



## WINNETKA NEIGHBORHOOD COUNCIL

c/o Winnetka Convention Center  
20122 Vanowen St., Winnetka, CA 91306  
[WinnetkaNC.com](http://WinnetkaNC.com) @WinnetkaNC  
Safety@WinnetkaNC.com



|                   |                 |            |                   |              |
|-------------------|-----------------|------------|-------------------|--------------|
|                   | Chair           |            | Vice-Chair        |              |
|                   | Kathleen Pelaez |            | Tess Reyes-Dunn   |              |
| Committee Members |                 |            |                   |              |
| Brad Brody        | Jeanne Gaynor   | Erick Lace | Madison Lamoreaux | Victor Lerma |

## PUBLIC SAFETY COMMITTEE MEETING AGENDA

Thursday, December 17 2015, 7:00 PM

Limerick Avenue Elementary School, 8530 Limerick Ave., Winnetka, CA 91306

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

The public may comment on a specific item listed on this agenda when the Committee considers that item. When the Committee considers the agenda item entitled "Public Comments," the public has the right to comment on any matter that is not specifically listed on this agenda yet is within the Committee's jurisdiction. The public is requested to fill out a "Speaker Card" to address the Committee on any agenda item before the Committee takes an action. The Speaker Card ensures that each speaker's name is complete and correct in the meeting's Minutes. Public Comment is limited to 2 minutes per speaker, but the Committee has the discretion to modify the amount of time for any speaker. Before a Committee vote on any item, any member of the public who has not filled out a Speaker Card will be accorded 1 minute to make a statement. This period will last no longer than 5 minutes total.

1. Convene Meeting, Roll-Call, Introductions, Meeting Rules & Announcements [5 min]
2. **Public Comments:** Comments from the public on any items not specifically listed on this agenda. [3 min each, 15 min max]
3. **Chair's Report** (Pelaez) [2 min]
  - Kathleen has resigned from the board effective 12/18. The committee will need to elect a new chairperson at the next regular meeting. Thank you for allowing me to be a leader and I look forward to continuing my work with the committee as a stakeholder participant.
4. **Vice-Chair's Report** (Solis) [2 min]
  - Winnetka Crime Report
5. Discussion and approval of the minutes for prior committee meetings. [2 min]
6. Discussion and possible action regarding the Crime Prevention Brochure project . (Pelaez/Lamoreaux) [5 min]
7. Discussion and possible action regarding recommendation of a community impact statement for the board . (Poer) [5 min]
8. **Good of the Order** [2 min]
9. **Future Agenda Items & other Calendar Events** [2 min]
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10. **Adjournment Time:** \_\_\_\_\_

Members of the public may request and receive, without undue delay, copies 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 Winnetka Neighborhood Council complies with Title II of the Americans with Disabilities Act and does not discriminate on the basis of any disability. Upon request, the Winnetka Neighborhood Council will provide reasonable accommodations 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 the 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 Neighborhood Council Secretary at 818-341-6256, or please send an e-mail that states the accommodations that you are requesting to [jpoer@winnetkanc.com](mailto:jpoer@winnetkanc.com).

*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 (310) 562-3268.*

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### **PROCESS FOR RECONSIDERATION**

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.