b> - Discussion and possible action regarding approval of request for \$3,525.00 by the Special Events Committee for the Senior Valentine’s Dance <b>(5 Minutes Max)</b></p> <p><b>23-0072</b> - Discussion and possible action to approve the Event Approval Form and budget in the amount of \$50.00 for the WHNC Beautification Committee Clean-Up Event to be held at Platt Avenue / Sherman Way intersection to Highlander Road on October 21, 2023 from 8:30 a.m. to 11:30 a.m. <b>(5 Minutes Max)</b></p> <p><b>23-0073</b> - Discussion and Possible Action to Purchase an Omnidirectional Conference Microphone/Speaker to Enable better Zoom Meetings in th total amount of \$100.00 <b>(5 Minutes Max)</b></p> <p><b>23-0074</b> - Discussion and possible action regarding the removal of Sriya Datla from the WHNC Youth Advisory Seat <b>(5 Minutes Max)</b></p> <p><b>23-0075</b> - Discussion and possible action regarding the removal of Azarine Rushenas from the WHNC Youth Advisory Seat <b>(5 Minutes Max)</b></p> <p><b>23-0076</b> - First reading of a WHNC Bylaws amendment to Bylaws Article 7 Committees And Their Duties <b>(2 Minutes Max)</b></p> <p><b>23-0077</b> - First reading of a WHNC Bylaws amendment to Bylaws Article 13 Amendments <b>(2 Minutes Max)</b></p>		<p>Mrs. Carolyn Greenwood, Co-Chair Budget Committee Mr. Saif Mogri, Co-Chair Budget Committee</p> <p>Mrs. Charlene Rothstein, Co-Chair</p> <p>Mrs. Carolyn Greenwood, Co-Chair Budget Committee Mr. Saif Mogri, Co-Chair Budget Committee</p> <p>Mrs. Carolyn Greenwood, Co-Chair Budget Committee Mr. Saif Mogri, Co-Chair Budget Committee</p> <p>Mrs. Carolyn Greenwood, Co-Chair Budget Committee Mr. Saif Mogri, Co-Chair Budget Committee</p> <p>Mrs. Carolyn Greenwood, Co-Chair Budget Committee Mr. Saif Mogri, Co-Chair Budget Committee</p> <p>Mr. Brad Vanderhoof, Chair Bylaws Committee</p> <p>Mr. Brad Vanderhoof, Chair Bylaws Committee</p> <p>Mr. Brad Vanderhoof, Chair Bylaws Committee</p> <p>Mr. Brad Vanderhoof, Chair Bylaws Committee</p>

<p><b>23-0078</b> – First reading of a WHNC Bylaws amendment to Bylaws Article 5 Governing Board <b>(2 Minutes Max)</b></p> <p><b>23-0079</b> - Discussion and possible action on submitting a CIS on Council File 22-0039 regarding an investigation by LADWP on the pros and cons of the Scattergood Green Hydrogen Project <b>(10 Minutes Max)</b></p>		<p>Mr. Brad Vanderhoof, Chair Bylaws Committee</p> <p>Mr. Saif Mogri, Chair Environment Committee</p>
<p><b><u>Adjournment</u></b></p>		

**Public Input:** Comments from the public on other matters not appearing on the agenda that 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 of the Board.

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**Public Posting of Agendas** - WHNC agendas are posted for public review at Platt Village, on the Southside of Pavilions, closest to Nothing Bundt Cakes at 6534 Platt Avenue, West Hills, CA 91307 or at our website, [www.westhillsnc.org](http://www.westhillsnc.org) You can also receive our agendas via email by subscribing to [L.A. City's Early Notification System \(ENS\)](#)

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**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 a meeting may be viewed at our website: [www.westhillsnc.org](http://www.westhillsnc.org) or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact the WHNC’s executive director via email at [michelle.ritchie@westhillsnc.org](mailto:michelle.ritchie@westhillsnc.org)

**Reconsideration and Grievance Process** - For information on the NC’s process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the NC Bylaws. The Bylaws are available at our Board meetings and our website [www.westhillsnc.org](http://www.westhillsnc.org)

**Servicios De Traduccion:** Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte [michelle.ritchie@westhillsnc.org](mailto:michelle.ritchie@westhillsnc.org)



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## WEST HILLS NEIGHBORHOOD COUNCIL

### BOARD ONLINE AND TELEPHONIC MEETING MINUTES

Thursday, September 7, 2023

Revised September 8, 2023

The Board shall take official action by a simple majority of yes and no votes cast by the Directors present at a duly noticed regular or special Board meeting, not to include abstentions. There shall be no proxy voting.

**PRESENT:** Aida Abkarians, Ian Afazeli, Faye Barta, Sandi Bell, Clarice Chavira, Carolyn Greenwood, Glenn Jennings, Randhara Kotuwelle, Vinura Kotuwelle, Jonathan Marvisi, Saif Mogri, Mark Neudorff, Penelope Newmark, Joe Ourfalian, Alejandro Phillips, Steve Randall, Bill Rose, Char Rothstein, Miriam Schimmel, Myrl Schreiber, Joan Trent, Brad Vanderhoof, and Joanne Yvanek-Garb

**ABSENT:** Sriya Datla, Kent Mariconda, and Azarine Rushenas

President Charlene Rothstein called the meeting to order at 7:15 PM.

Secretary Brad Vanderhoof called roll and established quorum.

Vice President Faye Barta led the Pledge of Allegiance

#### **Induction new board member into the WHNC Board of Directors Ms. Randhara Kotuwelle:**

Ms. Kotuwelle was introduced and took the Neighborhood Council Oath.

