



Officers  
*President: Tammy Flores*  
*Vice President of Administration: Diane Valencia*  
*Vice President of Communications: Maria Silva*  
*Treasurer: Alex Guerrero*  
*Public Relations Coordinator: David M. Rodriguez*

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

**Tuesday, October 18, 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, Victor Rodriguez, Eric Rodriguez, C Gibson.
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).** Janet motioned to approve previous meeting minutes, Greg seconded the motion which passed by unanimous vote.
6. **Discussion and possible action on follow-up plan(s) from our recruitment efforts at the recent Resource Fair.**
  - a. **Next Steps for:** John acknowledged the wonderful reception given to Janet for her Map Your Neighborhood presentation. The efforts produced 31 sign-ups for MAP and CERT. Greg and Janet will follow up with residents.
    - i. **MAP Your Neighborhood** Janet has begun conducting training at Santiago Estates and is following up on SNC board members who have offered to host training. Will need to order some materials. Janet suggested 200 copies to start. John will bring up at a future board meeting.
    - ii. **CERT** Recruitment planning well underway for CERT class early next year. Greg is working on a flyer to start promoting the training.
7. **Discussion and Possible Action to recruit an EPC P.R./Marketing Volunteer.** Committee agreed to discuss with outreach committee. John offered to try and contact Mission College for assistance.
8. **Discussion on Proposal to Conduct Special Equestrian Rescue Class for LA City Fire Department.** Greg still working on securing training from LAFD.
9. **Update on Board Preparedness Training.** First board training was completed at Sylmar High School. 5 attendees. Greg offered an Emergency Preparedness Presentation, John held a CPR class. John will offer a second opportunity to the board after the first of the year.
10. **Proposal to provide "gift" for guest speakers.** Committee discussed purchasing a small gift to give out for speakers. It was pointed out that this would probably not be allowed due to Brown Act regulations. John will check with Diane Valencia at the next SNC board meeting.
11. **Recess**

12. **Report from Public Safety Liaison.** Greg provided a quick update on current LAPD activities.
13. **Guest Speaker. Scott Ferguson Topanga Coalition for Emergency Preparedness T-CEP.** Scott Ferguson provided a presentation on preparedness efforts by the Topanga Coalition for Emergency Preparedness. Scott gave history of the group and discussed the need for a community effort due to the geographical isolation and disaster prone aspects of canyon living. Greg discussed community organizational efforts to have communities in the Topanga Area coordinating preparedness efforts. Scott discussed use of various radio communication strategies including HAM and GRS and FRS radios and their usefulness. Scott also discussed use of Map you Neighborhood and Next Door as ways to keep residents connected. Scott mentioned that because of the terrain they had divided up their response areas into zones and each zone used its own FRS frequency.
14. **Committee Member Comments on subject matters within the committee's jurisdiction.** No new items were brought up.
15. **Future Agenda Items: Please e-mail the EPC Chair at [John.Pacheco@sylmarnc.org](mailto:John.Pacheco@sylmarnc.org) by the first of the month for that months' meeting.**
16. **Next Meeting; Tuesday, November 15, 2016 Sylmar Public Library-Community Room.**
17. **Closing Remarks, Announcements, Acknowledgements and Adjournment. Meeting adjourned at 7:31pm**

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)