



CITY OF
LOS ANGELES
CALIFORNIA



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WEST HILLS NEIGHBORHOOD COUNCIL

JOINT BOARD AND BYLAWS COMMITTEE MEETING AGENDA

Tuesday, August 25, 2026 at 7:30 PM

**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. Enter 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.

In conformity with the January 1, 2026, enactment of California Senate Bill 707 (Durazo) and LA City Council File 23 1114, the West Hills Neighborhood Council Communications and Outreach Committee Meeting, will be conducted virtually, telephonically and in person. All 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/85860883974>
- To call in by phone, dial (669) 900-6833, then punch in this Webinar code when prompted: **858 6088 3974**, then press #.
- To attend in person, please attend Chaminade College Preparatory – Condon Center 2nd Floor, 23241 W. Cohasset Street, West Hills, CA 91304

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.

Call to Order

- 1) Comments from the Chair
 - 2) Public Comment
 - 3) Discussion and Possible Action on CF 26-0906-S4 Council File 26-0906-S4, Boyle Heights / East Los Angeles / Cold Storage Warehouse / Fire / 1400 South Los Palos Street / Los Angeles Fire Department / Community Emergency Response Team (CERT) Program (Jurado - Rodriguez)
Introduced July 1, 2026, and referred to the Public Safety Committee and Arts, Parks, Libraries and Community Enrichment Committee. The motion says that the Department of Neighborhood Empowerment, with assistance from the Los Angeles Fire Department (LAFD), to provide a report with recommendations to require the majority of all Neighborhood Council board members to obtain and maintain certification with LAFD's CERT Program, including implementation options, timelines, costs, exemptions, and renewal requirements. The department should consider more accessible training opportunities, such as providing the CERT Program remotely.
 - 4) Suggestions for Agenda Items for the Next Meeting
- Adjournment

The next meeting of this committee is scheduled for September 22, 2026, 7:30 PM at Chaminade.

In the event of a disruption that prevents the eligible legislative body from broadcasting the meeting to members of the public using the call-in option or internet-based service option, or in the event of a disruption within the eligible legislative body's control that prevents members of the public from offering public comments using the call-in option or internet-based service option, the eligible legislative body shall take no further action on items appearing on the meeting agenda until public access to the meeting via the call-in option or internet-based service option is restored. Actions taken on agenda items during a disruption that prevents the eligible legislative body from broadcasting the meeting may be challenged pursuant to Section 54960.1. California Government Code Section 54953.8(b)(3).

The legislative body shall not require public comments to be submitted in advance of the meeting and shall provide an opportunity for the public to address the legislative body and offer comments in real time. California Government Code Section 54953.8(b)(4).

Notwithstanding Section 54953.3, an individual desiring to provide public comment through the use of an internet website, or other online platform, not under the control of eligible legislative body, that requires registration to log in to a teleconference may be required to register as required by the third-party internet website or online platform to participate. California Government Code Section 54953.8(b)(5).

A legislative body that provides a time public comment period for each agenda item shall not close the public comment period for the agenda item, or the opportunity to register, pursuant to paragraph (5), to provide public comment until that timed public comment period has elapsed. California Government Code Section 54953.8(b)(6)(A).

A legislative body that does not provide a time public comment period, but takes public comment separately on each agenda item, shall allow a reasonable amount of time per agenda item to allow public members the opportunity to provide public comment, including time for members of the public to register pursuant to paragraph (5), or otherwise to be recognized for the purpose of providing public comment. California Government Code Section 54953.8(b)(6)(B).

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) ethics@lacity.org/lobbying. 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.commission@lacity.org assistance, please contact the Ethics Commission at (213) 978-1960. 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.RitchieWHNC@gmail.com

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 Traduccion: Si requieres servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes de evento. Por favor contacte Michelle.RitchieWHNC@gmail.com



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WEST HILLS NEIGHBORHOOD COUNCIL

JOINT BYLAWS COMMITTEE/BOARD MEETING MINUTES

July 28, 2026

Chaminade High School and Telephonic and Online

Revised July 29, 2026

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

Attendance: Aida Abkarians, Brenda Citrom, Mellisa Findling, Carolyn Greenwood, Glenn Jennings, Luke Noffke (virtual SB707), Fran Rubin, and Brad Vanderhoof

Other Board Members in Attendance: Brian Findling

Chair Brad Vanderhoof called the meeting to order at 7:30 PM.

A quorum was established.

Numbers refer to agenda items.

1) Comments from the Chair: None

2) Public Comment: None

3) Amend the WHNC Bylaws Article V, Governing Board, Section 7, Absences: Aida explained what she wanted to change was the number of meetings where absences count. An example would be Board Members face removal if they have missed more than four (4) of the previous six (6) meetings. After discussion no motion was brought forward.

4) Suggestions of Agenda Items for the Next Meeting: None.

Chair Brad Vanderhoof adjourned the meeting at 8:00 PM.

The next meeting of this committee is scheduled on Tuesday, August 25, 2026, at 7:30 PM.

