



CITY OF LOS ANGELES

CALIFORNIA

**Neighborhood Council
Governing Board**
Elisa Avalos, President
Mikayeel Khan, Vice President
Jessica Urquiza, Secretary
Anna Justice, Treasurer
Alex Morales, Boardmember
Fannie Long, Boardmember
Imelda Foley, Boardmember
John Hernandez, Boardmember
Mireya Pacheco, Boardmember
Mireyari Pacheco, Boardmember
Oscar Chavez, Boardmember
Rebecca Long, Boardmember
Reuben Garcia, Boardmember



PACOIMA NEIGHBORHOOD COUNCIL

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Special Board Meeting Minutes

Virtual Meeting via Teleconference

Wednesday, July 15, 2020— 7:00 PM

Attending: Elisa Avalos, Imelda Foley, John Hernandez, Mikayeel Khan, Fannie A. Long, Anna Justice, Jessica Urquiza, Rebecca Long, Mireyari Pacheco, Reuben Garcia (Arrived around 7:15), Oscar Chavez (Arrived around 7:30), Alex Morales (Joined at 8:23), Mireya Pacheco

Absent:

1. WELCOMING REMARKS:

- a. Call to order

Elisa Avalos called the meeting to order at 7:05 PM with quorum.

- b. Roll Call by Secretary Jessica Urquiza

2. COMMUNITY/GOVERNMENT REPORTS & ANNOUNCEMENTS:

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

a. California Congressional District 29
Congressman Tony Cardenas
Field Deputy: Michelle Vergara

Not present.

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

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

Not present.

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

Not present.

Susana Carmon introduced herself, saying she has some brief updates. She shared about the city's renter relief program that opened this Monday for folks that live in apartment units, so if they are not able to meet their rent they can potentially qualify for this program and get \$2,000 per family to assist with this rent payment. The next update is their Water Talks series with Tree People. They had one talk for Sylmar currently, and tomorrow is the one for Pacoima to get neighborhood info from residents in area to see what some of their water concerns are: drinking water, flooding issues, etc. She also shared about the food pantries in Pacoima: Khalsa Care Foundation does food distribution on Fridays from about 4:30 to 6:30, and MEND dispenses food on Tuesdays and Fridays from 9 AM to 11 AM. Also, the councilwoman's youth development task force has been about a year in the making, and she wanted to start this task force now. She urged anyone interested to contact her. Her email is susana.carmona@lacity.org

Stakeholder Michelle Rogel asked if there are any funds available left for signage on the sidewalk to say "No illegal dumping" because she is near an area that's a hotspot off the freeway where people are coming just to dump stuff. One is along the 118 freeway, and the other is along the Ustes corridor. There's two local gentlemen near her saying they have been picking up garbage for over 20 years because there's no street sweepers that come down Ustes. And on the other side when you make a left on Ustes towards Bradley another neighbor does that. She wanted to know if signage saying no illegal dumping could be installed under the 118 freeway or along Herrick. Ms. Carmon said that they actually have some "no illegal dumping" signs that they will be placing throughout the district. They will be getting about 10 so they will see if they can go ahead and put some on Herrick and Ustes.

Stakeholder Jeffrey said that he used to be on the NC board, and he's representing the San Fernando Valley Emergency Preparedness Fair and he is looking to get some fund support for the council to support their event. They've had the event for 25 years and it's actually being conducted virtually, and it'll be recorded and

shot in Pacoima. He said they would love to have the Councilwoman at the event, get resources from her, and have her speak in possible. Ms. Carmon said she would put her email in the chat. Jeffrey asked if he had to go to a committee first, and Mikayeel Khan said that he would have to go to Outreach.

e. Department of Neighborhood Empowerment
Neighborhood Empowerment Advocate
Vanessa Serrano

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

Vanessa explained how to select the Spanish language track for interpretation. She also summarized the upcoming virtual trainings for NC board members coming up to teach parliamentary procedure and some of the basics that people are still asking questions about, as well as executive board roles. They will also look at creating digital content and outreach to get more engagement with communities.

Reuben Garcia asked if they had quorum tonight. Ms. Serrano said they did. He asked if this is a special board meeting or a regular one, and Elisa Avalos said that it is a special meeting. Mr. Garcia also said that he received an email that their bylaws had changed, and he had requested a copy of the bylaws changes and never got them. Vanessa said that bylaws had to incorporate new language from BONC stating a uniform policy for how to censure a board member and how to remove a board member if they want to do that. Mr. Garcia said that he could not access a copy of those new bylaws, and said that the board should all have a copy of them. He did go to the Department and tried to download it, and it was not an easy task. Ms. Serrano said they are working on uploading the new version to each board's page on the DONE website, but she will follow up regardless.

