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**November 15, 2011**  
 7:00 pm – 8:30 pm

**GENERAL BOARD MEETING**  
**Agenda**

Toluca Lake Elementary School  
 4840 Cahuenga Blvd.  
 Toluca Woods, CA 91601

**GTLNC BOARD**      *X = Present, AB = Absent, EX = Excused*

|                |                           |              |
|----------------|---------------------------|--------------|
| Andrew Westall | Heidi Dublin              | Daphne Kozek |
| Ryan Altoon    | Janice Eaton              | John Moskal  |
| Dylan Conroy   | Cornelio Gutierrez-Lozano | Craig Strong |
| Jessica Miller | Gene Klow                 | Roger Tanna  |

| <u>Grievance Comm.</u> |              |
|------------------------|--------------|
| —                      | Sol Ajelat   |
| —                      | Jay Goldberg |
| —                      | Tim Hawkins  |

**COMMITTEE & BOARD MEETING SCHEDULE**

| DECEMBER 2011 |     |      |     |       |     |     |
|---------------|-----|------|-----|-------|-----|-----|
| SUN           | MON | TUES | WED | THURS | FRI | SAT |
|               |     |      |     | 1     | 2   | 3   |
| 4             | 5   | 6    | 7   | 8     | 9   | 10  |
| 11            | 12  | 13   | 14  | 15    | 16  | 17  |
| 18            | 19  | 20   | 21  | 22    | 23  | 24  |
| 25            | 26  | 27   | 28  | 29    | 30  | 31  |

- Dec 5**      Public Safety
- Dec 6**      Executive Committee
- Dec 8**      Outreach Committee
- Dec 12**     Environmental Affairs Committee
- Dec 13**     Planning and Land Use Committee
- 
- NO General Board Meeting for Month of December

**AGENDA**

| #  | Time (PM)                 | Topic  | Responsible Person  |
|----|---------------------------|--|---|
|    |                           | <b>Pre-Meeting Activities</b><br>Public Greeting<br>Community/Stakeholder Sign up Sheet<br>Speaker Card Collection   |   |
| 1. | 7:00 – 7:10<br>10 minutes | <b>Meeting Opening and Call to Order</b><br>Pledge of Allegiance<br>Roll Call<br>Review and approve Minutes:<br><b>Motion:</b> That the GTLNC minutes from <u>October 18, 2011</u> be approved as submitted. | Andrew Westall, President<br>Dylan Conroy<br>Jessica Miller, <i>Secretary</i> |
| 2. | 7:10 – 7:20<br>10 minutes | <b>GTLNC Treasurer’s Report</b>  | Dylan Conroy, <i>Treasurer</i>  |
|    |                           | <b>MOTION:</b><br><i>First –</i><br><i>Second –</i>  |   |
|    |                           | <b>MOTION:</b><br><i>First –</i><br><i>Second –</i>  |   |

|    |                           |   |   |
|----|---------------------------|---|---|
| 3. | 7:20 – 7:30<br>10 minutes | <b>Presentation: Introducing Los Angeles Fire Chief</b>   | Brian Cummings  |
| 4. | 7:30 – 7:45<br>15 minutes | <b>Presentation: Metropolitan Transportation Authority</b><br><b>Possible Motion:</b> The MTA is looking for the GTLNC to support the MTA following statements regarding the metro expansion project<br>1. Metro needs to study the Van Nuys and Sepulveda Pass Corridors together as one to maximize benefits, ridership and connectivity. The study area should cover from Metrolink and Mission College in Sylmar to the Expo Line in West LA so that it would link with the major transit lines on each side.<br><br>2. For a Van Nuys/Sepulveda Pass transit line, rail is preferable to bus due to travel time, speed, acceleration, capacity, operating cost, pollution, reliability and ride comfort. | Faramarz Nabavi (MTA)   |
| 5. | 7:45 – 8:00<br>10 minutes | <b>Open Forum for Stakeholders</b><br>Limited to 3 minutes per person/please complete a speaker card.   | <b>Stakeholders</b>   |
| 6. | 8:00-8:15<br>15 minutes   | <b>GTLNC Committee Reports – Possible Motions &amp; Votes</b>   | GTLNC Committee Chairs  |
|    | (3 min.)                  | <b>Planning &amp; Land Use Committee</b>  | Gene Klow, <i>Chair</i>   |
|    | (3 min.)                  | <b>Public Safety Committee</b>  | Craig Strong, <i>Committee Member</i>                                 |
|    | (3 min.)                  | <b>Outreach &amp; Elections Committee-Oct 7th GTLNC mixer</b><br><br><b>Motion:</b> For the Outreach Committee to allocate the amount of \$500 to pay for the attendance of “Santa Clause” at the Holiday Open House  | Ryan Altoon, <i>Chair</i>   |
|    | (3 min.)                  | <b>Environmental Affairs Committee</b><br>-   | Cornelio Gutierrez-Lozano, <i>Chair</i><br>Daphne Kozek, <i>Chair</i> |
| 7. | 8:15-8:27<br>12 minutes   | <b>City &amp; Neighborhood News and Announcements</b><br>(Standing open time allotted)  |   |
|    | (3 min.)                  | • Los Angeles City Council District 4   | Alice Roth, <i>Deputy District Dir.</i>                               |
|    | (3 min.)                  | • Toluca Lake Chamber of Commerce/CUSG  | Richard Bogy, <i>Speaker</i>  |
|    | (3 min.)                  | • LAPD NoHo Division  | Rob Benavidez, <i>Sr. Lead Officer</i>                                |
|    | (3 min.)                  | • California State Assembly District 43   | Eric Menjivar, <i>NC Liaison</i>                                      |
|    | (3 min.)                  | • California State Assembly District 42   | Stephanie Gillette, <i>NC Liaison</i>                                 |

(3 min.)

