



NC Board of Directors – Officer’s Meeting

Monday, August 14, 2017 – 6:30 pm

Los Angeles Fire Department - Station 84
21050 Burbank Boulevard
Woodland Hills, CA 91367

Stakeholders and the public are permitted to address the Committee on any item on the Agenda prior to the Committee taking action on said item. It is requested speakers complete a “Speaker Card” and hand it to the Chair. Comments from Stakeholders and the Public on Agenda items will be heard only when the respective item is being considered. Comments within the Committee’s subject matter jurisdiction on other not appearing on the Agenda will be heard during the Public Comment period. Public Comment is limited to 15 minutes. Each speaker is limited to two minutes, unless waived by the presiding officer of the Committee.

Opinions, positions or actions taken by the Woodland Hills-Warner Center Neighborhood Council do not represent or imply similar opinions held by the Owner, Landlord, L.A.U.S.D, Business or representatives of any venue hosting a meeting of the Council Board, or Committee.

Committee Members: Joyce Fletcher, Dennis DiBiase, Aaron Williams, Heath Kline
Linda Kouy-Ghadosh

- Call to Order
- Pledge
- Roll Call
- **Public Comment: Items not on the Agenda (15 minutes)**

AGENDA ITEMS: Items for discussion and possible vote:

Review and implementation of new PLUM Committee Procedures:

1. PLUM Mail
 - a. Mail box keys
2. PLUM Case Spreadsheet/check list
3. Case packets/PDF’s and website posting, stakeholder social media Outreach
 - a. PLUM Committee website page training
4. Case packet assignments to one PLUM Committee case leader.
5. Case Leader Responsibilities
6. Determination Letters from the City

7. PLUM Meetings Procedures
8. Posting of PLUM agenda
9. Minutes and posting
10. Current case review and case assignments
11. Transfer and handoff of PLUM documents from past PLUM chairs to new PLUM Chairs
 - Municipal Code
 - NC computer
 - Past minutes
 - Current and past case packets
 - Meeting venue – St Bernadine’s Church
12. Other possible Considerations
 - a. Letter to Planning requesting if they can automatically send us via email PDF's of all the plans/packets. (This should be a city policy for sending case info to all NC's city wide.)
 - b. Possible linking to this information *if* it is directly and easily available on the planning website.
 - c. Purchase of wide format printer and scanner for Plum.
13. Other possible procedures that may arise from discussion.

Adjournment of meeting:

Disabilities Act Notification: 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 Department of Neighborhood Empowerment at (818) 756-9628, (818) LA HELPS.

Brown Act Notification:

In compliance with Government Code 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 www.whcouncil.org.

If you would like a copy of any record related to an item on the agenda, please contact:

j.fletcher@whcouncil.org