



Officers

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**Joint Special Meeting of the EMERGENCY PREPAREDNESS COMMITTEE and BOARD - Minutes**

Tuesday, September 20, 2016 5:30 pm to 7:30 pm  
Sylmar Public Library, Community Room, 14561 Polk St.  
Sylmar, CA 91342  
John Pacheco, Chairperson

Sylmar Neighborhood Council Emergency preparedness Committee Minutes are a summary, not an exact, word-for-word transcript of what was said at the Meeting.

1. **Call to Order.** The meeting was called to order by John Pacheco at 5:35 pm. Present at the meeting were John Pacheco, Tammy Flores, Frank Hughes, Janet Gibson and Greg Hoerner. Also attending were; Marti Marshall, Patrick Horton, Ann Job and Sharon Washington.
2. **Housekeeping, Sign-In Sheets.** Sign-In Sheets, Speaker Cards not necessary. John Pacheco agreed to take the minutes.
3. **Welcome and Introductions.** John welcomed committee members and other attendees to the meeting. Attendees introduced themselves and shared a brief explanation of what brought them to attend the meeting.
4. **Public Comment on non-agendized matters, within the Committee's subject matter jurisdiction.** No requests were received from attendees to comment under this item.
5. **Approval of Minutes from previous meeting(s).** Motion made by Janet Gibson to approve Minutes, Greg Seconded the motion which passed with unanimous vote
6. **Discussion and possible action on recommendations proposed by the Strategic Planning group.**
  - a. **Target objectives for:**
    - i. **MAP Your Neighborhood.** Janet discussed the plan to offer (MYN) Map Your Neighborhood programs for Sylmar. Janet has spoken with Bill Hopkins about the possibility of offering a Train the Trainer program to increase number of presenters. Janet asked John to distribute materials and a sign-up sheet for board members to coordinate trainings in their neighborhoods. John indicated he would announce this at next board meeting.
    - ii. **CERT Members.** Greg updated the committee on plans for CERT training in Sylmar. Greg is working with LA FD and searching for a location to hold the training.
    - iii. **Budget Expenditures** John reviewed budget proposal and advised the committee that the strategic planning group had accepted the proposal that preparedness would be a major objective for the coming year for the SNC.
7. **Discussion and Possible Action on proposed meeting dates for January--June 2017.** John asked the committee for input on meeting dates for next year. Committee agreed that 3rd Tuesday of the month at the Library worked well. Greg made a motion to accept the dates; Frank Hughes seconded the motion which passed with unanimous vote.
8. **Discussion and possible Action on creation of a Sylmar CERT program.** Item was discussed under previous agenda item.
9. **Recess.**
10. **Report from Public Safety Liaison.** Greg has made contact with LAPD. Greg mentioned the police were focusing on Street racing on Glenoaks, homeless issue and drug dealing were also mentioned as areas of focus.

11. **Guest Speaker.** Department of Water and Power, Emergency Management Office. Presentation given by Patrick Horton from DWP on their preparedness operations, Patrick gave a description of DWP operations for both power and water. Patrick pointed out a variety of backup and redundancy features built into their operations. Patrick indicated that preparedness efforts focus on getting both water and power back on line as soon as possible following a disaster. Patrick indicated that the city maintains a variety of primarily underground storage sites for water that would be utilized after a disaster but suggests residents keep emergency water supplies on hand. Patrick also discussed how some ground water resources located in Sylmar are used as part of the Southern California area resources for other cities.
12. **Discussion on EPC participation in the October Sylmar Resource Fair and Town hall.** John updated committee on our participation in the upcoming Resource Fair. Janet will provide keynote for our presentation on MYN. Greg will be asking folks to sign up for CERT Training.
13. **Discussion on Proposal to Conduct Special Equestrian Rescue Class for LA City Fire Department.** Greg still working on getting training offered to LAFD.
14. **Discussion and Possible Action to recruit an EPC P.R./Marketing Volunteer.** Deferred to next meeting.
15. **Committee Member Comments on subject matters within the committee's jurisdiction.** No additional items discussed.
16. **Next Meeting; Tuesday, October September 18, 2016 Sylmar Public Library-Community Room.**
17. **Closing Remarks, Announcements, Acknowledgements and Adjournment. Meeting adjourned at 7:38PM**

All Agenda items may include presentations, discussions and actions by the Committee for recommendations to the SNC Board of Directors. The Board of Directors may discuss the recommendations and take action on the item, which could result in a Community Impact Statement to the City and/or a position letter to a City agency.

Any Committee action may be reconsidered following the Meeting when the original action occurred. A Committee Member makes a Motion for Reconsideration and if approved another vote on the issue takes place based on the reasoning for the reconsideration. The Committee Member must have been on the prevailing side of the action/issue.

**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 accommodation 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 business days (72 hours) prior to the meeting you wish to attend by contacting the Sylmar Neighborhood Council Vice President of Administration, Diane Valencia by phone at (818) 833-8737 or email to [Diane.Valencia@sylmarnc.org](mailto:Diane.Valencia@sylmarnc.org)**

#### Reconsideration of Agenda Items - Bylaws (Article VIII)

The Board may reconsider or amend its actions through the following Motion for Reconsideration process:

- A. Before the Board reconsiders any matter, the Board must approve a Motion for Reconsideration. The Motion for Reconsideration must be approved by official action of the Board. After determining that an action should be reconsidered, the Board has the authority to re-hear, continue, or take action on the item that is the subject of reconsideration within any limitations that are stated in the Motion for Reconsideration.
- B. The Motion for Reconsideration must be brought, and the Board's approval of a Motion for Reconsideration must occur, either during the same meeting where the Board initially acted or during the Board's next regularly scheduled meeting or at a special meeting within these specified time frames to address a Motion for Reconsideration.
- C. A Motion for Reconsideration may be proposed only by a Member of the Board who previously voted on the prevailing side of the original action that was taken by the Board (the "Moving Board Member").
- D. The Moving Board Member may make the Motion for Reconsideration orally during the same meeting where the action that is the subject of reconsideration occurred, or by properly placing the Motion for Reconsideration on the agenda of a meeting that occurs within the allowed specified periods of time as stated above.
- E. In order to properly place the Motion for Reconsideration on the agenda of the subsequent meeting, the Moving Board Member shall submit a memorandum to the Executive Committee in advance of the deadline for posting notices for the meeting.
- F. A Motion for Reconsideration that is properly brought before the Board may be seconded by any Member of the Board.
- G. This reconsideration process shall be conducted at all times in accordance with the Brown Act.

In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all members of the Committee in advance of a meeting, may be viewed at the Neighborhood Council meeting or on the Neighborhood Council website by clicking or visiting [www.sylmarnc.org](http://www.sylmarnc.org). Any questions and/or comments regarding this agenda may be submitted to Board members via the emails listed on the website ([www.sylmarnc.org](http://www.sylmarnc.org)).

Committee Meeting Minutes are available on the SNC website [www.SylmarNC.org](http://www.SylmarNC.org)