

DRAFT MINUTES

Neighborhood Council
Governing Board
Elisa Avalos, President
Mikayeel Khan, Vice President
Jessica Urquiza, Secretary
Anna Justice, Treasurer
Camila Casteneda, Boardmember
Josue Guajan, Boardmember
John Hernandez, Boardmember
Daniel Venencia, Boardmember
Fannie Long, Boardmember
Mireira Moran, Boardmember
Rebecca Long, Boardmember
Reuben Garcia, Boardmember

CITY OF LOS ANGELES

CALIFORNIA



PACOIMA NEIGHBORHOOD COUNCIL

www.PacoimaNC.com

Regular Board Meeting
Virtual Meeting via Teleconference

Wednesday October 20, 2021 • 6:30 p.m.

1. WELCOMING REMARKS: (5 minutes)

Boardmember Hernandez guided the Council to recite the Pledge of Allegiance.

a. Call to order

A public meeting of the Pacoima Neighborhood Council was convened on October 20, 2021 via Zoom webinar and called to order at 6.37 p.m. President Avalos presided as moderator. Adriana Cabrera, Neighborhood Empowerment Advocate, and Vice-President Kahn facilitated technical concerns in the positions of webinar host/co-host.

b. Roll Call by Secretary Jessica Urquiza:

1	Elisa Avalos, President
1	Mikayeel Khan, Vice President
1	Jessica Urquiza, Secretary
1	Anna Justice, Treasurer
1	Camila Casteneda, Boardmember
1	Charles Nelson, Boardmember
1	Josue Guajan, Boardmember
1	John Hernandez, Boardmember
1	Daniel Venencia, Boardmember
1	Fannie Long, Boardmember
1	Mireira Moran, Boardmember
1	Rebecca Long, Boardmember
1	Reuben Garcia, Boardmember
13	Directors were present and a quorum was attained

2. COMMUNITY/GOVERNMENT REPORTS & ANNOUNCEMENTS: (5 minutes for each)

(Representatives from government offices, Police Department, and community-based organizations)

- a. California Congressional District 29
Congressman Tony Cardenas
Field Deputy: ~~Michelle Vergara~~ Lisa Monterrosa

Lisa Monterrosa was recognized to speak at 8:42 arriving late to the meeting and stated that she is the new field representation of Congressman Cardenas' Office and will be distributing her contact information to the Council.

Ms. Monterrosa stated that Congressman Cardenas is actively working on negotiating the federal budget legislation for the San Fernando Valley to fund community projects with a budget of \$12.5M in federal funds to focus on vocational training, homeless individuals and placement, and support services for mental health and substance abuse individuals. More information is available on the website at Cardenas.house.gov. We are here to assist anyone with federal agencies. We are also reaching out to anyone who needs assistance with child tax credit payments. There is an emergency broadband program for eligible households that can assist with internet services and provide assistance with the purchase of a laptop.

Ms. Monterrosa solicited any questions from the floor.

President Avalos thanked Ms. Monterrosa for her update and solicited any additional questions from the floor. Seeing none, Item 2a was closed.

- b. California State Senate District 18
Senator Bob Hertzberg
District Representative: Eveline Bravo-Ayala

No Action Taken.

- c. Los Angeles Police Department, Foothill Division
Senior Lead Officers Adriana Munguia and Steve Nunez

Officer Nunez, Senior Lead, updated the Council on the decrease of Pacoima crime by 10% and victims by 75%. Sun Valley and Tujunga, neighboring communities, have more crime than Pacoima. We are doing a good job along with community participation and we are working together to lower crime rate.

There has been an ongoing neighborhood complaint regarding a homeless individual at the laundromat on Alex and Van Nuys streets and we have reached out to the Department of Mental Health and that individual has

accepted services and has been placed on a 72-hour hold. Her neighboring homeless encampment has been cleaned out

Officer Nunuz also stated that many community concerns are about trash, parking, homelessness, and other society issues. We assist in this area but please keep in mind that this process does not happen overnight and we do put in the requests for these services although out of our service protocol, as we assist on the wellness of the community.

President Avalos stated that she received a grateful phone call from a community member regarding this homeless individual at the laundromat stating that her placement for services has brought tranquility to the area.

