



Encino Neighborhood Council

(A Certified Neighborhood Council)

4924 Paso Robles Avenue, Encino CA 91316 Phone: 747.282.0450

Roy Nwaiser - President
Josh Sautter - Vice President
Jennifer Luce - Secretary
Pilar DeFreest - Treasurer
Kelvin Tolbert - Sergeant-at-Arms

ENCINO NEIGHBORHOOD COUNCIL YOUTH COMMITTEE SPECIAL MEETING

Thursday, November 20, 2025 @ 7:00 pm

Please click the link to join the Zoom webinar:

<https://us02web.zoom.us/j/89067307801>

Webinar ID: 890 6730 7801

One-tap mobile US: [+16699006833](tel:+16699006833), [89067307801](tel:+16699006833)#

Or by telephone dial toll-free: [888 475 4499](tel:8884754499) or [877 853 5257](tel:8778535257) and enter Webinar ID, then press #.

International numbers available: <https://us02web.zoom.us/j/89067307801>

Every person wishing to address the Board must join the Webinar via the link above or dial [\(888\) 475-4499](tel:8884754499) or [\(877\) 853-5257](tel:8778535257), and enter Webinar ID **890 6730 7801** and then **press #** to join the meeting. When prompted by the presiding officer to provide public input at the Neighborhood Council meeting, the public will be requested to **dial *9** or use the **Raise Hand** option, to address the Board on any agenda item before the Board takes an action on an item. Comments from the public on agenda items will be heard only when the respective item is being considered. Please note that under the Brown Act, the Board is prevented from acting on a matter that you bring to its attention during the General Public Comment period; however, the issue raised by a member of the public may become the subject of a future Board meeting. **Public comment is limited to TWO minutes per speaker, unless adjusted by the presiding officer of the Board.**

IN CONFORMITY WITH THE OCTOBER 6, 2023 ENACTMENT OF CALIFORNIA SB 411 (PORTANTINO) AND LA CITY COUNCIL APPROVAL ON NOVEMBER 1, 2023, THE ENCINO NEIGHBORHOOD COUNCIL MEETING WILL BE CONDUCTED VIRTUALLY.

Voting Committee Members: *Tess Guralnick *Chair*, *Shaindi Schwebel *Vice Chair*, Mia Garfin, *community stakeholder*, Lucas Hurwitz *community stakeholder*, Maxwell F. *community stakeholder*, Carmella S. *community stakeholder*. (* Denotes Board Member/Alternate. Maximum of 5 allowed.)

I. CALL TO ORDER/ROLL CALL/DETERMINATION OF QUORUM

II. WELCOME FROM THE CHAIR

- a. Establishment of meeting norms
- b. Review of last meeting and preview of tonight's agenda

III. GENERAL PUBLIC COMMENT ON NON-AGENDA ITEMS

IV. NEW BUSINESS (Motion, Discussion, and Voting)

- a. Committee updates: meeting cadence, mission statement, and training statuses.
- b. Form working groups: Outreach/Comms/Events
- c. Draft outreach list and social media plan

- d. Discuss upcoming service opportunities for youth
 - 1. November: SOVA canned food drive support (school bins, flyers, collection pick-ups)
 - 2. December: LA Compost volunteer day at Cottonwood Urban Farm
- e. Draft a 4-month Youth Seasonal Service Plan for January 2026-April 2026.
 - 1. January: Youth Civic Night – “How to Give Public Comment” workshop
 - 2. February/March: Park clean-up or tree care day (collaborate with Rec & Parks)
 - 3. April: Support board in annual Encino Fest event (details TBD)
 - 4. **Motion** to approve drafted Youth Seasonal Service Plan
- f. Partner Presentation Scheduling
 - 1. **Motion** to authorize Chair to invite LA Compost to the next meeting for a 7-minute presentation and Q&A.
- g. Neighborhood Purpose Grant Pipeline
 - 1. **Motion** to open NPG interest Google form and publish criteria for youth-led micro projects (supplies, outreach, small events).
- h. Youth Engagement Toolkit
 - 1. **Motion** to approve a one-page toolkit – how to join, meeting dates, public comment scripts, volunteer hours forms, QR codes)
- i. Legislative Items
 - 1. [CF 16-0703-S7](#): **Motion** to confirm CIS language and authorize Chair to submit.
- j. Youth Committee Social Media and Newsletter Blurbs
 - 1. **Motion** to approve standard monthly blurb and IG/Schoology posts with event calendar and sign-up links (to be sent to Outreach Committee for review and approval).