g. California State Assembly District 39
Assemblywoman Luz Rivas
Field Representative: Brenda Yanez
Zamora

h. Office of Los Angeles Mayor
Mayor Eric Garcetti
Field Deputy: Caroline Menjivar

Brenda Yanez Zamora said that the assemblywoman's office is still working from home but is readily available to constituents if they have inquiries, and they are happy to assist them, especially with EDD cases or issues with benefits or the DMV. She also talked about a paving project on the 210 highway scheduled from summer 2020 to winter 2023/2024, focusing on repairing offramps, connectors, and adjacent shoulders, with all upgrades being ADA compliant. She also directed stakeholders to the assemblywoman's facebook page to view her non profit town hall, which included guests from the California Association of Non-Profits. She said that her email is brenda.yanez@asm.ca.gov and phone is 818 504 3911.

Stakeholder Michelle Rogel asked what the plans are regarding the potential brush fires that may happen along the 210 project's path, and asked if there would be trees planted as part of the project to alleviate pollution. Ms. Zamora said that the assemblywoman's office knows that Pacoima and Sylmar are prone to brush fires on the freeway, and asked stakeholders to contact her if they see offramps on the freeway that have dry brush so she can have their CalTrans team clear it out. She is not sure if trees are included in the plans for the 210 project. She added that they are also dealing with the issue of homeless encampments located at offramps and onramps.

Anna Justice said that it is illegal to have homeless encampments on the offramps and under the bridges of the freeway, and that it's dangerous for the drivers as well as people living on the side of the freeway. Ms. Zamora acknowledged that stakeholders have been dealing with homeless encampments on a day to day basis, and they are making sure the CalTrans team is aware of them. She clarified that CalTrans is unable to go on state property to relocate encampments without 72 hours notice.

John Hernandez asked why the assemblywoman did not intervene when it came to the July 1st gasoline tax. Ms. Zamora said she could look into it with capitol and district staff, and does not know what the assemblywoman's position is on it at the moment. Mr. Hernandez thought that the timing is horrible to enact a gas tax with unemployment at an all-time high.

i. Los Angeles County Board of Supervisors, Third District
Supervisor Sheila Kuehl
Field Deputy: Jessica Orellana

Jessica Orellana updated that their office is having another food distribution coming up next week. She also wanted to share that their department of workforce development has a program where they can do critical delivery of services to individuals who are homebound (mostly seniors and disabled folks). They can deliver groceries or medicine, and the number to call is 888 863 7411. She also wanted to remind everyone to complete the Census. She also wanted to share info about the Department of Mental Health; they have a 24/7 hotline if people are feeling stressed, depressed, or anxious, and the number is 800 854 7771. You can also text LA 2741741. Also, regarding the governor's new shutdown orders, she reminded everyone to avoid 3 c's: crowds, confined spaces, and close contact with non-household members. Also, if there are any businesses not complying with social distancing and safety regulations, report those businesses to 311 or do it online at complain.lacity.org. And if there are any restaurants, you can call the county Department of Public Health at 888 700 9995. Stakeholders can email with questions at jorellana@bos.lacounty.gov

Anna Justice asked who to complain to about food trucks that are not enforcing social distancing, and Ms. Orellana said

j. Region 1 Budget Advocate
Foothill Trails NC President Kevin Davis

John DiGregorio explained that Kevin Davis is no longer a Budget Advocate, and introduced himself as the chair of the Panorama City NC and said he recently became Pacoima NC's Budget Advocate. He gave the council an overview of the budget advocate election process, and said that they defaulted to having Elisa Avalos and Anna Justice, and wanted to confirm that they are still budget reps and if not, to urge the board to appoint budget reps at the next meeting. He said that the budget advocates hold two meetings a month, and they are looking to collect data from othe region, including the results of a survey that he will issue to the exec committee tonight. He said he is also the vice chair of communications and outreach, and gave his email: johndpnc@gmail.com. He wants to make sure this area's needs and wants are addressed in the budget, and said they are not represented in the North Valley when it comes to their priorities. Unless they show a united front and mobilize, their councilmembers and mayor won't listen.

that would be considered food so stakeholders can call the Dept of Public Health, and their office has been working with the LAPD and the city on some removal of vendors.

Stakeholder Jeffrey said that since he submitted his Census form, some of his situation has changed: he has taken in some low-income homeless who can't find a proper situation and who he has known and vetted. He asked if he can and should adjust his Census. Ms. Orellana said he should have those individuals complete the Census, and that way the Census bureau will call and question to fix that when they see multiple people living at the same address.

Stakeholder Michelle Rogel thanked Ms. Orellana for helping a Pacoima resident recently, a woman who is houseless. She said that Ms. Orellana was very kind and that she worked outside of work to help this individual.

