



Mission Hills Neighborhood Council

P.O. Box 7604
 Mission Hills, CA 91345
 818-869-4577
 Website: www.mhnconline.org
 Email: board@mhnconline.org

**Board Meeting Minutes
 Monday, October 5, 2020
 Zoom Meeting
 7:19PM – 8:55PM
 (Approved 11/2/2020)**

Regular Meeting Location:
 1st Monday, 7pm
 Mission Community Police Station, Falco Room
 11121 Sepulveda Blvd
 Mission Hills, CA 91346
 (MAIL NOT ACCEPTED AT THIS ADDRESS)

Boardmember	Roll Call	Funding Vote Eligible*	Category
Dean Anderson President	Present	YES	At-large
Joe Fuchs Vice President	Present	YES	Residential
Secretary	----	-	-----
Treasurer	----	-	-----
Sherry Brown-Diaz	Present	NO E	Residential
Joe Cabrera	Present	YES	Residential
Andrew Charlton	Absent (Excused)	YES	Business
Wendy Diaz-Antonio	Present	YES	Residential
Johnathan Flores	Absent (Excused)	YES	Organizational
Daniel Escamilla	Present	YES	Residential Renter
Araceli Hernandez	Absent (Unexcused)	YES	At-Large
David Kritzer	Present	YES	At-Large
Sara Ruiz	Present	YES	At-Large
Vacant	----	-	At-Large
Vacant	----	-	Business
Vacant	----	-	Youth
TOTAL: 14	PRESENT 8, Absent 3, 3 Vacant Seats		

*Funding vote eligibility key: **A**=age less than 18 yrs.; **E**=Ethics training; **F**=Funding training; **N**=not taken; **X**=expired ** Advance notice given for absence ***At Large Appointed

- I. **MEETING OPENING / CALL TO ORDER**
 - a. Roll Call - **Quorum of 8 was reached.**

LBNC ITEM 3. Roll Call (7:08PM)		
Present – 8	Absent Excused - 02	Absent Unexcused-01
Anderson, Fuchs, Brown-Diaz, Cabrera, Diaz-Antonio, Escamilla, Kritzer, Ruiz	Flores, Charlton	Hernandez

II. **GOVERNMENT REPORTS (2 minutes per speaker)**

- a. Office of Mayor Eric Garcetti – Caroline Menjivar – **No Report.**
- b. Office of Councilmember Monica Rodriguez, CD 7 - Dominique Vitti – **Vitti gave a brief legislative report and discussed what the council office has been working in regards to clean ups and other community concerns.**
- c. Office of Supervisor Sheila Kuehl, 3rd District – **No report.**
- d. Office of Assembly member Luz Rivas, AD 39 - Brenda Yanez – **Assembly member, Luz Rivas was in attendance and noted that she enjoyed attending and interacting with her constituents personally a gave legislative update.**
- e. Office of State Senator Robert Hertzberg, SD18 – **No report.**
- f. Office of Congressman Tony Cardenas, 29th District – Osvaldo Ramirez – **No report.**
- g. Office of LAUSD Board member Kelly Gonez, 6th District – **No report.**
- h. LAPD Senior Leads or other commanding officers – **President Anderson announced that Officer Ruiz is back and he would possibly be in attendance at next months meeting.**
- i. Other Governmental Department/Agencies – **DONE NEA, Gibson Nyambura was in attendance but no report was given.**

III. **ADMINISTRATIVE** - Discussion and/or possible action to approve Monthly Expenditure Report (MER)

- a. Approval of September MER – **MER was not available for review. Item was tabled by unanimous consent.**

IV. **ADMINISTRATIVE** - Discussion and/or possible action to approve the payment of \$494.25 to Wendy L. Moore of Moore Business results. This payment will be made from this fiscal year 2020-2021 to pay for an invoice MHNC 2020-0601 from the previous fiscal year of 2019-2020.

ITEM 4 - Motion: Approve \$494.25 to Moore Business Results regarding invoice MHNC 2020-0601 from fiscal year 2019-2020. ANDERSON Second: KRITZER			
Yes – 7	No-00	Ineligible-01	Absent-03
Anderson, Fuchs, Cabrera, Diaz-Antonio, Escamilla, Kritzer, Ruiz	None	Brown-Diaz	Charlton, Flores, Hernandez

V. **ADMINISTRATIVE** – Discussion and/or possible action to approve the services of Administrative Assistant / Minutes Writer from Bridge Gap Temporary Staffing and Service Agency.

