



**Winnetka Neighborhood Council**  
**GENERAL MEETING MINUTES**  
**Tuesday, August 11, 2020, 6:30 PM**  
**Virtual Meeting Teleconference using Zoom**



The public is encouraged to join the meeting by:  
 [1] going to [WNC Zoom](#) Password: WNC081120

[2] Calling US Toll-free: 833 548 0282, 877 853 5257, 888 475 4499 or 833 548 0276

Local: 669-900-6833, 253-215-8782, 346-248-7799, 312-626-6799, 929-205-6099, 301-715-8592

Meeting ID: 936 6405 0151 Password: 174462827

[board@winnetknc.com](mailto:board@winnetknc.com) | [www.winnetkaNC.com](http://www.winnetkaNC.com) | @winnetkaNC

<b>President</b>	<b>Treasurer</b>	<b>Secretary</b>	<b>Parliamentarian</b>
David Uebersax	Samantha Ludwig	Lisa Reeber	Franklin Solis
<b>Vice-President</b>	<b>Youth Representative</b>	<b>Assistant Secretary</b>	<b>Assistant Parliamentarian</b>
Erick Lace	Vacant	Victor Lerma	Jill Kline
<b>Board Members</b>			
Steven Fuhrman	Ajantha Sriramy	Judith Giglio	Celia Vasquez
Vacant	Vacant	Vacant	

The Winnetka Neighborhood Council holds its regular meetings on the second Tuesday of every month and may also call any additional required special meetings in accordance with its Bylaws and the Brown Act.

**VIRTUAL MEETING TELECONFERENCING NUMBER FOR PUBLIC PARTICIPATION**

In conformity with the Governor’s Executive Order N-29-20 (MARCH 17, 2020) and due to concerns over COVID-19, this Winnetka Neighborhood Council meeting will be conducted entirely telephonically. Every person wishing to address the Neighborhood Council must join by going to [WNC Zoom](#) (<https://zoom.us/j/93664050151?pwd=bVpYZVZk5MkdLQXdxWmFlde1qMWI2UT09>, Meeting ID: 936 6405 0151, Password: WNC081120) or by dialing either (669) 900 6833 or (253) 215 8782 or (346) 248 7799 or (312) 626 6799 or (929) 205 6099 or (301) 715 8592, entering 936 6405 0151 and then press # to join the meeting, followed by the password 174462827 and then #. One tap mobile: +16699006833,,93664050151#,,,,,0#,,174462827# US (San Jose) +13462487799,,93664050151#,,,,,0#,,174462827# US (Houston)

**PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS**

Instructions on how to sign up for public comment will be given to listeners at the start of the meeting, or per the following:

[1] emailing [board@winnetknc.com](mailto:board@winnetknc.com), [2] by clicking the ‘raise hand’ button via Zoom during the period allotted for public comment, or [3] by dialing \*9 (if joining the meeting via telephone) to ‘raise hand’ during the period allotted for public comment when prompted by the presiding officer, 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 when the respective item is being considered.

**GENERAL PUBLIC COMMENT ON NON AGENDA ITEMS**

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 3 minutes per speaker, unless adjusted by the presiding officer of the Board.

**PUBLIC POSTING OF AGENDAS**

The agenda for a regular or special meeting is posted for public review within Winnetka, 91306, at the following location: Winnetka Recreation Center, 8401 Winnetka Ave., CA 91306 and are available on our website at [www.winnetkanc.com](http://www.winnetkanc.com). Additionally, supporting documents distributed to Board Members pertaining to Agenda Items will be posted for Download as well. You can also receive our agendas via email by subscribing to L.A. City’s Early Notification System at the website: <https://www.lacity.org/subscriptions>.

**1) GENERAL WELCOME [10 min]**

21 attended including board

**2) CONVENE MEETING and PLEDGE OF ALLEGIANCE [1 min]**

David called the meeting to order at 6:35 pm. Erick led the Pledge of Allegiance

### 3) BOARD MEMBER ROLL CALL [2 min]

Board Member	Apr 9	Jul 09	Aug 13	Sep 10	Oct 8	Nov 12	Dec 10	Jan 14	Feb 11	Mar 10	Apr 14*	May 12†	Jun 09†	Jul 14†	Aug 14†
Ajantha Sriramya	A	LE	A	A	A	A	X	X	X	E	N/A	A	X	X	X
Lisa Reeber	X	X	X	L	X	L	X	X	E	X	N/A	X	X	X	X
David Uebersax	X	X	X	X	X	X	X	X	X	X	N/A	X	X	X	X
Erick Lace	X	X	X	X	X	X	X	X	X	X	N/A	X	X	X	X
Franklin Solis	X	L	L	X	X	X	X	X	X	X	N/A	X	A	A	L
Steven Fuhrman	X	X	X	X	E	E	X	X	X	X	N/A	X	X	X	X
Judith Giglio	X	X	E	X	X	X	X	A	X	X	N/A	X	X	X	X
Victor Lerma	X	X	X	X	X	X	X	X	A	X	N/A	X	X	X	L
Samantha Ludwig	X	X	X	X	X	X	X	A	X	X	N/A	X	X	X	X
Jill Kline	/	/	X	X	X	X	A	X	A	X	N/A	X	X	X	X
Celia Vasquez	/	/	/	X	X	X	X	X	X	X	N/A	X	X	X	X
Oswaldo Estrada	/	/	/	/	X	X	A	A	E	E	N/A	A	A	/	/
Ana Karen Estrada	/	/	/	/	X	X	A	X	X	X	N/A	A	A	/	/

X = Present, A = Absent, E = Excused, / = Not on the Board at this time, L = Late, LE = Left early  
 \*Cancelled Meeting, †Virtual Meeting

### 4) MEETING RULES & ANNOUNCEMENTS [2 min]

- A The Board may take action on any item on the agenda, which may be taken out of order.  
David explain the rules for this meeting held via Zoom.

