



CITY OF
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CALIFORNIA



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WEST HILLS NEIGHBORHOOD COUNCIL

JOINT BOARD AND PUBLIC SAFETY AND EMERGENCY PREPAREDNESS COMMITTEE ONLINE AND TELEPHONIC MEETING AGENDA Wednesday April 20, 2022 at 6:30 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.

To attend online via Zoom Webinar, paste the following link into your browser: <https://zoom.us/j/95876172481>

To call in by phone, dial (669) 900-6833, then punch in this Webinar code when prompted: **958 7617 2481**

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
2. Establish Quorum
3. Approve minutes of January 19, 2022
4. Public Comment

New Business

6. Discussion and possible recommendations regarding Emergency Preparedness kits.
7. Discussion and possible action on West Hills Emergency Preparedness Plan
8. Safety Tip for the Month
9. Adjournment

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

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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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JOINT BOARD AND PUBLIC SAFETY & EMERGENCY PREPAREDNESS COMMITTEE MEETING MINUTES

Wednesday January 19, 2022 at 6:30 PM–7:30 PM

Meeting by Zoom

- **Members Present:** Saif Mogri, Steve Randall, Brad Vanderhoof, Faye Barta, Bob Brostoff, Yamilith Jiminez Garcia, Anthony Scarce and Dan Brin

Others Attending: Bryan Newman

- 1. The meeting was called to order at 6:38 PM.
- 2. Quorum established.
- 3. Approval of November 8, 2021 Minutes
Minutes approved as amended.
- 4. Public Comments
There were no public comments.

Old Business

New Business

5. Discussion and possible action on amending the Public Safety and Emergency Planning (PS&EP) Committee's Operating Rules

Bob and Saif with comments from other committee members made changes to the PS&EP Operating Rules. The changes are identified in upper case:

Item 2: Additional Officer(s) appointed by AGREEMENT OF the Chair (s).

Item 3: Members of this committee shall be appointed or removed by AGREEMENT OF the Chair(s)

Item 5: The committee members are Faye Barta, Dan Brin, Bob Brostoff, TARIQ EL-ATRACHE, Yamileth Jimenez-Garcia, Saif Mogri, Steve Randall, Anthony Scarce and Brad Vanderhoof.

Bonnie Klea's name was removed from the committee membership.

Item 6: A quorum shall consist OF a simple majority of the total number of committee members.

Item 8: For this committee, “serving actively” is defined as participating in a minimum of two committee events (IF HELD) per calendar year.

Item 11: This was reinserted into the Operating Rules.

Committee members must not miss more than four (4) meetings in a 12 month period, or they may be subject to removal from the Committee.

Item 19: This was revised to read:

This committee will meet on the 3rd Wednesday of the month at 6:30 PM unless rescheduled.

6. Discussion and Possible Action on West Hills Emergency Preparedness Plan

This item was discussed at length and needs to be updated since the present draft was created in August 2015. Bob discussed certain changes. Reeyan Raynes mentioned that plans created by EMD keep evolving. He suggested to review other programs and would email Bob and I regarding programs that are in place. This item was tabled for further investigation and discussion.

7. Discussion on any Outstanding or Future Items

Saif inquired of Steve Randall and Brad Vanderhoof if the neighborhood watch signs were installed for Diana Streitfeld. Steve and Brad agreed to install them on Friday January 21, 2022. Anthony Searce inquired about broadcasting a Fire Department video by zoom. Bob and Saif will look into this suggestion. Reeyan Raynes talked about brush clearance since Santa Ana winds are frequent in the Valley.

