



**Board Meeting Minutes  
Canoga Park Neighborhood Council (CPNC)  
7:00 PM, Wednesday, 24 February 2016  
Canoga Park Community Center  
7248 Owensmouth Ave, Canoga Park, CA 91304**



**Canoga Park Neighborhood Council Board of Directors**

- President**  
Corinne Ho  
Home/Condo Owners Rep.
- Vice President**  
Saaliha Khan  
At-Large Rep.
- Secretary**  
Bill Ratner  
Home/Condo Owners Rep.
- Treasurer**  
Yesenia Cardenas  
Residential Renters Rep.
- Maximo Guerrero**  
Youth Group Rep.
- Vacant**  
Youth Group Rep.
- Ron Clary**  
Senior Group Rep.
- Vacant**  
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Community Service Org. Rep.
- Vacant**  
Community Based Org. Rep.
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- Jessica Irias**  
School Representative
- Rhonda Spires**  
At-Large Rep.
- Kyra Edrington**  
At-Large Rep.
- Terrance Jakubowski**  
At-Large Rep.

- I. Welcome Remarks – Corinne Ho, President
  - a. Called to Order at 7:09 PM and Pledge of Allegiance led by Jasmine Ho, a local elementary student.
  - b. Opening Remarks:
    1. General welcoming remarks were made by Corinne Ho, President to Stakeholders and Board Members and the importance of motions before the Board.
    2. The Agenda and its content were reviewed
  - c. Board Roll Call at 7:17 PM:
    1. Board Members present: Ron Clary, Quincy Clemons, Kyra Edrington, Todd Ferguson, Maximo Guerrero, Corinne Ho, Saaliha Khan, Michelle Miranda, Carey Martinez, Bill Ratner, Rhonda Spires, Brian St. Germain, Stuart Vaughn.
    2. Board Members Excused: Terrance Jakubowski, Liliana Lozano, Mary Paterson
    3. Board Members Absent: Yesenia Cardenas
    4. With 13 Board Members was present at 7:17 PM, a quorum was declared.
    4. Board Members present after roll call: Jessica Irias (7:54 PM) that raised the Board Members present to 14.
  - d. Presentations were made by Mayor of the City of Los Angeles Representative, Kevin Taylor and Corinne Ho to those who made the 10<sup>th</sup> Anniversary of All American City Celebration successful. Recipients were presented with Certificates signed my Major Garcetti. Pictures were taken.

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The public is requested to fill out a "Speaker Card" to address the Board on any agenda item before the Board takes an action. Public comment is limited to 3 minutes per speaker, but the Board has the discretion to modify the amount of time for any speaker.

The public may comment on a specific item listed on this agenda when the Board considers that item. When the Board considers the agenda item entitled "Public Comments," the public has the right to comment on any matter that is within the Board's jurisdiction. In addition, the members of the public may request and receive copies without undue delay of any documents that are distributed to the Board, unless there is a specific exemption under the Public Records Act that prevents the disclosure of the record. (Govt. Code § 54957.5)

The Canoga Park Neighborhood Council (CPNC) holds its regular meetings on the 4th Wednesday of every month and may also call any additional required special meetings in accordance with its By-Laws, Department of Neighborhood Empowerment Policies and Procedures and the latest changes to the Brown Act. The agenda for the regular and special meetings is physically posted for public review at The Canoga Park/West Hills Chamber of Commerce, 7248 Owensmouth Ave. and Canoga Park Library 20939 Sherman Way, Canoga Park.; on the CPNC Website at [www.canogaparknc.org](http://www.canogaparknc.org) and using the CPNC e-mail listing.

The Canoga Park Neighborhood As 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 prior to the meeting you wish to attend by contacting the Department of Neighborhood Empowerment at (213) 978-1551 or e-mail [NCSupport@lacity.org](mailto:NCSupport@lacity.org).

SI REQUIERE SERVICIOS DE TRADUCCION, FAVOR DE NOTIFICAR A LA OFICINA 3 dias de trabajo (72 horas) ANTES DEL EVENTO. SI NECESITA AYUDA CON ESTA AGENDA, POR FAVOR LLAME A NUESTRA OFICINA AL (213) 485-1360 oro e-mail [NCSupport@lacity.org](mailto:NCSupport@lacity.org).