The meeting minutes from August 3, 2023 were approved.

#### **Senior Lead Officer Report:**

SLO Garza said the RVs at Woodlake and Sherman Way are gone, and they are waiting for No Overnight Parking signs. Grand theft auto and catalytic converter theft are up. Kia autos have a software vulnerability and there are instructions on social media explaining how to steal them. The Kia dealers have a fix for the problem.

SLO Gutierrez described an arrest at Bath and Body Works. This was a repeat shoplifter and had 35 open reports. He was charged with a felony. Some of the individuals experiencing homelessness at Shadow Ranch Park have been housed. Topanga PALS is having a charity poker event.

#### **Treasurer's Report:**

Treasurer Carolyn Greenwood said there are no unusual items for July.

#### **Controller's Report:**

Controller Saif Mogri said August expenditures are AppleOne and printing.

**Comments From the Co-Chair(s):**

President Char Rothstein announced the Halloween Houses event and said the application period is open.

**Announcements:**

Jack Trent-Dorfman, Field Representative, Office of State Assembly member Jesse Gabriel, said they are busy with the end of the legislative session. A non-profit security seminar will be held in October at the West Valley Police Station. The Mid and West Valley YMCAs have received 1.2 million dollars in grants. The Halloween Houses event will have an award for a house selected by Assembly Member Gabriel.

Myrka Martinez, District Director, Council District 12, said the LAPD is recruiting. Safety guard rails were installed on Woolsey Canyon. DWP increased watering from 2 to 3 days. A new date has not yet been set for Conversations with Councils. SB411 is in the Governor’s office. She presented Certificates of Appreciation to: Bonnie Klea, Anthony Scearce (not in attendance), Dan Brin, and Bob Brostoff.

Prabhjot Chamber, Neighbor Empowerment Advocate, Department of Neighborhood Empowerment, Onboarding training is continuing. Congress of Neighborhoods is September 23.

Glenn Bailey, Budget Advocates, said the monthly report was mailed September 4.

**Public Comment:**

Jeff Sacher asked for a teleconference or Zoom component at all public meetings, and read a message from Senator Portantino’s office regarding this.

Roger Williams introduced himself as a local minister and Board member of One Generation spoke about a new student campaign to address teen and college student suicide called WE LIVE. He said there are 1100 on campus suicides per year.

Tammy Shen, a UCLA student, described her work with WE LIVE.

Eliot Wang described his experiences attempting suicide.

Glenn Bailey said implementing SB411 requires a 2/3 vote per NC to opt in. VANC has asked for myla311 reporting by NC boundaries. Keren Waters has been appointed the BONC commissioner for the north valley. He is asking a special time be set aside outside of public comment at all City Council meetings, including committee meetings, for NCs to present CISs.

Chris Rowe said the California Board of Environmental Safety held a meeting concerning SSFL with very little notification.

**Certificates of Appreciation:**

Glenn Jennings presented certificates to Doris and Greg Freisen from the Board on behalf of their work with the Beautification Committee.

**Old Business:**

**23-0060** – Approval of the amended WHNC 2023 -2024 budget to include rollover in the amount of \$4,861.91:

- |                         |                          |                         |
|-------------------------|--------------------------|-------------------------|
| Aida Abkarians – Yes    | Ian Afazeli – Ineligible | Faye Barta – Yes        |
| Sandi Bell – Yes        | Clarice Chavira – Yes    | Carolyn Greenwood - Yes |
| Glenn Jennings – Yes    | Randhara Kotuwelle – Yes | Vinura Kotuwelle – Yes  |
| Kent Mariconda – Absent | Jonathan Marvisi – Yes   | Saif Mogri - Yes        |

Mark Neudorff – Ineligible  
Alejandro Phillips – Yes  
Char Rothstein – Yes  
Joan Trent – Yes

Joe Ourfalian – Yes  
Steve Randall – Yes  
Miriam Schimmel – Yes  
Brad Vanderhoof – Yes

Penelope Newmark – Yes  
Bill Rose – Ineligible  
Myrl Schreibman – Yes  
Joanne Yvanek-Garb - Yes

Yes – 20, No – 0, Abstain -- 0, Absent – 1, Ineligible – 3, Recusal – 0  
The amended budget is approved.

**New Business:**

**23-0064 - Approval of the WHNC’s July 2023 Monthly Expenditure Report (MER):**

Aida Abkarians – Yes  
Sandi Bell – Yes  
Glenn Jennings – Yes  
Kent Mariconda – Absent  
Mark Neudorff – Ineligible  
Alejandro Phillips – Yes  
Char Rothstein – Yes  
Joan Trent – Yes

Ian Afazeli – Ineligible  
Clarice Chavira – Yes  
Randhara Kotuwelle – Yes  
Jonathan Marvisi – Yes  
Joe Ourfalian – Yes  
Steve Randall – Yes  
Miriam Schimmel – Yes  
Brad Vanderhoof – Yes

Faye Barta – Yes  
Carolyn Greenwood - Yes  
Vinura Kotuwelle - Yes  
Saif Mogri - Yes  
Penelope Newmark – Yes  
Bill Rose – Ineligible  
Myrl Schreibman – Yes  
Joanne Yvanek-Garb - Yes

Yes – 20, No – 0, Abstain -- 0, Absent – 1, Ineligible – 3, Recusal – 0  
The MER is approved.

