



CITY OF
LOS ANGELES
CALIFORNIA



P.O. BOX 4670, WEST HILLS, CA 91308
WWW.WESTHILLSNC.ORG
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WEST HILLS NEIGHBORHOOD COUNCIL

JOINT BOARD AND YOUTH & EDUCATION AND PUBLIC HEALTH COMMITTEE ONLINE AND TELEPHONIC MEETING AGENDA Wednesday, September 22, 2021 @ 3:30 p.m.

This meeting of the West Hills Neighborhood Council Education and Public Health Committee will be conducted online via Zoom Webinar and telephonically. All are invited to attend and participate.

To attend online, via Zoom Webinar, click or paste the following link into your browser:
<https://zoom.us/j/97523180300>

To call in by phone, dial (669) 900-6833, then punch in this Webinar code when prompted: **975 2318 0300** and then press #

This meeting is open to the public. 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.

- | | | |
|----|---|------------|
| 1. | Call to order and Introduction: | 5 Minutes |
| | <ul style="list-style-type: none"> • Aida Abkarians and Joan Trent, Education Co-Chairs • Sandi Bell, Public Health Chair • Stephen Bell, Secretary Public Health • Steve Randall, Zoom Host/Member • Myrl Schriebman, Henlie Sakamoto, Marie Javdani, Tariq El-Atrache, Members | |
| 2. | Establish a quorum | 1 Minutes |
| 3. | Comments from the Co-Chair(s) | 5 Minutes |
| 4. | Review and approval of August 25, 2021 Minutes | 5 Minutes |
| 5. | Public Comment | 10 Minutes |
| 6. | Discussion and possible action on 2021 Neighborhood Purpose Grants (“NPG”) | 10 Minutes |
| | <ul style="list-style-type: none"> • Justice Street Academy Charter – Steve Randall • Enadia Technology Enrichment School – Sandi and Stephen Bell • Hamlin Charter for Enriched Studies – Sandi and Stephen Bell • Capistrano Avenue Elementary – Joan Trent • Nevada Avenue Elementary – Steve Randall • Welby Waly Elementary – Aida Abkarians • Pomelo Community Charter – Aida Abkarians • Haynes Charter for Enriched Studies • El Camino Real Charter High School | |

* Do we have all the applications and project completion forms or do we need more time? We need to get documentation and photos from the schools that received the Neighborhood Purpose Grants to present to the board possibly at the October board meeting*

- | | | |
|-----|--|------------|
| 7. | Discussion and possible action on organizing a gathering with all of the LAUSD Education Senior and Public Officials (Date, Time and Place) | 10 Minutes |
| 8. | Discussion and possible action with West Hills Hospital on organizing free CPR Training for the staff of West Hills public schools, in collaboration with the WHNC Public Health Committee | 10 Minutes |
| 9. | Meeting adjournment – Next Youth and Education meeting – October 27, 2021 @ 3:30 p.m. | |
| 10. | Public Health – Comments from the Chair | 5 Minutes |
| 11. | Review and approval of August 25, 2021 Minutes | 5 Minutes |
| 12. | Public Comment | 10 Minutes |
| 13. | Current Health Issues | 10 Minutes |
| 14. | Vaccination for Covid-19 | 10 Minutes |
| 15. | Adjournment – Next Public Health Committee Meeting – October 27, 2021 @ 3:30 p.m. | |

Public input at Neighborhood Council meetings: When prompted by the presiding officer, members of the public may address the committee on any agenda item before the committee takes an action on the item by punching in *9 (if calling in by phone) or by clicking on the “raise hand” button (if participating online through Zoom) and waiting to be recognized. Comments from the public on agenda items will be heard only when the respective item is being considered. Comments from the public on matters not appearing on the agenda that are within the committee’s jurisdiction will be heard during the General Public Comment period. Please note that under the Ralph M. Brown Act, the committee 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 committee meeting. Public comment is limited to 2 minutes per speaker, unless adjusted by the presiding officer of said committee.

