

IT'S OUR NEIGHBORHOOD.LET'S BUILD A COMMUNITY.



West Hills Neighborhood Council

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PUBLIC SAFETY & EMERGENCY PREPAREDNESS COMMITTEE OPERATING RULES Revised September 20, 2023

The MISSION of this Committee is to:

- A. Interface with the Los Angeles Police Department, the Los Angeles Fire Department, hospitals and other agencies on matters relating to the safety of the Stakeholders.
- B. Assist stakeholders in organizing such groups as Neighborhood Watch and Map Your Neighborhood (MYN/RYLAN)
- C. Conduct forums on public safety and emergency preparedness.

These rules may be amended at any regular meeting of the Committee by a majority vote of the members present provided possible action on the committee operating rules is announced in the agenda with the exception of rule 5.

1. The Chair(s) of the Public Safety & Emergency Preparedness Committee are: Chair Saif Mogri
2. Additional officer(s) appointed by agreement of the Chair(s).
 - a. Secretary: none
3. Members of this committee shall be appointed or removed by agreement of the Chair(s).
4. WHNC Board members and WHNC stakeholders are eligible to serve on this committee.
 - a. The committee members are Faye Barta, Clarice Chavira, Saif Mogri, Steve Randall, Randhara Kotuwelle and Brad Vanderhoof
5. A quorum shall consist of a simple majority of the total number of committee members.
6. Voting rights shall be accorded to committee members only.
7. For this committee "serving actively" is defined as participating in a minimum of one committee event per calendar year (if held).
8. The writing and posting of agendas shall be the responsibility of the Chair.
9. The taking and posting of minutes shall be the responsibility of the Chair.
10. 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.
11. Committee members including officers shall not claim to be, or give the impression of, speaking or communicating by any means on behalf of the WHNC without approval from the Board.
12. Committee members including officers shall not make any representations to or requests of the Board or any other agency, on behalf of the Committee, without approval from the Committee.
13. The parliamentary process is to be governed by "Rosenberg's Rules of Order: Simple Parliamentary Procedures for the 21st Century."
14. All meetings, discussions, and communications pertaining to the business of this committee shall be conducted in compliance with the Brown Act.
15. This committee shall abide by the WHNC Code of Civility. This code shall apply to all committee members, whether they are members of the WHNC Board or not.
16. This committee will meet on the 3rd Wednesday of the month at 6:30 PM unless rescheduled.