
President Gabriel Khanlian; Vice President Vas Singh;
Secretary Christine Demirtshian; Treasurer Jason Hector; 2nd Signer Jennifer Ibrahim;
Becky Leveque; Hilda Sarkisyan; David Balen; Brandii Grace, Bright Aregs

DRAFT MINUTES

**Porter Ranch Neighborhood Council
Wednesday, February 8, 2023 6:15 P.M.**

1. Meeting call to order - ***President Khanlian***
President Khanlian called to order the Porter Ranch Neighborhood Council on February 8, 2023 via Zoom webinar at 6:15 p.m. and presided as moderator.
2. Welcome, Discussion of meeting logistic - ***President Khanlian***
President Khanlian informed all in attendance that the meeting is recorded and outlined the responsibilities and protocols for webinars and public comment. Stakeholders were directed to raise their hands to be recognized during public comment and this feature is available at the bottom of the Zoom screen or *9 by phone.

President Khanlian stated that Agenda materials were emailed to all Board Members prior to the meeting for review and comment.

3. Roll Call and determination of quorum – ***Secretary Demirtshian***

Secretary Demirtshian called the roll as follows:

1	Gabriel Khanlian, President
1	Vas Singh, Vice President
1	Christine Demirtshian, Secretary
1	Becky Leveque, Treasurer
1	Jennifer Ibrahim, 2 nd Signer
0	Bright Aregs
1	David Balen
1	Brandii Grace
0	Jason Hector
1	Hilda Sarkisyan
8	Board Members were present and a quorum was attained.

4. Pledge of Allegiance

President Khanlian guided the Council to stand and recite the Pledge of Allegiance.

5. President's Comments and Updates - **President Khanlian**

- President Khanlian welcomed all in attendance;
- As of February 2nd there is an open-at-large Board member vacancy due to absences and this concern is being addressed with the City;
- President Khanlian encouraged all to run for a Board member position and the filing period begins in 2 days;
- Beginning March 1st, Porter Ranch meetings will be in-person or possibly hybrid. President Khanlian will keep the Board members informed of updates. Anyone can register on the PRNC.org website for more information and updates.

President Khanlian solicited additional procedural questions or comments from Board Members. Hearing none, Item 5 was closed.

6. Updates from representatives of **Elected Officials, City Departments and City Attorney**

Colin Crews, Council District 12, John Lee's Office updated the Board on the following:

- LA sanitation is advising to use green trash cans to dispose of food waste, used pizza boxes, and compost materials effective immediately. The city is also providing compost pails;
- Mr. Crews thanked all who participated in the recent homeless count;
- Mr. Crews stated that there is a national program for residential assistance with increasing utility gas costs.
- Mr. Crews stated that he is available and provided his contact information to be: colin.crews@lacity.org.

Board member Brandi asked for an update on the increase in the crime of swatting and the LAPD response. Board member Grace updated all in attendance that the crime of swatting is filing a false police report of an emergency for the SWAT team to respond to a residence. This is a waste of resources and a crime. Can you implement an anti-swatting list to add an extra layer of protection, especially if there is a home with a person with special needs or a pet? Mr. Crews stated that this concern is valid and will update the Board at a later date.

Vice-President Vas inquired about food waste containers for shared communities that do not have individual green containers. Mr. Crews stated that he will follow up with more information.

Patti Gleuck, Aliso Moms Alliance, was recognized to speak and expressed concern with the live streaming of today's City Council meeting, as many councilpersons were not in their seats during the meeting and stated that was distressing. City Council is returning to having their meetings in-person at Van Nuys City Hall as they were conducted pre-COVID. This on-line platform allows many to participate, who customarily could not attend.

Patti Gleuck expressed concern with the closure of Aliso Canyon and stated that the public utility commission should support this measure for 2027. Ms. Gleuck urged for the support of city council and city attorney as this is an urgent matter with health issues.

Asaad Alnajjar was recognized to speak and asked if outreach has been conducted to distribute the rain barrels in CD12 and suggested outreach to other elements besides the newsletter and social media. Mr. Crews stated that he will follow up on this concern.

