

CITY OF LOS ANGELES

CALIFORNIA



**EmpowerLA**  
Email: [NCsupport@lacity.org](mailto:NCsupport@lacity.org)  
Website: [whcouncil.org](http://whcouncil.org)

**Community Outreach Committee**

**Members**

Joyce Fletcher, Chair  
Michelle Delgado  
Megan Jacoby  
Kate Kennedy  
Melanie Kirschbaum  
Mary Jo Rizvi

Karen DiBiase  
WHWCNC Vice President

**WOODLAND HILLS  
WARNER CENTER  
NEIGHBORHOOD  
COUNCIL**

**Community Outreach Committee  
Zoom Meeting Agenda**

**Monday, May 4, 2026**

**6:30 pm to 7:30pm**

**Meeting is Online**

**<https://us02web.zoom.us/j/81993078171>**

**Or by Telephone**

**Dial 669-900-6833**

**Then enter Webinar ID: 819 9307 8171**

**and Press #**

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Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte Joyce Fletcher, Secretaria, al (818) 639-9444 o por correo electrónico [joyce.fletcher@whcouncil.org](mailto:joyce.fletcher@whcouncil.org) para avisar al Concejo Vecinal.

**IN CONFORMITY WITH THE JANUARY 1, 2026 ENACTMENT OF CALIFORNIA SENATE BILL 707 (DURAZO) AND LA CITY COUNCIL FILE 23-1114, THE WOODLAND HILLS-WARNER CENTER NEIGHBORHOOD COUNCIL MEETING WILL BE CONDUCTED VIRTUALLY.**

Every person wishing to address the Board by telephone must dial (669)900-6833 and enter **819 9307 8171** 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.

**Comments from the public on other matters not appearing on the agenda that are within the Board's jurisdiction will be heard during the General Public Comment period. 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 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. **California Government Code Section 54953.8(b)(3).**

The 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. **California Government Code Section 54953.8(b)(4).**

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. **California Government Code Section 54953.8(b)(5),**

A 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 paragraph (5), to provide public comment until that timed public comment period has elapsed.

**California Government Code Section 54953.8(b)(6)(A),**

A 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 paragraph (5), or otherwise be recognized for the purpose of providing public comment.

**California Government Code Section 54953.8(b)(6)(B).**

**GENERAL PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA** – Two-minute comments from the public on other matters not appearing on the agenda that are within the Committees jurisdiction will be heard during the General Public Comment period. Please note that under the Brown Act, the committee 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 Committee meeting. Public comment for items on the agenda is limited to two (2) minutes per speaker, unless adjusted by the presiding officer of the Committee.

**I. CALL TO ORDER AND COMMITTEE ROLL CALL**

Members: Joyce Fletcher-Chair, Kate Kennedy, Michelles Delgado, Megan Jacoby, Melanie Kirschbaum, Mary Jo Rizvi

**II. APPROVAL OF MINUTES – None**

**III. PUBLIC COMMENT ON ITEMS ON THE AGENDA** – Comments will be heard when the agenda item is called by the Chair of the committee.

Each speaker will also be allowed a two (2) minute comment on each agenda item.

#### **IV. AGENDA ITEMS**

For discussion and possible action:

1. Discussion of WHWCNC Social Media Platforms:
  - Website
  - Constant Contact - Newsletter
  - Constant Contact - Email Blasts and Membership lists
  - Facebook page
  - Twitter
  - Nextdoor
  - Instagram
  - YouTube Channel
2. Board of Neighborhood Commissioners' Digital Communications Policy for the Neighborhood Councils. *See attached document.*
3. Committee Plans, activities and requests for 2026/2027. July 1, 2026 - June 30, 2026
4. New Business – to be discussed at the next committee meeting.

#### **Adjournment**

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 3 business days (72 hours) prior to the meeting by contacting the Department of Neighborhood Empowerment by calling (213) 978-1551 or email: [NCsupport@lacity.org](mailto:NCsupport@lacity.org)

#### **Public Posting of Agendas**

*The Community Outreach Committee meets on the 1<sup>st</sup> Monday of each month. However, visit our website calendar page at [whcouncil.org](http://whcouncil.org), to review all committee meeting dates, as the date may change.*

*Neighborhood Council agendas are posted for public review as follows:*

Fire Station 84 front window, located at 21050 Burbank Blvd. Woodland Hills CA 91367

On the Woodland Hills-Warner Center Neighborhood Council website at calendar page at [www.whcouncil.org](http://www.whcouncil.org)

You can also receive our agendas via email by subscribing to L.A. City's [Early Notification System \(ENS\)](#)

#### **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](http://ethics.lacity.org/lobbying). For assistance, please contact the Ethics Commission at (213) 978-1960 or [ethics.commission@lacity.org](mailto:ethics.commission@lacity.org)

#### **Public Access of Records**

In compliance with Government Code section 54957.5, non-exempt writings that are distributed to the majority of or all the board in advance of a meeting may be viewed at our website: [www.whcouncil.org](http://www.whcouncil.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 get in touch with Secretary Joyce Fletcher by email to [j.fletcher@whcouncil.org](mailto:j.fletcher@whcouncil.org)

#### **Reconsideration and Grievance Process**

For information on the NC's process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the NC Bylaws. The Bylaws are available at our Board meetings and on our website [www.whcouncil.org](http://www.whcouncil.org).