**23-0065 – Use of Pomelo Community Charter School located at 7633 March Avenue, West Hills 91304 for the WHNC Youth & Education and Public Health monthly committee meetings:**

Aida Abkarians - Yes  
Sandi Bell - Yes  
Glenn Jennings - Yes  
Kent Mariconda – Absent  
Mark Neudorff – Yes  
Alejandro Phillips - Yes  
Char Rothstein - Yes  
Joan Trent - Yes

Ian Afazeli - Yes  
Clarice Chavira - Yes  
Randhara Kotuwelle – Yes  
Jonathan Marvisi - Yes  
Joe Ourfalian – Yes  
Steve Randall - Yes  
Miriam Schimmel - Yes  
Brad Vanderhoof - Yes

Faye Barta - Yes  
Carolyn Greenwood - Yes  
Vinura Kotuwelle - Yes  
Saif Mogri – Yes  
Penelope Newmark – Yes  
Bill Rose - Yes  
Myrl Schreibman - Yes  
Joanne Yvanek-Garb - Yes

Yes – 23, No – 0, Abstain -- 0, Absent – 1, Ineligible – 0, Recusal – 0  
The location is approved.

**23-0066 - Community Impact Statement regarding submitting a Council File 23-0799, City Council Meetings / Van Nuys City Hall/Resume Pre-Pandemic Regular Schedule:**

Aida Abkarians - Yes  
Sandi Bell - Yes  
Glenn Jennings - Yes  
Kent Mariconda – Absent  
Mark Neudorff – Yes  
Alejandro Phillips - Yes  
Char Rothstein - Yes  
Joan Trent - Yes

Ian Afazeli - Yes  
Clarice Chavira - Yes  
Randhara Kotuwelle – Yes  
Jonathan Marvisi - Yes  
Joe Ourfalian – Yes  
Steve Randall - Yes  
Miriam Schimmel - Yes  
Brad Vanderhoof - Yes

Faye Barta - Yes  
Carolyn Greenwood - Yes  
Vinura Kotuwelle - Yes  
Saif Mogri – Yes  
Penelope Newmark – Yes  
Bill Rose - Yes  
Myrl Schreibman - Yes  
Joanne Yvanek-Garb - Yes

Yes – 23 No – 0 Abstain -- 0 Absent – 1 Ineligible – 0 Recusal – 0  
The CIS is approved.

**23-0067 - Community Impact Statement regarding submitting a Council File 23-0846 Cashless Retail Business Ban:**

Aida Abkarians - Yes

Sandi Bell - Yes

Jennings - Yes

Kent Mariconda – Absent

Mark Neudorff – Yes

Phillips - Yes

Char Rothstein - Yes

Joan Trent - Yes

Ian Afazeli - Yes

Clarice Chavira - Yes

Randhara Kotuwelle – Yes

Jonathan Marvisi - Yes

Joe Ourfalian – Yes

Steve Randall - Yes

Miriam Schimmel - Abstain

Brad Vanderhoof - Abstain

Faye Barta - Abstain

Carolyn Greenwood - Yes Glenn

Vinura Kotuwelle - Yes

Saif Mogri - Yes

Penelope Newmark – Yes Alejandro

Bill Rose - Yes

Myrl Schreibman - Yes

Joanne Yvanek-Garb - Abstain

Yes – 19 No – 0 Abstain -- 4 Absent – 1 Ineligible – 0 Recusal – 0

The CIS is approved.

President Char Rothstein adjourned the meeting at 9:55 PM.

**Agenda Item 23-0068 - Discussion and possible action regarding approval of the WHNC's August 2023 Monthly Expenditure Report (MER)**

# Monthly Expenditure Report



**Reporting Month: August 2023**

**Budget Fiscal Year: 2023-2024**

**NC Name: West Hills Neighborhood Council**

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$34912.18	\$1865.83	\$33046.35	\$1356.60	\$0.00	\$31689.75

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$30552.06	\$1655.83	\$26736.50	\$1356.60	\$25379.90
Outreach		\$0.00		\$0.00	
Elections		\$210.00		\$0.00	
Community Improvement Project	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Neighborhood Purpose Grants	\$1447.94	\$0.00	\$1447.94	\$0.00	\$1447.94
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$1949.73	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	THE WEB CORNER, INC	08/01/2023	Email to WHNC stakeholders	General Operations Expenditure	Office	\$150.00
2	KRISTAL GRAPHICS	08/03/2023	Printing of WHNC Board material	General Operations Expenditure	Office	\$10.35
3	IN AKD	08/15/2023	Badges for new Board Members	General Operations Expenditure	Office	\$65.70
4	RACKSPACE EMAIL & APPS	08/22/2023	WHNC Board email service	General Operations Expenditure	Office	\$73.18
5	APPLEONE EMPLOYMENT SERVICES	08/07/2023	Executive Assistant	General Operations Expenditure	Office	\$1356.60
6	El Camino Real Charter High School	08/09/2023	Invoice from El Camino Charter High School for use of the Shoup Campus for the WHNC 2023 elections	General Operations Expenditure	Elections	\$210.00
<b>Subtotal:</b>						<b>\$1865.83</b>

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total



1	APPLEONE EMPLOYMENT SERVICES	08/31/2023	WHNC Executive Assistant	General Operations Expenditure	Office	\$1356.60
<b>Subtotal: Outstanding</b>						<b>\$1356.60</b>



