



CITY OF  
LOS ANGELES  
CALIFORNIA



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## WEST HILLS NEIGHBORHOOD COUNCIL

### **JOINT BOARD AND PUBLIC SAFETY AND EMERGENCY PREPAREDNESS COMMITTEE ONLINE AND TELEPHONIC MEETING AGENDA Wednesday, November 16, 2022 at 6:30 p.m.**

In conformity with the September 16, 2021 enactment of California Assembly Bill 361 (Rivas) and due to concerns over Covid-19, the West Hills Neighborhood Council meeting will be conducted entirely with a call-in option or internet based service option. All are invited to attend and participate.

**To attend online** via Zoom Webinar, paste the following link into your browser: <https://zoom.us/j/95876172481>

**To call in by phone**, dial **(669) 900-6833**, then punch in this Webinar code when prompted: **958 7617 2481**

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.

#### **AB 361 Updates:**

Public comment cannot be required to be submitted in advance of the meeting; only real-time public comment is required. If there are any broadcasting interruptions that prevent the public from observing or hearing the meeting, the meeting must be recessed or adjourned. If members of the public are unable to provide public comment or be heard due to issues within the Neighborhood Council's control, the meeting must be recessed or adjourned.

1. Call to order and Establish Quorum
2. Approve minutes of September 21, 2022
3. Co-Chair Comments
4. Public Comment

#### **New Business**

5. Provide Update on CERT Training – Bob Brostoff
6. Review and Discussion On WEST HILLS NEIGHBORHOOD COUNCIL EMERGENCY RESPONSE PLAN
7. Safety Tips for Thanksgiving Holiday – Saif Mogri
8. Review and Discuss PS&EP Operating Rules
9. Next Meeting – December 21, 2022
10. Adjournment

**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](mailto:ethics@lacity.org/lobbying). For assistance, please contact the Ethics Commission at (213) 978-1960 or [ethics.commission@lacity.org](mailto: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](http://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](http://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](mailto: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](mailto: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](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

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### **JOINT BOARD AND PUBLIC SAFETY AND EMERGENCY PREPARENESS COMMITTEE Meeting Minutes Telephonic and Online Wednesday, September 21, 2022**

Attendance: Dan Brin, Saif Mogri, Steve Randall, Faye Barta and, Brad Vanderhoof

Committee Members Absent: Tariq El-Attrache, Yamileth Jiminez-Garcia, Alec Uzemeck, Anthony Scarce, Bob Brostoff

1. Co-chair Saif Mogri called the meeting to order at 6:39 PM.
2. A quorum was established.
3. Review minutes from July 2022: The minutes were approved as amended.
4. Public Comment: None

#### New Business

5. Provide Update on CERT Training Saif mentioned that Bob had gotten the okay from Corporate Point to host a CERT class at that location. He will contact the Fire Department to identify the dates of the class.
6. Presentation of Back to School Safety Tips – Saif Mogri presented a safety topic on kids returning to school. He discussed safety tips regarding driving tips, walking to school, riding a bike to school and even about using safe clothing and school supplies.
7. Agenda Suggestions for Future PS&EP Meetings  
Faye Barta suggested having a presentation on Earthquakes since it has been a while since the Northridge earthquake.

Co-chair Saif Mogri adjourned the meeting at 7:21 PM



## TABLE OF CONTENTS

1. Purpose	2
2. Seismic Analysis of West Hills	3
3. Disaster Preparation & Training	4
4. What to Do/How to Prepare for a Disaster	5
5. What to do after a disaster	6
6. Evacuation and Staging Areas	6
7. Types of Alerts	6

## 1. Purpose

Stakeholders of West Hills need to be prepared for a large-scale disaster as well as learn how to take care of family, friends and neighbors when local City services (Police, Fire, 911) are not available for several days or weeks. This is the expected scenario here in Southern California after the next large earthquake or fire.

