

---

Issam Najm President, Susan Gorman-Chang, Vice President, Gabriel Khanlian, Secretary, Cheri Derohanian, Alex Kim, Cindy Lee, Becky Leveque, Jennifer Milbauer, Mel Mitchell, Eric Nam

---

### **Special Board Meeting Minutes**

Wednesday, July 27, 2016, at 6:00 p.m.  
InChrist Community Church, 19514 Rinaldi St., Porter Ranch

1. **Meet & Greet** – The Board meeting was preceded by a meet-and-greet from 6:00 to 6:15. This was an opportunity for Board members and stakeholders to interact and get to know each other in an informal setting.

2. **Welcome President, Issam Najm**

President, Issam Najm called the meeting to order at 6:15 p.m. Mr. Najm stated that the PRNC had a tight agenda and he would try to keep it on time, but stated he would see how things go.

3. **Roll Call Secretary, Gabriel Khanlian**

Board Members who were present introduced themselves: Issam Najm, Gabriel Khanlian, Susan Gorman-Chang, Alex Kim, Cindy Lee, Becky Leveque, Jennifer Milbauer and Mel Mitchell. Board member Cheri Derohanian arrived at 6:21 p.m. Board member Eric Nam was absent.

The PRNC quorum is seven so the Board could take such votes (the minimum number of Board Members needed to be present to take binding votes on agendized items). Please see <http://prnc.org/documents/Bylaws.pdf>) All 10 of the 11 Board Seats were filled either by appointment or election. Also in attendance were approximately 10 stakeholders and guests.

4. **Motion – Approve Meeting Minutes, June 2016 – Gabriel Khanlian. Board member Susan Gorman-Chang seconded the motion.**

The minutes were approved as presented.

**MOTION PASSED** by a roll call vote of eight of the eight eligible voters present with 6 being in favor in favor (“Yes” or “Aye”) (Najm, Khanlian, Gorman-Chang, Kim, Lee and Leveque) Two abstentions (Milbauer and Mitchell) . Presidents/Presiding Officers can choose whether or not to vote; if they don’t a vote can still be unanimous.]

Board member Cheri Derohanian arrived at 6:21 p.m.

5. **Motion – Approve Meeting Minutes, July 13, 2016 – Gabriel Khanlian. Board Member Cindy Lee seconded the motion.**

---

Issam Najm President, Susan Gorman-Chang, Vice President, Gabriel Khanlian, Secretary, Cheri Derohanian, Alex Kim, Cindy Lee, Becky Leveque, Jennifer Milbauer, Mel Mitchell, Eric Nam

---

Board member Jennifer Milbauer requested that the PRNC board members be given time to review the minutes as she and several other board members had not seen them prior to this evening's meeting. President, Issam Najm stated that the minutes had been sent out earlier through an e-blast to which all PRNC Board should have received. However, after further discussion it was discovered that only the agenda went out on the e-blast and not the minutes.

This item is tabled.

#### **6. Discussion and possible action on the selection of Board Vice President – Issam Najm**

This item was held over from the last meeting as the PRNC twice voted and both times each vote resulted in a tie with each board member voting the same way twice. Once again Susan Gorman-Chang and Becky Leveque were up for the office of Vice President.

Susan Gorman-Chang noted that she works well with the PRNC Board and that she is in a good position to step in as she is retiring soon after 34 years of working for the federal government and would be available days. She also noted that has leadership skills through her work at her Church.

Becky Leveque stated that she knows how to navigate through the City and that she has 30 years of leadership experience and that she has a good perspective on how to get things done and she knows the rules.

Board member Cheri Derohanian stated that although she has only been a board member for 18 months, she has gotten to know Ms. Leveque and believes her knowledge and ability to navigate through the City would be beneficial to the PRNC Board.

At this time, Ms. Leveque stated that she felt this vote for the position of Vice President was improper and that it should be done at a general meeting and not a special meeting, as it gives the appearance as if the PRNC is trying to be sneaky. Mel Mitchell also voiced his support in waiting until a general meeting.

Board member Jennifer Milbauer stated that the special meeting was a continuation of the July 13<sup>th</sup> general meeting and that there was a lot of business to conduct and to put it over until the next meeting would overload the August agenda.

President Najm stated that he sent the agenda to all Board members well in advance of the meeting and that all Board members knew about this agenda item and did not object to it. He noted that he only received comments from Ms. Leveque and Mr. Mitchell about another item that had been on the agenda which referred to the election of the new Board member to fill the vacant seat. When they made the comment to him that they did not want it rushed and wanted to give stakeholders the typical 30 days, he agreed and removed it from the agenda.

---

Issam Najm President, Susan Gorman-Chang, Vice President, Gabriel Khanlian, Secretary,  
Cheri Derohanian, Alex Kim, Cindy Lee, Becky Leveque, Jennifer Milbauer, Mel Mitchell, Eric Nam

---

Stakeholder David Hasson stated at the last meeting that Mr. Najm would wait until the 11<sup>th</sup> member of the board to be appointed in order to break the tie on the vote for the Vice President. Although Mr. Hasson felt that both candidates were qualified, he felt that Mr. Najm was going against his word to the community with regard to statements made at the last meeting.