- DWP

Greg Bartz, *NC Liaison*

(3 min.)

- DONE

Thomas Soong, *NC Liaison*

|    |                          |  |                                  |
|----|--------------------------|--|----------------------------------|
| 8. | 8:27 – 8:30<br>5 minutes | <b>New Business:</b> News, announcements, topics of discussion   |                                  |
|    |                          | <ul style="list-style-type: none"> <li>• Board Ethics training</li> <li>•</li> </ul>   | Andrew Westall                   |
| 9. | 8:30                     | <b>Meeting Close and Wrap-Up</b>   | Andrew Westall, <i>President</i> |
|    |                          | <ul style="list-style-type: none"> <li>• Thank you to Chipotle, who provided the food for tonight's meeting.</li> <li>•</li> </ul> |                                  |

Next meeting  
**Tuesday, January 17, 2012**

**Speakers' Card:** The public is requested to fill out a Speakers Card to address the Council on any item on the agenda prior to the Council taking action on an item. Matters not on the agenda that are within the Council's subject matter jurisdiction will be heard during the Public Comment period. Public comment is limited to three (3) minutes per speaker, unless waived by the presiding officer of the Council.

**Neighborhood Council Meeting Agendas** are posted for public review at: Discovery Shop west wall bulletin board; Ramsey-Shilling Real Estate, 10205 Riverside Dr.; Toluca Lake Car Wash, 10515 Magnolia Blvd.; North Weddington Park Recreation Center; North Hollywood Public Library, as well as on the GTLNC Web site [www.gtlnc.org](http://www.gtlnc.org).

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 accommodations to ensure equal access to its programs, services, and activities. Sign language interpreters, assistive listening devices, or other auxiliary aids and/or services may be provided upon request. To ensure availability of services, please make your request at least three (3) business days (72-hours) prior to the meeting you wish to attend by contacting the Neighborhood Council Project Coordinator Taneda Larios at 818-374-9892, Toll-Free (866) LA-HELPS, or email [taneda.larios@lacity.org](mailto:taneda.larios@lacity.org).

**Section 702: (GTLNC Bylaws) Grievance Procedure.**

- An individual stakeholder or group of stakeholders shall have a right to assert a grievance with respect to any act by the Council or any member of the Council.
- Grievances shall be handled in a manner that is consistent with rules and regulations adopted by the City of Los Angeles through its Charter, its ordinances, and the rules as communicated by its agencies, including the Department of Neighborhood Empowerment.
- Disagreement with legitimately determined policies or positions of the Council shall not be considered a grievance for the purposes of this section.
- An allegation that the Bylaws, the Charter Plan or any other local, state or federal law has been violated shall be the legitimate subject of the grievance procedure system.
- For this purpose, the stakeholders at the annual meeting shall elect a Grievance Committee, consisting of three persons, none of whom shall be a member of the Council.
- A vacancy on the Grievance Committee may be filled temporarily by the Council, but that position shall be filled by election by all stakeholders at the next regularly scheduled meeting of stakeholders.
- Persons who wish to claim a grievance may do so by communicating with any member of the Grievance Committee, and the Grievance Committee shall invite the persons claiming a grievance to present arguments and evidence, which may include testimony, to the Committee.
- The Grievance Committee shall act to hear a grievance within 30 days of the initial communication and shall prepare a report and recommendation to the Council to be presented at its next meeting, or at least no later than the following meeting.
- The Grievance Committee may on its own volition communicate its findings directly to the Department of Neighborhood Empowerment in addition to reporting to the Council.
- The Council shall include Grievance Committee reports in its agenda and shall hear the reports in a timely manner as described above.
- An aggrieved stakeholder may appeal a decision by the Grievance Committee to DONE.

**Process for Reconsideration:** Any person or group adversely affected by the decisions or policies of the GTLNC may file a written grievance with the Council. The Council shall then refer the matter to the Grievance Committee. Persons who wish to claim a grievance may do so by



communicating with any member of the Grievance Committee, and the Grievance Committee shall invite the person claiming a grievance to present arguments and evidence, which may include testimony, to the committee. The Grievance Committee shall act to hear a grievance within thirty days of the initial communication and shall prepare a report and recommendation to the GTLNC to present at its next meeting, or at least no later than the following meeting. The Grievance Committee may on its own volition, communicate its findings directly to the Department of Neighborhood Empowerment (DONE) in addition to reporting to the Governing Board. The Governing Board shall include Grievance Committee reports in its agenda and shall hear the reports in a timely manner as describe above. Any aggrieved stakeholder has the right of appeal to DONE any decision by the GTLNC. This grievance process is intended to address matters involving procedural disputes, e.g., the Council's failure to comply with these Bylaws, or its failure to comply with the City's Charter, the Plan, or local, State or Federal law.