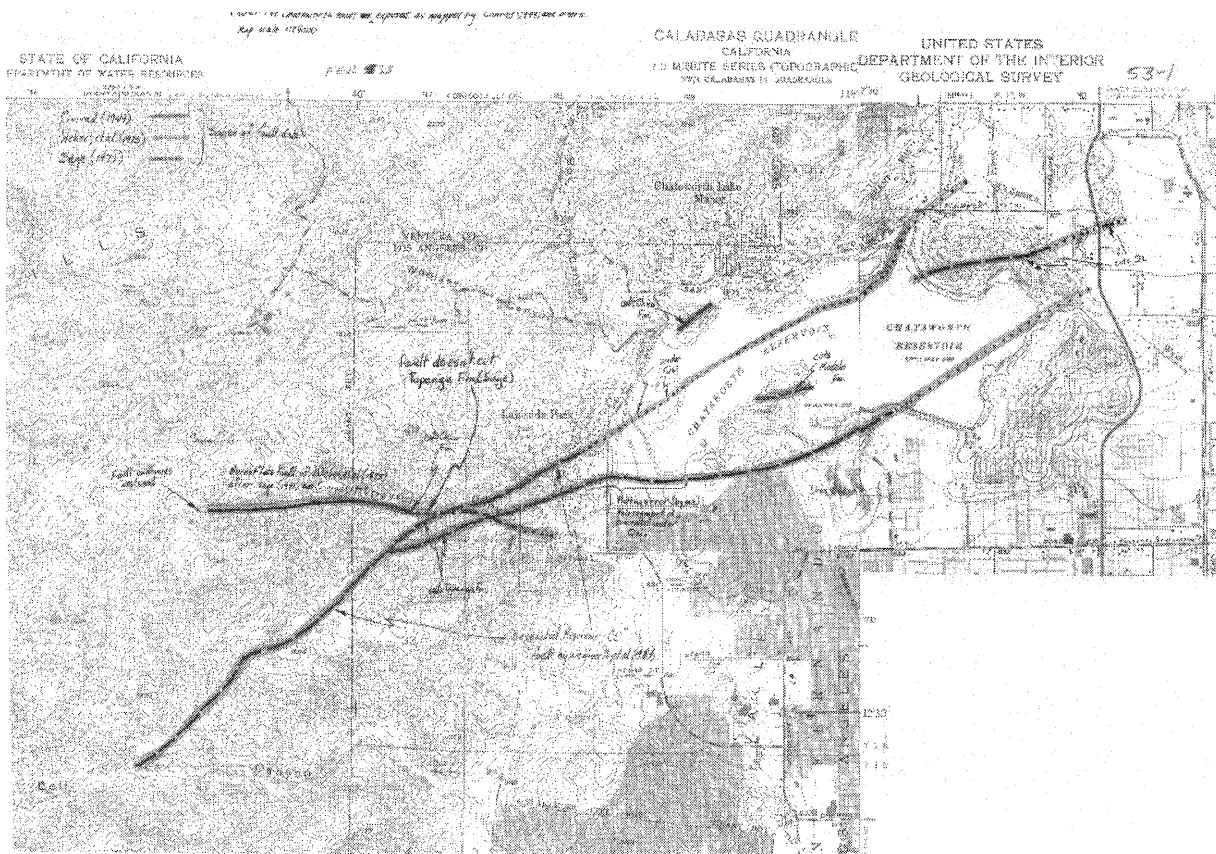
The West Hills Neighborhood Council (WHNC) has prepared this emergency response plan for all stakeholders in case of a major disaster. This plan involves the use of trained Community Emergency Response Team (CERT) volunteers, trained medical stakeholders, stakeholders with special skills, and just plain folks as well as RYLAN (Ready Your LA Neighborhood, formerly Map Your Neighborhood.)

This plan will, to the best of its ability, provide important emergency preparedness and response information to all stakeholders in West Hills. It is limited in detailed planning to West Hills.



## 2. Seismic Analysis of the West Hills Area

Although there are no apparent active earthquake faults in, or around, West Hills, there is one fault which is the Chatsworth fault. It runs through the Chatsworth Reservoir in an east-west direction on the north edge of West Hills.



