



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  
Kate Kennedy  
Melanie Kirschbaum  
Mary Jo Rizvi

Karen DiBiase  
WHWCNC Vice President

**WOODLAND HILLS  
WARNER CENTER  
NEIGHBORHOOD  
COUNCIL**

**Special - Community Outreach  
Committee Meeting**

**Agenda**

**Friday, June 19, 2026**

**11:00 am to 12:30pm**

**LA Fire Station 84**

**21050 Burbank Blvd.**

**Woodland Hills CA 91367**

In the Community Room

Free parking across the street.

Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte a Secretary, Joyce Fletcher de la Mesa Directiva, [j.fletcher@whcouncil.org](mailto:j.fletcher@whcouncil.org) o por correo electrónico avisar al Concejo Vecinal.

**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, Melanie Kirschbaum, Mary Jo Rizvi

**II. APPROVAL OF MINUTES – June 15, 2026**

**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
  - Events and Concerts in the Park
2. Board of Neighborhood Commissioners' Digital Communications Policy for the Neighborhood Councils.
3. Committee Plans, activities and requests for 2026/2027. July 1, 2026 - June 30, 2027
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 2nd 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).