Boardmember Hernandez extended gratitude to Officer Nunez and Munguia and all the officers for the enhanced safety to the area with a focus on the laundromat area.

Boardmember Hernandez requested assistance in the valley area for traffic and speeding enforcement.

Officer Nunez stated that they are gathering data and focusing on this area with particular concern to the school areas.

Officer Nunez solicited any questions from the floor.

President Avalos thanked Officer Nunez for his update and solicited any additional questions from the floor. Seeing none, Item 2c was closed.

- d. Los Angeles Police Department, Foothill Division
Community Safety Partnership
Officer Louis Garcia senior lead / Officer Nancy Escobar

Officer Garcia updated the Council on traffic control in school areas near San Fernando Gardens and have met with the principal for signage that will state loading and unloading and eliminate standing vehicles. This is an ongoing problem for Pacoima Charter and Guardian Angel Schools. October 29th will be the Halloween haunted house at the Community Center. Thank you, Pacoima NC, for your support and engagement and sponsorship. We are expecting 300-350 attendees. There will be the haunted house, pumpkin giveaway, raffle, toys and candy.

Officer Garcia introduced Officer Lee Perez who is facilitating the wrestling program at David Gonzales Park. Officer Perez thanked the Pacoima NC for their donation of shirts and water bottles. There are approximately 40 enrollees from ages 6 to 17. We are having challenges with shoes and equipment for the children, but overall, the program is showing signs of success and we are looking for sponsors for donations of approximately 50

T-shirts and 50 shoes for approximately 30 active participants and future participants as parents are not able to purchase these items.

Boardmember Hernandez stated the previous community meeting with the local clergy was very information and engaged the community with open communication.

Officer Garcia solicited any questions from the floor.

President Avalos thanked Officer Nunez for his update and solicited any additional questions from the floor. Seeing none, Item 2d was closed.

- e. Los Angeles City Council District 7
Councilwoman Monica Rodriguez
Field Representative: Susana Carmona

Ms. Carmona stated that COVID testing is being provided at Pacoima City Hall every Tuesday and Wednesday from 10:00 a.m. to 6:00 p.m. in partnership with LA County and Pacoima Beautiful. There is also testing at Target kiosk every Wednesday through Sunday from 10:00 a.m. to 4:30 p.m. There was a vaccination clinic on October 16th from 12:00 noon to 5:00 p.m. in partnership with Pueblo San Luis and there will be another clinic on November 5th. Another clinic is scheduled this weekend from 10:00 a.m. to 1:00 p.m. sponsored by Supervisor Hill's office and Pacoima Beautiful. COVID care kits are still available with disinfectants, gloves and masks. There are still rent relief programs for the housing insecure, so please send referrals to our office and we can assist them.

The Councilwoman has been active in the community visiting local business and community members such as Antonio Taco and Kababs and other businesses on Van Nuys Boulevard that received grants for exterior building improvements.

The Councilwoman hosted a school Principal luncheon to connect to the community and address school concerns.

Metro has voted to have free passes for school children up to age 12 and there are also passes for community college students utilizing public transit. The program is called Low Income Fare is Easy (LIFE).

The first round of financial assistance for businesses is in process. Refer any business to the Business Resource Center located on San Fernando and Van Nuys Boulevards.

There is an upcoming annual event on October 30th for the Dias de los Muertos event from 12:00 to 8:00 p.m. and there will be street closures starting on Friday night till Sunday noon.

The No One Left Behind Veterans Day program is in progress that provides new items for deported vets such as toiletries, hygiene items, socks, sweaters, clothing, and socks.

Public safety is a concern as street lights are out because copper wire is being stolen, so please submit a 311 request and please stay vigilant and report to 911 if you see something suspicious. Many areas have been repaired on Alex Avenue, Foothill Boulevard, Pierce, Comitia Avenue, and Freedom Lane. Louver Avenue and Keyway are scheduled to be repaired as soon as possible.

The Councilwoman is addressing street racing with a proactive approach working with appropriate City departments of Engineering and Transportation and law enforcement and the Street Racing Task Force to develop a street design to make it difficult for street racers.

