



WINNETKA NEIGHBORHOOD COUNCIL

c/o Winnetka Convention Center
20122 Vanowen St., Winnetka, CA 91306
WinnetkaNC.com @WinnetkaNC
Safety@WinnetkaNC.com



	Chair		Vice-Chair	
	Kathleen Pelaez		Tess Reyes-Dunn	
Committee Members				
Erick Lace	Madison Lamoreaux	Vacant	Vacant	Vacant

SPECIAL PUBLIC SAFETY COMMITTEE MEETING MINUTES

Thursday, August 20, 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. The meeting was convened at 7:05 with Victor Lerma reported absent.
2. **Public Comments:** Holly Poer commented on behalf of the residents of her area that there have been several break-ins lately with one resident being broken into three times in one week. The stakeholders in that area would like to see increased police presence.

Erick Lace moved to add an emergency item to the agenda. Tess Reyes-Dunn seconded. Committee members voted unanimously to add an item to the agenda.

Erick Lace moved that the committee write a letter to the Devonshire division LAPD captain to invite him to our next meeting to report on the situation. Tess Reyes-Dunn seconded. The committee voted unanimously for the motion.

3. **Chair's Report** (Pelaez) [2 min]
 - Thank you to those who helped with the Blood drive. It was a very successful event and we hope to do it again soon.
4. **Vice-Chair's Report** (Reyes-Dunn) [2 min]

Tess would like to committee to invest funds in an emergency supplies container. Linda Pruett, from Lake Balboa NC told her about them. She asked that the committee do research on the feasibility of this project.
5. Discussion and approval of the minutes for prior committee meetings: There were no previous minutes.
6. Discussion and possible action regarding regular Public Safety Committee meeting time and day. (Pelaez) [2 min]

Motion: "The Winnetka NC Public Safety Committee regular meetings shall be held the third **Thursday** of each month at 7:00pm at Limerick Avenue Elementary School."
Second by Lace. Passed unanimously.

7. Discussion and action regarding committee vacancies. (Pelaez) [5 min]
 - **Motion:** (Lace) To elect Jeanne Gaynor and Brad Brody to the Public Safety Committee.
Second: Reyes-Dunn.
 - **Motion passed unanimously.**

8. Discussion and possible action regarding graffiti behind the apartment building at 20417 Sherman Way. (Pelaez) [5 min]: The graffiti has since been painted over. The committee agreed to table the discussion and discuss this again should it reappear in the future.

9. Discussion and possible action regarding Public safety events for the upcoming year.
(Pelaez/Reyes-Dunn) [20 min]
 - 1)Emergency supplies container. Kathleen will contact Linda Pruett for further information.
 - 2)Emergency Preparedness Fair.
 - 3)Blood Drive: Need to research another possible location so as not to press for too much from Gelb Corp.
 - 4) CERT training: Contact Captain Grlich for details.
 - 5) Red Cross Emergency Training and/or babysitter training.
 - 6) CPR training.

10. **Good of the Order** [2 min]: Holly Poer brought up that the committee could be bringing CIS topics to the general board regarding public safety issues in City Council. She volunteered to bring one topic for discussion to each committee meeting for the committee to bring to the general board with a recommendation.

11. **Future Agenda Items & other Calendar Events** [2 min]
 - Next meeting: Thursday, Sept. 17, 7:00pm.
12. **Adjournment Time:** 8:29

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.

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.

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.

