



MINUTES– MONTHLY MEETING OF GOVERNANCE COMMITTEE MEETING

Tuesday, February 21, 2023 at 6:30pm

VIRTUAL MEETING BY TELECONFERENCE

Zoom Meeting Online or By Telephone

<https://us02web.zoom.us/j/83660920053>

Dial (1 669 900 6833) to Join the Meeting

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VIRTUAL MEETING TELECONFERENCING and PHONE NUMBER FOR PUBLIC PARTICIPATION

In conformity with the September 16, 2021, Enactment of California Assembly Bill 361 (Rivas) and due to concerns over COVID-19, the Woodland Hills-Warner Center Neighborhood Council meeting will be conducted entirely telephonically with a call-in option or internet-based service option.

Every person wishing to address the Neighborhood Council must either [dial 1 669 900 6833](tel:16699006833) or go online via Zoom and enter [Webinar ID # 836 6092 0053](https://us02web.zoom.us/j/83660920053) and then press # to join the meeting. Instructions on how to sign up for public comment will be given to listeners at the start of the meeting. When calling-in telephonically, the public is requested to dial *9, when prompted by the presiding officer, to address the Board on any agenda item before the Board takes an action on an item. Zoom users should use the “raise hand” feature.

AB 361 Updates: Public comment cannot be required to be submitted in advance of the meeting, only real-time public comment is required. If there are any broadcasting interruptions that prevent the public from observing or hearing the meeting, the meeting must be recessed or adjourned. If members of the public are unable to provide public comment or be heard due to issues within the Neighborhood Council’s control, the meeting must be recessed or adjourned.

Any messaging or virtual background is in the control of the individual board member in their personal capacity and does not reflect any formal position of the Neighborhood Council or the City of Los Angeles.

***PUBLIC INPUT ON AGENDA ITEMS** – The public may 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. *Public comment is limited to (1) minute per speaker.*

***PUBLIC INPUT ON MATTERS NOT ON THE AGENDA** - 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.

General Public Comment is limited to (1) minute per speaker and 20 minutes total unless adjusted by the presiding officer of the board.

AGENDA

1. Call to Order – *Dena Weiss, 6:38pm*
2. Roll Call: Members/ Executive Committee: Chair - Dena Weiss, Mihran Kalaydjian, Paul Lawler, Karen DiBiase, Leslie Simon.

Quorum at time of meeting called to order: 5

Present: Dena Weiss, Mihran Kalaydjian, Paul Lawler, Karen DiBiase, Leslie Simon

Absent: none

3. Public Announcements by city officials and representatives: *None*
4. Stakeholder Public Comment Period (on items NOT on the agenda): *None*
5. Approval of Committee Minutes for January 17, 2023

Motion: *Dena Weiss, Second: Mihran Kalaydjian*

Roll Call Vote

PASS *Yes: 4* *No: 0* *Abstain: 1* *Ineligible: 0* *Total: 5*

- *YES: Dena Weiss, Mihran, Kalaydjian, Karen DiBiase, Leslie Simon*
- *NO:*
- *ABSTAIN: Paul Lawler*
- *INELIGIBLE:*

Items for discussion and possible action:

Stakeholder Public Comment will be taken on each agenda item: (2) minutes per speaker

Item One: Announcements and possible motion about Ad Hoc committees and choice of chairs and committee members. Proposed Ad Hocs to be formed are: Virtual Meeting Committee (previously discussed and agreed upon before; Election Committee; and an In-Person Meeting Committee. These will be temporary and shall consist only of Board members to facilitate speed and efficiency of upcoming needs, and bypass Brown Acts requirements, per the WHWCNC Bylaws in Article VII:

Motion: *Dena Weiss, Second: Leslie Simon*

Motion: *To establish these 3 Ad Hocs with no stakeholders: 1) Virtual Meeting Pilot Program, 2) Elections Committee, 3) In-Person Meeting Committee*

Roll Call Vote

PASS *Yes: 5* *No: 0* *Abstain: 1* *Ineligible: 0* *Total: 5*

- *YES: Dena Weiss, Mihran, Kalaydjian, Paul Lawler, Karen DiBiase, Leslie Simon*
- *NO:*
- *ABSTAIN:*
- *INELIGIBLE:*

“Section 2: Ad Hoc

*An Ad hoc committee is established for a specific purpose until it fulfills its assigned task and is terminated. An Ad Hoc committee that includes **non**-board member stakeholders must be ajenized and noticed in keeping with the Brown Act (72) hour posting requirement.*

Section 3: Committee Creation and Authorization

With the concurrence of the other Officers, the President and Vice President shall create standing committees and Ad Hoc committees, and assign committee members. All members of the board must serve on and regularly attend at least one Standing Committee. Each committee may include non-elected and, by a majority vote of the board members present and voting, may authorize or terminate one (1) or more committees.