Glenn Bailey was recognized to speak and stated that the Board of Neighborhoods' meeting addressed the concern that all NC Board members need to be fully vaccinated prior to meeting in-person on March 1st, the same requirement of city employees and volunteers. Mr. Crews stated that this requirement may be paused, but will follow up with the council.

Board member Leveque inquired as to how many vaccinations are required. Mr. Crews will follow up and stated that the status of fully vaccinated means one vaccination of J & J and one vaccination of Pfizer.

Vice-President Singh asked for an update regarding Board members with health concerns that cannot attend in-person meeting. Mr. Gibson stated that there is a DONE in-service on February 23rd and February 25th, and there is an alternate for Board members that are not able to attend in-person, but we need to identify those individuals that need virtual. A quorum is required for in-person meetings but it is possible to attend virtually.

Alin Sahagian, neighborhood prosecutor for the Devonshire district, stated that she is working with schools and libraries regarding maintaining safety and quality of life. The sidewalk on Devonshire and First is being blocked and she continues to work with LAPD. Ms. Sahagian also works with neighborhoods, civil restraining orders, and noise disputes. Ms. Sahagian stated that she is available and will put her information in the chat.

Ron was recognized to speak and expressed a concern regarding a homeless individual that was trespassing on private property and he was instructed to put up a no trespassing and municipal code violation signage. What is the correct process for assistance? Mr. Crews stated that Mr. Ron should contact his senior lead officer and file a 4124 that is a trespassing authorization form allowing the LAPD the right to enter. Mr. Ron stated a list of senior lead officers would be helpful. Mr. Sahagian provided his contact information to be: Alin.sahagian@lacity.org 213/610-7570.

Board member Leveque stated that she is on the Safety Committee and verified the location of the vacant residential lot to be tennis courts. Board member Leveque stated that she was available to assist and document.

Board member Grace stated that during the last Neighborhood Council meeting she was hacked with inappropriate materials. Board member Grace expressed concern that after she contacted the LAPD she was told this is not a form of harassment and they will not investigate.

Board member Grace asked Ms. Alin if she could assist with this concern. Ms. Alin stated that the source would need to be identified to move forward and directed Board member Grace to email your senior lead officer and follow up with a detective.

President Khanlian solicited additional procedural questions or comments from Board Members. Hearing none, Item 6 was closed.

7. LAPD Devonshire Senior Lead officers

No Action Taken.

President Khanlian solicited additional procedural questions or comments from Board members. Hearing none, Item 7 was closed.

8. Updates from Chatsworth - Porter Ranch Chamber of Commerce – **Jheri**

No Action Taken.

President Khanlian solicited additional procedural questions or comments from Board Members. Hearing none, Item 8 was closed.

9. Public comments on items NOT on the Agenda and within the Purview of the Board – **2 Minutes per person**

Asaad Alnajjar was recognized to speak and reminded the Board to take some action to support Porter Ranch High School.

Patti Gleuck was recognized to speak and stated her appreciation of emails to stakeholders that included links to staff proposals regarding the closure of Aliso Canyon.

Judith Daniels was recognized to speak and stated that Valley Alliance Neighborhood Council will be continuing their virtual meetings and tomorrow night will be a meeting with the new city attorney. If you have any questions please contact her or Glenn Bailey at VANC34.org for a copy of the agenda.

Ron was recognized to speak and stated that natural gas costs have gone up during the winter time and we need to revisit storage at Aliso Canyon.

Board member Grace read the comments posted in the chat room.

President Khanlian solicited additional procedural questions or comments from Board Members. Hearing none, Item 9 was closed.



10. Updates from Castlebay elementary regarding their robotics program.

Dave Price, thanked Board member Sarkisyan for the donated materials and thanked the council for the ongoing support and generosity. The donated tables and equipment is on pause and we are scheduling to reopen in the Fall. The robotics program needs to evolve to meet the needs of students, parents, and teachers.

