

# DRAFT MINUTES

Neighborhood Council  
Governing Board:  
Mikayeel Khan, President  
Charles Nelson, Vice-President  
Mireira Moran, Secretary  
Anna Justice, Treasurer  
Camila Casteneda, Boardmember  
Fannie Long, Boardmember  
Jessica Urquiza, Boardmember  
John Hernandez, Boardmember  
Josue Guajan Orellana, Boardmember  
Rebecca Long, Boardmember  
Reuben Garcia, Boardmember  
Michelle Miyomoto-Galvan, Board member

CITY OF LOS ANGELES

CALIFORNIA



## PACOIMA NEIGHBORHOOD COUNCIL

[www.PacoimaNC.com](http://www.PacoimaNC.com)

Regular Board Meeting  
Virtual Meeting via Teleconference

Wednesday February 15, 2023 • 6:30 p.m.

### 1. WELCOMING REMARKS:

Vice-President Nelson guided the Council to recite the Pledge of Allegiance.

#### a. Call to order

A public meeting of the Pacoima Neighborhood Council was convened on February 15, 2023 via Zoom webinar and called to order at 6:37 p.m. President Khan presided as moderator.

#### b. Roll Call by Secretary Mireira Moran:

1	Mikayeel Khan, President
1	Charles Nelson, Vice-President
1	Mireira Moran, Secretary
1	Anna Justice, Treasurer
1	Camila Castaneda, Boardmember (arrival @7:33 p.m.)
1	Fannie Long, Boardmember
1	Jessica Urquiza, Boardmember
1	John Hernandez, Boardmember
1	Josue Guajan Orellana, Boardmember
1	Rebecca Long, Boardmember
1	Reuben Garcia, Boardmember
1	Michelle Miyomoto-Galvan, Board member
<b>12</b>	<b>Directors were present and a quorum was attained.</b> 25 members of the public/speakers/stakeholders were present

2. **COMMUNITY/GOVERNMENT REPORTS & ANNOUNCEMENTS:**

(Representatives from government offices, Police Department, and community-based organizations. *Up to (5) minutes per report, the Chair has the authority to adjust if necessary, to equal time limits*)

- a. California Congressional District 29  
Congressman Tony Cardenas  
Field Deputy: **Lilia Monterrosa**

Ms. Monterrosa stated that next Tuesday, February 21<sup>st</sup> @ 6:30 p.m. is a taxpayer info webinar with an advocate providing IRS guidelines. It will be live streamed and taking live questions. Ms. Monterrosa stated that she will be sending President Khan a flyer for distribution.

Ms. Monterrosa is available for assistance and provided her contact information to be: [LiliaMonterrosa@mail.house.gov](mailto:LiliaMonterrosa@mail.house.gov) and ph# contact to be: 818/221-3718.

- b. Los Angeles City Council District 7  
Councilwoman Monica Rodriguez  
Field Representative: **Esther Mares**

Ms. Mares updated the council on the following:

- SB1383 initiates the education for reduction in greenhouse waste. The LA sanitation division is offering free kitchen pails for kitchen scrap that can be emptied into green trash bins;
- Tomorrow, Thursday, Feb 16<sup>th</sup> @11:00 a.m. is the Pacoima North Valley Bronco Baseball Team recognition for Black Heritage Month. This was the first team to make the Little League World Series in 1965. More info can be found at [la.city.org](http://la.city.org).

Vice-President Nelson inquired about the new San Gabriel veteran's facility on Foothill. Ms. Mares stated that she will follow up and forward information to him as this might be under another district.

- c. Los Angeles Police Department, Foothill Division  
Senior Lead Officers Steve Nunez and Captain Marco Lozano

Officer Nunez provided a crime update:

- Crime is down 40% to date;
- Graffiti and gang activity has increased, if you have photographs of graffiti please provide that information and an update will be given on graffiti at the next meeting;
- The Gang Unit in Van Nuys is proactive and recovering guns;
- There is a little war going on with the Van Nuys Boys and they are very active right now;
- There is a Neighborhood Watch meeting next Wednesday at the Boys and Girls Club at 6:00 p.m. in-person.

Officer Diana Figueroa stated that theft is up with items left visible in vehicles so be careful when walking and watch your personal belongings in vehicles. Police reports can be filed on-line for the following:

- Thefts;
- Lost property;
- Motor vehicles;
- Identify theft;
- Harassing phone calls;
- Vandalism.