### 5) APPROVAL OF MINUTES: We will review and approve the Minutes as available. [5 min]

- A Motion to approve minutes for June 9, 2020 (**WNC-2020-081120-5A**)  
Erick moved to approve minutes as submitted. Judith seconded the motion. No changes to minutes were requested and a vote was taken.

Board Member	Position	Yes	No	Abstain	Absent	Ineligible	Recused
Ajantha Sriramya	At-Large	X					
Celia Vasquez	At-Large			X			
David Uebersax	President	X					
Erick Lace	Vice President	X					
Franklin Solis	Parliamentarian				X		
Jill Kline	Assistant Parliamentarian	X					
Judith Giglio	At-Large	X					
Lisa Reeber	Secretary	X					
Vacant	At-Large						
Samantha Ludwig	Treasurer			X			
Steven Fuhrman	At-Large	X					
Victor Lerma	Assistant Secretary				X		
Vacant	Youth Rep						
Vacant	At-Large						
Vacant	At-Large						

Motion passes 7-0-2

- B Motion to approve minutes for August 14, 2020 (**WNC-2020-081120-5B**)  
Item moved to future agenda.

**6) GOVERNMENT REPRESENTATIVES:** Updates and reports from representatives of the offices of Mayor Garcetti, Councilman Bob Blumenfield (CM BB), Congressman Brad Sherman, State Senator Stern, State Assembly Jesse Gabriel, LA County Supervisor Sheila Keuhl, the LAPD, LAFD, LAUSD Board Member Scott Schmerelson, Dept. of Neighborhood Empowerment (DONE), Board of Neighborhood Commissioners (BONC), and any other local, state, or federal agencies.

- Jacob Dawe, Representative for Council Member Bob Blumenfield (filling in for Keith Banks): One update regarding Pennfield alley project, slight delay due to an emergency by the construction team. Crew should be moving late this week and construction starts this month.
  - David asked about the proposal submitted for the West Valley Animal Shelter Jacob – Acknowledged the proposal and asked for feedback to be sent.
  - David stated that the proposal is on the WNC website.
- Tessa Charnofsky, Representative for County Supervisor Sheila Kuehl, filling in for Blake Clayton. Grants and funds. LA Covid Fund (County Fund) was going to be 6 rounds, it was just extended to 9 rounds of funding. 1 week on, 1 week off, etc. August 17th is the next week that can have applications (small businesses and non-profits.) A Grant for ~\$1,000. There is a grant coming out for art and cultural organizations (\$10 mil total). Can get between \$1,000 and \$100,000. Stay tuned for information on how to apply (She does not have it yet). There is \$60,000,000 for employer assistance grants, helps to become compliant with regulations, buy protective equipment, etc. No details on when to apply but she will send once its known. She stated she wanted to bring up the 2020 election as well. Last election was the first time we used voter centers, and we had up to 11 days to vote. Because of COVID-19 and because most people ended up voting the last day anyways, we are reducing voting to 5 days instead of the 11 days. A lot of time has been spent working through glitches and increasing the staffing levels specifically of tech savvy individuals for helping with equipment. Disaster service workers will help staff the voter centers. Everyone will get a vote by mail ballot as well. Volunteers are still welcome. Last thing she wanted to mention was: If you are or know of a non-profit in our district, you can apply for Supervisor Kuehl's discretionary grants. Closes OCT 1st, Grants range between \$2,000 and \$10,000. If you are interested, she can send a link. Last thing is Census. Please fill out Census forms.
  - David: I just want to follow that up with we are not doing well, we are at about 68%. (Census completion)
  - Steven: you mentioned \$60 million. Where is that money coming from? Will we be taxed?
    - Tessa: This is federal funding. There will be no tax hikes.
  - Jill: Can you talk me through the process. I registered to be a volunteer poll worker. What is the process and what type of communication can we expect.
    - Tessa: I will need your email and then I can send you the information because I do not know, but I would be happy to get that for you.