President Khanlian solicited additional procedural questions or comments from Board Members. Hearing none, Item 10 was closed.

11. Treasurer's Report – **Treasurer Hector**

President Khanlian screen shared the January Report and stated that \$10,000 can roll over to the next term.

Budget Amount: \$41,685.96
Funding to Date: \$16,303.89
Total Outstanding: \$335.00
Net Available: \$25,047.07

President Khanlian solicited additional procedural questions or comments from Board Members. Hearing none, Item 11 was closed.

12. Motion to approve January 2022 MER – **Attachment A - Treasurer Hector**

President Khanlian screen shared the January MERs and made the motion to pass Item 12 that was seconded by Board member Balen.

Secretary Demirtshian called the vote as follows:

yes	Gabriel Khanlian, President
yes	Vas Singh, Vice President
yes	Christine Demirtshian, Secretary
yes	Becky Leveque, Treasurer
yes	Jennifer Ibrahim, 2 nd Signer
absent	Bright Aregs
yes	David Balen
yes	Brandii Grace
absent	Jason Hector
yes	Hilda Sarkisyan
8	8 “yes” votes 0 “no” votes, 2 “absent”. Motion passed

President Khanlian solicited additional procedural questions or comments from Board Members. Hearing none, Item 12 was closed.

13. Discussion and Motion to approve up to \$1000 for 2023 elections advertising – **President Khanlian**

President Khanlian made the motion to approve the 2023 elections advertising expenses for flyers and a newspaper advertisement that shows the 5 vacancies that will open on February 10th. Board member Leveque seconded the motion.

Board member Balen inquired if the city was making a contribution to this expense and President Khanlian stated no. President Khanlian solicited suggestions for outreach. President Khanlian stated that Board member Ibrahim is chairperson and he is assisting.

Secretary Demirtshian called the vote as follows:

yes	Gabriel Khanlian, President
yes	Vas Singh, Vice President
yes	Christine Demirtshian, Secretary
yes	Becky Leveque, Treasurer
yes	Jennifer Ibrahim, 2 nd Signer
absent	Bright Aregs
yes	David Balen
yes	Brandii Grace
absent	Jason Hector
yes	Hilda Sarkisyan
8	8 “yes” votes 0 “no” votes, 2 “absent”. Motion passed

President Khanlian solicited additional procedural questions or comments from Board Members. Hearing none, Item 13 was closed.

14. Motion to approve PRNC meetings to take place at the Vineyards Porter Ranch Community Room starting March 1, 2023 at a cost of \$150 cleaning fee per meeting. If approved, the application process will start. The meeting room can hold up to 200 people – **President Khanlian**

President Khanlian made the motion to approve the location and cleaning fee that was seconded by Board member Balen.

Board member Balen asked if the meeting will include food/nutrition. President Balen stated a discussion is agendized later in the meeting.

Asaad Alnajjar was recognized to speak and stated that the location is great and there is indoor and outdoor environment.

Board member Grace verified that there was available internet access.

Board member Leveque wanted to amend motion to read, “at a cost not to exceed \$150.00. Brandii made a second President Khanlian stated that the purpose of this motion is to begin the application process with DONE.

Secretary Demirtshian called the vote as follows:

yes	Gabriel Khanlian, President
yes	Vas Singh, Vice President
yes	Christine Demirtshian, Secretary
yes	Becky Leveque, Treasurer
abstain	Jennifer Ibrahim, 2 nd Signer
absent	Bright Aregs
yes	David Balen
yes	Brandii Grace
absent	Jason Hector
yes	Hilda Sarkisyan
7	7 “yes” votes 0 “no” votes, 1 “abstain” 2 “absent”. Motion passed

President Khanlian solicited additional procedural questions or comments from Board members. Hearing none, Item 14 was closed.