Officer Figueroa highlighted:

- Please be careful with possible identify theft phone calls and do not give out personal information over the phone;
- Bulky items pick up is available by calling 311;
- Please report graffiti.

Officer Figueroa is available for assistance and provided her contact information to be: [36838@lapd](mailto:36838@lapd) and ph# contact to be 818/634-0685.

Sargent Jesse Deja, Foothill Division updated the Council on the following:

- A luncheon is scheduled with CD7 to open communication with local schools and exchange information on Career Day;
- Students LA Friendship Run gathered at Hansen Dam last Sunday for continued training prior to the LA Marathon on March 19<sup>th</sup>;
- January was the Battle of the Badges to donate blood;
- 72 tiny homes will be opening in San Fernando by volunteers of America to provide interim housing.

Boardmember Hernandez asked if graffiti and vandalism is reported to the LAPD, and if the Foothill Division will be scheduling a catalyst converter etching in the future. Sargent Deja stated that graffiti and vandalism is an ongoing cycle and we are deterring ASAP. Sargent Deja stated that if an interest grows for another etching program, a program will develop.

Boardmember Garcia asked why 311 and graffiti calls take such a long time for response as much as two weeks. Officer Nunez replied that all calls are logged in and given a confirmation number. Please recall and asked for an update on your confirmation number.

Boardmember Garcia asked if the Foothill Division has a CLEAR Program. Officer Nunez stated that the CLEAR Program for narcotic trafficking is staffed with 14 officers and meetings should resume.

Esther Mares stated to please feel free to reach out to her regarding graffiti abatement to expedite requests. If graffiti is on the second floor or higher, it may need to go through the Building and Safety Division and that may cause a delay.

Vice-President Nelson asked if there is a neighborhood watch program to possibly conduct a program for active shooter training, or possibly organize this through the Safety Committee.

Boardmember Garcia stated that next Tuesday will be a Neighborhood Watch meeting at the Boys and Girls Club at 6:00 p. m; however, next month it will be on Wednesday. Officer Nunez stated going forward the meetings will be scheduled every other month on the first Wednesday of the month.

d. LAPD Community Safety Partnership Senior  
Lead Officer **Luis Garcia and Nancy Escobar**

Officer Garcia updated the Council on the following:

- Violent crime is down 22 percent;
- Property crime is down 18%;
- Staff is being adjusted more effectively for community needs;
- We are hosting a Community Police Academy on March 2<sup>nd</sup> from 6:00 – 8:00 p.m. at the San Fernando Community Center and we would like the community to be involved;
- The Spring Community Resource Health Fair is in the planning stage;
- We are collaborating with David Gonzales Recreation Center for an active community program of boxing and wrestling.

e. Department of Neighborhood Empowerment  
Neighborhood Empowerment Advocate **Raul Preciado**

Mr. Preciado updated the Council on the following:

- Neighborhood Council meetings will return to in-person effective March 1<sup>st</sup>;
- There will be an in-service to provide the transition protocols on Thursday, February 23<sup>rd</sup> and Saturday February 25<sup>th</sup> providing more information about the process and governance rules. There is possibly an extension of this deadline for the month of March. We are trying to confirm meeting locations at this time;
- There is a candidate information session this Saturday at 10:00 a.m. and future meetings on March 2<sup>nd</sup> and March 18<sup>th</sup>. There is a deadline for applications.

President Khan asked about the potential of hybrid meetings and the necessary equipment. Is the equipment provided by DONE or does the council need to acquire this equipment. Mr. Preciado stated that hybrid meetings require Boardmembers to be in attendance and the public is virtual. Per the current guidelines Boardmembers can only have 2-3 excused absences a year.

Boardmember Hernandez stated that some equipment may be in the storage locker. Treasurer Justice stated that there is no current inventory

and she will perform an inventory next week and report back to the Council. Treasurer Justice invited any Boardmember to assist her with the inventory.

Boardmember Justice inquired with the DONE representative of the possibilities of remaining virtual indefinitely. Mr. Preciado stated that the neighborhood councils are taking action in response to AB2449.

f. LAUSD Board of Education Board Member Kelly Gonez Field Deputy  
**Esmeralda Marcial**

Ms. Marcial stated that she is separating from her position after 5 years and Maria Flores will be the new Field Deputy.

