

**Northridge East Neighborhood Council**  
**Executive Committee Minutes**  
**1/11/2021**

1. Call to Order 5:03 p.m.; Present: Bailey, Dwiggins, Kaiser, Mills
2. Review/Approve Executive Committee Meeting Minutes: None were presented  
**--Ken joined at 5:05 p.m.--**
3. Public Comment on Non-Agenda Items (up to two minutes per speaker, ten minutes total): None were presented.
4. Board Member Training Compliance (Ethics, Funding, Code of Conduct), Attendance and Vacancy updates: All board members in compliance.
5. Review Draft Board Meeting Minutes - December 16, 2020 and any prior meetings: None were presented.
6. Set Agenda for January 20, 2021 Board Virtual Webinar Meeting; agenda deadline 1/14/21
  - a. Presidential Inauguration Day: discussion of possible impact to our meeting that evening: Executive committee discussed possibility of civil unrest due to presidential inauguration. Executive committee will meet 1/20 in the afternoon to touch base and confirm or postpone the 1/20 board meeting.
  - b. Presentations: Land Use case: Chipotle; COVID-19 update: possible report of numbers and additional information; Museum of the SFV: possible upcoming presentation.
  - c. NENC Committee Items: Education: one recommendation; Planning and Land Use: Phil might have a report to the board. Mike Kaiser will be added as an NENC liaison to the NC Sustainability Committee
  - d. Council File items for possible Community Impact Statements: None were presented.
  - e. Other items, including any items pending from prior Board meetings or topics below
    - i. Aliso Health Study CAG request for a chemical and substance motion by City: Committee discussed and will be added to the agenda
  - f. Possible Future Speakers: Northridge Branch Library -- Head librarian Mandy Nsar confirmed for 10 minutes plus Q&A.
7. Reports of NENC Officers and Committees including review of previous Board meeting, etc.
  - a. NENC Monthly Profile; GM's Messages; BONC; NEA Betty Wong-Oyama: Betty will retire on Friday, 1/15.
    - i. NENC Bylaws update: No update available.
    - ii. Upcoming DONE workshops/trainings: Available later in the agenda
    - iii. Ideas to improve Zoom for NC use requested: Glenn Bailey encouraged all board members to submit all ideas for improvements.
    - iv. Recommendation for panelist for North Valley Regional Grievance Panel: No recommendation made. Will request volunteer at board meeting.

- v. BONC: Proposed Digital Communication Policy - 90 day comment period through January 2021; second information session in January: Glenn Bailey encouraged attending the second information session; Stephanie Mills will forward recommendations to the board.
  - vi. EmpowerLA Virtual Governance Plan, Protocols, trainings here: <https://empowerla.org/evg/>: This is an ongoing reminder for board members who host meetings
- b. Administrative items, including updates related to actions taken at previous NENC Board meetings
- i. President: Sidewalk/parkway clean-up update: Some progress made, but report back if committee members see progress.
  - ii. President: Coronavirus COVID-19 report including CSUN Food Pantry update: Numbers are being researched; no update on the CSUN Food Pantry.
  - iii. Records Retention Policy - Committee discussed. Financial records and minutes will need to be retained forever, but board members are invited to provide input for the written policy.
  - iv. West Valley Animal Shelter (CF 20-1114) update, including CISs filed by NCs: Meeting was postponed because of events that occurred on 1/6/21 in Washington, D.C.; Ken suggested NPGs for nonprofit support of the shelter operations and will monitor.
  - v. NC Funding Program update including Treasurer's Report - December 2020 Expenditure Report (MER): MER generated, but not sent to the board
  - vi. Neighborhood Purposes Grant Applications submitted and pending update: Have two who will be submitted. Open for additional NPGs for new consideration.
- c. Outreach: website updates; social media updates; newsletter/postcard mailing (encumbrance)
- i. NC COVID-19 video stories and releases need to be submitted by 1/31/21: DONE compiling video of the stories.
- d. NENC Committee, Liaison and NC Alliance reports; land use cases update; Town Hall on Racial Justice (Public Safety): No updates
- i. Proposal for VANC to create a committee to make Valley NCs more influential with City Council: Proposal in process, this is for information only.
  - ii. NC Data Liaison Program - Intro Session 1/28/21, 6-7 pm: Glenn Bailey encouraged anyone interested in data to attend.
- e. NC Election 2021: Region 2 Tuesday, April 27, 2021 All Vote By Mail CF 20-0963; Voter Registration online opens 2/26/21; Candidate Info Sessions: 1/16/21, 9-11 am and 1/30/21, 9-11 am - RSVP; view Candidate video; Candidate filing opened on 12/26/20 through 2/9/21.
- i. Schedule date/time for Ad Hoc Election Committee/Outreach Committee meeting(s):

8. Upcoming NC meetings and events - Committee member announcements: Upcoming WVNAH forum on state legislative issues on 1/18.
9. Adjournment by 6:22 p.m.: (Dwiggins/Kaiser) 4-0.