



CITY OF
LOS ANGELES
CALIFORNIA



P.O. BOX 4670, WEST HILLS, CA 91308
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WEST HILLS NEIGHBORHOOD COUNCIL

JOINT BOARD AND YOUTH & EDUCATION AND PUBLIC HEALTH COMMITTEE ONLINE AND TELEPHONIC MEETING AGENDA Wednesday, November 17, 2021 @ 3:30 p.m.

In conformity with the September 16, 2021 enactment of California Assembly Bill 361 (Rivas) and due to concerns over Covid-19, the West Hills Neighborhood Council meeting will be conducted entirely with a call-in option or internet based service option. All are invited to attend and participate.

This meeting of the West Hills Neighborhood Council Education and Public Health Committee will be conducted online via Zoom Webinar and telephonically. All are invited to attend and participate.

To attend online, via Zoom Webinar, click or paste the following link into your browser:
<https://zoom.us/j/97523180300>

To call in by phone, dial (669) 900-6833, then punch in this Webinar code when prompted: **975 2318 0300** and then press #

This meeting is open to the public. Comments on matters not on the agenda will be heard during the Public Comment period. Those who wish to speak on an agenda item will be heard when the item is considered.

AB 361 Updates:

Public comment cannot be required to be submitted in advance of the meeting; only real-time public comment is required. If there are any broadcasting interruptions that prevent the public from observing or hearing the meeting, the meeting must be recessed or adjourned. If members of the public are unable to provide public comment or be heard due to issues within the Neighborhood Council's control, the meeting must be recessed or adjourned.

- | | | |
|----|--|------------|
| 1. | Call to order and Introduction: | 5 Minutes |
| | <ul style="list-style-type: none"> • Aida Abkarians and Joan Trent, Education Co-Chairs • Sandi Bell, Public Health Chair • Stephen Bell, Secretary Public Health • Steve Randall, Zoom Host/Member • Myrl Schriebman, Henlie Sakamoto, Members | |
| 2. | Establish a quorum | 1 Minutes |
| 3. | Review and approval of October 27, 2021 Minutes | 5 Minutes |
| 4. | Comments from the Chair | 5 Minutes |
| 5. | Public Comment | 10 Minutes |

6. Discussion and possible action on 2021 Neighborhood Purpose Grants (“NPG”) 10 Minutes

Approved by the Education Committee, needs to go to Budget and Board for final approval

- Pomelo Community Charter, Aida Abkarians
- Justice Street Academy Charter – Steve Randal
- Enadia Technology Enrichment School – Sandi and Stephen Bell
- Hamlin Charter for Enriched Studies – Sandi and Stephen Bell
- Nevada Avenue Elementary – Steve Randall

The following Neighborhood Purpose Grants (“NPG”) have to be approved by the Youth and Education Committee

- Welby Way Elementary, Aida Abkarians
- Capistrano Avenue Elementary, Joan Trent

The following Neighborhood Purpose Grants are pending application:

- Haynes Charter For Enriched Studies
- El Camino Real Charter High School

* We need to have Project Completion Forms with documentation and photos from the schools that received the NPG’s to present to the Budget Committee by the December Budget Committee Meeting*

7. Discussion and possible action on organizing our gathering with all of the LAUSD Education Senior Officials and our public officials (Date, Time and Location TBD) 10 Minutes

- Possible in person meeting with LAUSD in January 2022

8. Discussion and possible action regarding the youth representative for the West Hills Neighborhood Council and the youth club. 10 Minutes

- Nominate Myrl Schreiber to work with the youth reps and advise them on their neighborhood council duties.

9. Meeting adjournment – Next Youth and Education meeting – December 15, 2021 @ 3:30 p.m.

10. Public Health – Comments from the Chair 5 Minutes

11. Review and approval of September 22, 2021 Minutes 5 Minutes

12. Public Comment 10 Minutes

13. Current Health Issues 10 Minutes

14. Vaccination and Covid 19 report 5 Minutes

15. Adjournment – Next Public Health Committee Meeting – December 15, 2021 @ 3:30 p.m. 1 Minute

Public input at Neighborhood Council meetings: When prompted by the presiding officer, members of the public may address the committee on any agenda item before the committee takes an action on the item by punching in *9 (if calling in by phone) or by clicking on the “raise hand” button (if participating online through Zoom) and waiting to be recognized. Comments from the public on agenda items will be heard only when the respective item is being considered. Comments from the public on matters not appearing on the agenda that are within the committee’s jurisdiction will be heard during the General Public Comment period. Please note that under the Ralph M. Brown Act, the committee is prevented from acting on a matter that you bring to its attention during the General Public Comment period; however, the issue raised by a member of the public may become the subject of a future committee meeting. Public comment is limited to 2 minutes per speaker, unless adjusted by the presiding officer of said committee.