Ms. Marcial provided the following updates for the Council:

- The district has combined the northeast and northwest districts and renamed it as Region North. Ms. Marcial will provide a web link with additional information;
- There is a new district budget plan tracker to understand how the budget is executed;
- Visit the site [achieve.lausd](http://achieve.lausd) for the launching of the 5<sup>th</sup> annual art contest beginning on February 24<sup>th</sup>. Ms. Marcial will forward more information to President Khan.

g. California State Assembly District 39 Assemblywoman Luz Rivas  
Field Representative: Jessica Guzman

Ms. Guzman updated the Council on the following:

- Please contact our district office with any concerns regarding casework so that we can connect you with the appropriate agency;
- January 23<sup>rd</sup> is the beginning of conducting new hearings to introduce new bills and she will update the Council with updates;
- AB799 addresses accountability for homeless;
- The Middle Class refund payments were distributed from October 2022 through January 2023. Visit the CA State Franchise Tax Board website to confirm eligibility. You must have filed a 2020 tax return to be eligible;
- The Osbourne off-ramp was serviced on January 30<sup>th</sup>

h. Office of Los Angeles Mayor Karen Ruth Bass, Field Deputy **Michelle Vergara**

No Action Taken.

i. Los Angeles County Board of Supervisors, Third District  
Supervisor Lindsey Horath  
Field Deputy: **Brenda Yanez Zamora**

President Khan stated that he received an email communication that Friday will be Ms. Zamora's last day as field representative. More information to follow.

- j. Region 1 Budget Advocate  
**Kevin Davis**

No Action Taken.

- k. California State Senate District 20  
Senator Caroline Menjivan  
District Representative: Katherine Castrejon

No Action Taken.

President Khan solicited any additional questions from the floor regarding Community/Government Reports & Announcements. Seeing none, Item 2a-k was closed.

**3. GENERAL PUBLIC COMMENT ON NON-AGENDA ITEMS:**

*Comments from the public on non-agenda items within the Board's jurisdiction (Up to two (2) minutes per speaker, the Chair has the authority to adjust, if necessary, to equal time limits).*

Vince Alvarado, Battalion Commander LAFD, was recognized to speak and stated that smoke detectors and a safety escape plan should be coordinated prior to an emergency. The earthquake in Turkey is a good reminder of preparedness.

Jesse Leon, METRO stated that there is a meeting of the Community Leadership Council for the light rail project on March 2<sup>nd</sup>. Applications for the CLC are being conducted to request 15 additional members.

President Khan solicited any additional questions from the floor regarding General Public Comment on Non-Agenda Items. Seeing none, Item 3 was closed.

**4. ADMINISTRATIVE /MOTIONS/UPDATES:**

- a. Motion/Discussion/vote for the approval Monthly Expenditure Reports (MER's) for: January 2023 by Anna Justice. (5 Minutes).

Boardmember Hernandez made the motion to table Item 4a that was seconded by Vice-President Nelson.

- b. Motion/Discussion/vote for the approval of November 2022 minutes. By Mireira Moran (5 Minutes).

Boardmember Moran made the motion to table Item 4b & 4c that was seconded by Treasurer Justice.

- c. Motion/Discussion/vote for the approval of January 2022 minutes. By Mireira Moran (5 Minutes).

Boardmember Moran made the motion to table Item 4b & 4c that was seconded by Treasurer Justice.

- d. Motion/discussion/vote for elections items: flyers, printing, water (drinks), snacks for elections for PNC, Up to 1000.00. By Anna Justice. (5 Minutes)

Boardmember Hernandez made the motion to open Item 4d for discussion that was seconded by President Khan.

Treasurer Justice stated that this Item was agendized for approval per the funding rules, as it is not inclusive in the annual budget and a BAC needs to be created.

Secretary Moran called for the vote as follows:

1	Mikayeel Khan, President
1	Charles Nelson, Vice-President
ineligible	Mireira Moran, Secretary
1	Anna Justice, Treasurer
absent	Camila Casteneda, Boardmember
1	Fannie Long, Boardmember
1	Jessica Urquiza, Boardmember
1	John Hernandez, Boardmember
1	Josue Guajan Orellana, Boardmember
1	Rebecca Long, Boardmember
1	Reuben Garcia, Boardmember
1	Michelle Miyomoto-Galvan, Board member
<b>10</b>	<b>Motion passed “10” yes “0” no “1” absent “1” ineligible.</b>

- e. Motion/discussion/vote for the approval of meeting space at El Nido. By Mikayeel Khan. (5 Minutes)

President Khan made the motion to open Item 5e for discussion that was seconded by Treasurer Justice.