Franklin joined meeting at 6:50 pm

- Tara Vahdani, Representative for LAUSD Board Member for District 3, Scott Schmerelson: School will be starting next week and to prepare for that the district is holding town hall meetings to prepare parents and areas for that. Town hall will be August 14th at 5:00 pm. Recording will be posted online if you are not able to attend the meeting virtually. If someone has concerns regarding schooling from home, call the hotline. The Hotline will help in whatever issues a family may be encountering regarding schooling from home. Fall Music Program registration ends August 23rd. Fender + LA Unified Recruitment is underway for the student advisory council (SAC). Something that is done every single year, the start of this school will be done online. (3 handouts)
  - Erick: Can you call me tomorrow to discuss, I would like to have you be a recommender of the rep, and then discuss various things relating to the youth rep. Hopefully later this year we can present the youth rep to the board for approval, a really great representative.
  - Lisa: If you can post information in chat that would allow individuals to reach out with more information. In the future can you put the materials out to committee members before presenting so that we may look at it.
  - Samantha: I was just wondering, and looking at the tentative schedule, specifically elementary schools, why is there a different lunch schedule for different grades, as there are now multiple lunch periods for families who have kids in different grades.
    - Tara: I am not sure why they have different lunch periods and you make a great point, I will bring this up and see if there is a different way we can address this. I will find the answer and email you.
  
- Patricia Bates, Budget Advocate: The budget advocates had a retreat and we voted on priorities and topics we are interested in. A few major things that came out were Equity and distribution of resources across the city. This is a very big concern for me because I do tend to feel the valley gets shorted. Another major topic is homelessness and also the impact of COVID and the lack of a response. My major goal is to make this place somewhere we can live. One thing that I will be doing right off the bat, the advocates are tending to go away from the one white paper format. We will be doing a series of reports, I initially will do a report on the status of our parks. We will be working on that. All I can say is just contact me with any budgetary issues, don't hesitate.
  - Judith: I want to voice I am opposed to any defunding of the police. Joined by Erick.
  - Jacob: There will be a town hall this Thursday relating to unarmed mental health response teams. City council is looking for input from the community, whether it's ideas for changes or for the same.
  - David: We do have a public safety committee, this among COVID there are other issues out there and we do have at least one committee that meets on an as needed basis, and that's one consideration to drill into this program.

**7) PUBLIC COMMENT:** Comments from the public on any items not specifically listed on this

agenda. Board Members should not address or discuss these comments other than to direct matters to the appropriate Winnetka NC committee or other agency. [3 min each, 20 min max]

- Marilyn Koziat�, Running for LA Unified School District board in November: I just wanted to spend this public time to introduce myself and explain who I am. If elected, I would be the only member who has children in the district. I also work at Grenada hills district with outreach programs. It was interesting that you had a question from a parent a few minutes ago about the schedule, and my guess to that is there are different instructional minutes for Kindergarteners. What the district did was based it off the needs of minutes as opposed to needs from parents. This is why it is vital to have the voice of parents on the school board. I have experience with making sure science classes have sustainability grants, and I am also very passionate about future proofing our district. Marilynforvalleyschools.com
- Glenn: 3 comments, Mayor will be addressing West Valley Animal Shelter regarding its future. Also, I wanted to put in a plug for the Congress of Neighborhoods that has been on and off again. There will be a mini-session on Saturday Sept 26th from 9am - 12noon. Different formats because it is virtual. Networking section will have an opportunity where people will be able to compare notes on different subjects. When we are getting ready to do an in-person event, we need to build up our account so we want to put that on your radar screen. A new council file that was initiated last week and you might want to put it on a future agenda. CF 20-0963: A report from the city clerk, election division, regarding the 2021 election. I want to let you know they are recommending that the elections are totally held vote by mail, and it will be considered this Thursday at 1pm.

Victor joined meeting at 7:44 pm.

**8) TREASURER’S REPORT:** (Ludwig/Uebersax) Update, discussion, and possible action regarding the status of Winnetka NC finances, Funding portal, and any additional reports as needed. [20min]

**A** Discussion, review, and approve Monthly Expense Reports (MER) for July 2020

- “The Winnetka NC Board has reviewed the July 2020 Monthly Expenditure Reports. The Board approves the report and authorizes the Treasurer to submit the report to the City Clerk.” (Ludwig//Uebersax) **(WNC-2020-081120-8A)**
  - Samantha: It’s a simple report, showing the beginning balance that I need to check. We were originally allocated \$32,000. When we discussed the budget last month we anticipated \$10,000 in rollover. This budget doesn’t account for encumbrances. I haven’t seen anything regarding rollover funds. (1 handout)
  - Glenn: It wouldn’t show up on the MER because the notice was in August, and this MER closed July 31st. So anyways for the purpose of this MER, it won’t be there. Watch for an email from the City clerk for the exact dollar amount. The next step is receiving the notification then revising the budget, then a notice comes from the city controller. The controller will officially let you know about the encumbrances and then you have to revise those as well.
  - David: Maybe it’s different for people who officially submitted the budget without the rollover.