**WEST HILLS NEIGHBORHOOD COUNCIL  
CONTROLLER'S REPORT 09/30/23**

	<b>Item</b>	<b>Committee</b>	<b>Purpose</b>	<b>Budget</b>	<b>Balance</b>	<b>July</b>	<b>Aug</b>	<b>Sept</b>	<b>Total Spent</b>
	<b>Neighborhood Purpose Grants (NPG's)</b>								
23		<b>Youth and Education</b>	<b>NPG's</b>	<b>\$3,600.00</b>	<b>\$3,600.00</b>				<b>\$0.00</b>
18A		<b>Homelessness</b>	<b>NPG's</b>						
		<b>Total</b>							<b>\$0.00</b>
	<b>Community Improvement Projects (CIP's)</b>								
20A		<b>Streets&amp;Transportation</b>	<b>CIP's</b>						
24		<b>Beautification</b>	<b>Cleanups</b>						<b>\$0.00</b>
25		<b>Beautification</b>	<b>Special Events</b>						
	<b>GRAND TOTAL</b>			<b>\$36,861.91</b>	<b>\$31,164.46</b>	<b>\$1,949.73</b>	<b>\$3,222.43</b>	<b>\$525.29</b>	<b>\$5,697.45</b>
	<b>ALLOWED BUDGET</b>			<b>\$32,000.00</b>					
26	<b>Clean Street Grant</b>			<b>\$1,324.83</b>					
	<b>Rollover</b>			<b>\$4,861.91</b>					
	<b>GRAND TOTAL</b>			<b>\$36,861.91</b>					

# Earthquake Safety

General Rules to Know Before, During, and After an Earthquake



Randhara Kotuwelle  
Public Safety and Emergency Preparedness Committee Meeting  
September 20, 2023

# Before an earthquake....

- Protect your home
  - Secure objects that are at risk of falling down during a quake with nails, latches, hooks etc.
    - E.g: large dressers, mirrors, cabinets, bookcases, TV's, and wall pictures/paintings
      - Most earthquake injuries are caused by flying/fallen objects
  - Know how to turn off utility valves (water, gas, electricity) in the event of broken pipes
- Create or buy an emergency kit
  - [American Red Cross List of supplies](#)
    - E.g: Food, water, medical/financial/personal records, medications, radio, batteries, etc.
  - Ensure there are enough supplies for at least 14 days.
  - Have kits in accessible locations
    - e.g: one for the car, one by your bed, in your garage, etc.

# Before an earthquake (cont.)....

- Create a plan of action with your family/household
  - Communication lines may be down after an earthquake, therefore it's important to create a plan to stay connected
    - E.g: battery powered radio to listen to emergency alerts, decide on a meeting spot, etc.
  - Ensure all members of your household know where supplies are and what to do in the event of an emergency. Emergency responders will be busy during this time.
- Be familiar with basic emergency skills such as First Aid and/or CPR.
  - This will be very useful for you and the people around you.

# During an earthquake....



Picture: Graphic/Center for Disease Control and Prevention/[Website](#)

# Drop, Cover, Hold On

**DROP** down to the ground, onto your knees, with your hands covering/protecting your head. This position will protect you from falling objects that could injure vital organs.

**COVER** your body as much as possible. You will need to figure out a safety position based on where you are. For example, taking shelter underneath a study table or near an empty wall where there is no risk of furniture falling on top of you. Continue to cover your head/neck with your arms for the duration of the shake.

**HOLD ON** to any form of support during the shake. Try not to move positions or places until the shaking stops.





# During an earthquake (cont.)....

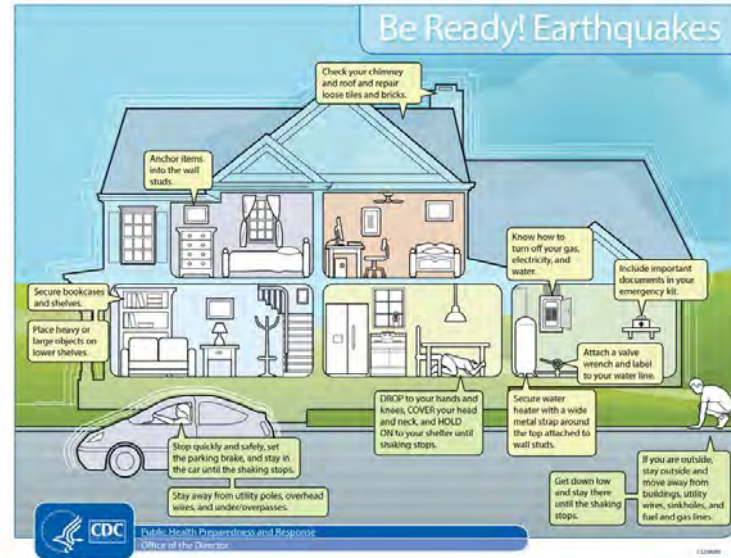
**In a car?** Park on the side of the road and set the parking brake.

**Outside?** Find an open space and/or stay away from tall buildings/objects

**In bed?** Turn onto your stomach and cover your head with a pillow.

**In a building?** Stay away from large windows and follow the drop,cover, hold rule. Avoid elevators and take the stairs down when possible

**Unable to drop to the ground?** Do whatever you can to protect yourself from falling objects



# After an earthquake...

- Be ready for aftershocks
- If you are at home, continue to shelter in place. If you are outside, slowly and safely make your way back home (if possible). Listen to the radio and/or safety personnel for any emergency announcements about places/roads to avoid.
- Wear sturdy shoes and protective clothing to protect yourself from broken glass and objects
- In your home, assess hazards/damages in your environment (e.g: broken utility pipes, chemical spills, broken objects, structural damage, etc.)
- Gather your belongings and prepare for evacuation (if ordered/needed)

