



CITY OF
LOS ANGELES
CALIFORNIA



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WEST HILLS NEIGHBORHOOD COUNCIL

JOINT BOARD AND PUBLIC SAFETY AND EMERGENCY PREPAREDNESS COMMITTEE MEETING AGENDA

Wednesday, September 20, 2023 @ 6:30 p.m.
Chaminade College Preparatory – Condon Center 2nd Floor
23241 W. Cohasset Street, West Hills, CA 91304

Enter Chaminade through the Cohasset Street entrance between Woodlake and Platt Avenues. Drive through the parking lot, bear left and continue over the hill until you see the Condon Family Technology Center on the left. Park in the nearest lot.

This meeting is open to the public. Doors open 10 minutes before the meeting starts. Those who wish to speak during the meeting may be asked to complete a Speaker Card. 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 & Establish a Quorum
2. Comments from the Chair
3. Review and Approve Minutes of August 16, 2023
4. Discussion and Possible action on amending the Operating Rules
5. Earthquake Safety Presentation - [Randhara Kotuwelle](#)
6. General Public Comments
7. Next Meeting and Adjournment

Public Input: Comments from the public on agenda items will be heard only when the respective item is being considered. 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, an issue raised by a member of the public may become the subject of a future Board meeting. Public comment is limited to two minutes per speaker, unless adjusted by the presiding officer of the committee.

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, or other auxiliary aids and/or services may be provided upon request. To ensure availability of services, please make your request at least 3 business days (72 hours) prior to the meeting by contacting the Department of Neighborhood Empowerment by calling (213) 978-1551 or email: NCsupport@lacity.org

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 You can also receive our agendas via email by subscribing to [L.A. City's Early Notification System \(ENS\)](#)

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 Section 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 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 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

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

Servicios De Traducción: 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

IT'S OUR NEIGHBORHOOD. LET'S BUILD A COMMUNITY.



West Hills Neighborhood Council

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JOINT BOARD AND PUBLIC SAFETY AND EMERGENCY PREPARENESS COMMITTEE Meeting Minutes Telephonic and Online August 16, 2023

Attendance: Faye Barta, Steve Randall, Saif Mogri, Randhara Kotuwelle, and Brad Vanderhoof

Committee Members Absent: Clarice Chavira,

Other WHNC Board Members Present: Joan Trent, Jen MacQuoid and Caroline Poppert

1. Call to order and Establish Quorum: Chair Saif Mogri called the meeting to order at 6:40 PM. A quorum was established.
2. Approve minutes of February 15, 2023: The minutes were approved as amended by unanimous consent.
3. Chair Comments: None
4. Back to School Safety Tips Presentation – 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.
5. Future Items of Interest Discussion: Saif mentioned that Faye Barta had requested a presentation on earthquake safety tips. Randhara Kotuwelle volunteered to make that presentation. Steve Randall mentioned to promote RYLAN and the Neighborhood Watch signs program
6. General Public Comments: There were no public comments.
7. Adjournment – Saif Mogri adjourned the meeting at 7:00 PM

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PUBLIC SAFETY & EMERGENCY PREPAREDNESS COMMITTEE OPERATING RULES

Revised ~~November 4, 2022~~ September 20, 2023

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.~~ 5. The committee members are Faye Barta, ~~Dan Brin, Bob Brostoff,~~ Clarice Chavira, Saif Mogri, Steve Randall, Randhara Kotuwelle, Anthony Searee, and Brad Vanderhoof
~~and Brad Vanderhoof~~
- ~~6-5.~~ 6-5. A quorum shall consist of a simple majority of the total number of committee members.
- ~~7-6.~~ 7-6. Voting rights shall be accorded to committee members only.
- ~~8-7.~~ 8-7. For this committee "serving actively" is defined as participating in a minimum of ~~one~~ two committee events per calendar year (if held).
- ~~9-8.~~ 9-8. The writing and posting of agendas shall be the responsibility of the ~~Co-Chairs.~~
- ~~10-9.~~ 10-9. The taking and posting of minutes shall be the responsibility of the ~~Co-Chairs.~~
- ~~11-10.~~ 11-10. 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.
- ~~12-11.~~ 12-11. 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.
- ~~13-12.~~ 13-12. 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.
- ~~14-13.~~ 14-13. The parliamentary process is to be governed by "Rosenberg's Rules of Order: Simple Parliamentary Procedures for the 21st Century."
- ~~15-14.~~ 15-14. 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 3rd Wednesday of the month at 6:30 PM unless rescheduled.