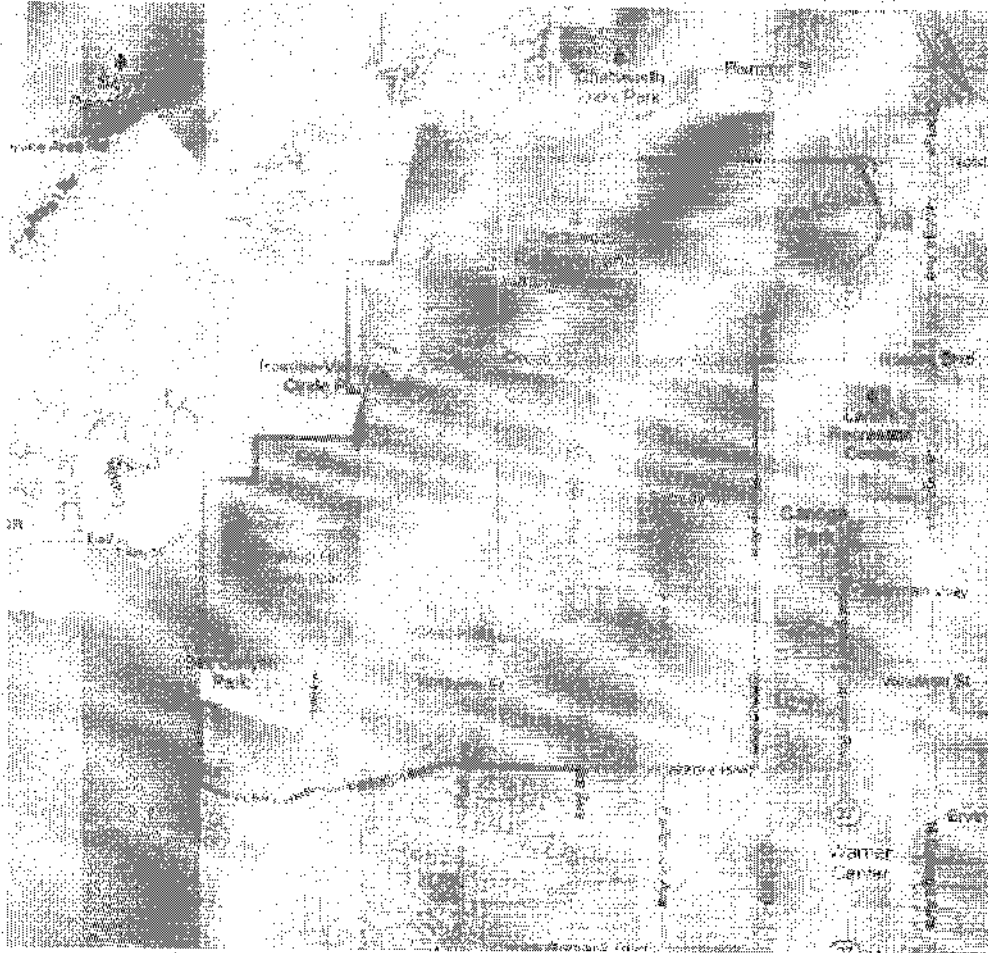
8. Safety Tip of the Month

Saif made a presentation on safety tips while doing household projects. One item that needed to be added to the list of ten is not to drink while doing such projects.

9. Adjournment

Meeting Adjourned at 7:27PM

WEST HILLS NEIGHBORHOOD COUNCIL EMERGENCY RESPONSE PLAN



Map of West Hills Boundaries

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1.0 Purpose

Stakeholders of West Hills need to be prepared for a large-scale disaster as well as learn how to take care of family, friends and neighbors when local City services (Police, Fire, 911) are not available for several days or weeks. This is the expected scenario here in Southern California after the next large earthquake.

The West Hills Neighborhood Council (WHNC) has prepared this emergency response plan for all stakeholders in case of a major disaster. This plan involves the use of trained Community Emergency Response Team (CERT) volunteers, trained medical stakeholders, stakeholders with special skills, and just plain folks.

This plan will, to the best of its ability, provide important emergency preparedness and response information to all stakeholders in West Hills. It is limited in detailed planning to West Hills.

The earthquake occurred on a blind thrust fault, and produced the strongest ground motions ever instrumentally recorded in an urban setting in North America. Damage was wide-spread, sections of major freeways collapsed, parking structures and office buildings collapsed, and numerous apartment buildings suffered irreparable damage. Damage to wood-frame apartment houses was very widespread in the San Fernando Valley and Santa Monica areas, especially to structures with "soft" first floor or lower-level parking garages. The high accelerations, both vertical and horizontal, lifted structures off of their foundations and/or shifted walls laterally.

The West Hills community does contain some liquefaction and landslide areas identified by the State of California. For more information on the Chatsworth fault you may go to this link: <ftp://ftp.consrv.ca.gov/pub/dmg/pubsifer/53/092877.pdf>

3.0 Disaster Preparation and Training

A key component of the WHNC Emergency Response Plan includes the [RYLAN \(Ready Your LA Neighborhood\) and the](#) Los Angeles Fire Department Community Emergency Response Team (CERT) program. All stakeholders who are 18+ years old should take this important free training program. [Information](#) is available on the WHNC web site at www.westhillsnc.org and www.cert-la.com. The 17.5 hour class is comprised of 7 different topics (7 weeks, once a week 2.5 hours per class):

- Introduction & earthquake awareness
- Disaster fire suppression techniques
- Disaster medical operations (Lesson. 1)
- Disaster medical operations (Lesson 2)
- Light search and rescue operations
- Team organization & disaster psychology
- Terrorism & Homeland Defense

The WHNC organizes periodic CERT training classes, [although none has been organized recently due to Covid](#) - Please see the WHNC web site for details.