15. Discussion and possible action regarding in person or hybrid meetings – PRNC will be following all city guidelines that are possible to do within our capabilities. We need to plan regardless if we are meeting only in person or hybrid. We need to identify who can take charge of meeting room set up, ordering food, printing and other necessity tasks for in person / hybrid meetings including laptop setup, camera set up and anything else required by the city that is possible to do within our NC capabilities – **President Khanlian**

Board member Leveque stated that the cost of equipment is a concern and expressed a concern that it could be approximately \$15,000.00.

President Khanlian stated that the city will advise regarding hybrid or/and in-person for Board members, so discussion is current and continuing.

Nyambura Gibson stated that the DONE orientation is February 23rd and 25th. Not every Board member can be virtual, and the baseline must be in-person. All neighborhood councils are taking action and guessing the equipment expenditure to be \$800.00 to \$1,000.00. We are incorporating Zoom in public comments. It will start with the base of in-person meetings and 6 Board members must be present in-person to have quorum.

President Khanlian asked who would be monitoring the Zoom meeting? It will still have to be the board itself and who will help out until a system is developed? Will the camera focus on the Board or those in attendance?

Mr. Gibson stated that questions will be presented at the orientation on February 23rd and 25th. There are neighborhood councils doing pilot programs right now.

Board member Balen asked about the videotaping process. We will need two computers one to conduct the meeting and one to document the proceeding?. This should be very simple.

Board member Grace stated that a basic laptop of \$100.00 can run Zoom and a LED screen monitor and there is lots of cheap equipment out there. It should just not be about the Board members, and our stakeholders needing to participate.

Board member Leveque asked if the Brown Act has been amended to reflect these changes? Are Board members now on a payroll? This is a lot of work and how is it all going to work with on-screen time.

Mr. Gibson stated that there will be no payroll accommodations. AB 2449 is only following state law.

Glenn Bailey was recognized to speak and stated that Mr. Gibson did a great job describing the current conditions and circumstances. Mr. Bailey stated that recording meeting at the Vineyard is good with their Wi-Fi. Protocols are being developed for running hybrid meeting and it will not be available by March 1st, so we are in flux. Be careful of various laws in place. Mr. Bailey recommended reviewing AB2449 for specified reasons and it is very restrictive. We will have to get by the first legislation to catch up with us. If there is the misfortune of another COVID outbreak everything can change.

Asaad Alnajjar was recognized to speak and stated that the conversion should not cost a lot of money for a camera and a cheap computer. Mr. Alnajjar stated he shared expenses with the Board prior to the meeting and the mediator can address the chat.

John and Michele Hales were recognized to speak and stated that the audio has been an area of concern at previous meetings and vaccine documentation needs to be displayed.

Mr. Daniels was recognized to speak and stated that at previous meetings he attended there is staff to take care of media/technical issues as this takes away from focusing on the meetings. There is the probability to do tasks of running the meeting by paid staff. There is the option of live streaming a meeting at a cost. Board members must be present and you cannot take public comment by live streaming. Two way communication with people not in the room should be available. If there are audio/visual issues and communication is disconnected, the meeting has to be cancelled or placed on pause.

Glenn Bailey was recognized to speak and stated that AB361 addresses broadcasting interruptions and stated that the meeting must be recessed or adjourned if members are not able to make comment per City Council.

Mr. Gibson, this stated that this is a lot of information. The vaccination requirements will have additional language, and policies are being adopted and changed and we are trying to find language for possible disruption in communication. The goal is to incorporate as many stakeholders as possible. We are working with the paradigms of the law and it needs to be a two-way platform. The equipment does not have to be expensive but contain the appropriate technology.

President Khanlian asked about YouTube possibilities? Mr. Gibson stated that platform does not provide two-way communication.

Mr. Gibson stated that in the absence of a quorum, it is a waste of time when not enough Board members attend. This is a new challenge. Mr. Gibson stated that in the absence of an in-person quorum, there is still a tool for communication and to be productive in the absence of a quorum and we cannot violate the Brown Act.

Board member Grace stated that the interruption of a meeting, as outlined in AB2449 states a meeting cannot be conducted. Keeping communication available with shut-ins and others that cannot travel is important. Board member Grace stated that she may not be available for in-person meetings due to elder care. Again, President Khanlian expressed concern regarding attaining a quorum.