Notice to Paid Representatives - If you are compensated to monitor, attend, or speak at this meeting, city law may require you to register as a lobbyist and report your activity. See Los Angeles Municipal Code §§ 48.01 et seq. More information is available at ethics@lacity.org/lobbying. For assistance, please contact the Ethics Commission at (213) 978-1960 or ethics.commission@lacity.org

Public Posting of Agendas: WHNC agendas are posted for public review at Shadow Ranch Park, 22633 Vanowen St., West Hills, CA 91307 or at our website, www.westhillsnc.org. You can also receive our agendas via email by subscribing to the City of Los Angeles Early Notification System at www.lacity.org/government/Subscriptions/NeighborhoodCouncils/index

The Americans With Disabilities Act: As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and, upon request, will provide reasonable accommodation to ensure equal access to its programs, services and activities. Sign language interpreters, assistive listening devices and other auxiliary aids and/or services may be provided upon request. To ensure availability of services, please make your request at least three business days (72 hours) prior to the meeting you wish to attend by contacting via email NCsupport@lacity.org or calling (213) 978-1551. If you are hearing impaired please call 711.

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 the meeting where such writing was considered or by contacting the WHNC’s executive director via email at michelle.ritchie@westhillsnc.org. Requests can be made for a copy of a record related to an item on the agenda.

Reconsideration and Grievance Process: For information on the WHNC’s process for board action reconsideration, stakeholder grievance policy or any other procedural matters related to this Council, please consult the WHNC Bylaws. The Bylaws are available at our website, www.westhillsnc.org



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WEST HILLS NEIGHBORHOOD COUNCIL

Youth and Education Committee Minutes

August 25, 2021

Present: Aida Abkarians, Joan Trent, Sandi Bell, Stephen Bell, Steve Randall, Myrl Schriebman Members and Brad Vanderhoff

Absent: Henlie Sakamoto, Mari Javdani, Tariq ElAtrache

2. A quorum was established and meeting was called to order at 3:35.

3. Minutes of May 26, 2021, were approved with a few corrections.

4. Comments from the Chairs. Chair Aida Abkarians announced that Joan Trent will be the new Co-Chair of the Youth and Education Committee and that the Committee is very pleased to have Joan as the Co-Chair.

Aida also asked everyone to think about the Youth Seat. Aida suggested that Myrl will be the best person to train the person holding the youth seat. Myrl said he was the one who established the UCLA Arts Camp for the Youth, starting age of 12 to 21. He had 35 to 40 faculty members helping the kids and training them and during the 14 years of overseeing the project he had more than 2000 kids, including President Obamas daughters. Myrl suggested that we have to be very careful with the starting age for the council and that there is a big difference in maturity and self focus of the younger kids. Steve Randall, mentioned that generally we are looking for average people with drive and dedication. He also mentioned the one seat is a non voting seat and is in addition to 24 board members. Steve also mentioned Reeyan Raynes, who



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WEST HILLS NEIGHBORHOOD COUNCIL

Public Health Committee Meeting Minutes

August 25, 2021

Present: Sand Bell, Stephen Bell, Steve Randall, Joan Trent, Aida Abkarians, members and

Brad Vanderhoof

Absent: Tariq ElAtrached, Henlie Sakamoto, members.

1. Meeting called to order 4:35 and a quorum was established.

Comments from the Chair, Sandi Bell the Chair encouraged everyone to get vaccinated.

Sandi told everyone that the Supreme Court moved to make it legal to mandate Vaccination.

2. There were no Public Comments

3. Minutes of May 26, 2021, were approved as amended.

4. On current Health Issues, Sandi Bell, told everyone, The Public Health Department, is sending Spot on Vaccination Clinic to different areas to make it easier for people to get vaccinated.

5. Sandi had an idea of honoring business owners, that open up their facilities to make vaccination more available to the public. Steve mentioned that we cannot be a part of the vaccination process. We can only pass our brochures or mugs.

6. Meeting was adjourned 5:30pm.

List of Public Schools in West Hills

Justice Street Academy Charter

Education Committee Rep: Steve Randall

Principal: Cynthis Hernandez Morrison

818 346-4388, clh2104@lausd.net

23350 Justice St., West Hills, Ca. 91304

Hamlin Charter for Enriched Studies

Education Committee Rep:

Principal: Laura Singer

Sandi and Stephen Bell

laurasinger@lausd.net, 818 348-4741

22627 Hamlin St., West Hills, Ca. 91407

Enadia Technology Enrichment School

Education Committee Rep:

Principal: Heather Jeanne

Sandi and Stephen Bell

818 595-3900, haj7773@lausd.net

22944 Enadia Way, West Hills, Ca. 91307

Capistrano Ave. Elementary School

Eduaction Committee Rep:

Principal: Sonja Cao Garcia

Joan Trent

Garcia@lausd.net, 818 883-8981

8118 Capistrano Ave. West Hills, Ca. 91304

Nevada Ave. Elementary School

Education Committee Rep: Steve Randall

Principal: Tanya Knott

ttn8206@lausd.net, 818 348-2742

22120 Chase Street, Canoga Park, Ca. 91304

Welby Way Elementary School Education Committee Rep: Aida Abkarians

Welby Way Charter Elementary School and gifted high ability magnet

Principal: Helen Kim

818 447-8128, helen.h.kim@lausd.net

23456 Welby Way, West Hills, Ca. 91307

Pomelo Community Charter Education Committee Rep:Aida Abkarins

Principal: Andrea Ferber

818 887-9700, andrea.ferber@lausd.net

7633 March Ave. West Hills, Ca. 91304

Haynes Charter for Enriched Studies Education Committee Rep:

Principal: Barbara Meade

818716-7310,bmeade@lausd.net

6624 Lockhurst Dr., West Hills, Ca. 91307

El Camino Real Charter High School Education Committee Rep: Aida Abkarians

West Hills Chapter

Principal Mr. David Hussey

818 595-7500, d.hussey@ecrhs.net

SECTION III - PROJECT BUDGET OUTLINE

You may also provide the Budget Outline on a separate sheet if necessary or requested.

6a)	Personnel Related Expenses	Requested of NC	Total Projected Cost
		\$	\$
		\$	\$
		\$	\$

6b)	Non-Personnel Related Expenses	Requested of NC	Total Projected Cost
		\$	\$
		\$	\$
		\$	\$

7) Have you (applicant) applied to any other Neighborhood Councils requesting funds for this project?
 No Yes If Yes, please list names of NCs: _____

8) Is the implementation of this specific program or purpose described in Question 4 contingent on any other factors or sources or funding? (Including NPG applications to other NCs) No Yes If Yes, please describe:

Source of Funding	Amount	Total Projected Cost
	\$	\$
	\$	\$
	\$	\$

9) What is the TOTAL amount of the grant funding requested with this application: \$ _____

10a) Start date: ___/___/___ 10b) Date Funds Required: ___/___/___ 10c) Expected Completion Date: ___/___/___
 (After completion of the project, the applicant should submit a Project Completion Report to the Neighborhood Council)

SECTION IV - POTENTIAL CONFLICTS OF INTEREST

11a) Do you (applicant) have a current or former relationship with a Board Member of the NC?
 No Yes If Yes, please describe below:

Name of NC Board Member	Relationship to Applicant

11b) If yes, did you request that the board member consult the Office of the City Attorney before filing this application?
 Yes No ***(Please note that if a Board Member of the NC has a conflict of interest and completes this form, or participates in the discussion and voting of this NPG, the NC Funding Program will deny the payment of this grant in its entirety.)**

SECTION V - DECLARATION AND SIGNATURE

I hereby affirm that, to the best of my knowledge, the information provided herein and communicated otherwise is truly and accurately stated. I further affirm that I have read the documents "What is a Public Benefit," and "Conflicts of Interest" of this application and affirm that the proposed project(s) and/or program(s) fall within the criteria of a public benefit project/program and that no conflict of interest exist that would prevent the awarding of the Neighborhood Purposes Grant. I affirm that I am not a current Board Member of the Neighborhood Council to whom I am submitting this application. I further affirm that if the grant received is not used in accordance with the terms of the application stated here, said funds shall be returned immediately to the Neighborhood Council.

12a) Executive Director of Non-Profit Corporation or School Principal - REQUIRED*

 PRINT Name Title Signature Date

12b) Secretary of Non-profit Corporation or Assistant School Principal - REQUIRED*

 PRINT Name Title Signature Date

* If a current Board Member holds the position of Executive Director or Secretary, please contact the NC Funding Program at (213) 978-1058 or clerk.ncfunding@lacity.org for instructions on completing this form



OFFICE OF THE CITY CLERK
NEIGHBORHOOD COUNCIL FUNDING PROGRAM



Project Completion Follow Up

Neighborhood Councils providing a grant to 501(c)(3) organizations or to public schools are strongly encouraged to require the grantee to be accountable for the progress and/or completion of the proposed project, demonstrating successful efforts benefitting the community.

After the project comes to a close, the NC Treasurer should obtain a Project Completion Report from the grantee for the Board to then review.

Some points to keep in mind:

- Neighborhood Councils must maintain accountability
- Maintain organized records and keep them available for review
- Review progress of the project funded
- Review Project Completion Report from grantee to NC
 - *(See Project Completion Report form)*
- Acquire photos after the project's completion.

Should issues arise, the Neighborhood Council Funding Program reserves the right to request all supporting documentation and to review the grant approval process as well as the project's progress and completion.