ITEM 5 – Motion: Approve hiring an Administrative Assistant/ Minute Writer from Bridge Gap Temporary Staffing and Service Agency. CABRERA Second: KRITZER			
Yes – 7	No-00	Ineligible-01	Absent-03
Anderson, Fuchs, Cabrera, Diaz-Antonio, Escamilla, Kritzer, Ruiz	None	Brown-Diaz	Charlton, Flores, Hernandez

VI. **ADMINISTRATIVE** - Discussion and/or possible action to approve the services of Administrative Assistant / Minutes Writer from At Work Personnel Services. **Removed from the agenda.**

VII. **ADMINISTRATIVE** - Discussion and/or possible action to approve the services of Administrative Assistant / Minutes Writer from Partners in Diversity. **Removed from the agenda.**

- VIII. **OUTREACH** - Discussion and/or possible action to confirm the application for Adopt a Highway to be presented by Joe Fuchs. **Board member Fuchs is working on acquiring more information before action can be taken. Item was tabled by unanimous consent.**
- IX. **OUTREACH** - Discussion and/or possible action to approve \$500.00 to help fund Giveaway Candy and Supplies for the Halloween Drive Through event on October 31 from our outreach committee.

ITEM 9 -Motion: Approve up to \$500.00 to help fund Giveaway Candy and Supplies for the Holloween Drive Through Event on October 31, 2020 from our Outreach Committee. KRITZER Second: Fuchs			
Yes – 7	No-00	Ineligible-01	Absent-03
Anderson, Fuchs, Cabrera, Diaz-Antonio, Escamilla, Kritzer, Ruiz	None	Brown-Diaz	Charlton, Flores, Hernandez

- X. **ADMINISTRATIVE** - Discussion and/or possible action to remove Araceli Hernandez from At-Large MHNC board position due to a minimum of 3 consecutive unexcused absences in violation of MHNC Bylaws Article 5 Section 7. **Gibson, Neighborhood Empowerment Advocate suggested that the board postpone on the removal of board member Araceli Hernandez due to a complaint from board member Hernandez. It was noted that board member Araceli Hernandez has missed the last 4 consecutive MHNC board meetings.**
- XI. **OUTREACH** - Discussion and/or possible action If you would like to submit a customer service request for homeless encampments on the freeway, both on the on-ramps and off-ramps of the freeway. Please use the following link to fill out the request <https://csr.dot.ca.gov/> . Once you submit the request, email Brenda.yanez@asm.ca.gov with the Customer Service Request number so that I can track it. If you have any question when filling out your customer service request do not hesitate to reach out to me directly at 818-767-3911 or 818-504-3911. If you prefer to submit a customer service request by calling the department you can call District 7 Maintenance Support in Los Angeles at (213) 897-4426. Brenda Y Yanez - Tel: (818) 504-3911 | Fax: (818) 767-3911 - mail: Brenda.Yanez@asm.ca.gov Field Representative District Office of Assemblywoman Luz Rivas, AD 39 9300 Rel Canyon Blvd. First Floor, Arleta CA, 91331.
- XII. **ADMINISTRATIVE** - Discussion and/or possible action to fill vacant MHNC board seats. 2 – **President Anderson announced that no applications have been received therefore, seats could not be filled.**
- a. At-Large Stakeholder Seat (2021). Qualification: Any stakeholder at least eighteen (18) years of age who live, work or own real property in the neighborhood and also to those who declare a stake in the neighborhood as a community interest stakeholder.
Open for Applications***
 - b. Business Owner Stakeholder Seat (2023). Qualification: Any stakeholder who is a business owner or property owner within the MHNC boundaries and who is 18 years or older. Candidate(s) who submitted applications:
Open for Applications***
 - c. Residential Homeowner Stakeholder Seat (2023). Qualification: Any stakeholder who owns a home or condo within the MHNC boundaries and is 18 years or older.
Candidate(s) who submitted applications:
Open for Applications***
- XIII. **ADMINISTRATIVE** – Discussion and/or possible action to fill vacant Secretary position. Term to expire

2021. **Present Anderson announced the the vacancy of the board Secretary position and tabled the item without objection.**

XIV. **ADMINISTRATIVE** – Discussion and/or possible action to fill Treasurer position. This position is currently filled by Dean Anderson as a temporary stop-gap measure. Term to expire 2021. **Present Anderson announced the vacancy of the board Treasurer position and tabled the item without objection.**

XV. **ZONING & LAND USE** - Discussion and/or possible action to address trucking companies and using residential streets for business. Area around Sepulveda Blvd., from Devonshire Street to Brand Blvd should be examined for proper land use. (J. Flores). **Item not addressed.**