# Sources

1. “Earthquake Safety.” *Earthquake Preparedness* , Red Cross, [www.redcross.org/get-help/how-to-prepare-for-emergencies/types-of-emergencies/earthquake.html](http://www.redcross.org/get-help/how-to-prepare-for-emergencies/types-of-emergencies/earthquake.html). Accessed 19 Sept. 2023.
2. “What Do I Do AFTER an Earthquake?” *What Do I Do AFTER an Earthquake?* , U.S. Geological Survey, [www.usgs.gov/faqs/what-do-i-do-after-earthquake](http://www.usgs.gov/faqs/what-do-i-do-after-earthquake). Accessed 19 Sept. 2023.
3. “Stay Safe during an Earthquake.” *Natural Disasters and Severe Weather* , Centers for Disease Control and Prevention, 24 Sept. 2020, [www.cdc.gov/disasters/earthquakes/during.html#:~:text=If%20you%20are%20able%2C%20seek,up%20with%20blankets%20and%20pillows](http://www.cdc.gov/disasters/earthquakes/during.html#:~:text=If%20you%20are%20able%2C%20seek,up%20with%20blankets%20and%20pillows).
4. “Survival Kit Supplies.” *What Do You Need In a Survival Kit* , American Red Cross, [www.redcross.org/get-help/how-to-prepare-for-emergencies/survival-kit-supplies.html](http://www.redcross.org/get-help/how-to-prepare-for-emergencies/survival-kit-supplies.html). Accessed 19 Sept. 2023.

# 23-0070 - Discussion and possible action to purchase 500 WHNC Logo Bag Clips in the total amount of \$825.00

## WEST HILLS NEIGHBORHOOD COUNCIL

### Spending Request Form

Please print legibly or type

Date of submission:

Committee Name:

Chairperson/Stakeholder:

Date Approved by Committee:

Phone:

Email:

Event/Activity

Total Amount Requested:

Budget Line Item:

Justification for request. This must include a statement about how the event/activity benefits the stakeholders of West Hills.

(Attach additional pages if necessary)

List all expense items, quantities, and amounts:

Item & Quantity	Amount
<input type="text" value="Conference microphone Quantity One"/>	<input type="text" value="\$100"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

For Budget Committee/Controller Use Only:

Committee Approved

Budget Approved

Board Approved

# Agenda Item 23-0071 - Discussion and possible action regarding approval of request for \$3,525.00 by the Special Events Committee for the Senior Valentine's Dance

## WEST HILLS NEIGHBORHOOD COUNCIL

### Spending Request Form

Please print legibly or type

Date of submission:

Committee Name:

Chairperson/Stakeholder:

Date Approved by Committee:

Phone:

Email:

Event/Activity:

Total Amount Requested:

Budget Line Item:

Justification for request. This must include a statement about how the event/activity benefits the stakeholders of West Hills.

(Attach additional pages if necessary)

List all expense items, quantities, and amounts:

Item & Quantity	Amount
<input type="text" value="VENUE"/>	<input type="text" value="500.00"/>
<input type="text" value="FOOD"/>	<input type="text" value="1300.00"/>
<input type="text" value="DJ"/>	<input type="text" value="400.00"/>
<input type="text" value="INSURANCE"/>	<input type="text" value="300.00"/>
<input type="text" value="TABLEWARE"/>	<input type="text" value="375.00"/>
<input type="text" value="DECORATIONS &amp; TABLE CENTERPIECES"/>	<input type="text" value="650.00"/>
<input type="text"/>	<input type="text"/>

For Budget Committee/Controller Use Only:

Committee Approved

Budget Approved

Board Approved



## NEIGHBORHOOD COUNCIL EVENT APPROVAL REQUEST FORM



Office of the City Clerk – Neighborhood Council Funding Program  
200 N. Spring Street, Rm 224, Los Angeles, CA 90012 • (213) 978-1058 or Toll-Free 3-1-1  
**E-mail:** [Clerk.NCFunding@LACity.org](mailto:Clerk.NCFunding@LACity.org) • [www.Clerk.LACity.org](http://www.Clerk.LACity.org)

Events are great opportunities for Neighborhood Councils to interact with their stakeholders. There are, however, liability and permitting issues that must be handled prior to the event. The Office of the City Clerk, Administrative Services Division, NC Funding Program Section must approve all Neighborhood Council sponsored events before any payments can be processed.

**Please complete, sign, and submit this form at least 30 days prior to your event. Missing or incomplete required information or documents will delay review.**

Neighborhood Council: West Hills Neighborhood Council

The Neighborhood Council is the  Main Sponsor or  Co-Sponsor for the event.

Main sponsor: West Hills Neighborhood Council

Contact Person: Brad Vanderhoof and Faye Barta

Email: [Brad.Vanderhoof@westhillsnc.org](mailto:Brad.Vanderhoof@westhillsnc.org); [Faye.Barta@westhillsnc.org](mailto:Faye.Barta@westhillsnc.org)

Co-Sponsor (if applicable): \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

### **Event Information**

Event Title and Description: Community Cleanup – Platt Avenue Median Cleanup

Date: 10/21/2023 Time Frame: 8:30 AM to 11:30 AM

Est. number of attendees: 20 Event Budget: \$ 50.00

Venue Name: WHNC Beautification Committee October 2023 Clean-Up

Venue Address: Platt Avenue / Sherman Way intersection to Highlander Road

Contact Person: Brad Vanderhoof and Faye Barta

Email: [Brad.Vanderhoof@westhillsnc.org](mailto:Brad.Vanderhoof@westhillsnc.org); [Faye.Barta@westhillsnc.org](mailto:Faye.Barta@westhillsnc.org)

**Please note:** If the venue for the event is at a City or public facility, e.g. park, school, the venue approval may be easier and at little or no cost. If the venue for the event is not a City facility, a separate contract may be needed and can take up to 60 days to complete.