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 7248 Owensmouth Avenue, Canoga Park, CA 91304 or at our website: [www.canogaparknc.org](http://www.canogaparknc.org) by clicking on the link provided on the Home Page, 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 CPNC Secretary at (818) 414-2700 or at [secretary@canogaparknc.org](mailto:secretary@canogaparknc.org).



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- II. General Public Comment on Non-Agenda Items (Limit 2 minutes)
- a. Candidates running for CPNC Board Seats were recognized in the audience by President, Corinne Ho
  - b. Aissa Fernandez ([vistard@wvbg.org](mailto:vistard@wvbg.org)) representing the West Valley Boys and Girls Club College Bound Program presented materials on the "College Bound" program. Brochures were made available. Aissa thanked the CPNC for its past support.
  - c. Philip Joffe, (818) 347-3528 presented materials on the March for Organics, which will show people alternative food sources on May 21<sup>st</sup>. Handouts were provided.
  - d. Melanie Abe ([CommissionerAbe.1a@gmail.com](mailto:CommissionerAbe.1a@gmail.com)) (585) 314-6871 representing the Affordable Housing Commission presented materials on the Los Angeles Housing Commission's activities and addressed many of the issues facing affordable housing. Meeting of the commission at are City Hall.
- III. Community/Government Reports and Announcements
- a. Jenny Portillo ([jenny.m.portillo@lacity.org](mailto:jenny.m.portillo@lacity.org)) representing Council District #3, Councilman Bob Blumenfield presented the following items:
    1. Rebate Programs for the West Valley on energy savings are being addressed by Councilman Blumenfield.
    2. Air Conditioning tune-ups are recommended
    3. Councilman will be making his rounds next month
    4. Addressed the revamping of the Madrid Theater in its use and repair of its marquee
    5. Looking forward to the Third Thursday Program in Canoga Park
    6. Bulk item pick-up has totaled 93 tons for its T-W-F pick-up days
    7. Land Use issues are being addressed to Elizabeth Ene, Planning Deputy who made a brief introduction to the CPNC Board
    8. Traffic Signal at Canoga Park Library addressed as an improvement to Library access and safety.
  - b. Kevin Taylor, Major of the City of Los Angeles Representative ([kevin.taylor@lacity.org](mailto:kevin.taylor@lacity.org)) presented the following items:
    1. The "Sparkle" campaign
    2. DWP Reform initiatives from the Major's Office
    3. Homeless 10 Year Plan
    4. Thanks the CPNC Board for its commitment to the Canoga Park Community
  - c. Oscar Garcia, District Director, California Assembly District #45 ([Oscar.Garcia@asm.ca.gov](mailto:Oscar.Garcia@asm.ca.gov)) represented Assemblyman Matt Dababneh presented the following items:
    1. Assemblyman Dababneh was deeply involved with budget issues in the San Fernando Valley.
    2. Hosting a Community Town Hall Featuring Lt. Governor Gavin Newsom and Congressman Brad Sherman, Sunday, April 3 from 4pm – 5:30pm, Kaiser Permanente Auditorium 5601 De Soto Avenue, Woodland Hills.
    3. Materials provided.
  - d. LAUSD Board Member District 3, Scott M. Schmerelson with Ankur Patel School and Community Coordinator
    1. The CPNC is one of the warmest Board visited lately



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2. Presented two proclamations to Corinne Ho, President of the CPNC for efforts in Education.
3. Pictures taken.

e. LAUSD Canoga Park High School Principal Robert Garcia (818-673-1300)

1. Has been the Principal since June 2015
2. Goal is to create a High School our children can be proud
3. Was a former member of the Neighborhood Council in Van Nuys
4. March 3<sup>rd</sup> will be the Open House for the High School
5. Enrollment programs and scholarships to increase current 1,500 student to 1,800

f. LAUSD Christopher Columbus Middle School Debra McIntyre-Sciarrino (818-702-1200) discussed the following items:

1. Building program for school's Gym
2. Gym Equipment for students totaling \$45,000
3. Mr. Holland's Opus Program also netted additional funding for School
4. Program to increase enrollment and increase school effectiveness in the community discussed
5. Q&A from CPNC Board and Stakeholders

g. Rosalba Gonzalez ((818) 876-3352) , representing State Senator Fran Pavley, Senate District #27 addressed the following items:

1. Senate Bill 380 addressing the gas leak in Porter Ranch will require an immediate moratorium on natural gas injection into the Aliso Canyon reservoir and restrict production of gas through vintage wells at Aliso Canyon unless needed for leak response or to ensure regional energy reliability.
2. Handouts on SB 380 were passed out with contact information

IV. Administrative Items

a. Review and approval of January 27, 2016 Minutes

1. Moved by Ron Clary; Seconded by Kyra Edrington
2. Discussion: None
3. Vote on motion 13 yes, 0 no, 0 abstain, 1 ineligible; Motion to approve minutes passed.

b. Review and approval of Monthly Expenditure Reports for December 2015 and January 2016.

1. Moved by Ron Clary; Seconded by Kyra Edrington
2. Discussion: Reviewed the reason for the updated December 2015 MER and the change in balances previously reported thanks to the efforts of the Budget Committee.
3. Vote on Motion: 13 yes, 0 no, 0 abstain, 1 ineligible; Motion to approve MERs passed.

V. Intentionally left blank

VI. Motions and Resolutions

a. Discussion and Possible Action – Appoint John Parker as a Board Member for the Retail/Service Representative 2018 seat occupied by Ron Clary that has been declared vacant effective January 8th and appoint John Parker as CPNC Land Use Chair effective immediately. Motion tabled from January meeting.

1. Moved by: Jessica Irias; Seconded by: Michelle Miranda
2. Discussion:
  - (a) General Introduction and background addressed
  - (b) General comments of praise from the CPNC Board presented in support of nomination
  - (c) Land Use will benefit from John Parker's tremendous knowledge and history in Canoga Park



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3. Vote on Motion: 13 Yes; 0 No; 0 Abstain; 1 Ineligible: Motion Passed
4. John Parker was seated and Oath of Office administered by Corinne Ho, President
5. Total CPNC Board Members present was increased from 14 to 15.

**b. Discussion and Possible Action- Appoint Ron Clary to the Senior Representative Seat 2018.**

1. Moved by: Jessica Irias; Seconded by: Kyra Edrington
2. Discussion: None
3. Vote on Motion: 13 Yes; 0 No; 0 Abstain; 2 Ineligible: Motion Passed.

**c. Discussion and Possible Action- As authored by the Woodland Hills-Warner Centre NC Chair Scott Silverstein in their January Meeting to seek the support of all four (4) NCs served the LAPD Topanga Station: CPNC, WHNC, Winnetka NC to write a letter to Councilmember Bob Blumenfield to request to Chief Beck that the Topanga Police Officers on deployment to Metro Division be returned to the Topanga Station.**

1. Moved by: Michelle Miranda; Seconded by: Brian St. Germain
2. Discussion:
  - (a) Re-deployment of Officers discussed at January 27, 2016 meeting of the CPNC
  - (b) Letter for all four NCs impacted to be written addressing rise in crime rate
3. Vote on motion: 13 Yes; 0 No; 0 Abstain; 2 Ineligible: Motion Passed.

**VII. Board Committee Reports**

**a. Budget Committee – None**

**b. Executive Committee – None**

**c. Election Committee**

1. Since Mary Paterson was excused, Corinne Ho made a report to members on current progress for the upcoming elections.
2. A list of CPNC board member that have not registered to vote in the CPNC Elections was presented.

**d. Education Committee**

1. "The Eyes of Canoga Park" or "Los Ojos de Canoga Park" project was reviewed
2. March 9<sup>th</sup> and 10<sup>th</sup> at 8 AM to 5 PM at the Hart Street Elementary School, 21404 Hart Street, CP
3. Free glasses for low income families (200% poverty level) with no insurance, no Medicare
4. Families must have a valid SSN number
5. For those wanting to participate, please contact Jessica

**e. Ad-hoc Committee on Community Improvement Projects, identifying sidewalks that are not ADA compliant- Quincy Clemons**

1. Sidewalk Safety between Jordan and Sherman Way Northwest sidewalk has been surveyed
2. Remmet and Valerio south west will report these sidewalks and see about getting them fixed by the next meeting
3. Also Nordoff east of Owensmouth
4. South of Sherman Way east of Deering 7322 Milwood.

