



## **Items for Discussion and Possible Action:**

*All comment is limited to 2 minutes per speaker, unless adjusted by the presiding chair of the committee.*

1. Call to Order.
2. Roll call of members: Executive Committee and Officers: Chair - Dena Weiss, Tracey Rosen, Heath Kline, Karen DiBiase and Don Patterson.
3. Public Announcements by city officials and representatives: (2) minutes per speaker.
4. Stakeholder Public Comment Period (on items NOT on the agenda): (1) minute per speaker.
5. Approval of Committee Minutes: January 16, 2024.

## **Items for discussion and possible action:**

### **Item One: Review of Qualifications for an Area 4 Alternate Representative**

Discussion and action:

Review of qualifications for Aava Dekordi to apply for the Area 4 Alternate Representative position. Confidential supporting documents will be shared with Officers.

Roll call vote.

### **Item Two: Review of Qualifications for an At Large Alternate Representative**

Discussion and action:

Review of qualifications for applicant(s) to apply for the At Large Alternate Representative position. Confidential supporting documents will be shared with Officers.

Roll call vote.

### **Item Three:**

Discussion and possible action:

Refinement (if necessary) of the Governance Mission Statement for the NC Website. This is the current description on our website:

#### *Governance Committee*

- [\*Council Bylaws\*](#)
- [\*Operating Procedures\*](#)
  - [\*Standing Rules of the Council\*](#)
  - [\*NC Training Manual\*](#)
- [\*Ethics and Rules\*](#)
- [\*Election Rules and Procedures\*](#)
- [\*Grievance and Official Action – LA Conflict of Interest Code\*](#)
- [\*Youth Board Member Information\*](#)

*This committee undertakes comprehensive evaluation of the organization's Bylaws and Operating Procedures; to make them completer and more defined for the NC Board and all stakeholders.*

#### *Process*

*The committee anticipates potential ethics questions so that future WHWCNC board members and stakeholders will have a sound and understandable framework for decisions. It clarifies the process*

*and purpose of disciplinary measures such as grievances. It also defines what constitutes an “official action” by the WHWCNC board.*

*Updates and Training*

*The committee is also responsible for periodic updates and training of board members regarding the rules in which the NC is required to operate under.*

Compare this with the current description in the NC Board Application form:

**GOVERNANCE COMMITTEE**

*The Committee reviews and resolves a wide variety of NC governance issues and concerns. Reviews the existing NC Bylaws, Standing Rules, Best Practices and recommends updates when necessary. Verifies applicant qualifications for vacant board seats. Reviews board member attendance and makes recommendations. The committee reviews and maintains updates of new rules and regulations that govern NCs as determined by EmpowerLA and the City. Makes recommendations to EmpowerLA and the City as needed.*

**Item Four: Board Retreat**

Discussion and action:

Board Retreat discussion regarding the date and location and content. Continued from prior discussions at Governance.

Roll call vote if necessary.

**Item Five: Bylaw Review**

Discussion and action regarding review of Bylaws which were last amended on May 19, 2022. Committee members will continue where we left off.

See posted existing Bylaws.

Roll call vote.

**ADJOURNMENT.** The next meeting will be on March 19, 2024, at the Woodland Hills Library. 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 -**

Neighborhood Council agendas are posted for public review as follows:

- A copy of this agenda is also physically posted on the plexiglass box at the front door of Firestation 84, located at 21050 Burbank Blvd., Woodland Hills, CA, 91367
- [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 a majority or all of the board in advance of a meeting may be viewed at our website: [www.WHWCNC.org](http://www.WHWCNC.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](mailto:d.weiss@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.