



AGENDA - EXECUTIVE COMMITTEE MEETING - WHWCNC

Wednesday, October 28, 2020 - 6:30 p.m.

VIRTUAL MEETING BY TELECONFERENCE

VIRTUAL MEETING TELECONFERENCING and PHONE NUMBER FOR PUBLIC PARTICIPATION

In conformity with the Governor's Executive Order N-29-20 (MARCH 17, 2020) and due to concerns over COVID-19, the Woodland Hills-Warner Center Neighborhood Council meetings will be conducted entirely telephonically.

Every person wishing to address the Neighborhood Council must dial +1 669 900 6833, and enter Webinar ID # 813 3338 0730 and then press # to join the meeting. 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.

GENERAL PUBLIC COMMENT ON NON AGENDA ITEMS

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 the Department of Neighborhood Empowerment by email: NCsupport@lacity.org or phone: (213) 978-1551.

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 on our website at : 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) 639-9444 or email: j.fletcher@whcouncil.org

PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS – The public is requested 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. 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.

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 Joyce Fletcher de la Mesa Directiva, al j.fletcher@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

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

- www.whcouncil.org and go to the calendar page and click on the date, board meeting and agenda
- You can also receive our agendas via email by subscribing to L.A. City's Early Notification System at <https://www.lacity.org/subscriptions>

AGENDA

Call to Order

Roll Call - Officers: Joyce Fletcher, President - Sheppard Kaufman, Vice President - Paul Lawler, Treasurer Don Patterson, Parliamentarian, Komalpreet Batth, Secretary

Public Announcements by City Officials : (2) minutes per speaker

Public Comment Period for members of the Public (on items not on the agenda): (2) minutes per speaker

Items for discussion and possible action:

1. Zoom meetings
Officer roles at zoom meetings
3. Code of Conducts and Standing Rules

Review of Code of Conduct, Sanding Rules and DONE Censure Policy added to the WHWCNC Bylaws
[See attached Codes of Conduct, Standing Rules and Bylaws](#)

WOODLAND HILLS-WARNER CENTER NEIGHBORHOOD COUNCIL - CODE OF CIVILITY

3. We will promote and enforce a safe meeting environment at all times. If members of the Board or the public become disruptive and violate the code of civility, we will join our fellow Board members in demanding that the person(s) conduct themselves in a respectful and orderly manner even if we do not agree with the point of view being expressed.

The President will have the authority to mitigate the disruption by any reasonable and professional manner available to them;

4. The Brown Act - Public Comment is for stakeholders

The Brown Act - 54954.2.

(3) No action or discussion shall be undertaken on any item not appearing on the posted agenda, except that members of a legislative body or its staff may briefly respond to statements made or questions posed by persons exercising their public testimony rights under Section 54954.3.

In addition, on their own initiative or in response to questions posed by the public, a member of a legislative body or its staff may ask a question for clarification, make a brief announcement, or make a brief report on his or her own activities.

Furthermore, a member of a legislative body, or the body itself, subject to rules or procedures of the legislative body, may provide a reference to staff or other resources for factual information, request staff to report back to the body at a subsequent meeting concerning any matter, or take action to direct staff to place a matter of business on a future agenda.

(As the NC does not have staff, the request should be made to the Officers to be placed on the appropriate committee agenda for review)

2. Per Standing Rules: Stakeholder committee member training and Cornerstone

SR 24 - All stakeholder committee members must take the Code of Conduct and Funding training upon appointment and ethics training biannually. This provision will be effective 60 days from approval by the Board.

SR 25 - All Board and stakeholder committee members may be censured or removed for failing to follow the Code of Conduct pursuant to the discipline process described in the Bylaws.

5. Resolution by the Board of Neighborhood Commissioners

NEIGHBORHOOD COUNCIL LEADERSHIP ORIENTATION and Handbook and PLUM Policy

[See attached document](#)

6. Neighborhood Council Elections

Officer support for the WHWCNC Outreach Committee to execute election outreach - Election starts Jan.2, 2021

[See attached draft election timeline](#)

7. Approval of the Minutes - September 21, 2020 - submitted by Joyce Fletcher

8. Agenda items for the next Executive Committee Meeting and date to be determined.

Announcements: The next Full Board Meeting will be held on November 11, 2020 by teleconference.

Please visit the website calendar page at whcouncil.org for the date and time. NOTICE: the Woodland Hills-Warner Center Neighborhood Council may hold a webinar SPECIAL MEETING if needed. Please visit the website calendar page to see if there is a Special Meeting posted.

Meeting dates for or the upcoming 2020 -2021 year; the proposed Board meeting are usually held the second Wednesday of every month at 6:30pm.

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.

Adjournment of meeting:

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*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