ARTS, PARKS, LIBRARIES, AND COMMUNITY ENRICHMENT and PUBLIC SAFETY COMMITTEES' REPORT relative to requiring Neighborhood Council (NC) members to obtain and maintain certification with the Los Angeles Fire Department's (LAFD) Community Emergency Response Team (CERT) Program.

Recommendation for Council action, pursuant to Motion (Jurado - Rodriguez):

INSTRUCT the Department of Neighborhood Empowerment (DONE), with assistance from the LAFD, to provide a report with recommendations to require the majority of all NC board members to obtain and maintain certification with LAFD's CERT Program, including implementation options, timelines, costs, exemptions, and renewal requirements. The Department should consider more accessible training opportunities, such as providing the CERT Program remotely.

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

At its meeting held on August 11, 2026, the Arts, Parks, Libraries, and Community Enrichment (APLCE) Committee considered Motion (Jurado – Rodriguez), dated July 1, 2026, relative to instructing the DONE, with the LAFD's assistance, to report on recommendations to require NC board members to obtain and maintain certification with LAFD's CERT Program, including implementation options, timelines, costs, exemptions, renewal requirements, and potential accessible training opportunities. The CERT Program provides free, hands-on training that equips participants with the knowledge and skills to prepare for and respond to emergencies. Expanded participation in the CERT Program would establish a consistent baseline of emergencies readiness amount NC leadership while strengthening coordination between the NCs and the LAFD during emergencies. After an opportunity for public comment was held, the Committee moved to approve the recommendation contained in the Motion.

Subsequently, On August 12, 2026, the Public Safety Committee also considered this matter. After an opportunity for public comment was held, the Public Safety Committee moved to concur with the APLCE Committee's action of August 11, 2026 in approving the Motion, as detailed above.

Respectfully Submitted,

ARTS, PARKS, LIBRARIES, AND COMMUNITY ENRICHMENT COMMITTEE

<u>MEMBER</u>	<u>VOTE</u>
JURADO:	YES
HERNANDEZ:	YES
NAZARIAN:	YES

PUBLIC SAFETY COMMITTEE

<u>MEMBER</u>	<u>VOTE</u>
LEE:	YES
PRICE:	YES
McOSKER:	YES
SOTO-MARTINEZ:	YES
PARK:	ABSENT

AXB
26-0906-S4_rpt_aplce_psc_08-12-26

-NOT OFFICIAL UNTIL COUNCIL ACTS-

PATRICE Y. LATTIMORE
CITY CLERK

RUBEN VIRAMONTES
EXECUTIVE OFFICER

City of Los Angeles CALIFORNIA



KAREN BASS
MAYOR

OFFICE OF THE
CITY CLERK

Council and Public Services Division
200 North Spring Street, Room 395
Los Angeles, CA 90012
General Information - (213) 978-1133
FAX: (213) 978-1040

clerk.lacity.gov

August 11, 2026

Councilmember John S. Lee, Chair
Public Safety Committee
Attention: Heleen Ramirez, Legislative Assistant

RE: COUNCIL FILE (CF) TRANSMITTAL – CF 26-0906-S4

On August 11, 2026, the Arts, Parks, Libraries, and Community Enrichment Committee considered Motion (Rodriguez – Jurado) dated July 1, 2026, relative to requiring Neighborhood Council (NC) board members to obtain and maintain certification with Los Angeles Fire Department's (LAFD) Community Emergency Response Team (CERT) Program. After an opportunity for public comment was held, the Committee moved approval of the recommendation contained in the Motion, as follows:

Recommendation for Council action, pursuant to Motion (Rodriguez – Jurado):

INSTRUCT the Department of Neighborhood Empowerment, with assistance from the LAFD, to provide a report with recommendations to require the majority of all NC board members to obtain and maintain certification with LAFD's CERT Program, including implementation options, timelines, costs, exemptions, and renewal requirements. The Department should consider more accessible training opportunities, such as providing the CERT Program remotely.

This Council file is now transmitted to the Public Safety Committee.

Armando X. Bencomo
Legislative Assistant
Arts, Parks, Libraries, and Community Enrichment Committee
(213) 978-1080

<u>MEMBER</u>	<u>VOTE</u>
JURADO:	YES
HERNANDEZ:	YES
NAZARIAN:	YES

CF 26-0906-S4

Supporting Material

CIS from Costal San Pedro NC

Summary: On 20 July 2026, the Board of the Coastal San Pedro NC unanimously approved the following motion: 16. Motion opposing CF-0906-S4 requiring a majority of Neighborhood Council board members to obtain and maintain CERT Program training. Whereas, participation in Neighborhood Council boards is a volunteer activity which already taxes the available time of willing participants; and Whereas, emergency responder qualification is a civic responsibility entirely independent of the duties required of volunteer Neighborhood Council board members; Therefore, the Coastal San Pedro Neighborhood Council urges a “No” vote on Council File 26-0906-S4, which would require a majority of Neighborhood Council board members to obtain and maintain CERT training from the Los Angeles Fire Department.

Public comment summary as of the posting of this agenda (August 19)

Support – 1

Support if amended – 1

Oppose – 7, and 1 CIS

Current CERT training requirements (Basic Level):

Seven (7) week classroom commitment (one class per week)

17.5 hours total

City Clerk scheduled this for Council on August 19, 2026