The following board members voted as follows:

<b>Susan Gorman Chang – Khanlian, Gorman-Chang, Milbauer, Kim and Najm</b>	<b>5</b>
<b>Becky Leveque - Derohanian, Lee, Mitchell and Leveque</b>	<b>4</b>

### **Susan Gorman-Chang is the new PRNC Vice-President**

7. **Motion – Retain the services of City-approved accounting staff to take on the responsibilities of Treasurer until such time that a trained Treasurer 1 is in place and ready to take on those responsibilities – Jennifer Milbauer. Board member Cheri Derohanian seconded the motion.**

Mr. Najm stated that he had been in touch with DONE and was able to confirm that if the PRNC needed help that the City could help. Ms. Leveque wanted to know how the process works and what the cost to the PRNC would be. Mr. Najm stated that the person appointed would be in place simply to help the PRNC maintain its financials and to pay the bills. Mr. Najm stated that the vote tonight would be simply to initiate the process and that the final vote would occur and the next PRNC meeting.

Ms. Leveque made a motion to amend the motion to read as follows:

*“To request a proposal for services of City-approved accounting staff to take on the responsibilities of Treasurer until such time that a trained Treasurer 1 is in place and ready to take on those responsibilities”*

Board member Mel Mitchell seconded the motion.

Mr. Najm stated that the PRNC budget is due on September 1<sup>st</sup> and until that time the PRNC cannot fund any projects/events. The only thing the PRNC can spend funds on is operating expenses i.e. P.O. Box, website, etc.

At this time, stakeholder David Hasson wanted to know why the PRNC could not wait and give the individual who would be appointed at the next PRNC meeting an opportunity to see if he or she would like to take on the position of Treasurer 1. Mr. Hasson again reiterated that Mr. Najm seems to be saying one thing and doing another.

---

Issam Najm President, Susan Gorman-Chang, Vice President, Gabriel Khanlian, Secretary, Cheri Derohanian, Alex Kim, Cindy Lee, Becky Leveque, Jennifer Milbauer, Mel Mitchell, Eric Nam

---

**MOTION PASSED** by a roll call vote of nine of the nine eligible voters present with nine in favor (“Yes” or “Aye”) ( Najm, Khanlian, Derohanian, Gorman-Chang, Kim, Lee, Leveque, Milbauer, Mitchell) [Presidents/Presiding Officers can choose whether or not to vote; if they don’t a vote can still be unanimous.]

**At this time the PRNC took a 10 minute break.**

**8. Discussion and possible action on PRNC’s participation in the Valley Disaster Preparedness Fair scheduled for 10/1/2016 and funding contribution – Cheri Derohanian**

Cheri Derohanian said that anywhere from 28 to 35 neighborhood council’s participate in the Valley Disaster Preparedness Fair every year and this is one of the best events for the PRNC to participate in to do outreach. Ms. Derohanian stated that last year the PRNC was able to acquire approximately 75 new email addresses to be added to the database. The fair gives out earthquake kits but you must RSVP early in order to get one. Ms. Derohanian stated that she has already told the organizer of the event that the PRNC would like a booth. Board member Jennifer Millbauer asked if this booth had already been paid for out of the current year budget or last years budget, as the notes from the April 2016 meeting indicates that \$800 was approved to spend on the Valley Disaster Preparedness Fair. Cheri also stated that any NC can have a booth at the fair and it is not required to pay to have a booth. The \$800 donation that was voted on in April meeting was simply to donate \$800 from PRN to go towards Earthquake Kits.

At this time, there will be no vote until it is decided that the PRNC would like to participate and make a monetary contribution.

**9. Discussion and possible action on scheduling a Board retreat to discuss PRNC matters and develop PRNC budget – Mel Mitchell**

Mr. Mitchell stated that the PRNC holds a retreat every year. Stakeholders are invited to attend along with the PRNC Board where the upcoming budget is discussed along with other initiatives. The retreat is usually held at the country club but now that there are other options available to hold such events, Mr. Mitchell is open to looking at those as well. Mr. Mitchell stated that he is happy to take the lead on this event and organize such retreat. Board member Jennifer Milbauer wanted to know the cost and if it is in the budget. Board member Alex Kim stated that he would like to have a standing committee established for the budget and did not feel that this could be accomplished at a retreat. After further discussion, Mr. Mitchell stated that he would email the board with some dates for an upcoming retreat.

**10. Discussion and possible action on the selection of two representatives to the City’s July 30<sup>th</sup> Budget Day – Susan- Gorman Chang. Board member Becky Leveque seconded the motion.**

Ms. Gorman-Chang said she thought this would be a good learning experience and that she would like to volunteer. Ms. Derohanian stated at this time she would also like to volunteer.