There have been two significant earthquakes in recent years that have affected West Hills severely. The first was the Sylmar earthquake on February 9, 1971, which was a 6.6 magnitude earth quake which severely damaged about 1/3 of the structures in the San Fernando Valley.

The second one was the Northridge earthquake on January 17, 1994. It was a major earthquake which was of 6.7 magnitude which also caused severe damage throughout the San Fernando Valley, including West Hills, as well as other parts of Los Angeles County.

Here is some more information on that earthquake:

It occurred at 4:30 a.m. and was centered one mile south-southwest of Northridge on the fault thrust known as the Pico Fault. Several other faults experienced minor rupture during large aftershocks, or triggered slip.

The earthquake occurred on a blind thrust fault and produced the strongest ground motions ever instrumentally recorded in an urban setting in North America. Damage was wide-spread, sections of major freeways collapsed, parking structures and office buildings collapsed, and numerous apartment buildings suffered irreparable damage. Damage to wood-frame apartment houses was very widespread in the San Fernando Valley and Santa Monica areas, especially to structures and their foundations and/or shifted walls laterally.

The West Hills community does contain some liquefaction and landslide areas identified by the State of California.

### **3. Disaster Preparation and Training**

A key component of the WHNC Emergency Response Plan includes the Los Angeles Fire Department Community Emergency Response Team (CERT) program. All stakeholders who are 18+ years old should take this important free training program. Information is available on the WHNC web site at [www.westhillsnc.org](http://www.westhillsnc.org) and [www.cert-la.com](http://www.cert-la.com). The 17.5 hour class is comprised of different topics (7 weeks, once a week for 2 ½ hours per class):

- Introduction & Disaster Awareness
- Incident Command Center(ICS) and Disaster Psychology
- Disaster Medical Operations part 1
- Disaster Medical Operations part 2
- Fire Suppression and Hazardous Materials
- Light Search and Rescue
- Terrorism and CERT

The WHNC organizes periodic CERT training classes. Please see the WHNC website for details at [westhillsnc.org](http://westhillsnc.org)



The L.A. Ready LA provides an online training manual for RYLAN. It can be reached [at:](#)

<https://www.readyla.org/sites/g/files/wph1731/files/2021-04/%20rylan-emergency-preparedness-guide-english-digital.pdf>.

RYLAN is similar to the old Map Your Neighborhood plan. It has been adapted for use in Los Angeles.

The American Red Cross First Aid Training courses incorporate the latest scientific guidelines that align with Occupational Safety and Health Administration's (OSHA) *Best practices for Workplace First Aid Training Programs*.

The American Red Cross First Aid Training courses incorporate the latest scientific guidelines that align with Occupational Safety and Health Administration's (OSHA) *Best Practices for Workplace First Aid Training Programs*. In addition, they now provide group First Aid Training programs, both online and in-person ~~to~~ see the schedule of classes and the subjects you can go to this link:

<https://www.redcross.org/take-a-class>

#### **4. What to Do/How to Prepare for a Disaster**

- Disasters are major events that can strike anywhere and anytime.
- Through the use of the RYLAN program, you and your neighborhood should set up disaster teams, which will be coordinated by a central team. Ideally, these teams should at least include one stakeholder who is CERT trained.
- Disaster team leaders should be solicited through presentations to local elementary school PTSA groups.
- Training of leaders shall be held in coordination with the West Hills NC Public Safety and Emergency Preparedness Committee (PS&EP Committee).
- Traditional 911 and first ~~responders~~responder's capabilities, such as, fire, police, medics, and utility personnel will be overwhelmed and unable to immediately assist individuals and homeowners.
- Therefore, preparing our neighborhoods to be able to respond immediately is vital.
- Neighbors will likely be the first ones available to offer assistance

- Research has shown that neighbors who are prepared are more effective in their response to a disaster and have an increased capacity to be self-sufficient for the first 72 hours after a disaster.
- Self-help RYLAN teams should have 15-20 households because the first hour after a disaster is vital and the size of your team must be manageable. RYLAN provides excellent guidance on what to do next.
- The WHNC will co-ordinate the training and information of RYLAN groups.