- Glenn: we did it with the thought of having \$10,000 rollover, so we went below the \$10,000 so we have to amend the process. Don't worry about it because if you already have the budget uploaded with the \$32,000, you can do the revisions when you get the information. You are good to go with the \$32,000 for now.
  - Samantha: I am just wrapping up my training which was outdated, so I am just finishing that up, I'm 30 minutes away so I will get that wrapped up and sent out and uploaded. I will also get us current on some invoices I need to submit via the portal as well.
    - Glenn: I would be happy to talk about this offline like we have in the past as well.
      - Lisa: NC Funding site shows that \$8305 for encumbrances.
    - David: So rollover funds as opposed to the \$10,000.
    - Glenn: That's what you need to update your budget on as a rollover item, and then you'll get a separate notice about the encumbrance.
      - David: Unfortunately, there is a hard way to get the closing balance from the previous year, so I can't see what was unspent from last year.
  - Glenn: Talking David through how to get to the proper spot, then realized that you cannot see on the screen he brought you there. This one's for just this fiscal year. If you go to the dashboard you can change the fiscal year.
    - Samantha: I will look into the discrepancy and make a note.
      - Glenn: Remember the encumbrance is from last year.
    - Samantha: but it is showing this year.
      - Glenn: more encumbrance brought you below the \$10,000 which affected the rollover amount.
        - Samantha: well again, I will have our budget uploaded and see what feedback we get from the city since that is what we voted on last month. I will be sure to keep it moving forward.
    - Lisa moved to approve the MER for July 2020 as presented. Erick seconded the motion. There was no further discussion and a vote was taken.
      - David: Remember to take training if needed, there are grace periods because of COVID.

Board Member	Position	Yes	No	Abstain	Absent	Ineligible	Recused
Ajantha Sriramya	At-Large	X					
Celia Vasquez	At-Large	X					
David Uebersax	President	X					
Erick Lace	Vice President	X					
Franklin Solis	Parliamentarian	X					
Jill Kline	Assistant Parliamentarian	X					
Judith Giglio	At-Large	X					
Lisa Reeber	Secretary	X					
Vacant	At-Large						
Samantha Ludwig	Treasurer			X			
Steven Fuhman	At-Large	X					
Victor Lerma	Assistant Secretary	X					
Vacant	Youth Rep						
Vacant	At-Large						
Vacant	At-Large						

**B Discussion and Action to approve the 2020-21 Fiscal Year Budget and Administrative Packet.**

- “The Winnetka NC Board has reviewed the updated 2020-21 Fiscal Year Budget and Administrative Packet. The Board approves the report and authorizes the Treasurer to submit the report to the City Clerk.” (Ludwig//Uebersax) **(WNC-2020-081120-8B:**

Samantha states that there is not a need for this agenda item at this time.

**9) NON-CONSENT CALENDAR:**

**A Presentation by the Greater Los Angeles County Vector Control (GLACVCD) District.**

- Following discussion at the WNC Board Meeting in July, and subsequent notification by the that the GLACVCD has confirmed its first mosquito sample to test positive for West Nile virus (WNV) in Winnetka this year, we have reached out to GLACVCD, and will be hearing from Director of Community Affairs Mary-Joy Coburn and staff.
- For the updated numbers, go to: <https://www.glacvcd.org/mosquito-borne-diseases/latest-west-nile-virus-statistics/>
- The City/Agency Resource page on our website may be helpful for you and your constituents: <https://www.glacvcd.org/tiptosstakeaction/city-agency-resources/>.
- Mary-Joy Coburn and Wesley Collins with Greater LA County Vector Control District. Oversee a large portion of Greater LA. Mosquito presentation regarding mosquito population, prevention, and issues relating to mosquitos. Agency conducts disease surveillance, mosquito management and outreach/education. Two types of mosquitos are present in Valley. The Culex is brown and active at dawn and dusk. Its responsible for West Nile Virus, among other diseases. The new species is not native to California, is black and white and active all day. Its responsible for Zika, Dengue and Canine heartworm among other diseases. 70-80% of people with West Nile Virus don't ever show symptoms. Mosquitos are not a vector for Coronavirus. To reduce the presence of mosquitos get rid of any standing water. Even minute amounts. Scrub containers because eggs can adhere to sides and be viable without water for several years. An information resource is [tipstotakeaction.org](http://tipstotakeaction.org). Prime time for mosquitos is June through October.
  - Do it yourself on our website. [Glacvcd.org](http://Glacvcd.org)
  - Questions:
    - Lisa: How should people scrub their containers, and what about people who live along the LA river or waterways?
      - Mary: Scrub it with whatever you have available - sponge, etc. A wire brush is best. It is important to not share that sponge or brush or use on other surfaces because it will spread the eggs. Also wash it thoroughly after cleaning.
      - Wesley: If you live along those waterways, we normally keep a close eye on them. Typically, a lot of the issues that arise are in backyards, the river has not been an issue as of late.
      - Steven: I tried calling the number on the website, and it said due to COVID it is no longer sending out for backyard inspections. Has that been lifted? I have also been reading a lot regarding homeopathic fixes, like garlic, etc. Do those work against this style of mosquito?
        - Wesley: Yes, that has been lifted and we are responding to calls. We are averaging around 3

days for inspections.