Notice to Paid Representatives - If you are compensated to monitor, attend, or speak at this meeting, city law may require you to register as a lobbyist and report your activity. See Los Angeles Municipal Code §§ 48.01 et seq. More information is available at ethics@lacity.org/lobbying. For assistance, please contact the Ethics Commission at (213) 978-1960 or ethics.commission@lacity.org

Public Posting of Agendas: WHNC agendas are posted for public review at Shadow Ranch Park, 22633 Vanowen St., West Hills, CA 91307 or at our website, www.westhillsnc.org. You can also receive our agendas via email by subscribing to the City of Los Angeles Early Notification System at www.lacity.org/government/Subscriptions/NeighborhoodCouncils/index

The Americans With Disabilities Act: As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and, upon request, will provide reasonable accommodation to ensure equal access to its programs, services and activities. Sign language interpreters, assistive listening devices and other auxiliary aids and/or services may be provided upon request. To ensure availability of services, please make your request at least three business days (72 hours) prior to the meeting you wish to attend by contacting via email NCSupport@lacity.org or calling (213) 978-1551. If you are hearing impaired please call 711.

Public Access of Records: In compliance with Government Code Section 54957.5, non-exempt writings that are distributed to a majority or all of the board in advance of a meeting may be viewed at the meeting where such writing was considered or by contacting the WHNC's executive director via email at michelle.ritchie@westhillsnc.org. Requests can be made for a copy of a record related to an item on the agenda.

Reconsideration and Grievance Process: For information on the WHNC's process for board action reconsideration, stakeholder grievance policy or any other procedural matters related to this Council, please consult the WHNC Bylaws. The Bylaws are available at our website, www.westhillsnc.org

Servicios De Traduccion: Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte Michelle.Ritchie@westhillsnc.org



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WEST HILLS NEIGHBORHOOD COUNCIL

JOINT YOUTH and EDUCATION COMMITTEE/BOARD MEETING MINUTES Wednesday, October 27, 2021 @ 3:30 P.M.

This meeting of the Youth & Education Committee was conducted online via Zoom webinar and Telephonically.

DRAFT

Acting Committee Chair Steve Randall called the meeting to order at 3:32 P.M.

Committee members in attendance were: Steve Randall, Joan Trent, Myrl Schreibman, Sandi Bell, Stephen Bell, and Henlie Sakamoto. Others in attendance were Brad Vanderhoof. Committee Members absent were Aida Abkarians, and Tariq El-Atrache. Guest in attendance was Sharon Brewer.

A quorum was established.

The minutes from September 22, 2021 were reviewed and approved as amended.

Comments from the Co-chairs: None

Public Comment: None

Numbers refer to agenda items:

6. 2021 Neighborhood Purpose Grants (NPG): Steve Randall reviewed the status of school NPGs.

The revised NPG for Pomelo Community Charter was discussed. Henlie Sakamoto said the previous playground equipment NPG was already paid for from extra funds from last year. She explained a new NPG to support the school garden. The new NPG was unanimously approved and will be sent the WHNC Board.

7. Steve Randall explained that the gathering with all of the LAUSD Education Senior Officials and our Public Officials was delayed, and the item was tabled to January.

8. Youth Representative for the West Hills Neighborhood Council and the Youth Club: Steve Randall explained the WHNC Board voted to create a Youth Advisory Committee and chair. He also said there will be a vote at the next Board meeting to add a second member.

Myrl Schreibman declined the nomination to work with the youth reps and advise them on their neighborhood council duties. The item was tabled to November.

The next meeting of this committee is scheduled for November 17, 2021, at 3:30 PM.

Acting Chair Steve Randall adjourned the meeting at 3:55 PM.