**f. Banner Project- no report**



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g. President's Report: Board need to be registered voters for the Elections. Sparkle Canoga Park next step, upcoming potholes repairs on March 2nd, LA Sanitation visit on Saturday February 20th.

1. Sparkle was a successful clean-up
2. Pothole repair list being prepared
3. For sanitation pick-ups please use MY LA 311

**VIII. Board Member Comments/Announcements**

a. Quincy Clemons

1. Mural meetings in Canoga Park will be at 11:00 AM every Friday until the first mural project is defined.
2. Meetings will be at the Canoga Park Youth Arts Center at 7222 Remmet Avenue.

**IX. Requests/Motions for future Agenda Items – none**

**X. Next CPNC Meetings dates:**

- a. Budget Committee: March 1st, 2016 at 6:30 PM at the Community Centre, 7248 Owensmouth, Canoga Park, 91303
- b. Land Use Committee: March 16th, 2016 at 6:30 PM at the Community Centre, 7248 Owensmouth, Canoga Park 91303
- c. March 22nd: SAVE THE DATE FOR 'MEET THE CANDIDATES' at 7:00 PM at the West Valley Playhouse, 7242 Owensmouth, Canoga Park, 91303 [Late Entry: Location may change.]

**XI. Adjournment by acclamation at 9:10 PM**



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**PROCESS FOR RECONSIDERATION** in accordance with Article VIII Meetings, Section 4 of the current CPNC By-Laws:

"The Board may reconsider and amend its action on items listed on the agenda if that reconsideration takes place immediately following the original action or at the next regular Neighborhood Council meeting. The Board, on either of these two (2) days, shall: (1) make a Motion to Reconsider and, if approved, (2) hear the matter and take an action. If the Motion to Reconsider an action is to be scheduled at the next meeting following the original action, then two items shall be placed on the agenda for that meeting: (1) a Motion to Reconsider the described matter and (2) a [Proposed] Action, should the Motion to Reconsider be approved. A motion for reconsideration can only be made by a Representative who has previously voted on the prevailing side of the original action taken. If a motion for reconsideration is not made on the date the action was taken, then a Representative on the prevailing side of the action must submit a memorandum to the Secretary identifying the matter to be reconsidered and a brief description of the reason(s) for requesting reconsideration at the next regular meeting. The aforesaid shall all be in compliance with the Brown Act."

**PROCESS FOR FILING A GRIEVANCE** in accordance with Article XI Grievance process of the current CPNC By-Laws:

"A. Process. Any person or group adversely affected by the decisions or policy of the CPNC may file a written grievance with the Board. Within ten (10) working days, the Board shall then refer the matter to the grievance committee, who shall have ten (10) working days to meet with the person submitting the grievance and to discuss ways in which the matter may be resolved. The committee shall prepare a written report for the Board outlining their recommendations for resolving the grievance. The Board must then address the report at the next regular or special meeting.

"B. Appeal. In the event that a grievance cannot be resolved through this grievance process, the matter may be referred to the Department for consideration or dispute resolution in accordance with the Plan.

"C. Matters which can be grieved. The formal grievance process is not intended to apply to Stakeholders who simply disagree with a position or action taken by the Board at one of its meetings. Those grievances can be discussed at Board meetings. This grievance process is intended to address matters involving procedural disputes, e.g. the Board's failure to follow these bylaws or its Standing Rules."

**BROWN ACT REVISION AND LANGUAGE IN THE BYLAWS**

The City Attorney wishes to bring to your attention a recent amendment to the Brown Act\* that takes effect on July 1, 2008, and impacts the wording of board agendas and also impacts how the records, which are reviewed by board members in anticipation of a meeting, are to be made available to the public. This information is intended to provide you with guidance in preparing the agendas for the Neighborhood Councils.