The American Red Cross First Aid Training courses incorporate the latest scientific guidelines that align with Occupational Safety and Health Administration's (OSHA) *Best Practices for Workplace First Aid Training Programs*.

Unfortunately, at this time the Red Cross does not offer live classes in the San Fernando Valley. However, they do offer on line classes for \$30.00. To see the

[Rev Date 8/8/203,5](#)

schedule you can go to this link:

<http://www.redcross.org/courses/index.jsp?requestid=285173>.

4.0 West Hills Meeting Areas

The WHNC will establish meeting areas for stakeholders after a disaster:

- Two Command Posts will be established

5.0 What to do Before a Disaster

- A. Distribute the City of Los Angeles brochure "A Comprehensive Guide to Family and Home Preparedness to 6,000 homes in West Hills.

6.0 What to Do After a Disaster

- A. Take care of yourself, your family, home, and neighbors
- B. — The WHNC and ~~Councilman Mitchell Englander~~CD12 have widely distributed the "After Shock" brochure on what to do after an earthquake has occurred. It contains an "OK/HELP" card.
- Be sure to place your "OK/Help" sign on your door or in your window to indicate if no help is needed or if help is required.
- If you don't have one of these brochures please contact either the WHNC or ~~Councilman Englander's~~CD12 office.
- C. If safe, proceed to your local meeting area
- On your way to your local meeting area, please look for "OK/HELP" signs

7.0 Procedures to be completed

8.0 Disaster Communications

See the WHNC Communications Manual for details.

9.0 WHNC Disaster Teams

- Disaster teams, which will be coordinated by a central team, and will be set up through the use of Map Your Neighborhood (~~MYNRYLAN~~)RYLAN program. Ideally, they will include at least one stakeholder who is CERT trained.
 - ~~Disaster team leaders shall be solicited through presentations to local elementary school PSTA groups.~~
 - ~~Training of leaders shall be in coordination with the Lake Balboa NC Emergency Preparedness committee.~~

Disasters are major events that can strike anywhere and anytime. Traditional 911 and first responder capabilities such as fire, police, medics, and utility personnel will be overwhelmed and unable to immediately assist individuals.

Preparing our neighborhood is vital. Neighbors will likely be the first ones to offer assistance. Neighbors that are prepared are more effective in their response to a disaster and have an increased capacity to be self-sufficient for the first 72 hours after a disaster.

- These "self-help" MYNRYLAN-RYLAN teams should have 15-20 households because the first hour of a disaster response is vital and you want the size of your team to be manageable. MYNRYLAN provides excellent guidance on what to do next.
- The WHNC will coordinate the training and ~~foimation~~ formation of MYNRYLAN groups
- **10.0 Stakeholder Outreach**

MYNRYLAN teams will provide detail on a Neighborhood Survey of stakeholder needs.

Surveys will include information on stakeholders who have special abilities, equipment, supplies, and training that would be helpful in a disaster.

Block Captains will be recruited to adopt blocks in a similar way to Neighborhood Watch programs

Block Captains go through their blocks to contact neighbors, share disaster preparedness pamphlets, and fill out surveys with neighbors. Neighbors with special needs need to be identified.

11.0 Disaster Resources & Supplies

—Storage Containers

- ~~A non-profit 501 (c) 3 organization (The Friends of West Hills) has foiiiiied to raise funds to finance the purchase and stocking of two, or more, storage containers with emergency supplies. These containers shall be placed in various locations within West Hills. They will only contain supplies for providing assistance in case of an emergency, i.e.: first aid supplies, tools, and other non-food paraphernalia required to assist those in immediate need of rescue and medical or physical assistance.~~

12.0 Evacuation & Staging Areas

- Shelter in place
- Locations of Red Cross pre-determined locations will be listed
- ~~Locations of VVHNC meeting areas will be listed. Such locations might include private schools, religious organizations, and/or local business sites.~~

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