



## AGENDA – WHWCNC BOARD RETREAT

**Saturday, February 1, 2020 – 8:50am to 3:30pm**

**Rose Goldwater Community Center**

21710 Vanowen Street

Located at the corner of Vanowen St. and Owensmouth Ave., in the Westfield Topanga Mall parking lot

**\*PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS** – The public is requested to fill out a “**Speaker Card**” 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.

***For this meeting, Public comment is limited to 1 minute per speaker, unless adjusted by the presiding officer of the Board.***

Comments from Stakeholders and the Public on Agenda items will be heard only when the respective item is being considered.

Comments within the Board’s subject matter jurisdiction on other matters not appearing on the Agenda will be heard during the Public Comment period. **Public Comment is limited to 10 minutes.**

The 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, or representatives of any venue hosting a meeting of the Neighborhood Council Board, or affiliated committees.

**8:30am – 8:50am**      ***Continental Breakfast***

**8:50am - CALL TO ORDER**

**8:50 am – 9:15am**

Pledge of Allegiance

Roll Call

Public Announcements by local and State officials (on items not on the agenda): (1) minute per speaker

Public Comment Period (on items not on the agenda): (1) minute per speaker

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### AGENDA

#### **Board Discussion:**

**9:15 – 9:30am** – The Creation, Purpose and History of the LA Neighborhood Council System – Joyce Fletcher

***Go to this link to prepare for discussion:***

<https://empowerla.org/about-neighborhood-councils/>

**9:30 – 11:00** – Understanding our role within the Los Angeles City Government and Empower LA

Speaker from Empower LA – Karen Hernandez

1. Defining the Ethics Requirements when applied to a NC board member.
2. How we can best interaction with Empower LA, the City Attorney and City Departments
3. Writing affective Community Impact Statements and Board resolutions both City and State
4. The NC Budget, Funding Requirements and required forms when Committees submit funding requests

Treasurer Paul Lawler and Karen Hernandez      ***Go to this link to prepare for funding discussion:***

<https://clerk.lacity.org/sites/g/files/wph606/f/NCFP%20Policies%2007.19.18%20Final.pdf>

***15 minute break***

**11:15 – 12:30** – The Mission of the WHWCNC to best serve the residents of Woodland Hills-(President, Joyce Fletcher)

1. What is the overall Mission and Vision of our Board as a whole.
2. Formulate an overall board vision and how we can allocate our budget to accomplish our mission/vision
3. Discussion about larger goals for our community to understand and improve our district (CD3) as a whole.

**12:30 – 1:00**      **Lunch**

**1:00 – 2:00** – The mission of the WHWCNC Committees – (Vice President, Sheppard Kaufman)

1. Understanding the goals of each NC committee and their mission. What turns them on?
2. Active and relevant committee member participation
3. The practice of assigning meaningful work to each committee member

**2:00 – 2:30** – Board communication and board discussion – (Parliamentarian & Governance Chair, Don Patterson )

1. Learning better skills to negotiate discussion between fellow board members.
2. Review City and WHWCNC Codes of conduct and censure policy in the Standing Rules and Bylaws

**2:30 – 3:30** – Board Member Participation and Responsibilities of Area Representatives (President, Joyce Fletcher)

1. What does it mean to be a WHWCNC Board member for your area of Woodland Hills
2. How to be an affective representative for your area as defined by Empower La and the City Charter for NC's

**Adjourned – 3:30pm**

**Announcements: The next Board meeting will be held on Wednesday, February 12, 2020** Meeting dates for or the upcoming 2020 -2021 year; the proposed Board meeting are held the second Wednesday of every month at the American Legion Hall located at 5320 Fallbrook Ave, Woodland Hills, CA 91367 at 6:30pm.

HOWEVER, please check the [www.whcouncil.org](http://www.whcouncil.org) website calendar page for any changes that may occur.

**\*THE AMERICAN 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 Joyce Fletcher, at (818-340-6554 or email [j.fletcher@whcouncil.org](mailto:j.fletcher@whcouncil.org) or the Department of Neighborhood Empowerment at (213) 978-1551 [EmpowerLa@LACity.org](mailto:EmpowerLa@LACity.org)

**\*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.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 contact Joyce Fletcher at (818) 340-6554 or email [j.fletcher@whcouncil.org](mailto:j.fletcher@whcouncil.org)

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

- [www.whcouncil.org](http://www.whcouncil.org) – go to the website Calendar page and click on the date – Board meetings are held on the second Wednesday of each month. Check the calendar for any change of meeting date.

- You can also receive our agendas via email by subscribing to L.A. City's Early Notification System at <https://www.lacity.org/subscriptions>

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