The pertinent amendment is contained in Government Code section 54957.5 paragraph (b) reads as follows:

"(b) (1) If a writing that is a public record under subdivision (a), and that relates to an agenda item for an open session of a regular meeting of the legislative body of a local agency, is distributed less than 72 hours prior to that meeting, the writing shall be made available for public inspection pursuant to paragraph (2) at the time the writing is distributed to all, or a majority of all, of the members of the body.

(2) A local agency shall make any writing described in paragraph (1) available for public inspection at a public office or location that the agency shall designate for this purpose. Each local agency shall list the address of this office or location on the agendas for all meetings of the legislative body of that agency. The local agency also may post the writing on the local agency's Internet Web site in a position and manner that makes it clear that the writing relates to an agenda item for an upcoming meeting.

(3) This subdivision shall become operative on July 1, 2008."

Typically, board members receive an agenda and written materials to review in advance of a meeting (the "agenda packet"). Government Code section 54957.5 clarifies that once the writings or agenda packet are delivered to a majority of the members on the board, the records, unless specifically protected from disclosure by the Public Records Act, must be made immediately available upon request. If written materials are submitted to the board after the posting of the agenda, then the agency shall designate a location (and an optional website link) where the public may view the records.

Therefore, Neighborhood Councils should provide for easy access to the records by making them available on the website in addition to a physical location. It will be important to insure that upon distribution of the agenda packet to a majority or all of the board members, the documents are promptly placed in the correct location and posted on the website."



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- Terrance Jakubowski  
At-Large Rep.

**Vote Count Recap**

	CPNC Board Member Roll Call for:		Voting Privileges on Financial Issues	24-Feb-16			Voting Recap												
				Present	Absent	Excused	IV. a. Review and approval of January 27 2016 Minutes												
1	Yesenia	Cardenas	Yes		X														
2	Ron	Clary	Yes	X			Y	Y	Y	Y	Y								
3	Quincy	Clemons	Yes	X			Y	Y	Y	Y	Y								
4	Kyra	Edrington	Yes	X			Y	Y	Y	Y	Y								
5	Todd	Ferguson	Yes	X			Y	Y	Y	Y	Y								
6	Maximo	Guerrero	No	X															
7	Corinne	Ho	Yes	X			Y	Y	Y	Y	Y								
8	Jessica	Irias	Yes	X			Y	Y	Y	Y	Y								
9	Terrance	Jakubowski	Yes		X														
10	Saaliha	Khan	Yes	X			Y	Y	Y	Y	Y								
11	Liliana	Lozano	Yes		X														
12	Carey	Martinez	Yes	X			Y	Y	Y	Y	Y								
13	Michelle	Miranda	Yes	X			Y	Y	Y	Y	Y								
14	John	Parker	No	X															
15	Mary	Paterson	Yes		X														
16	Bill	Ratner	Yes	X			Y	Y	Y	Y	Y								
17	Rhonda	Spires	Yes	X			Y	Y	Y	Y	Y								
18	Brian	St. Germain	Yes	X			Y	Y	Y	Y	Y								
19	Bobbi	Trantafello	Yes		X														
20	Stuart	Vaughan	Yes	X			Y	Y	Y	Y	Y								
		Yes					13	13	13	13	13								
		No					0	0	0	0	0								
		Abstain					0	0	0	0	0								
		Recused					0	0	0	0	0								
		Ineligible					1	1	1	2	2								
		Pass/Fail					Pass	Pass	Pass	Pass	Pass								
		Quorum = 13					15	14	14	14	15								
		Abs = Absent																	
		Exc = Excused																	
		R = Recuse																	



**Board Meeting Minutes**  
**Canoga Park Neighborhood Council (CPNC)**  
**7:00 PM, Wednesday, 24 February 2016**  
**Canoga Park Community Center**  
**7248 Owensmouth Ave, Canoga Park, CA 91304**

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**Board Meeting Minutes**  
**Canoga Park Neighborhood Council (CPNC)**  
**7:00 PM, Wednesday, 24 February 2016**  
**Canoga Park Community Center**  
**7248 Owensmouth Ave, Canoga Park, CA 91304**