- Mary: as Vector control we can only provide recommendations for what has been tested and confirmed has worked, such as CDC regulated and approved fixes.
- Tessa: Speaking as a resident, and former employee of national wildlife federation, where I taught people how to garden and create a thriving wildlife foundation. All of this is important, but it is important to put water out for wildlife, just be sure to change it often.
- Mary: absolutely, as long as you change your water every 3-4 days, you should be good. You want the water to be fresh anyways.
- Patricia: We have standing water in our street, and it's because the street does not drain properly. Should we file a report about that?
- Wesley: Absolutely, we do have a team that we bring on seasonally generally from May-October and we drive the neighboring streets. We have a lot of tree line streets that have changed the grating on the streets so the flow changes.
- David: If there aren't any more questions, I am going to take back control of the screen and show a couple of emails: these questions have come through the news link at the WNC website.
- Email 1: "Small puddle at a specific area in front of a neighbor's house. Tired of seeing gray water come out of their large outdoor fish tank. Nothing has been maintained, please solve this issue: Public health issue." Is there a telephone number I can pass along to this stakeholder, and can I forward this on to you?
  - Wesley: Yes, you can forward this along to us and we can look into it. Take a picture of it and upload it to the MyLA311. Vector control can come out and look at it and spray it or treat it respectively. We can also add this to a routine route to make sure it isn't a breeding issue.
- Email 2: "Why is there no spray to kill mosquitos as other cities do." Is watering lawns at night versus morning an issue? "Also, dog waste is left in front of houses." Does this have any effect on mosquitos or anything?
  - Wesley: I think it is an infrastructure issue where the water will settle in low spots where the water does not flow. No, there is no vector from animal waste. Just to be clear, larvicide is just a spray that we put into the water where the mosquitos are breeding/growing. Once the mosquitos are hatched and flying, we do not spray them as that is a large scale spray and not the best way to control.

## **B Discussion and planning to fill Board Responsibilities and Vacancies.**

- As discussed at the July 14 Board Meeting, we are actively recruiting candidates to fill any or all, of our 4 vacancies (including the Youth Rep). If there are any candidates joining the call, particularly those who have already expressed an interest in joining the Board and/or attended past meetings, the Board may ask any candidates to explain their background, interest, and areas of focus in which they would engage (on the WNC Board AND Committees). Based on the number of candidates, the Board may either choose to move forward with a Selection Process for vacancies or defer to the September Meeting
  - David: Are there any candidates in attendance who would like to serve on the board? (no answer). It is nice to know we have a youth candidate who is potentially going to be joining the board, will they be ready in September?
  - Erick: Hopefully we will be ready to introduce her to the board in September. I think if you put that on the calendar, we can meet it.

- David: Let me know and I can set up a zoom for you for the interviews/meetings. Also George's Village cafe is out on the parking lot, and I picked up a lot of mail when I went by there. A few odds and ends and a lot of planning stuff, for those of you who are on our Planning and Land Use Management committee, I may have a session for that next Tuesday.
  - Erick: The one mailbox in the bowling alley, they were taking care of it for the NC and the CC. I wasn't able to get the mail because the bowling alley was shuttered so it was a good thing you could get it. If you could save the mail for the Convention Center I'd like to pass it along. I will go back on a weekly basis to pick up the mail as I used to do.
  - David: We want to keep our committees active, and we will be talking to them a little later for things like the newsletter. They have also been talking about things that are important to the community like the vector control we spoke to today and another thing on the agenda today. I'll also just talk through the positions available right now, we have 3 positions available in addition to the youth. The other board member terms are 4 year terms (Youth is a 1 year term). The election in 2021 we are hearing may be entirely by mail-in ballots, which used to just be an option. If you want to hear more about this, it will go on at the city council level. I don't know the breakdown of the 3 open seats. If we appoint someone it will be for the unexpired terms through 2023 as opposed through 2021. If you were to fill the 2021 seat you would be able to complete a new next year in the election. Depending on the candidates, we could potentially fill the long term seats sooner. We are looking for people who are willing to serve on the board, make the meetings, and do some heavy lifting. Specifically, the officers and committee chairs that prove that every week.
  - Lisa: Looking at the monthly profile, the 3 vacant seats are until 2023.
  - David: We will do everything we can to get the word out, talk to your friends, enemies, and everyone else. If you know people in the PTA, that's a great example. We want people who are used to being involved, or fresh.
- Discussion and possible action on approving up to \$50 for a Facebook advertisement recruiting new board members.
    - David: We have a great outreach chair and committee member Jill has done great, this would give a little boost to the ad. Samantha is our cardholder who would be able to set this up and do a particular campaign to boost it up.
    - Jill: I talked to empower LA a couple months back on ways to boost participation. Our social media pages have pretty low following numbers, and I have seen it increase recently with our outreach getting better. I would like to do a little experimenting with facebook ads for us, and in my personal life they have helped boost my personal business. You can pay per click which would be a great option, where you only pay when someone clicks through to our page asking them to come to a meeting or sign up to become a board member or whatever. At the outreach meeting we were thinking this is something we would like to try. For the low cost of \$50 we could set up something on Facebook that would be an advertisement directed specifically at our zip code advertising our open spaces on boards and committees. The goal of this is to get more eyes on our page.
    - Erick: At one time we also talked about using Nextdoor, but only the for our area. I don't know the cost or anything but just was curious if we did that.
    - Jill: Yes we have been doing that, we just got access to it about 6 weeks ago, so we have

been posting there but sparingly as the algorithm makes it longer for things to rise up. We are mostly posting our most important things, board meetings, and maybe some other form of big news or something going on (such as elections, census, etc.)