---

Issam Najm President, Susan Gorman-Chang, Vice President, Gabriel Khanlian, Secretary,  
Cheri Derohanian, Alex Kim, Cindy Lee, Becky Leveque, Jennifer Milbauer, Mel Mitchell, Eric Nam

---

**MOTION PASSED** by a roll call vote of nine of the nine eligible voters present with nine in favor (“Yes” or “Aye”) (Najm, Gorman-Chang, Khanlian, Derohanian, Kim, Lee, Leveque, Milbauer, Mitchell) [Presidents/Presiding Officers can choose whether or not to vote; if they don’t a vote can still be unanimous.]

#### **11. Board Members Comments & Announcements – All**

Board member Cheri Derohanian flew up to Sacramento on Thursday, July 21<sup>st</sup> and attended the Air Resources meeting. The purpose of the meeting was to testify as a Porter Ranch Resident and convince 13 members of CARB to vote for stronger gas storage regulations and rules. CARB voted 12-0, in favor of strengthening the rules. This was the 1<sup>st</sup> of 2 meetings on this issue. Both Jason Hector and Cheri Derohanian were quoted in the Sacramento Bee Newspaper.

Board member Becky Leveque stated that there would be a blood drive on August 17<sup>th</sup> and would provide more details and the upcoming August 10<sup>th</sup> meeting. Ms. Leveque also said that on August 18<sup>th</sup> at LAPD Devonshire Division would hold its semi-annual meeting. Ms. Leveque also stated that the civilian police academy would be having one more event in 2016 and that there is also a DWP Tour coming up and it is a two day trip from Sylmar to Mammoth Lakes and it is a great opportunity for those that are interested.

Board member Mel Mitchell stated that while we have a big election coming up in November that it is important to remember that there are a lot of items to vote on that are important to the community locally. Mr. Mitchell stated that he has been working with a group on Measure R2 that has to do with transportation. Mr. Mitchell stated that he would like to have the group come and speak and a future meeting on this subject. Board member Jennifer Milbauer said that it is imperative and only fair to have someone present the opposition argument to the measure.

Board member Gabriel Khanlian has been trying to reach out to the community with regards to crime mapping so that he may communicate to the PRNC what is going on and where the PRNC should be concentrating its efforts i.e. crime, health, animals, etc. Ms. Leveque stated that Mr. Khanlian should reach out to the SLO at Devonshire Division. A stakeholder stated that he was also welcome to attend their neighborhood watch meeting.

Board member Jennifer Milbauer wanted to thank and congratulate all the candidates who ran for the PRNC Board. Ms. Milbauer wanted everyone to know that while she had strong feelings and thoughts on various issues, but that she was still open to hear from the community and represent their interests. Ms. Milbauer informed everyone that on Saturday, July 31<sup>st</sup>, CDI would be holding a back to school fair from 10:00 a.m. to 1:00 p.m. in Canoga Park and for anyone who is interested to please email her for the information at [Jennifermilbauer@prnc.org](mailto:Jennifermilbauer@prnc.org)

---

Issam Najm President, Susan Gorman-Chang, Vice President, Gabriel Khanlian, Secretary, Cheri Derohanian, Alex Kim, Cindy Lee, Becky Leveque, Jennifer Milbauer, Mel Mitchell, Eric Nam

---

Board member Alex Kim said that now that there is a new board he would like to see standing committees for the Beautification, Budget, Land Use, and Outreach.

Board member Susan Gorman-Chang said that she had earlier encountered a panhandler by Whole Foods who did not speak any English and that she simply called 211 and was able to get the person some help by someone who spoke their language. Ms. Gorman-Chang said it is easy to help someone by showing a little compassion. Ms. Gorman-Chang stated that her passion is sustainability and she hopes that at the next meeting the PRNC Board would vote to become part of the Sustainability Alliance.

President, Issam Najm wanted to remind everyone to take a look at the PRNC calendar online and check it for upcoming events such as hearings, events and projects that affect those who live in Porter Ranch.

**12. General Public Comments – Comments from the public on non-agenda items within the Board’s jurisdiction**

Stakeholder wished to inform everyone that on Saturday, July 30<sup>th</sup> at Holleigh Bernson would be showing the movie Zootopia. The event was being sponsored by a local realtor.

Jason Hector spoke about the upcoming ballot measures and how he felt it was important that any forum the PRNC should have should also have views from both sides and that it is important for the PRNC Board to hear in addition to the stakeholders. Mr. Hector stated that now is the opportunity to be heard to make sure that money comes back into the San Fernando Valley from the fines regarding the gas blowout.

Another stakeholder inquired as to how the board members knew where to participate for items of interest and that she thought it was important that those of the PRNC who had this knowledge share it with other PRNC members as well as members of the public.

David Hasson spoke about signing up through the PRNC website but not always receiving notifications. Mr. Issam Najm advised him to contact [communications@PRNC.org](mailto:communications@PRNC.org) and make sure that he is on the email distribution list.

**13. Motion to Adjourn – Without objection, Mr. Najm adjourned the meeting at 8:06 p.m.**