Care Plus has addressed homelessness in the Alex and Van Nuys area and the alley behind El Pollo Loco, as sanitation clean-up has been on hold due to COVID. Individuals have been relocated and some have accepted services. The budget for sanitation now available should provide changes. There are weekly drives to locate and address concerns and please refer any concerns to our office.

Please utilize the 311 services, for animals, lights outages, trash and any other community concerns. The 311 service is underutilized and we want to keep that benefit in force.

The Councilwoman's office is working on parking enforcement with the Department of Transportation regarding abandoned vehicles and currently there is a backlog that is being addressed vigorously. Please report any vehicles that you observe.

Ms. Carmona solicited questions from the floor.

President Avalos thanked Ms. Carmona for her updates and solicited any additional questions from the floor. Seeing none, Item 2e was closed.

President Cruz moved Item J forward in the Agenda due to time restraints to be heard after Item e.

f. Department of Neighborhood Empowerment
Neighborhood Empowerment Advocate
Adriana Cabrera

Ms. Cabrera updated the Board on AB361 that regulates how meetings are conducted with public safety in focus. Our department is hosting meetings via Zoom. There was an October 8th communication regarding the new revised Agenda template to be in compliance. Incorporate these changes

into your Agenda moving forward and Ms. Cabrera will follow with a detailed emailed with materials of the requirements. The Code of Conduct information sessions are currently taking place. All Boardmembers and stakeholders are invited to attend. We want to hear your thoughts and ideas of the current draft. The next meeting is Saturday, November 6th from 1:00 p.m. to 3:00 p.m. and Ms. Cabrera will follow with a detailed email information and a link. There is additional training on October 28th for Modules I & II for Core Institute training to review NC Bylaws, hosting meetings, and public comment. All are invited to attend especially newly appointed members. There are more training opportunities regarding funding. The first training will be Thursday, October 21st and again on the 26th from 6:00 - 8:00 p.m. Your current Treasurer is trained and it is a good idea to have more than one individual trained.

Please fill out the Empower LA Survey titled Listen for Good Survey. Ms. Cabrera will forward the survey to each Boardmember individually to evaluate DONE services and our continued effort to deliver good services to you.

Please log in to your Cornerstone Account to keep current and respond to inquiries. Please complete Planning 101 Training for those who are on the Land Use Committee. If any Boardmember needs assistance logging on Cornerstone Ms. Cabrera offered her individual assistance, please call or email her at 213/473-7469 or Adriana.Cabrera@lacity.org. Ms. Cabrera also stated she will send step-by-step instructions by email.

Vice-President Kahn clarified that any Boardmember can take the training and it is not limited to the Land Use Committee.

President Avalos thanked Ms. Cabrera for her updates and solicited any additional questions from the floor. Seeing none, Item 2f was closed.

- g. LAUSD Board of Education
Boardmember Member Kelly Gonez
Field Deputy Esmeraldo Marcial

No Action Taken.

- h. California State Assembly District 39 Assemblywoman Luz Rivas
Field Representative: Miguel Morales

No Action Taken.

- i. Office of Los Angeles Mayor
Mayor Eric Garcetti
Field Deputy: Michelle Vergara

Mr. Vergara updated the Board on the Great California Shakeout Event that takes place the third Thursday of October annually. This event is scheduled for tomorrow from 8:30 a.m. to 11:00 a.m. PT. More information is available at shakeout.org to gather awareness or update your business.

The City Council voted on the vaccine mandate at the City level similar to on the County mandate. Locations covered under the ordinance, beginning November 8th, will have signage posted on businesses for proof of vaccination. There will be penalties for non-conformance beginning November 28th. There will be fines associated with non-compliance from \$1,000.00 to \$5,000.00. Thereafter, fines will be \$5,000.00 per offense for restaurants, gyms, personal care, business, etc. and there is a full list of the restrictions. As soon as our office has updates, Ms. Vergara will provide update the Council. There are exemptions, a self-attestation form can be filled out by an individual; however, such form will need to be accompanied by a current negative COVID negative test.

Ms. Vergara updated the Council on the emergency rental assistance programs. Starting October 1st Housing Court opened and owners and landlords can begin filing eviction notices. We are encouraging filing for rental assistance and utilities. Assistance is free and immigration status is not involved. Our office continues to support COVID assistance programs.