- A. **Committee: Term of Office:** Each committee member of a standing committee and/or Ad Hoc committee shall continue until a successor is appointed by the President and Vice President or until the standing committee, or ad hoc committee, is terminated.*

A committee member shall be removed by the President and Vice President with concurrence of the other Officers from a specific committee, or ad hoc committee, by committee member resignation or for non-compliance of rules and regulations as defined in the Bylaws, Standing Rules and all other rules and regulations of the WHWCNC, City and Empower LA.

- B. **Committee Chairperson:** With the concurrence of the other Officers of the Neighborhood Council, the President shall designate a person to serve as a Chairperson for each Neighborhood Council committee, and Ad Hoc committee.*

*C: **Committee Vacancies:** Vacancies on any committee, subcommittee and/or Ad Hoc committee may be decided by the Committee Chairperson with the concurrence of the President and vice President of the Neighborhood Council.”*

Item Two: Motion to approve amended Standing Rules. Revisions previously discussed and voted on. This will be provided in a supporting document.

Motion: *Leslie Simon, Second: Mihran Kalaydjian*

Motion: *To continue Item Two to the next meeting, so we can review the Standing Rules*

Roll Call Vote

PASS Yes: 5 No: 0 Abstain: 1 Ineligible: 0 Total: 5

- YES: Dena Weiss, Mihran, Kalaydjian, Paul Lawler, Karen DiBiase, Leslie Simon
- NO:
- ABSTAIN:
- INELIGIBLE:

Item Three: Discussion and motion to approve a supplementary questionnaire NPC form which will ask additional questions to be answered by the applicant, if pertinent, and will streamline the NPG discussions and voting process at future meetings. Supporting document will be provided for suggested revision after discussion.

Motion: Dena Weiss, Second: Mihran Kalaydjian

Motion: To continue Item Three to the next meeting, so we can review the supplementary questionnaire NPG form

Roll Call Vote

PASS Yes: 5 No: 0 Abstain: 1 Ineligible: 0 Total: 5

- YES: Dena Weiss, Mihran, Kalaydjian, Paul Lawler, Karen DiBiase, Leslie Simon
- NO:
- ABSTAIN:
- INELIGIBLE:

Item Four: New business to be placed on the next committee meeting agenda.

Adjournment of Meeting: 7:15pm

Minutes submitted by Karen DiBiase, WHWCNC Secretary

The next Committee Meeting will be held on **March 20, 2023** by teleconference. Please visit the calendar page at whcouncil.org for the complete details and to confirm the date and time of meeting dates for the 2022 year: the third Tuesday of every month at 6:30pm. Check the NC website calendar for a complete list of committee and board meetings. Meeting dates and times are subject to change. Check the NC calendar for updated meeting schedules. Due to COVID 19 ALL in person meetings have been moved to virtual teleconference. HOWEVER, please check the 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 Dena Weiss by email at d.weiss@whcouncil.org or the Department of Neighborhood Empowerment at (213) 978-1551 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 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 Dena Weiss at d.weiss@whcouncil.org or the Department of Neighborhood Empowerment at (213) 978-1551 EmpowerLa@LACity.org

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

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

- **A copy of this agenda is also physically posted on the outside of the window of the West Valley Warner Center Chamber located at 6100 Topanga Canyon Blvd, Ste 2330, Woodland Hills, CA 91367. The Chamber is located at the Promenade Mall outside the east entrance of the mall and to the left of Ruth Chris Restaurant. The Chamber office is accessed from Owensmouth Street. Parking is free.**

***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 website at www.whcouncil.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 Dena Weiss de la Mesa Directiva, al d,weiss@whcouncil.org o por correo electrónico avisar al Concejo Vecinal.

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 §§ 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