President Khan stated that he placed this Item on the Agenda for discussion of a location to conduct in-person meetings.

Boardmember Hernandez asked about the cost of rental of meeting rooms. President Khan stated that the first step will be establishing a rental agreement for the city to fill out forms and send to funding.

Secretary Moran called for the vote as follows:

1	Mikayeel Khan, President
1	Charles Nelson, Vice-President
ineligible	Mireira Moran, Secretary
1	Anna Justice, Treasurer
1	Camila Casteneda, Boardmember (arrival 7:33 p.m.)
1	Fannie Long, Boardmember
1	Jessica Urquiza, Boardmember
1	John Hernandez, Boardmember
1	Josue Guajan Orellana, Boardmember
1	Rebecca Long, Boardmember
1	Reuben Garcia, Boardmember
1	Michelle Miyomoto-Galvan, Board member
<b>11</b>	<b>Motion passed “11” yes “0” no “1” ineligible.</b>

- f. Motion/Discussion/Vote for Tia Chucha's Centro Cultural is requesting a 4999-dollar NPG for the 1,000 book giveaway at the 18th Annual Celebrating Words Festival that will take place Saturday, May 20th, 2023. By Education Committee (10 Minutes).

Boardmember Casteneda made the motion to open Item 5f for discussion that was seconded by Treasurer Justice.

President Khan requested from Treasurer Justice an outline of the budget. Treasurer Justice stated that \$22,431.72 is the budget to date minus outstanding bills that will result in a balance of \$18,282.72.

Boardmember Casteneda introduced Karina Cega to present the Book Festival event. Ms. Cega screen shared a presentation and spoke on the following:

- The festival focuses on bringing literacy and arts for people of all ages and have been doing it for 18 years;
- There will be workshops, arts, educational presentations, giveaways, community resources, and the promotion of local talent along with a climbing wall, and photo booth;
- The goal is to give away 1000 books;
- Last year there were 1500 attendees;
- A bookmark will promote the PNC.

President Khan stated that in review of the NPG, it appears to be incomplete with an absence of a signature on line 12b. President Khan made the motion to amend the NPG to \$3,000.00 due to limited funds.



Vice-Chairperson Nelson stated that the next agenda item is also requesting the same amount of funding.

Treasurer Justice stated that there is adequate amount of funds to cover this Agenda's funding requests and amended the previous motion to a \$3,500.00 that was seconded by Board member Fannie Long.

President Khan requested that the applicant resubmit with the NPG filled out completely with a signature on line 12b and the amended request of \$3,500.00.

Treasurer Justice stated that a vote could take place and the applicant can resubmit the corrected paperwork.

Boardmember Garcia commented that Tia Chucha's Centro Cultural should acknowledge the PNC on social media. Ms. Cega stated that February through May is their promotional period; however, PNC is posted throughout the year on the tab.

Treasurer Justice asked if the bookmark could include more information on the PNC website along with other materials. Ms. Cega stated that many sponsors are included on the bookmark and there may not be adequate spacing.

Boardmember Guajan Orellana made the friendly motion to amend the motion to \$4,000.00. No second, did not pass.

Vic-President Nelson stated that any approval should be mindful of the current budget.

Treasurer Justice called the motion for the amended motion of \$3,500.00 as follows:

1	Mikayeel Khan, President
1	Charles Nelson, Vice-President
ineligible	Mireira Moran, Secretary
1	Anna Justice, Treasurer
1	Camila Casteneda, Boardmember (arrival 7:33 p.m.)
1	Fannie Long, Boardmember
1	Jessica Urquiza, Boardmember
1	John Hernandez, Boardmember
1	Josue Guajan Orellana, Boardmember
1	Rebecca Long, Boardmember
1	Reuben Garcia, Boardmember
1	Michelle Miyomoto-Galvan, Board member

<b>11</b>	<b>Motion passed “11” yes “0” no “1” ineligible.</b>
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Boardmember Miyomoto-Galvan stated that she is available to volunteer for the event.

Mr. Preciado, DONE representative stated that this Item is not to be voted on again in the future and updated accurately on the NPG as discussed to NC funding.

- g. Motion/Discussion/Vote for Plaza Comunitaria Sinaloa is requesting an NPG of 4999 dollars for the adult literacy program which serves adults residing in the Pacoima area - By Education Committee (10 Minutes).

Boardmember Casteneda made the motion to open Item g for discussion that was seconded by Vice-President Nelson.