**Please scan the following documents and email to [Clerk.NCFunding@lacity.org](mailto:Clerk.NCFunding@lacity.org) for approval PRIOR to event:**

- Neighborhood Council Event Approval Form – Signed by Treasurer, 2nd Signer or Event Chair
- Board Action Request (BAC) Form – Completed and signed by Treasurer and 2nd Signer, or Alternate Signer
- Itemized Detailed Event Budget – Total budget with funding categories (food, entertainment, flyers, permits, etc.) and with specific vendors if available.

**If a bank card credit limit increase will be necessary to pay for expenditures for this event, please contact your Funding Program Representative to submit a request to increase applicable limits.**

The City of Los Angeles provides Neighborhood Councils with event liability coverage in the amount of \$5 million. Depending on the type of event, there may be additional permits and liability issues that must be addressed prior to the event, or the Neighborhood Council will be liable for any penalties or injuries incurred at the event. There may be fees attached to obtaining permits and additional liability so please budget accordingly. It may be easier to partner with the City family or a community based organization or even hire an event planner (will require a contract prepared by the Department) so that they can obtain/handle the necessary permits and liability issues instead. The following must be obtained and submitted **PRIOR TO THE EVENT** if they are applicable to your event:

**If FOOD is being purchased/provided/distributed/served at your event, you may be required to obtain the following PERMITS:**

- LA County Public Health Department Permits – Community Event Organizer and Temporary Food Facility permits may be required. Permit fees may be waived by the County if requested.
- LA Fire Department – Permit may be necessary for temporary structures setup to prep/cook/serve food.

**CERTIFICATES OF INSURANCE, SERVICE AGREEMENTS, and/or FACILITY USE PERMITS from Vendors providing the following types of services. Insurance Certificates need to list the “City of Los Angeles” as Additional Insured.**

- Jumpers/Bouncers (Inflatables) – City Risk Management may need to review
- Games (e.g. dunk tank, other carnival style games, video game bus)
- Food (purchased, provided, distributed and/or served)
- Entertainers (e.g. DJs, musicians, face painting, balloon artists, etc.)
- Equipment Rentals (e.g. performing stage, mechanical rides, canopies)
- Event Venues (e.g. school auditoriums, private theaters and halls, parks, street block, etc.)

**If RENTING a vehicle or truck to transport event materials:**

- Renting and driving of vehicle/truck must be by aboardmember
- Additional Insurance offered by the rental company must be purchased in full

**ADDITIONAL PERMITS may be required if the event has:**

- Over 500 attendees, which may require LAPD presence - LAPD Special Events
- Street closures for block parties - Bureau of Street Services or LADOT for larger street closures, such as a parade
- Tents/canopies larger than 450 square feet or stages/platforms more than 30 inches above grade - Building and Safety

**CONTACT INFORMATION for possible permits:**

- Street Maintenance - (213) 847-2999
- Building and Safety - (213) 482-0387
- LADOT (Traffic Officers) - (323) 913-4652
- LADOT (Signs) - (213) 485-2298
- LADOT (Special Operations) - (323) 224-2124
- Risk Management - (213) 978-7475
- LAPD - (213) 486-0410
- LAFD – (213)-978-3640
- Sanitation - (213) 485-3612
- Street Services - <http://bsspermits.lacity.org/spevents/>
- LA County Public Health Dept. - <http://publichealth.lacounty.gov>

**Documents to be submitted to NC Funding Program and filed for you records:**

- Neighborhood Council Event Approval Form – Signed by Treasurer, 2<sup>nd</sup> Signer, Event Chair.
- Board Action Certification (BAC) Form – Completed and signed by Treasurer and 2<sup>nd</sup> Signer, or Alternate Signer
- Itemized Detailed Event Budget – Final total budget with funding categories and specific vendors.
- Vendor Invoices and Service/Facility Use Agreements
- Copies of Insurance Certificates
- Copies of Permits
- Proof of Sponsorships (e.g. event flyers, webpage copy, etc.)
- W-9 (for 1099 Individual Services (if applicable))

I have read and understand the requirements set forth in this document and agree to comply with the required paperwork necessary for Neighborhood Council events.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_ Title: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

For Staff Use Only:  Approved  Denied Code: \_\_\_\_\_

Reviewers Signatures: 1<sup>st</sup> Level \_\_\_\_\_ 2<sup>nd</sup> Level \_\_\_\_\_

Reviewers Names: 1<sup>st</sup> Level \_\_\_\_\_ 2<sup>nd</sup> Level \_\_\_\_\_

# Agenda Item 23-0073 - Discussion and Possible Action to Purchase an Omnidirectional Conference Microphone/Speaker to Enable better Zoom Meetings in th total amount of \$100.00

## WEST HILLS NEIGHBORHOOD COUNCIL

### Spending Request Form

Please print legibly or type

Date of submission:

Committee Name:

Chairperson/Stakeholder:

Date Approved by Committee:

Phone:

Email:

Event/Activity

Total Amount Requested:

Budget Line Item:

Justification for request. This must include a statement about how the event/activity benefits the stakeholders of West Hills.

(Attach additional pages if necessary)

List all expense items, quantities, and amounts:

Item & Quantity	Amount
<input type="text" value="water"/>	<input type="text" value="\$20.00"/>
<input type="text" value="prepackaged snacks"/>	<input type="text" value="\$30.00"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

For Budget Committee/Controller Use Only:

Committee Approved

Budget Approved

Board Approved



# WEST HILLS NEIGHBORHOOD COUNCIL

## Spending Request Form

**Please print legibly or type**

Date of submission:

Committee Name:

Chairperson/Stakeholder:

Date Approved by Committee:

Phone:

Email:

Event/Activity

Total Amount Requested:

Budget Line Item:

Justification for request. This must include a statement about how the event/activity benefits the stakeholders of West Hills.