V. ASSIGNMENTS AND DEADLINES

- a. Outreach WG: partner list, flyer, QR sheet
- b. Events WG: confirm sites, dates, and site leads
- c. Comms WG: toolkit draft and social posts
- d. Secretary: minutes to Board

VI. FUTURE AGENDA ITEMS (No discussion, list only)

- a. Youth Mental Health Resources Night
- b. Teen Transit Safety Workshop with LAPD/Metro
- c. Civic Field Trip planning (City Hall or Council office)

VII. COMMITTEE MEMBER COMMENTS ON NON-AGENDA ITEMS

VIII. ADJOURNMENT

Next Youth Committee Meeting: TBD

The Encino Neighborhood Council (ENC), is a Certified Neighborhood Council of the City of Los Angeles which ADVISES City, other Governmental Officials’ and the Community on issues or concerns that are affecting the community of ENCINO. The ENC is made up of volunteers who are ELECTED by the community who live, work or otherwise are involved in the community of ENCINO. The ENC also makes appropriations of City Funds for Community Projects and needs as requested and approved by various committees and the general board.

THE AMERICANS WITH DISABILITIES ACT

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, and other auxiliary aids and/or services, may be provided upon request. To ensure availability of services, please make your request at least 3 business days (72 hours) prior to the meeting you wish to attend by contacting the Department of Neighborhood Empowerment by email: NCsupport@lacity.org or phone: (213) 978-1551.

PUBLIC POSTING OF AGENDAS – ENC agendas are posted for public review as follows:

- Glass display case outside the Encino Chamber of Commerce office at 4933 Balboa Blvd, Encino, CA 91316
- Digitally at www.encinonc.org.
- You can also receive our agendas via email by subscribing to L.A. City's Early Notification System at <https://www.lacity.org/subscriptions>.

PUBLIC ACCESS OF RECORDS – In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all of the board in advance of a meeting may be viewed at our website: www.encinonc.org or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact Roy Nwaisser, Board President, at (747) 282-0450 or email via president@encinonc.org.

RECONSIDERATION AND GRIEVANCE PROCESS – For information on the ENC's process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the ENC Bylaws. The Bylaws are available at our Board meetings and our website <https://www.encinonc.org/page/viewPage/bylaws>

NOTICE TO PAID REPRESENTATIVES - If you are compensated to monitor, attend, or speak at this meeting, City law may require you to register as a lobbyist and report your activity. See Los Angeles Municipal Code Section 48.01 et seq. More information is available at ethics.lacity.org/lobbying. For assistance, please contact the Ethics Commission at (213) 978-1960 or ethics.commission@lacity.org

SERVICIOS DE TRADUCCIÓN: Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte a Roy Nwaisser, Presidente de la Mesa Directiva, al (747) 282-0450 o por correo electrónico president@encinonc.org para avisar al Concejo Vecinal.

SB 411 Updates: In the event of a disruption that prevents the eligible legislative body from broadcasting the meeting to members of the public using the call-in option or internet-based service option, or in the event of a disruption within the eligible legislative body's control that prevents members of the public from offering public comments using the call-in option or internet-based service option, the eligible legislative body shall take no further action on items appearing on the meeting agenda until public access to the meeting via the call-in option or internet-based service option is restored. Actions taken on agenda items during a disruption that prevents the eligible legislative body from broadcasting the meeting may be challenged pursuant to Section 54960.1.

(C) The eligible legislative body shall not require public comments to be submitted in advance of the meeting and shall provide an opportunity for the public to address the legislative body and offer comments in real time.

(D) Notwithstanding Section 54953.3, an individual desiring to provide public comment through the use of an internet website, or other online platform, not under the control of the eligible legislative body, that requires registration to log in to a teleconference may be required to register as required by the third-party internet website or online platform to participate.

(E) (i) An eligible legislative body that provides a timed public comment period for each agenda item shall not close the public comment period for the agenda item, or the opportunity to register, pursuant to subparagraph (D), to provide public comment until that timed public comment period has elapsed.

(ii) An eligible legislative body that does not provide a timed public comment period, but takes public comment separately on each agenda item, shall allow a reasonable amount of time per agenda item to allow public members the opportunity to provide public comment, including time for members of the public to register pursuant to subparagraph (D), or otherwise be recognized for the purpose of providing public comment.

(iii) An eligible legislative body that provides a timed general public comment period that does not correspond to a specific agenda item shall not close the public comment period or the opportunity to register, pursuant to subparagraph (D), until the timed general public comment period has elapsed.