- Erick: How about for vacancies, as that is important for us.
- Jill: Yes that is good for us to do and advertising is something we can look into for sure.
- Erick moved to approve funds of \$50 for Facebook ads. Jill seconded the motion. There was no further discussion and a vote was taken. WNC-2020-081120-9B

Board Member	Position	Yes	No	Abstain	Absent	Ineligible	Recused
Ajantha Sriramya	At-Large	X					
Celia Vasquez	At-Large	X					
David Uebersax	President	X					
Erick Lace	Vice President	X					
Franklin Solis	Parliamentarian	X					
Jill Kline	Assistant Parliamentarian	X					
Judith Giglio	At-Large	X					
Lisa Reeber	Secretary	X					
Vacant	At-Large						
Samantha Ludwig	Treasurer			X			
Steven Furhman	At-Large			X			
Victor Lerma	Assistant Secretary	X					
Vacant	Youth Rep						
Vacant	At-Large						
Vacant	At-Large						

Motion passes 9-0-2

- Reminder in regards to providing updated information (photos, bios, and/or WNC vision) for use in our [Web Page](#).

Jill thanked Judith for the prompt submission of her bio. Jill stated she is looking forward to seeing everyone else's bio.

- C** Discussion in regards to ongoing occurrences and disruptions of use of illegal Fireworks.
- Lisa: I wrote to Bob Blumenfield about the fireworks, and he did write back. I contacted Keith and got some information. This will be an ongoing thing and in preparation for the 2021 firework season. I know there are still fireworks here and there. Bob Blumenfield said LAPD will evaluate the idea of having volunteer patrols go to hotspots and roam the streets. I am not sure what the outcome of that was as he did not state that in the letter to me, but he is going to go and make sure this is a formal ask for 2021 for it to be enacted. This is not to intervene but just to find the hotspots. He also presented other crime reporting ways, such as through the 311 app. He will look to get fireworks added to this app and I will follow up to see where that goes. Writing back and forth with Keith, a couple things he said that the LAPD did have where you can log and report fireworks. I couldn't find it, but was wondering if anyone else could find it. He did state that since LA banned them, people can go to other counties, buy them, and come back here to set them off. It is important to make this a state ban as opposed to a county ban. Does anyone have any questions?

■ Erick: when our neighborhood watch officer was helping us, something that came up was that we need to form out of our neighborhood and watch some volunteer patrols who report the fireworks in. We can call in the civilian desk at the police department. The desk officers all say it is their last priority, so if nothing else is going on they will come by, but it isn't their first priority.

○ Judith: Sheila said that fireworks were so out of hand that they couldn't respond to all of them anyways. We had some fireworks last week around here.

○ Celia: I want to talk about Let's Lower the Boom. Lisa added this flier to the website. A group of us on Nextdoor came together to try and do something to address the firework problem, especially where I am. It's just too much. The 4th of July felt like a big old party, and we still hear them, and it's not just happening here and there, sometimes it happens for an hour, sometimes 15 minutes, last week or 2 weeks ago there was 1 boom in the middle of the night and it's getting out of hand. Let's Lower the Boom is a flier that informs people that all fireworks are illegal, and there's a lot of information on the flier and it's an education to the people. Our goal is to print them out, hand them out, and to give people the information on how to report it. I know fireworks are slowing down, but next holiday I know they will come back and next 4th of July it will be an issue. The goal is to inform people around our neighborhood and further. Maybe this will lead to a quieter fourth of July. (1 handout)

○ David: should we bring this to a committee, a board, an adhoc, etc.

○ Erick: I would like to bring this to an adhoc since it is already being started and worked on by some people in our committee.

○ David: Who do you have in mind for the ad hoc?

○ Erick: Cecilia, Lisa, anyone who has already worked on this should be the chairs, as well as the ad hoc committee.

○ Cecilia: what we are asking for right now is an endorsement on the fliers, and if we make any changes we will ask for the approval from the neighborhood council.

○ Erick: I would like to go back and say this should become an ad hoc committee.

○ Lisa: Well it seems like they are just asking for an endorsement and for help posting it places.

○ David: I made a note to add this to the agenda for this board in September.

**D Discussion and possible action on purchasing a yearlong Hootsuite subscription for up to \$400. Hootsuite is a social media management tool that would allow the Council to more easily manage and schedule social media posts.**

○ Jill: This would be helpful for both Wendy and I. We are looking to do more social media outreach and reach out on more platforms. If we can find our login information, it will allow us to create more steady and stable social media reach. I signed up for a free subscription and it helped a lot where I didn't need to check in constantly. Especially helpful during the times where we should be communicating more, where I don't personally have time to log in and communicate as I should. It was really helpful for me this past month to test out the free trial, and Wendy has used it in the past for neighborhood councils and has found it very useful.

○ Erick: has this come from outreach?