3. GENERAL PUBLIC COMMENT ON NON-AGENDA ITEMS:

Stakeholder Christy Holland said she is with LADWP and that they are in the beginning stages of a new project she was hoping to get on a future agenda of Pacoima NC. She described the plan to divert rainwater from 9 parks in the East Valley through an underground filtration system into a natural groundwater aquifer in the valley. They also plan to employ improvements to the parks as well, and asked stakeholders to give their input at LADWP's community meeting in August. She said LADWP and she can give an official presentation if desired, and that the soonest they can proceed is 2023. She can be reached at christina.holland@ladwp.com or 213-367-1076.

Stakeholder Michelle Rogel asked groups doing projects in their community to make sure information is shared about meetings, etc. in the community because a lot of information is not shared. Recently there was a meeting which she was not able to attend because she saw a posting the day of and missed it, and when she followed up, she spoke to an engineer from the city who said that they already chose the location, etc. and it was only the people attending the meeting who got to provide input. Her concern is a lot of people in their community are being left out of these discussions because of poor outreach over all.

Stakeholder Jeffrey said that he is a disaster manager for the Red Cross and a CERT captain and volunteer firefighter. He explained that the Red Cross is changing the way they do sheltering for disaster services. They have started a no-contact protocol, but still have the services available. If someone in the community has any problems, they can go to redcrossla.org or call 800-733-2757: The Red Cross is putting people up in hotel rooms and offering full services like they have done for years,

but it is not being given out unless it's asked for. They have also been making about 3500 lunches a day, and if stakeholders want to come out and volunteer they start at about 7:30 and go to about 10:30.

4. ADMINISTRATIVE/MOTIONS/UPDATES

a. Review and possible Board action on submitted Board Member Applications

Current Vacancies: They have received 3 applications – review and possible board action will be scheduled for the next meeting.

- i. **At-Large Representative:** Stakeholders who live, work, or own property in the neighborhood and who are 18 years or older.
- ii. **Community Based Organizational Representative:** Stakeholder who lives, works, or owns property in the neighborhood and is a participating member of a CBO within the PNC boundaries and who is 18 years or older.
- iii. **Home/Condo Owner Representative:** Stakeholders who own residential property within the PNC boundaries and who are 18 years or older.
- iv. **School Representative:** Stakeholders who live, works, owns property in the neighborhood and is a participating member of an educational institution within the PNC boundaries and who is 18 years or older.

b. Motion/Discussion/vote for the approval Monthly Expenditure Reports (MER's) for:

- i. **June 2020**

Anna Justice said that there are still outstanding MERs and credit card approvals, so the issue will be tabled until August.

c. Motion/discussion/vote for the approval of the June 2020 minutes prepared by Secretary Jessica Urquiza.

Elisa Avalos Motions, Mikayeel Khan Seconds the Motion.

Unanimous vote, item "c" passes.

d. Motion/Discussion/vote to approve the Fiscal Year 2020/2021 Administrative Packet (Anna Justice, Treasurer)

Jessica Urquiza Motions, Elisa Avalos Seconds the Motion.

Unanimous vote, item "d" passes.

e. Report on emergency expenditure authorized by Pacoima NC President for :

- i. **\$3,000 purchase of face masks/face coverings distributed to several organizations/schools distributing meals to Pacoima residents and students during COVID-19 : MEND, Pacoima Charter School, Vaughn Charter School, El Nido Family Centers.**
- ii. **\$1,000 Northeast Valley Health Corporation to purchase personal protective equipment (PPE) for Northeast Valley Health Corporation staff at the Pacoima Health Center who help Pacoima patients and residents.**

Vanessa Serrano explained that these were just reports to the board for funds approved by the board under emergency authority during that 2 month period when NC's were not able to meet, and that the funds were from last fiscal year. Elisa Avasol and Mireya Pacheco personally distributed the face masks and PPE to the organizations.

f. Presentation by Janet Marinaccio, President/CEO of Meeting Each Need with Dignity (MEND) on their efforts to address community needs during COVID-19 and how funds provided by Pacoima NC assisted their efforts.

Janet Marinaccio introduced herself and thanked PNC for their generous support. She explained some of the key populations that MEND serves, its history as an organization (that is turning 50 in 2021), and how it acts as a community anchor and connector of resources. They have especially been needed during the time of COVID and are now serving populations they have not before, and their biggest program is their combination food bank and food pantry. Since March 19th, they have benefitted over 41,000 people and distributed 232,000 pounds of food. In the meantime, their case management and family support programs have gone remote. She concluded by thanking Councilwoman Rodriguez for her support, and by urging everyone to complete the Census so they can get the resources they need.

Stakeholder Michelle Rogel said that she was looking at the social media of MEND, and noticed that PNC was not recognized by it. Ms. Marinaccio said that they probably haven't posted recognition of PNC yet, and it will probably be posted this week.