XVI. **BEAUTIFICATION & CULTURAL AFFAIRS** - Discussion and/or possible action regarding homeless encampments throughout Mission Hills and how to address concerns from stakeholders. Additional outreach and/or input from stakeholders via online survey to be explored. (W. Diaz-Antonio). Joe Fuchs would like to speak on recent updates and what is being done to help manage homelessness near the Devonshire St freeway on ramps and off ramps. **Item not addressed.**

XVII. **OUTREACH** - Discussion and/or possible action regarding community stakeholders concerns in our neighborhood. **Discussion – Board member Brown-Diaz noted that garbage is piling up in various areas in the community and suggests putting the City’s 311 app information on all future agendas. Board member Diaz-Antonio added that traffic and street racing has increased and poses a danger to the community at large. CD-7 Field Deputy, Vitti interjected and agreed that traffic has increased and she will personally contact the LAPD Traffic Division to address the boards concerns on the street racing matter.**

XVIII. **OUTREACH** - Discussion and/or possible action to seek input from MHNC stakeholders and board members on how MHNC can help during the COVID19 pandemic, including sharing available resources to families and businesses. **President Anderson announced that there is information on the website.**

XIX. **OPERATIONS** - Discussion and/or possible action to create new agendas for all MHNC committees formed to reflect the goals of our community and board members? **Board member Kritzer requested that once meetings resume in person he would like public comment to appear at the top of the agenda. Board member Cabrera suggested that the a agenda should have a placeholder for committees to give a report and committee chairs should prepare to give a report on their activities at each meeting of the board.**

XX. **OPERATIONS** – Discussion and/or possible action regarding filling committee chair and members positions as required. Article VII Section 3 of MHNC’s bylaws state: “Standing Committees shall be comprised of at least two (2) Board members and may include any interested Stakeholders. All Committee Chairs shall be appointed by the President and confirmed by the Board. With the exception of the Executive Committee, Committee members shall be appointed by the President and ratified by the Board.”

- A. Public Safety – **Dean Anderson**
- B. Zoning and Land Use – **Vacant**
- C. Budget and Finance - **Vacant**
- D. Beautification and Cultural Affairs – **Joe Cabrera**

- E. Outreach – **David Flores**
- F. Bylaws and Standing Rules – **Andy Charlton**

- XXI. **OPERATIONS** – Discussion and/or possible action to establish an Ad Hoc Elections Committee; to discuss goals for MHNC. **Item not addressed.**
- XXII. **OUTREACH** – Discussion and/or possible action on progress of new Outreach brochure from the Outreach committee. **Board member Fuchs announced that 2,000 mailers went out last week, 5,000 was budgeted and they came under budget with 3,000 purchased. Once they assess their response they will then decide to send out a second mailing.**
- XXIII. **GENERAL PUBLIC COMMENT ON NON-AGENDA ITEMS** (up to 15 min).
Comments from the public on non-agenda items within the Board’s jurisdiction (Up to two minutes per speaker) – **Lydia Gutierrez announced her candidacy for the Los Angeles College School Board.**
- XXIV. **ADJOURNMENT** – **Meeting was adjourned at 8:55 PM.**

Next Regular Meeting of the Mission Hills Neighborhood Council

Monday, November 2, 2020 at 7:00 PM

Time allocations for agenda items are approximate and may be shortened or lengthened at the discretion of the Chairperson.

PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS – The public is requested to fill out a “Speaker Card” to address the Board on any agenda item before the Board takes an action on an item. 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, the issue raised by a member of the public may become the subject of a future Board meeting. Public comment is limited to 2 minutes per speaker unless adjusted by the presiding officer of the Board.

PUBLIC POSTING OF AGENDAS - MHNC agendas are posted for public review as follows:

- Arco Gas Station, 15508 Devonshire St, Mission Hills, CA 91345
- MHNOnline.org
- You can also receive our agendas via email by subscribing to L.A. City’s Early Notification System at lacity.org/government/Subscriptions/NeighborhoodCouncils/index.htm

THE AMERICAN 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 3

business days (72 hours) prior to the meeting you wish to attend by contacting the Board at 818.869.4577 or email at board@mhnonline.org

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 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: MHNOnline.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 Board at, at 818.869.4577 or email: board@mhncoline.org

RECONSIDERATION AND GRIEVANCE PROCESS - For information on the MHNC's process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the MHNC Bylaws. The Bylaws are available at our Board meetings and our website MHNOnline.org

SERVICIOS DE TRADUCCIONMHNCO - Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte a, al 818.869.4577 o por correo electrónico board@mhnonline.org para avisar al concejo vecinal.

Social Media Sites:

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@Mission Hills Neighborhood Council

Twitter

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Nextdoor

@MissionHillsNCOutreach

Mission Hills Neighborhood Council Contact Information:

www.mhnonline.org

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Respectfully Submitted,

Danielle Sandoval

For MHNC