## 5. What To Do After **Aa** Disaster

- Begin by taking care of yourself, your family, your home and your immediate neighbors.
- If it is safe, proceed to your local meeting area.
- On your way to any safe and available meeting area, look for “OK/HELP” signs.

## 6. Evacuation & Staging Areas

- Locations of Red Cross pre-determined locations will be listed if available.
- Locations of WHNC meeting areas will be listed. Such locations might include private schools, religious organizations, and/or local business sites.

## 7. Types of Alerts

- Earthquakes:

The Earthquake Warning for California systems use science, state-of-the-art ground motion monitoring, as well as new and existing alerting methods to deliver warnings to people via cell phones before the strongest shaking arrives. Seconds to tens of seconds of alert can provide opportunity to take life-saving actions such as Drop, Cover, and Hold On and put devices into various forms of a safe mode. The speed of the alert will vary depending on one’s distance from the origin of the earthquake. The closer one is to origin, the quicker one will receive the alert. In some cases people may receive an alert once they feel shaking or after an earthquake passes.

For the first time, you can receive warning of an earthquake before you feel shaking. Earthquake Warning California can give you seconds of notice using the following tools:

- MyShake App
- Android Earthquake Alerts
- Wireless Emergency Alerts (WEAs).

## **When you receive an alert or feel shaking drop, cover, and hold on!**

Please visit the website at <https://www.shakealert.org> for more information

- Wildfires:

Cal Fire offers to send you text messages to keep you updated about **fires** in your area. You can sign up on the website:

<https://plan.readyforwildfire.org/>

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### **PUBLIC SAFETY & EMERGENCY PREPAREDNESS COMMITTEE OPERATING RULES Revised November 4, 2022**

The MISSION of this Committee is to:

- A. Interface with the Los Angeles Police Department, the Los Angeles Fire Department, hospitals and other agencies on matters relating to the safety of the Stakeholders.
- B. Assist stakeholders in organizing such groups as Neighborhood Watch and Map Your Neighborhood (MYN/RYLAN)
- C. Conduct forums on public safety and emergency preparedness.

These rules may be amended at any regular meeting of the Committee by a majority vote of the members present provided possible action on the committee operating rules is announced in the agenda with the exception of rule 5.

1. The Chair(s) of the Public Safety & Emergency Preparedness Committee are: Co-Chair Bob Brostoff, Co-Chair Saif Mogri
2. Additional officer(s) appointed by agreement of the Chair(s).  
Secretary:none
3. Members of this committee shall be appointed or removed by agreement of the Chair(s).
4. WHNC Board members and WHNC stakeholders are eligible to serve on this committee.
5. The committee members are Faye Barta, Dan Brin, Bob Brostoff, Clarice Chavira, Saif Mogri, Steve Randall, Anthony Scarce,
6. and Brad Vanderhoof
7. A quorum shall consist of a simple majority of the total number of committee members.
8. Voting rights shall be accorded to committee members only.
9. For this committee "serving actively" is defined as participating in a minimum of two committee events per calendar year (if held).
10. The writing and posting of agendas shall be the responsibility of the Co-Chairs.
11. The taking and posting of minutes shall be the responsibility of the Co-Chairs.
12. Committee members must not miss more than four (4) meetings in a 12 month period, or they may be subject to removal from the Committee.
13. Committee members including officers shall not claim to be, or give the impression of, speaking or communicating by any means on behalf of the WHNC without approval from the Board.

14. Committee members including officers shall not make any representations to or requests of the Board or any other agency, on behalf of the Committee, without approval from the Committee.
15. The parliamentary process is to be governed by “Rosenberg’s Rules of Order: Simple Parliamentary Procedures for the 21st Century.”
16. All meetings, discussions, and communications pertaining to the business of this committee shall be conducted in compliance with the Brown Act.
16. This committee shall abide by the WHNC Code of Civility. This code shall apply to all committee members, whether they are members of the WHNC Board or not.

This committee will meet on the 3<sup>rd</sup> Wednesday of the month at 6:30 PM unless rescheduled.