Boardmember Casteneda stated that Plaza Comunitaria is a nonprofit that provides opportunities for many adults and introduced Ms. Paniagua to provide an update: Ms. Paniagua screen shared information outlining the services that Plaza Comunitaria provides for adult literacy for older adults that is completely free.

Boardmember Garcia asked how many Pacoima residents attend for instruction. Ms. Paniagua stated that approximately 50-60% of participants are residents.

Boardmember Hernandez asked Ms. Paniagua how she found the Pacoima NC and how many NCs have been approached for funding? Ms. Paniagua stated that she is in conversation with many NCs and her organization is fairly new to Pacoima NC.

Boardmember Miyomoto-Galvan stated that she has attempted to make contact with Ms. Paniagua and there was no response to an email. Ms. Paniagua stated that she was unaware of an email. Plaza Comunitaria Sinaloa does not promote or advertise and relies on word of mouth and we are trying to serve more people and expand classes.

Treasurer Justice asked how Plaza Comunitaria Sinaloa could promote the PNC? Ms. Paniagua stated that she would like to develop a mutual partnership and promote your elections. Treasurer Justice stated that this is another example of an NPG that may require resubmission and amendment.

Boardmember Casteneda made the motion to amend the NPG to \$3,500.00 that was seconded by Boardmember Hernandez.

Boardmember Fannie Long asked about the current number of students attending. Ms. Paniagua stated that currently there are 45 students and we

offer morning and night classes in adult literacy and ESL and we anticipate our numbers going up.

Boardmember Reuben asked for clarity on the previous statement to promote elections and receive funding. How would PNC benefit from supporting your program? Ms. Paniagua stated that process is through social media and passing out flyers. We provide services to Pacoima residents and collaborate with the council in ways that you see fit and we can put your logo on our website and flyers and invite you to our events.

President Khan stated that your services are in the areas of Mission Hills and Panorama City. How certain are the programs coming to Pacoima? Ms. Paniagua stated that a move to Pacoima is upcoming.

Treasurer Justice stated that line #7 on the NPG be filled out and resubmit the amended application with a request for \$3,500.00.

Treasurer Justice called the vote as follows:

1	Mikayeel Khan, President
1	Charles Nelson, Vice-President
ineligible	Mireira Moran, Secretary
1	Anna Justice, Treasurer
1	Camila Casteneda, Boardmember (arrival 7:33 p.m.)
1	Fannie Long, Boardmember
1	Jessica Urquiza, Boardmember
1	John Hernandez, Boardmember
1	Josue Guajan Orellana, Boardmember
1	Rebecca Long, Boardmember
1	Reuben Garcia, Boardmember
1	Michelle Miyomoto-Galvan, Board member
<b>11</b>	<b>Motion passed “11” yes “0” no “1” ineligible.</b>

## 5. BOARD MEMBER AND COMMITTEE COMMENTS/ANNOUNCEMENTS:

### President’s Report

President Khan stated that the newsletter was distributed by email. Please submit any concerns or if you did not receive the email.

### Vice-president’s Report

Vice-President Nelson stated that he is the election chair and reminded all present to submit their applications by March 20<sup>th</sup>. Vice-President Nelson solicited participants/volunteers for walking/interacting with the community once the dates are finalized.

#### Treasurer's Report

Treasurer Justice stated that after the expenditures of today's NPGs there should be \$9,000.00 remaining on account. Please be advised funds will be needed for office expenditures. Vice-President Nelson stated that there is a need for a budget meeting.

#### Secretary's Report

No Action Taken.

#### Outreach Committee - Announce Upcoming Meeting Date

No Action Taken.

#### Public Health and Safety Committee - Announce Upcoming Meeting Date

No Action Taken.

#### Arts & Culture Committee - Announce Upcoming Meeting Date

No Action Taken.

#### Bylaws Committee - Announce Upcoming Meeting Dates

No Action Taken.

#### Housing, Economic Development and Land Use Committee - Announce Upcoming Meeting

No Action Taken.

#### Youth and Education Development Committee

Boardmember Casteneda thanked the council for their support of the NGP education programs and stated that she would like to have one meeting per month in March through May to check in with nonprofits and keep the council updated.

Vice-President Nelson thanked Boardmember Casteneda for her hard work and her commitment to the Youth and Education Committee.

#### Board Member Comments/Announcements

Boardmember Long recognized Boardmember Casteneda for her hard work.

#### **6. ADJOURNMENT:** Chairperson Khan made the motion to adjourn at 8:40 p.m.

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