Boardmember Hernandez asked for clarification on the self-attestation form.

Mrs. Vergara stated that the link is available on the City website and will forward a copy to Boardmembers.

Ms. Vergara solicited questions from the floor.

President Avalos thanked Mr. Vergara for her updates and solicited any additional questions from the floor. Seeing none, Item 2i was closed.

- j. Los Angeles County Board of Supervisors, Third District
Supervisor Sheila Kuehl
Field Deputy: Brenda Yanez

Ms. Yanez updated the Council on COVID vaccination rates and stated that vaccination rates have increased and booster shots are being provided for Pfizer recipients that received their second shot more than 6 months ago. Booster shots are available to elderly or individuals with existing conditions. The holiday season and cold weather is approaching so this concern is being address expeditiously. Moderna and Johnson and Johnson booster vaccinations are not available at this time but should be available shortly and approved by the FDA and we are expecting recommendations from the CDC very soon. Approximately 270,000 individuals have received a booster dose to this date and all are encouraged all to participate.

Ms. Yanez stated that as of November 4st, proof of vaccination is required to enter large mega outdoor events, theme parks, sports events, restaurants, bars, brewery, etc. along with a photo ID if over 18 years of age. Vaccination requirements are similar to other county safety restrictions such as traffic rules and smoking regulations and are a safety regulation and protect other people.

The FDA is meeting next week and the CDC is working on vaccinations for the age group 5 to 11 years and older and we will be offering those services when approved in early November.

There is a free COVID vaccination event at Pacoima City Hall this Saturday from 10:00 a.m. to 1:00 p.m. and there will be a free taco truck on site. On November 6th from 9:00 a.m. till 12:00 p.m. there will be another vaccination clinic at the North Hollywood station. All 3 vaccinations and booster shots will be available at all these locations.

There is a free food distribution clinic on Wednesday, October 27th at Osbourne Church from 9:00 a.m. to 12:00 p.m.

There is a Zoom Airport Advisory Commission meeting on Thursday, October 28th at 6:00 p.m. Please attend and make public comment.

Ms. Yanez solicited comments from the floor.

President Avalos thanked Ms. Yanez for her updates and solicited any additional questions from the floor. Seeing none, Item 2j was closed.

- k. Region 1 Budget Advocate
Foothill Trails NC President Kevin Davis

No Action Taken.

- 3. **GENERAL PUBLIC COMMENT ON NON-AGENDA ITEMS: (10 minutes)**
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).
- 4. **OFFICER, COMMITTEE, BOARD MEMBER REPORTS/ ANNOUNCEMENTS (10 minutes)**

President's Report

President Avalos stated that she has participated in pop- up vaccinations with Sheila Cruz at City Hall and she been in contact with the Police Department regarding violence in the community. President Cruz stated that anyone can volunteer for the upcoming vaccination clinic on Saturday. Volunteers are also needed on October 29th at the Angel Garden for the haunted house.

Vice-President's Report

No Action Taken.

Treasurer's Report

No Action Taken.

Secretary's Report

No Action Taken.

Outreach Committee – Announce Upcoming Meeting Date

Boardmember Guajan stated that he continues to work with vaccination sites and has drafted a flyer to post on social media. Boardmember Guajan volunteered to assist the haunted house on October 29th at 5:00 p.m.

Arts & Culture Committee – Announce Upcoming Meeting Date

No Action Taken.

Housing, Economic Development and Land Use Committee – Announce Upcoming Meeting Date

Vice-President Kahn stated that the Land Use Committee will be having a meeting next week and he will distribute the information.

Youth and Education Development Committee

Boardmember Castaneda stated that they conduct meetings the first Monday of the month with the next meeting scheduled for November 8th at 6:30 p.m. via Zoom.

Public Health and Safety Committee – Announce Upcoming Meeting Date

Boardmember Hernandez is working with the Park Rangers and stated that they are post certified and have completed academy training but are not armed and not authorized to carry any firearm.

Board Member Comments/Announcements.