Board member Leveque stated that this is a lot of work for those that are attending in-person and attendance may be partial or low. Can we do this on-line until the city figures out this protocol?

President Khanlian stated that we have a surprise guest, Councilmember John Lee, that just logged on the meeting at 8:06 p.m. and wanted to address the Board.

Councilperson John Lee updated the Board on the following items:

- Councilperson Lee is now the new chair of public works and wants to bring more resources to our city;
- The street lights on Devonshire are being addressed along with 31 trees that will be trimmed on February 11th due to the wind emergency;
- Copper wire theft issues are being addressed, no district was hit harder than our district and it takes 6-7 months to repair lights. Please give me your priorities on streetlights that have been out so that I can address those needs in a quick manner;
- Sanitation, street lights, trees, and lighting are all quality of life issues that are important;
- I am addressing weed abatement and let me know your particular needs;
- Graffiti removal is being addressed in Porter Ranch to deal with quality of life issues;
- The Reseda off ramp is being completed in 2 phases and rain is a delay. The completion of phase one is the end of March and one lane will be open.

Board member Grace inquired about a resolution to close down Aliso Canyon, we need to get more members to respond. Councilperson Lee invited Board member Grace to meet next week to outline resources and move forward and asked her to contact his office to schedule a meeting.

Councilperson Lee departed the meeting.

President Khanlian addressed the Board to volunteer for duties for in-person meetings such as taking charge of setting up the room, putting away everything, take charge of the food, setting up cameras?

- Secretary Demirtshian and Board member Ibrahim volunteered to arrive early and set up;
- Board member Balen volunteered to set up cameras and suggested an early mock run the week prior;
- Glenn Bailey will assist in putting away tables and chairs.

President Khanlian stated that he will email the Board as information becomes available.

President Khanlian solicited additional procedural questions or comments from Board Members. Hearing none, Item 15 was closed.

President Khanlian called for a 5 minute break to reconvene at 8:27 p.m.

16. Motion to approve up to \$30 to change the locks on the PRNC storage unit to have a clean start to in person meetings – **President Khanlian**

President Khanlian made the motion to approve the expenditure of \$30.00 for locks on the PRNC storage that was seconded by Board member Balen.

Secretary Demirtshian called the vote as follows:



yes	Gabriel Khanlian, President
yes	Vas Singh, Vice President
yes	Christine Demirtshian, Secretary
yes	Becky Leveque, Treasurer
yes	Jennifer Ibrahim, 2 nd Signer
absent	Dr. Bright Aregs
yes	David Balen
yes	Brandii Grace
absent	Jason Hector
yes	Hilda Sarkisyan
8	8 “yes” votes 0 “no” votes, 2 “absent”. Motion passed

President Khanlian solicited additional procedural questions or comments from Board Members. Hearing none, Item 16 was closed.

17. Motion to approve up to \$40 to buy a new SD card for the PRNC camcorder in prep for in person meetings – **President Gabriel**

President Khanlian made the motion to approve the expenditure of \$40.00 for a new SD card that was seconded by Vice-President Singh.

Secretary Demirtshian called for the vote as follows:

yes	Gabriel Khanlian, President
yes	Vas Singh, Vice President
yes	Christine Demirtshian, Secretary
yes	Becky Leveque, Treasurer
yes	Jennifer Ibrahim, 2 nd Signer
absent	Dr. Bright Aregs
yes	David Balen
yes	Brandii Grace
absent	Jason Hector
yes	Hilda Sarkisyan
8	8 “yes” votes 0 “no” votes, 2 “absent”. Motion passed

President Khanlian solicited additional procedural questions or comments from Board Members. Hearing none, Item 17 was closed.

18. Discussion and motion to approve letter to Councilmember John Lee and Mayor Karen Bass requesting an increase in NC funding. – **Treasurer Hector – Attachment C**

President Khanlian made the motion to approve the letter to Councilmember John Lee and Karen Bass that was seconded by Board member Balen.