Reuben Garcia thanked Ms. Marinaccio and MEND for their work in the community.

g. Presentation by Jaspreet Singh of the Khalsa Care Foundation on their efforts to address community needs during COVID-19 and how funds provided by Pacoima NC assisted their efforts.

Jaspreet Singh introduced himself and explained that they are a Sikh temple on Laurel Canyon and a nonprofit giving back to the community in the Sikh tradition of selfless service. He explained what their Khalsa Care Foundation does to help homeless shelters, churches, and contributing to meals and food pantries localing. They make over 3500 meals every day, and have helped over 550+ families every Friday.

Stakeholder Michelle Rogel asked again that PNC be recognized for their assistance, and Mr. Singh said he would reach out to Khala Care Foundation's social media team to address that.

h. Presentation by Brian Gavidia, Government and Community Relations Manager of Northeast Valley Health Corporation on their efforts to address community needs during COVID-19 and how funds provided by Pacoima NC assisted their efforts.

NEVHC director Rosa Guerrero Good evening introduced herself and thanked the board for their donation. She explained NEVHC's history and the way in which they have adapted to the challenges presented by COVID. She thanked PNC for their support which has helped them continue providing medical care for the community.

Brian Gavidia thanked PNC for their contribution and explained that they are gearing up for National Health Center Week. He summarized the annual celebration and the activities and lecture series the event will offer.

Stakeholder Michelle Rogel again asked that NEVHC highlight PNC on their social media.

Alex Morales asked Ms. Guerrero for her contact information for stakeholders with questions, and Ms. Guerrero said her email was rosaguerrero@nevhc.org.

- i. Motion/Discussion/Vote to approve a Neighborhood Purpose Grant application in the amount of \$500.00 submitted by Neighborhood Housing Services of Los Angeles County. Funds will fund a social distancing community clean up event. Presentation by Maria Joana Leonido, Community Engagement Coordinator**

Jessica Urquiza Motions, Anna Justice Seconds the Motion.

Maria Leonido introduced herself as a community engagement coordinator with NHS of LA County, and explained the organization's role as a nonprofit lender and community developer. She explained the socially distant cleanup event and that the \$500 would go to snacks, water, and PPE. Reuben Garcia asked if they had submitted the grant application, which they had, and suggested that they table the issue until they can all see what the grant ays.

Reuben Garcia Motions to Table the Item, Mikayeel Khan Seconds the Motion.

Fannie Long, Rebecca Long, Imelda Foley, Reuben Garcia, and Alex Morales voted to table. All others voted no. Motion fails.

Reuben Garcia said that due to the fact that they do not have the grant in front of them and hi motion did not pass, he will want to file a grievance on the action. Vanessa Serrano said he will share the necessary information with him so he can file that grievance.

Vanessa Serrano pointed out concerns about the NPG: the date the funds are required is already past and the start date is ongoing. She said a revised application would be needed for the board to move on this. Imelda Foley pointed out that on the agenda it says \$500 while the application says \$5,000. Reuben Garcia suggested that they go for a vote and he will determine how he files his grievance on this.

Stakeholder Michelle Rogel asked that if the event does happen, that they put PNC's logo on all of the t-shirts instead of a small corner of a couple of t-shirts.

Alex Morales votes yes, all others vote no. Item "i" fails.

Ms. Leonido thanked the board for their time and said they would reapply. She provided her email address, mleonido@nhslacounty.org, and told attendees to contact them if they know anyone in danger of being evicted or who can't pay mortgages.

5. BOARD MEMBER AND COMMITTEE COMMENTS/ANNOUNCEMENTS

President

Elisa Avalos thanked attendees for coming.

Vice President

Mikayeel Khan thanked Anna Justice, and said there would not be a Land Use Committee meeting.

Treasurer

Anna Justice thanked attendees and apologized for how long the meeting was.

Secretary

Jessica Urquiza thanked attendees who stuck around.

Outreach Committee – Announce Upcoming Meeting

Elisa Avalos said that she went on Saturday and planted 7 trees provided by Monica Rodriguez with Jose, Juan, and Maria at Richie Valens.

Public Health and Safety Committee – Announce Upcoming Meeting

No announcement.

Arts & Culture Committee – Announce Upcoming Meeting

No comment.

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

No meeting, no agenda issues.

Youth and Education Development Committee- VACANT – NEED Chairperson

Board Member Comments/Announcements

Rebecca Long suggested that someone time comments to ensure people don't talk too long.

Reuben Garcia said that the biggest gap they have as a board seems to be communication, and that they would have a faster time getting through the agenda if everyone went through documents and agenda items before the meeting. Elisa Avalos explained that she was late doing the agenda because of personal health problems, and next time she will contact Mr. Garcia for help with the agenda.

Vanessa Serrano said she would schedule a Zoom training in response to board members' difficulties joining the meeting.

6. ADJOURNMENT

Meeting adjourned at 10:09 PM.