

**Neighborhood Council  
Governing Board Officers:**  
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Vice President Tracey Rosen  
Secretary, Karen DiBiase  
Treasurer Heath Kline  
Parliamentarian Don Patterson

CITY OF LOS ANGELES  
CALIFORNIA  
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Website: www.empowerla.org



Committee Chair: Tracey Rosen  
Committee Members: Harout  
Aristakessian, Masha Dowell, Joyce  
Fletcher, Kate Kennedy, Steve  
Sommers



## WOODLAND HILLS WARNER CENTER NEIGHBORHOOD COUNCIL

### **Special Outreach Committee Meeting MINUTES**

**Thursday, July 11, 2024 at 5:30pm**

Zoom Meeting Online or By Telephone  
Please click the link below to join the webinar:  
<https://us02web.zoom.us/j/82284713332>

Or Dial (669) 900-6833 to Join the Meeting  
Then Enter This Webinar ID: 822 8471 3332 and Press #

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Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte Karen DiBiase, Secretaria, al 818-639-9444 o por correo electrónico [www.whcouncil.org](http://www.whcouncil.org) para avisar al Concejo Vecinal.

IN CONFORMITY WITH THE OCTOBER 6, 2023 ENACTMENT OF CALIFORNIA SENATE BILL 411 (PORTANTINO) AND LA CITY COUNCIL APPROVAL ON NOVEMBER 1, 2023, THIS WOODLAND HILLS WARNER CENTER NEIGHBORHOOD COUNCIL COMMITTEE MEETING WILL BE AVAILABLE VIRTUALLY.

Every person wishing to address the Board must enter the meeting via the above Zoom link or dial (669) 900-6833, and enter 884 2295 9967 and then press # to join the meeting. When prompted by the presiding officer, to provide public input at the WHWCNC Outreach Committee Meeting of the Woodland Hills – Warner Center Neighborhood Council meeting the public will be requested to dial \*9 by phone or use the Raise Hand option on Zoom, 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 Committee's 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 or Board meeting. Public comment is limited to 1 minutes per speaker, unless adjusted by the presiding officer of the Board.

**SB 411 Updates:**

In the event of a disruption that prevents the WHWCNC Outreach Committee from broadcasting the meeting to members of the public using the call-in option or internet-based service option, or in the event of a disruption within the WHWCNC Outreach Committee control that prevents members of the public from offering public comments using the call-in option or internet-based service option, the WHWCNC Outreach Committee shall take no further action on items appearing on the meeting agenda until public access to the meeting via the call-in option or internet-based service option is restored. Actions taken on agenda items during a disruption that prevents the WHWCNC Outreach Committee from broadcasting the meeting may be challenged pursuant to Section 54960.1.

The WHWCNC Outreach Committee shall not require public comments to be submitted in advance of the meeting and shall provide an opportunity for the public to address the WHWCNC Outreach Committee and offer comments in real time.

Notwithstanding Section 54953.3, an individual desiring to provide public comment through the use of an internet website, or other online platform, not under the control of the WHWCNC Outreach Committee, that requires registration to log in to a teleconference may be required to register as required by the third-party internet website or online platform to participate.

(i) If the WHWCNC Outreach Committee provides a timed public comment period for each agenda item shall not close the public comment period for the agenda item, or the opportunity to register, pursuant to subparagraph   , to provide public comment until that timed public comment period has elapsed.

(ii) If the WHWCNC Outreach Committee does not provide a timed public comment period, but takes public comment separately on each agenda item, shall allow a reasonable amount of time per agenda item to allow public members the opportunity to provide public comment, including time for members of the public to register pursuant to subparagraph (D), or otherwise be recognized for the purpose of providing public comment.

(iii) If the WHWCNC Outreach Committee provides a timed general public comment period that does not correspond to a specific agenda item shall not close the public comment period or the opportunity to register, pursuant to subparagraph (D), until the timed general public comment period has elapsed.

Items for Discussion and Possible Action:

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

1. Call to Order. 636
  
2. Roll call of members: Chair - Tracey Rosen; Committee members: Harout Aristakessian, Masha Dowell, Joyce Fletcher, Kate Kennedy Steve Sommers
  - a. All present
  - b. No absenses

3. Public Announcements by city officials and representatives: (2) minutes per speaker.
  - a. No city officials or representatives
4. Stakeholder Public Comment Period (on items NOT on the agenda): (1) minute per speaker.
  - a. No comment from stakeholders at this time
5. Approval of Committee Minutes: June 24, 2024

Roll call vote: Harout seconded  
YES: HaroutAristakessian, Steve Sommers  
ABSTAIN: Masha Dowell, Joyce Fletcher, Kate Kennedy

**Items for discussion and possible action:**

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

**Item #1:**

Discussion on community events the WHWCNC will table at:

- June 16<sup>th</sup> – August 25<sup>th</sup> – Valley Cultural Center Summer Concerts
  - Tracey discussed attendance and interactions at the past few summer concerts and 4<sup>th</sup> of July

**Item #2:**

Finalize the 2nd quarterly newsletter for July and vote on the final draft to be distributed to stakeholders

Motion to approve the Summer 2024 Newsletter, pending additional feedback from Joyce Fletcher

YES: Harout Aristakessian, Steve Sommers, Masha Dowell, Joyce Fletcher, Kate Kennedy  
NAY: 0  
ABSTAIN: 0

**Item #3:**

Discussion about Outreach Committee goals / objectives for the 2024-2025 Fiscal Year

Discussed:

- Send out a survey to our mailing list to determine how involved our stakeholders would like to be. What they want to see us do? What are there concerns in the community?
- Be more systematic with the events we choose to table at
- NC Council Area meet-ups at local restaurants, farmers' market?
- Pancake breakfast to meet with stakeholders, veterans to discuss concerns?
- Increase stakeholder participation
- Participate in local parades
- Educate stakeholders about events / activities we're involved in
- Develop a content calendar

**Item #4:**

Brainstorm and discuss additional ways that we can reach more Stakeholders about the WHWCNC and encourage them to be more involved in our community.

Discussed:

- Tabling at Woodland Hills Farmers Market
- Flyers on community boards at local businesses
- **Farmers Market – Saturday August 10<sup>th</sup>**
- **Review mobile site for accessibility**
- Create buzz - YouTube Channel to share events we're involved in, clean-up, events we table at, highlights of committees, stakeholder involvement, Introduce Area Reps and Committees

**Item #5:**

Discussion on future action items.

- Discuss YouTube channel creation and proposed content – Masha volunteered to lead

**ADJOURNMENT: Adjournment**

The next meeting will be in July 22, 2024.

As a covered entity under Title II of the Americans with Disabilities Act, the City of Los

Angeles does not discriminate based on 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 outside window of the A at the front door of LAFD 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 our website.

Tom (818) 710-7138 [tklarin@gmail.com](mailto:tklarin@gmail.com) regarding brush clearance Mulholland between Canoga & Topanga