Glen Bailey was recognized to speak and recommended sending a copy of the letter to LA BUDGET ADVOCATES.

Secretary Demirtshian called for the vote as follows:

yes	Gabriel Khanlian, President
yes	Vas Singh, Vice President
yes	Christine Demirtshian, Secretary
yes	Becky Leveque, Treasurer
yes	Jennifer Ibrahim, 2 nd Signer
absent	Dr. Bright Aregs
yes	David Balen
yes	Brandii Grace
absent	Jason Hector
yes	Hilda Sarkisyan
8	8 “yes” votes 0 “no” votes, 2 “absent”. Motion passed

President Khanlian solicited additional procedural questions or comments from Board Members. Hearing none, Item 18 was closed.

19. Motion to approve January 11 2023 Meeting Draft Minutes – **Secretary Demirtshian – Attachment B**

President Khanlian made the motion to approve the January Draft Minutes that was seconded by Board member Leveque.

Board member Leveque and stakeholder Patti Gleuck recommended corrections to the Minutes.

President Khanlian stated that he will amend the recommended changes that was seconded by Becky Leveque.

Secretary Demirtshian called for the vote as follows:

yes	Gabriel Khanlian, President
yes	Vas Singh, Vice President
yes	Christine Demirtshian, Secretary
yes	Becky Leveque, Treasurer
yes	Jennifer Ibrahim, 2 nd Signer

absent	Dr. Bright Aregs
yes	David Balen
yes	Brandii Grace
absent	Jason Hector
yes	Hilda Sarkisyan
8	8 “yes” votes 0 “no” votes, 2 “absent”. Motion passed

President Khanlian solicited additional procedural questions or comments from Board Members. Hearing none, Item 19 was closed.

20. Updates re Community Air Monitoring – **Don Gamiles – Argos – 5 minutes**

Don Gamiles updated the council and stated that air monitoring is continuing. Meetings are being scheduled on Thursdays at 8:30 a.m. to instruct anyone who is interested on how to sign on and use the system and download data. These meetings are recorded for future review. Mr. Gamiles is sending out links for the meeting. There is a meeting scheduled for tomorrow and we can walk you through the process to understand the data. We are learning the needs and wants from the community. We are available to go out and take samples per request and make a report. We are continuing to enhance the benefits on how they work for the community. We can do one-on-one personal training if there is a need.

Patty Glueck asked how to attend the meeting. Mr. Gamiles stated that he will send her information.

John and Michele Hales was recognized to speak and stated that he is aware of 2 people who desire to sell their homes and 2 people want to purchase homes. How do we inform real estate people to know what is going on? The real estate agents should be more proactive.

David Balen was recognized to speak and stated that real estate agents should know this information and this is public information.

Board member Sarkisyan stated that buyers and sellers should be aware and disclose information.

President Khanlian stated that the website has a link to these concerns and there is access to the real time data on the site.

President Khanlian solicited additional procedural questions or comments from Board Members. Hearing none, Item 20 was closed.

21. Updates by Budget Advocates / reps – **5 minutes**



Glenn Bailey stated that Brian Allen is not in attendance and updated the Board that an email blast was sent out by Budget Advocates. There is an upcoming Town Hall meeting on Saturday, February 11th by the general manager for the next fiscal year. Please attend and be part of the discussion for funding. You can register on the BA website. This is a webinar that will be recorded. There will be Q&A and you can submit questions in advance.

22. Updates from Board Members and Committees

President Khanlian stated that The Carnival of Knowledge is March 30th at Chatsworth Charter High School and Hilda should follow up to possibly get a booth.

President Khanlian solicited additional procedural questions or comments from Board Members. Hearing none, Item 22 was closed.

23. Next meeting will be on March 8, 2023

President Khanlian stated that the March 8, 2023 meeting is scheduled to be in-person pending updates.

24. Meeting Adjournment – **President Khanlian**

President Khanlian adjourned the meeting at 8:55 p.m.