(Attach additional pages if necessary)

List all expense items, quantities, and amounts:

Item & Quantity	Amount
<input type="text" value="Conference microphone    Quantity One"/>	<input type="text" value="\$100"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

For Budget Committee/Controller Use Only:

Committee Approved

Budget Approved

Board Approved

**Agenda Item 23-0076 - First reading of a WHNC Bylaws amendment to Bylaws Article 7 Committees And Their Duties**

**ARTICLE VII COMMITTEES AND THEIR DUTIES**

**Current Bylaw**

*All standing committees shall meet at a minimum of nine (9) times per calendar year and shall invite the participation of stakeholders.*

**Proposed revision**

*All standing committees shall meet at a minimum of nine (9) times per calendar year and shall invite the participation of stakeholders. The exceptions are the Budget, Bylaws, Operations, Youth and Education, and Public Health which shall meet a minimum of eight (8) times per calendar year and invite the participation of stakeholders.*

This was approved by the Bylaws Committee by a vote of; Yes – 11, No – 0, Abstain – 0, Absent – 5, on March 22, 2023

**Agenda Item 23-0077 - First reading of a WHNC Bylaws amendment to Bylaws Article 13 Amendments**

**ARTICLE XIII AMENDMENTS**

**Current Bylaw**

*Any Board member or Stakeholder may propose amendments to these Bylaws in writing during a regular meeting of the Board. These proposals shall be reviewed by the WHNC an Ad Hoc Bylaws Committee, which shall provide recommendations to the WHNC.*

**Proposed Revision**

*Any Board member or Stakeholder may propose amendments to these Bylaws during a meeting of the WHNC Bylaws Committee.*

This was approved by the Bylaws Committee by a vote of; Yes – 10, No – 0, Abstain – 1, Absent – 5 on March 22, 2023

**Agenda Item 23-0078 - First reading of a WHNC Bylaws amendment to Bylaws  
Article V Governing Board**

**Proposed Bylaws Amendment**

ARTICLE V GOVERNING BOARD The Board of Directors (or “the Board”) shall be the governing body of the WHNC within the meaning of that term.

Section 1: Composition

The WHNC Board shall consist of twenty-five (25) Directors (or Board Members) elected by the stakeholders on an “at-large” basis. The Board shall not include more than four (4) Directors who do not live, work, or own property in West Hills.

Section 2: Quorum

The quorum shall be ~~eighteen (18)~~ fifteen (15) Directors of the Board. No floating quorums are allowed.

Yes – 7, No – 1, Abstain – 0, Absent – 4, Recusal – 0

Approved by the WHNC Bylaws Committee on September 27, 2023

HOLLY L. WOLCOTT  
CITY CLERK

City of Los Angeles  
CALIFORNIA

OFFICE OF THE  
CITY CLERK

PETTY F. SANTOS  
EXECUTIVE OFFICER



KAREN BASS  
MAYOR

**Council and Public Services Division**

200 N. SPRING STREET, ROOM 395  
LOS ANGELES, CA 90012  
GENERAL INFORMATION - (213) 978-1133  
FAX: (213)978-1040

PATRICE Y. LATTIMORE  
DIVISION MANAGER

[CLERK.LACITY.ORG](http://CLERK.LACITY.ORG)

**OFFICIAL ACTION OF THE LOS ANGELES CITY COUNCIL**

**Council File No.:** 23-0039

**Council Meeting Date:** February 8, 2023

**Agenda Item No.:** 4

**Agenda Description:** CONSIDERATION OF MOTION (YAROSLAVSKY - PARK - RAMAN) relative to an overview of the Scattergood Generating Station Green Hydrogen project; potential alternatives to the project; public health and safety impacts; public engagement process for the project; role of green hydrogen at large in the City's transition to 100% renewable energy; and related matters.(Energy and Environment Committee report to be submitted in Council. If public hearing is not held in Committee, an opportunity for public comment will be provided.)(Click on [www.lacouncilfile.com](http://www.lacouncilfile.com) for background documents.)

**Council Action:** ENERGY AND ENVIRONMENT COMMITTEE REPORT - ADOPTED

**Council Vote:**

YES	Blumenfield	ABSENT	de León	YES	Harris-Dawson
YES	Hernandez	YES	Hutt	YES	Krekorian
YES	Lee	YES	McOsker	YES	Park
ABSENT	Price Jr.	YES	Raman	ABSENT	Rodriguez
YES	Soto-Martínez	YES	Yaroslavsky		

HOLLY L. WOLCOTT  
CITY CLERK

Adopted Report(s)Title  
Report from Energy and Environment Committee\_2-3-23

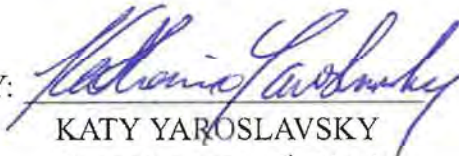
**Agenda Item 23-0079 - Discussion and possible action on submitting a CIS on Council File 22-0039 regarding an investigation by LADWP on the pros and cons of the Scattergood Green Hydrogen Project**

## MOTION

I MOVE LADWP respond within 15 days to the Energy and Environment Committee with a report that includes the following:

- An overview of the Scattergood Generating Station Green Hydrogen project;
- Potential alternatives to the project including fuel cells, multi-day demand response programs, long-duration energy storage, and others;
- The public health and safety impacts or risks of producing, transporting, storing, and combusting green hydrogen, including emissions of NOx and other pollutants;
- The public engagement process for the project conducted to date and the planned public engagement process in the future, including with Neighborhood Councils;
- The role of green hydrogen at large in the City's transition to 100% renewable energy;
- An assessment of the commercial readiness of technology to produce, store, and transport green hydrogen at scale; and
- The water needs of producing green hydrogen and the sources for that water, including timing of that water supply.