Boardmember Hernandez stated that the blood drive is scheduled for November 20th at the Senior Center in collaboration with Council Office Margo Rodriguez. Due to COVID the blood drive was postponed and there has been a blood shortage. There will be flyers distributed and please donate. Contact Robert Komachi to make an appointment by phone at 818/430-8554.

Boardmember Guajan asked if the blood drive was coordinated through the Red Cross.

Boardmember Hernandez stated that the blood drive is in partnership with UCLA Medical Center and Boardmember Hernandez stated he will be drafting and distributing the flyer.

Boardmember Guajan addressed Vice-President Kahn about the Land Use Committee attendance and did not receive an Agenda for the last meeting.

President Avalos recognized Boardmember Hernandez for all his good works on the blood drive event.

Boardmember Guajan stated that the upcoming COVID vaccination and immunization efforts should be extended to anyone who would like to attend and not just the immediate community.

Boardmember Hernandez stated that the vaccination sites are amazing and that walk-ins are welcome.

Presentations (10 minutes each presentation)

- a. The Retail and Grocery Campaign/ Fair Workweek LA - Natasha Castro (10 Minutes).

No Action Taken.

- b. MEND, a non-profit in the city of Pacoima - Jose De Santiago (10 Minutes).

Angella was recognized to speak and updated the Council on the COVID guidelines in accessing businesses and events. Ms. Angella also addressed school restrictions and the vaccination requirements of staff with the deadline of October 15th. Staff that are not fully vaccinated must provide weekly testing. All LAUSD students that participate in extracurricular events must be fully vaccinated by October 31st. Students 12 years and older must be fully vaccinated by December 19th. As of October 18th 13,851 Pacoima residents have taken one dose of vaccination and 73.9% of Pacoima residents are fully vaccinated.

- c. Mayor Eric Garcetti field deputy: Michelle Vergara (10 Minutes).

Ms. Vergara updated the Council on the Mindful Veteran Project scheduled for November 11th to meet COVID restrictions and honor our veterans with a drive through format. Mayor Garcetti is a veteran.

Ms. Vergara introduced Gail Soffer who presented the program that included the distribution of socks, flashlights, rain ponchos and items veterans could genuinely use. We are seeking your support and

contributions. Ms. Soffer stated that last year's event was participated by 200 individuals and Mayor Garcetti was at the event to greet our veterans. Ms. Soffer requested \$2,000.00 - \$3,000.00 of financial support and stated that in 2020 the Pacoima NC supported the event with a contribution of \$2,000.00.

Boardmember Hernandez inquired on the financial support of elected officials toward this program.

Ms. Soffer state that she was unclear on their financial contributions and they will be distributing their own gift bags filled with their contributions.

President Avalos referred Ms. Soffer to the Outreach Committee as any financial distribution will need to be agendaized for discussion and vote.

Boardmember Moran requested clarification from Ms. Cabrera DONE representative, on taking action on the way this item is written on the agenda.

Ms. Cabrera stated that the way the item is written, it was not noticed for an action.

Mr. Nelson expressed concern with Robert Rules of Order and action on items requesting funding.

Mr. Hernandez stated that financial requests should be noticed appropriately, agendaized for discussion and a vote.

President Avalos thanked Ms. Vergara and Soffer for their input and solicited any additional questions from the floor. Seeing none, Item c was closed.

5. ADMINISTRATIVE/MOTIONS/UPDATES:

- a. Motion/Discussion/Vote for the approval of the September 2021 MER by Anna Justice. (5 Minutes).

Treasurer Justice stated that she distributed the MER information by email prior to the meeting

Treasurer Justice made the motion for a vote that was seconded by Boardmember Hernandez:

1	Elisa Avalos, President
1	Mikayeel Khan, Vice President
absent	Jessica Urquiza, Secretary
1	Anna Justice, Treasurer

ineligible	Camila Casteneda, Boardmember
1	Charles Nelson, Boardmember
1	Josue Guajan, Boardmember
1	John Hernandez, Boardmember
1	Daniel Venencia, Boardmember
1	Fannie Long, Boardmember
1	Mireira Moran, Boardmember
1	Rebecca Long, Boardmember
1	Reuben Garcia, Boardmember
11	Motion passed 11-yes, 1 absent, 1 ineligible

- b. Motion/Discussion/vote for the approval of the September 2021 minutes by Secretary Jessica Urquiza. (5 minutes)

President Avalos stated that Secretary Urquiza emailed the Minutes to the Boardmembers prior to the meeting for review and comment.