○ Jill: Yes

- Erick moved to approve up to \$400 for Hootsuite. Judith seconded the motion. There was no further discussion and a vote was taken. WNC-2020-081120-9D

Board Member	Position	Yes	No	Abstain	Absent	Ineligible	Recused
Ajantha Sriramya	At-Large	X					
Celia Vasquez	At-Large	X					
David Uebersax	President	X					
Erick Lace	Vice President	X					
Franklin Solis	Parliamentarian	X					
Jill Kline	Assistant Parliamentarian	X					
Judith Giglio	At-Large	X					
Lisa Reeber	Secretary	X					
Vacant	At-Large						
Samantha Ludwig	Treasurer			X			
Steven Fuhman	At-Large			X			
Victor Lerma	Assistant Secretary	X					
Vacant	Youth Rep						
Vacant	At-Large						
Vacant	At-Large						

Motion passed 9-0-2

**E Discussion to understand city policy and resulting WNC practices in regards to the posting of Meeting Recording links.**

- David: last month, because of the settings, it was not recording to the cloud which means it was recording to my device. We had a stakeholder ask for the materials from last month as well as the recording which was on my personal device that I then put on Dropbox. Moving forward everything should be encouraged to use our dedicated email address of Winettkanc.com. One of the issues is storage capacity which is clearly an issue with this as well. Discussion on how best to do it in the alternative. Recordings will remain for 30 days, but everything is still there so that doesn't seem to be the case. What is everyone's thoughts on this? There are three things. Meeting links, video, audio and chat.
- Erick: Links on the website would be the best home with all other information.
- Glenn: With Northridge East we have been having link issues as well so there are discrepancies there and we do have someone who is knowledgeable with WordPress. I was advised by someone recently to include the password that you're provided, because even though I was able to view some of these without the password, it recognized me as having a zoom account, but one time I did have to put in the password for the zoom meeting.
- David: What I have seen before and I did share this with people before, there are a couple aspects of it. I will get an email after this meeting for example that I can view it but I will have to make it viewable to other people.
- Glenn: It's the section option, the password is embedded, but there's an extra slot where you have to send the password in addition. I've done that several times and it seems to work for folks.
- David: Any other questions? (none)

**10)REGULAR COMMITTEE REPORTS & MOTIONS:**

**A Outreach & Social Media Committee (OSM) Report (Reeber) [20 min]**

- NOTICE: Meetings are held as needed on the 1st Tuesday of each month at 7:00 PM
  - ◊ General update on Committee plans and activity
  - ◊ Discussion as to progress being made on the preparation of our next newsletter. Following an OSM Special Meeting on July 28<sup>th</sup>, printing bids and mailing options are being considered, and materials are being submitted in order to begin design and editing process.
    - Lisa: Things are being submitted like David stated, we laid out how the newsletter will look, we will be submitting a couple paragraph story or explanation for whatever topic is in that section. Soon, we will be able to put it into the newsletter format. I have been getting some quotes for printing and mailing which will be ready for tomorrow. Outreach is also looking into getting masks and hand sanitizer with our logo as a promotional item. We don't have the events that we can give out our other stuff but we can give this to various venues that can distribute items such as masks and hand sanitizer. Finally, something we have been looking at is partnering with adjacent neighborhood councils to hold a Speaker Series. Topics and frequency would be discussed by all participating NCs. An example would be Non-Profits. We would invite area non-profits to speak about their agency. Attendees would learn how they can help and also how the agency could assist them if needed. Other topics could be the Neighborhood council system, how to navigate Los Angeles government agencies, Sustainability, etc.
    - Samantha: To add one comment in regards to sending to the printer, we may need to actually vote on an invoice, so theoretically we may not be able to get it to our printer by the next meeting.
    - David: we had to do it as a credit card transaction so we had to up the amount.
    - Samantha: But had the neighborhood council already voted on a specific vendor? That is the important aspect of the vote, its the vendor not the specific amount.
    - David: That's what I am trying to remember, what the approval process was beyond what was already determined.
    - Erick: We approved the budget and then they found the printer, we didn't have to approve exactly what vendor was going to send it out, the only approval that got approved was the budget.

**B Planning & Land Use Management Committee (PLUM) Report (Uebersax) [10 min]**

- NOTICE: Meetings are held as needed on the 3rd Tuesday of the month
  - ◊ General update on Committee plans and activity, Discussion as to membership.
    - David: I have a big stack of planning proposals from city planning and at least one developer, I found one thing from a while back that had to do with something that is an above ground cell tower, 2.5/3 feet high near a sidewalk. There are a lot of PLUM potential items we have. How would you feel about a meeting next Tuesday to go over the mail?
    - Steven: I can make myself available for that. If you could scan those documents and make them available to us before the call, That would make the process easier.
    - David: There is a lot to scan, I thought there would be an excel spreadsheet or something to start. One thing we talked about was why are there are no links to these, and only hard copies. Glenn, do you know if there are links to these filings?
    - Glenn: For the planning department? Last month at PlanCheck they promised they would

do that. I did have one planning item where I was able to find all the documents there, but you're asking for the bimonthly report and if they include the links, that's what they said at the 2nd week of July PlanCheck, but I haven't checked the report since then.

- Steven: I was more referring to the letters from the developers and such.
- David: I'll try and do that. I'll have a list and some representation.
- Steven: I believe you named Juan to the committee so please reach out to him.