Los Angeles Unified School District

Welby Way Charter and Gifted/High Ability Magnet Center Elementary School
A National Blue Ribbon School and A California Distinguished School

23456 Welby Way

West Hills, CA 91307

Telephone: (818) 348-1975 Fax: (818) 704-8726

October 20, 2021

Dear West Hills Neighborhood Council,

I am writing this letter to accompany Welby Way Elementary School's parent group's application for a Neighborhood Purpose Grant (NPG). Our grant application specifies our school's interest in continuing our A-Z Literacy Garden along with a beautification of our school's entry garden.. We are in the process of regrouping a collection of parents, teachers, and students that are excited about using the resources that the West Hills Neighborhood Council could provide. We specifically need the \$500.00 dollar grant in order to purchase several specimens of plants, renew our soil for 20 raised beds, and continue to add physical improvements and environmentally friendly improvements to our garden.

I want to thank the Neighborhood Council for your consistent support of Welby Way. We know that we are just one part of what makes West Hills great and strive to do our part. This grant will continue to beautify areas of our school that faces our West Hills community. The garden also is a life-lab learning experience for the 800 plus students at Welby Way, their parents and community volunteers. I continue to be briefed on the extensive research that has gone into planning our gardens and am updated on schoolwide commitment to this project.

Welby Way Elementary, and our partner LAUSD schools in West Hills, hope to continue to represent what makes West Hills great. We are proud to be a contributor to the West Hills Community, and enjoy doing our part as a community member. We appreciate your support of our school.

Thanks,

A handwritten signature in black ink, appearing to read "Helen Kim".

Helen Kim

Principal

Welby Way Elementary School

Neighborhood Council Funding Program
APPLICATION for Neighborhood Purposes Grant (NPG)



This form is to be completed by the applicant seeking the Neighborhood Purposes Grant and submitted to the Neighborhood Council from whom the grant is being sought. All applications for grants must be reviewed and approved in a public meeting. Upon approval of the application the Neighborhood Council (NC) shall submit the application along with all required documentation to the Office of the City Clerk, NC Funding Program.

Name of NC from which you are seeking this grant: West Hills Neighborhood Council

SECTION I - APPLICANT INFORMATION

1a) Parents of Welby Way 30-0629974 CA. active
Organization Name *Federal I.D. # (EIN#)* *State of Incorporation* *Date of 501(c)(3) Status (if applicable)*

1b) 23456 Welby Way West Hills CA 91307
Organization Mailing Address *City* *State* *Zip Code*

1c) _____
Business Address (if different) *City* *State* *Zip Code*

1d) **PRIMARY CONTACT INFORMATION:**
~~_____~~ Helen Kim 818-348-1975 helen.h.kim@lausd.net
Name *Phone* *Email*

2) **Type of Organization- Please select one:**
 Public School (not to include private schools) **or** 501(c)(3) Non-Profit (other than religious institutions)
 Attach Signed letter on School Letterhead **Attach IRS Determination Letter**

3) Welby Way Elementary 23456 West Hills, CA 91307
Name / Address of Affiliated Organization (if applicable) *City* *State* *Zip Code*

SECTION II - PROJECT DESCRIPTION

- 4) **Please describe the purpose and intent of the grant.**
 The purpose of the grant is to sustain and further develop Welby Way Elementary School's active literacy garden. Our garden due to the generosity of the West Hill's Neighborhood council has over 15 active garden beds that are labeled A-Z. The money from this grant would be used specifically to replenish plant specimens, and to work on the remaining 5 beds with new plants, soil, and needed gardening tools. In addition to our plants that represent the letters A-Z we seek to lower our water irrigation efforts with hardy plants as well as to establish a scent garden and experimental garden.(cuttings, grafting, etc)
- 5) **How will this grant be used to primarily support or serve a public purpose and benefit the public at-large.**
 (Grants cannot be used as rewards or prizes for individuals)

Our garden is entirely a public space. We are a public community school and our community volunteers to garden (multiple grandparents), siblings, and students from all grade levels reflect the West Hills Community. It should also be noted that our garden is community facing along the street. The garden club meets on Friday afternoon and we have community volunteers and required parent/guardian support that is screened by the office.

SECTION III - PROJECT BUDGET OUTLINE

You may also provide the Budget Outline on a separate sheet if necessary or requested.