PRESENTED BY:

  
KATY YAROSLAVSKY  
Councilwoman, 5<sup>th</sup> District

  
TRACI PARK  
Councilwoman, 11<sup>th</sup> District

SECONDED BY:



ORIGINAL

JAN 1 1 2023

PK

ENERGY AND ENVIRONMENT COMMITTEE REPORT relative to an overview of the Scattergood Generating Station Green Hydrogen project; potential alternatives to the project; public health and safety impacts; public engagement process for the project; role of green hydrogen at large in the City's transition to 100% renewable energy; and related matters.

Recommendations for Council action, as initiated by Motion (Yaroslavsky – Park – Raman):

1. DIRECT the Los Angeles Department of Water and Power (LADWP) to report to the City Council with details of the project on a semi-annual or more frequent basis as requested, including immediately prior to:
  - a. Releasing a Request for Proposal or other similar solicitation for the design and construction of the Scattergood Units 1 and 2 Green Hydrogen Ready Modernization Project.
  - b. Any contracts to the Board of Water and Power Commissioners for this project. Such reports shall include at a minimum how the project will operate consistent with the Council direction in Council File (CF) No. 21-0352, CF No. 22-0255, and the following:
    - i. Result in no increase of any criteria pollutant emissions (nitrogen oxides, carbon monoxide, etc.) over any time period (i.e., 1-hour, 8-hour etc.) relative to the emission limits established by Best Available Control Technology for a similar natural gas fired combustion turbine with the goal of minimizing or eliminating these emissions to the maximum extent feasible.
    - ii. Not create new significant public health and safety risks resulting from catastrophic failures of systems to produce, store, transport, and use green hydrogen in this project.
    - iii. Incorporate hydrogen leak prevention, mitigation, and monitoring throughout the production, transportation, storage, and combustion system and estimate the hydrogen leakage rates of the project from the point of fuel production through delivery and combustion and the local air pollution and greenhouse gas impacts of that leakage.
    - iv. Solely utilize hydrogen that is produced using new, dedicated renewable energy resources or excess renewable energy resources.
    - v. Not rely on local potable water supplies and not impair LADWP's goal of eliminating all water imports.

2. DIRECT LADWP to conduct a new or updated assessment of non-combustion alternatives to the project, including the use of green-hydrogen powered fuel cells, high levels of energy storage, large-scale multi-day demand response programs, new and upgraded transmission lines to import higher levels of renewable energy, and others that considers the public health benefits, safety risks, and costs and benefits, and REPORT to the Council on the results of this analysis within six months.
  
3. DIRECT LADWP to directly engage, using equitable engagement principles, communities, Neighborhood Councils, and Community-Based Organizations along any hydrogen pipeline or transportation routes and adjacent to in-basin gas-fired power plants on the impacts of hydrogen production, storage, transport, and combustion, including but not limited to air quality, climate change, and public health and safety.

Fiscal Impact Statement: Neither the City Administrative Officer nor the Chief Legislative Analyst has completed a financial analysis of this report.

Community Impact Statement: None submitted

Summary:

On February 3, 2023, your Committee considered Motion (Yaroslavsky – Park – Raman) relative to an overview of the Scattergood Generating Station Green Hydrogen project; potential alternatives to the project; public health and safety impacts; public engagement process for the project; role of green hydrogen at large in the City’s transition to 100% renewable energy; and related matters. The Motion attached to the Council file includes some background on the matter.

After providing an opportunity for public comment, the Committee moved to approve the recommendations reflected above, as amended. This matter is now forwarded to the Council for its consideration.

Respectfully Submitted,

ENERGY AND ENVIRONMENT COMMITTEE

<u>MEMBER</u>	<u>VOTE</u>
YAROSLAVSKY:	YES
MCOSKER:	YES
RAMAN:	YES
BLUMENFIELD:	ABSENT
HERNANDEZ:	ABSENT

Committee Meeting Date: September 13, 2023

Board Meeting Date October 5, 2023

File # :	CF 23-0039
Title :	Resolution to Support CF 23-0039
Type :	Resolution
City/State :	Los Angeles, California

Summary :	The CIS is relative to an overview of the Scattergood Generating Station Green Hydrogen project; Potential alternatives to the project; public health and safety impacts; public engagement process for the project; role of green hydrogen at large in the City's transition to 100% renewable energy; and related matters.
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Environment Committee Position :	Support the Resolution to support CF 23-0039
Vote :	Yes – 5, No – 0 Abstain 0– , Ineligible – 0, Recused – 0

“YES” Vote:	<b>The WHNC</b> In a regular monthly meeting of the West Hills Neighborhood Council, the board voted to support the Council File # 23-0039 and its requesting a comprehensive analysis of the Scattergood Hydrogen project, its potential impacts, all viable alternatives, and public engagement plans. The Board and the stakeholders are concerned about the costs of transition to 100 percent renewable energy by the year 2035.5
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“NO” Vote:	The WHNC opposes this CF 23-0039 and LADWP should not investigate the pros and cons of Scattergood Green Hydrogen Project.
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