Boardmember Nelson made the motion for a vote that was seconded by Treasurer Justice.

1	Elisa Avalos, President
1	Mikayeel Khan, Vice President
absent	Jessica Urquiza, Secretary
1	Anna Justice, Treasurer
1	Camila Casteneda, Boardmember
1	Charles Nelson, Boardmember
1	Josue Guajan, Boardmember
0	John Hernandez, Boardmember
1	Daniel Venencia, Boardmember
1	Fannie Long, Boardmember
1	Mireira Moran, Boardmember
1	Rebecca Long, Boardmember
1	Reuben Garcia, Boardmember
11	Motion passed 11-yes, 1 absent, 1 no

- c. Motion /Discussion/Vote application for a new board member, Jose Santibanez for renter seat. (5 minutes)

President Avalos distributed the application to Boardmembers prior to the meeting. Mr. Santibanez was not present at the time the Item was called and the Item was continued.

President Avalos recalled Item c for discussion at 8:50 p.m. and Mr. Santibanez experienced computer access difficulties. This Item was continued for a future Agenda for discussion.

- d. Motion/Discussion/Vote to approve the newly revised Annual Budget and rollover money. By the Budget Committee and Chair Anna Justice. (10 Minutes).

President Avalos stated that the Budget Committee consists of Treasurer Justice, and Boardmembers Nelson and Venencia.

Boardmember Moran made the motion for a vote that was seconded by Boardmember Long.

Treasurer Justice stated that the current budget ends July 1, 2022 with an available balance of \$37,604.96 (including rollover) and outlined the expenses by category, highlighting that office expenses average approximately \$9,500.00 annually. Office expenses include food budget, web corner and other monthly expenses. Zoom meetings reduce our expenses and those monies can rollover back into the general fund in March of 2022. After all recurring expenses there is approximately \$3,500.00 available funds for the remainder of the calendar year.

Boardmember Hernandez verified that the allocated billboard expenses from the prior year were returned to the general fund.

Many Boardmembers stated that they could not locate the budget email. Vice-President Kahn screen shared the current budget. The budget was tabled to the next Agenda as many Boardmembers stated that they did not have adequate time for the review process.

Boardmember Nelson suggested the Budget Committee met to decipher the budget concerns and return at a future Agenda date.

- e. Motion/Discussion/Vote, PNC to send a letter of support to the LA City Park Rangers (CIS for CF 20-0190) – By Sean Kleckner (10 Minutes)

Boardmember Garcia made the motion to open this Item for discussion that was seconded by Boardmember Moran.

Boardmember Garcia stated that he verified with the Police Department that LA City Park Rangers are not armed but academy trained. Park Rangers do perform critical traffic stops.

Boardmember Garcia stated that the Public Safety Committee meetings consist of 3 members; two Boardmembers and Officer Munguia and an Agenda was prepared and posted for discussion of this topic.

Ms. Cabrera, DONE Representative, will research the posting of the Public Safety Committee meeting.

Boardmember Garcia stated that this item could be tabled to a future meeting for transparency, if necessary.

Boardmember Venencia made the motion for a vote that was seconded by Boardmember Moran.

1	Elisa Avalos, President
1	Mikayeel Khan, Vice President
absent	Jessica Urquiza, Secretary
1	Anna Justice, Treasurer
1	Camila Casteneda, Boardmember
1	Charles Nelson, Boardmember
0	Josue Guajan, Boardmember
0	John Hernandez, Boardmember
1	Daniel Venencia, Boardmember
1	Fannie Long, Boardmember
0	Mireira Moran, Boardmember
1	Rebecca Long, Boardmember
1	Reuben Garcia, Boardmember
9	Motion passed 9 yes, 1 absent, 3 no

Boardmember Garcia will draft a letter to begin this communication of support.

- 6. ADJOURNMENT:** Boardmember Nelson made the motion to adjourn at 8:59 p.m. Time allocations for agenda items are approximate and may be shortened or lengthened at the discretion of the Chairperson.