#### **C Public Works & Transportation Committee (PWT) Report (Uebersax) [10 min]**

- NOTICE: Meetings are held at the WCC on the 4<sup>th</sup> Monday of each month at 7:00 PM
  - ◇ General update on Committee plans and activity
  - ◇ Discussion regarding the 2020 Spring Clean Event cancelled in light of COVID-19 concerns, as to whether rescheduling might be considered, or planning for 2021.
  - ◇ Winnetka Avenue StreetsLA project, Phase 2 bike lanes, and HAWK pedestrian signal.

David: We are trying to get the committee back up.

#### **D Youth Advocacy Committee (YAC) Report (Lace) [5 min]**

- NOTICE: The YAC Committee Meeting as needed
  - ◇ General update on Committee plans and activity
  - Erick: We already spoke about the youth rep and the process we are going through to get it on next month's agenda. We also have a new principal at one of our elementary schools. She wants to make sure that we all know that she is very community oriented, and once the school opens she is open to meeting and staying informed. We have a regular meeting "Coffee with the principal" which I am invited to each month. Also on our Easy Up canopies, they wanted money in advance because of dealings with the neighborhood council system. They got the check and cashed it and already sent the design that we have already approved. It should be produced in 2 weeks so for our next meeting it should be here and in our storage.

#### **E Public Safety Committee (PSC) Report (Ludwig) [5 min]**

- NOTICE: Meetings TBD

No report

#### **F Budget & Finance Committee (B&F) Report (Ludwig/Uebersax) [2 min]**

- NOTICE: Meeting TBD

No report

#### **G Elections & By-Laws Committee (REB) Report (Uebersax) [2 min]**

- NOTICE: Meeting TBD

No report

### **11) OFFICER & LIAISON REPORTS:**

**A** President's Report (Uebersax) [5 min] No report

**B** Secretary's Report (Reeber/Lerma) [4 min] No report

**C** LA DWP Memorandum of Understanding Oversight Committee Report (Uebersax) [2min] No report

**D** LA Neighborhood Council Coalition (LANCC) Report: (Uebersax): [2 min] No report

**E** Valley Alliance of Neighborhood Councils (VANC) Report: (Reeber) [5 Min] No report

12)GOOD OF THE ORDER [2 min] There were no further comments

13)MEETING Adjourned at 9:38 pm

Meeting minutes in blue were taken by Ali Venegas, Apple One

Meeting minutes was formatted and items in purple were edits by Lisa Reeber, WNC Secretary

Meeting minutes approved on October 13, 2020

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**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 Department of Neighborhood Empowerment by email: [NCsupport@lacity.org](mailto:NCsupport@lacity.org) or phone: (213) 978-1551 and/or either:

- The Winnetka NC Board Secretary via email at [secretary@winnetkanc.com](mailto:secretary@winnetkanc.com), or
- The Winnetka NC President at 818-992-1650, or via email at [duebersax@winnetkanc.com](mailto:duebersax@winnetkanc.com).

**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 Winnetka Recreation Center, 8401 Winnetka Ave., CA 91306 and are available on our website at [www.winnetkanc.com](http://www.winnetkanc.com) 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 Winnetka NC Board Secretary via email at [secretary@winnetkanc.com](mailto:secretary@winnetkanc.com) or email [duebersax@winnetkanc.com](mailto:duebersax@winnetkanc.com).

**RECONSIDERATION AND GRIEVANCE PROCESS**

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 meeting. The Board, on either of these two days, shall: (1) Make a Motion for Reconsideration and, if approved, (2) hear the matter and Take an Action.

If the motion to reconsider an action is to be scheduled at the meeting following the original action, then two items shall be placed on the agenda for that meeting: (1) A Motion for Reconsideration on the described matter and (2) a {Proposed} Action should the motion to reconsider be approved. A Board member who has previously voted on the prevailing side of the original action taken can only make a motion for reconsideration.

If a motion for reconsideration is not made on the date the action was taken, then a Board member 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**

Any grievance by a Stakeholder must be submitted in writing to the Secretary of the Board of Directors. The Secretary shall then within no more than 30 days refer the matter to an ad-hoc grievance panel comprised of 3 Stakeholders who are randomly selected by the Council Secretary from a list of Stakeholders who have previously expressed an interest in serving from time to time on such a grievance panel. The Secretary will coordinate a time and a place, not to exceed 10 days, for the panel to meet with the person(s) submitting a grievance and to discuss ways in which the dispute may be resolved.

Thereafter, a panel member shall promptly prepare a written report to be forwarded by the Secretary to the Board to be heard at the next board meeting outlining the panel's collective recommendations for resolving the grievance. The Board of Directors may receive a copy of the panel's report and recommendations prior to any meeting by the Board, but the matter shall not be discussed among the Board members until the matter is heard at the next regular meeting of the Board pursuant to the Ralph M. Brown Act.

This 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 aired at the Board meetings. This grievance process is intended to address matters involving procedural disputes, e.g., the Board's failure to comply with the Board's Rules or Bylaws, or its failure to comply with the City's Charter, the Plan, local ordinances, state law, and/or federal law.

In the event that a grievance cannot be resolved through this grievance process, the complainant has the right to appeal the matter to the Department of Neighborhood Empowerment for consideration or dispute resolution.

**SERVICIOS DE TRADUCCION**

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 (818) 314-0333.

**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](http://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).