6a)

| Personnel Related Expenses | Requested of NC | Total Projected Cost |
|----------------------------|-----------------|----------------------|
| NA | \$ | \$ |
| | \$ | \$ |
| | \$ | \$ |

6b)

| Non-Personnel Related Expenses | Requested of NC | Total Projected Cost |
|--------------------------------|-----------------|----------------------|
| Plants | \$ 300 | \$ 300 |
| Tools / Irrigation Equipment | \$ 100 | \$ 100 |
| Safety Glasses / Gloves | \$ 100 | \$ 100 |

7) Have you (applicant) applied to any other Neighborhood Councils requesting funds for this project?
 No Yes If Yes, please list names of NCs: _____

8) Is the implementation of this specific program or purpose described in Question 4 contingent on any other factors or sources or funding? (Including NPG applications to other NCs) No Yes If Yes, please describe:

| Source of Funding | Amount | Total Projected Cost |
|-------------------|--------|----------------------|
| | \$ | \$ |
| | \$ | \$ |
| | \$ | \$ |

9) What is the TOTAL amount of the grant funding requested with this application: \$ 500.00

10a) Start date: 10 / 30 / 21 10b) Date Funds Required: 1 / 1 / 22 10c) Expected Completion Date: 6 / 20 / 22
 (After completion of the project, the applicant should submit a Project Completion Report to the Neighborhood Council)

SECTION IV - POTENTIAL CONFLICTS OF INTEREST

11a) Do you (applicant) have a current or former relationship with a Board Member of the NC?
 No Yes If Yes, please describe below:

| Name of NC Board Member | Relationship to Applicant |
|-------------------------|---------------------------|
| NA | |
| | |
| | |

11b) If yes, did you request that the board member consult the Office of the City Attorney before filing this application?
 Yes No *(Please note that if a Board Member of the NC has a conflict of interest and completes this form, or participates in the discussion and voting of this NPG, the NC Funding Program will deny the payment of this grant in its entirety.)

SECTION V - DECLARATION AND SIGNATURE

I hereby affirm that, to the best of my knowledge, the information provided herein and communicated otherwise is truly and accurately stated. I further affirm that I have read the documents "What is a Public Benefit," and "Conflicts of Interest" of this application and affirm that the proposed project(s) and/or program(s) fall within the criteria of a public benefit project/program and that no conflict of interest exist that would prevent the awarding of the Neighborhood Purposes Grant. I affirm that I am not a current Board Member of the Neighborhood Council to whom I am submitting this application. I further affirm that if the grant received is not used in accordance with the terms of the application stated here, said funds shall be returned immediately to the Neighborhood Council.

12a) Executive Director of Non-Profit Corporation or School Principal - REQUIRED*

Helen Kim Principal Helen Kim _____
 PRINT Name Title Signature Date

12b) Secretary of Non-profit Corporation or Assistant School Principal - REQUIRED*

Alicia Berg Secretary Alicia Berg _____
 PRINT Name Title Signature Date

* If a current Board Member holds the position of Executive Director or Secretary, please contact the NC Funding Program at (213) 978-1058 or clerk.ncfunding@lacity.org for instructions on completing this form



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WEST HILLS NEIGHBORHOOD COUNCIL

JOINT PUBLIC HEALTH COMMITTEE/BOARD MEETING MINUTES **Wednesday, October 27, 2021 @ 3:30 P.M.**

This meeting of the Public Health Committee was conducted online via Zoom webinar and Telephonically.

DRAFT

Committee Chair Sandi Bell called the meeting to order at 3:55 P.M.

Committee members in attendance were: Sandi Bell, Stephen Bell, Steve Randall, Joan Trent, and Henlie Sakamoto. Others in attendance were Brad Vanderhoof. Committee Members absent were Aida Abkarians.

A quorum was established.

The minutes from September 22, 2021 were reviewed and approved as amended.

Comments from the Chair: Char Rothstein sent request from student from CAL State LA to recruit stakeholders for year-long program to mitigate the effects of Diabetes Type 2 with prescribed life style changes. Sandi Bell thought that may be a project of interest to new Youth Advisory Committee.

Sandi Bell mentioned an email from a stakeholder stating that a local business was denying entrance to patrons wearing masks. Sandi Bell stated that she referred the stakeholder to the Public Health Department website to file a complaint and Sandi Bell forwarded complaint to a representative from John Lee's office.

Sandi Bell addressed the mosquito problem in the West Valley. Sandi Bell stated that she will inquire if Mosquito Abatement Program involves releasing sterile male mosquitos to lessen infestation.

There was discussion regarding a letter from the West Hills Neighborhood Council to all City Council Members, in opposition of extending the date for mandatory vaccination of the city employees, i.e. LAFD and LAPD. A vote on the amended letter was approved with 4 yes and 1 abstention.

There were no Public Comments.

The next meeting of this committee is scheduled for November 17, 2021, at 3:30 PM.

Sandi Bell adjourned the meeting at 4:30 PM.