

CITY OF LOS ANGELES  
CALIFORNIA

**Neighborhood Council  
Governing Board Officers:**  
President Dena Weiss  
Vice President Chris Waddy  
Secretary, Karen DiBiase  
Treasurer Heath Kline  
Parliamentarian Don Patterson



WOODLAND HILLS  
WARNER CENTER  
NEIGHBORHOOD COUNCIL

200 N. Spring Street Los  
Angeles, CA 90012

Email: NCsupport@lacity.org  
Website: www.empowerla.org

**MINUTES**

**Regular Full Board Meeting**

City of Los Angeles Fire Station #84,  
in the Community Room  
21050 Burbank Blvd., Woodland Hills, CA, 91367  
December 13, 2023  
6:30 p.m.- 9:00 p.m.

**IN PERSON BOARD MEETING WITH VIRTUAL MEETING OPTION FOR STAKEHOLDERS BY  
TELECONFERENCE**

**Zoom Meeting Option Online or By Telephone**

(<https://us02web.zoom.us/j/96493712127> )

**Dial (1 669 900 6833) to Join the Meeting**

**Then Enter This Webinar ID: 964 9371 2127 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.

Stakeholders using the virtual meeting option who wish to address the Neighborhood Council must (<https://us02web.zoom.us/j/96493712127> ) or **dial 1 669 900 6833** and enter **Webinar ID # 964 9371 2127** and then press # to join the meeting (at this time participation via Zoom is an option for the public, but NOT WHWCNC board members). Join 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.

**PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS**

Instructions on how to sign up for public comment will be given to listeners at the start of the meeting, or per the following:

[1] In person at the meeting; ([2] by clicking the ‘raise hand’ button via Zoom during the period allotted for public comment; or [3] by dialing \*9 (if joining the meeting via telephone) to ‘raise hand’ during the period allotted for public comment 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 when the respective item is being considered.

## **GENERAL PUBLIC COMMENT ON NON-AGENDA ITEMS**

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 2 minutes per speaker, unless adjusted by the presiding officer of the Board. AB 361 UPDATES: Public comment cannot be required to be submitted in advance at the meeting and 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.

### Board Members:

Area 1 - Karen DiBiase, Geoffrey Hobson, Rochelle / Shelly Schwartz, Reina Cerros-McCaughey

Area 2 - Paul Lawler

Area 3 – Tracey Rosen, Harout Z. Aristakessian

Area 4 – Don Patterson, Martin Lipkin, Dena Weiss,

Area 5 – Christopher Waddy, Julie Waltrip, Theresa Campbell

Area 6 – Mihran Kalaydjian, Heath Kline

Area 7 – Lillian / Joyce Fletcher

At-Large – August Steurer, Bobbie Wasserman

Youth Member – Vacant seat

**\*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 unless adjusted by the President. Public comment can only be made one time and will be heard at the beginning of an agenda item.*

**\*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.

## **AGENDA**

Call to Order – *Dena Weiss, 6:40pm*

Pledge of Allegiance – *Paul Lawler*

Roll Call – *Karen DiBiase*

*Quorum at time of meeting called to order: 15*

*Karen DiBiase, Geoffery Hobson, Shelley Schwartz, Reina Cerros-McCaughey, Paul Lawler, Tracey Rosen, Harout Aristakessian, Don Patterson, Martin Lipkin, Dena Weiss, Christopher Waddy, Julie Waltrip, Heath Kline, August Steurer, Bobbie Wasserman*

*Absent: Theresa Campbell, Mihran Kalaydjian, Joyce Fletcher*

### **Public Announcements:**

Office of Councilmember Bob Blumenfield – *None*

Empower LA – *Prabhjot Chamber, Rep for WHWCNC*

*1) Distributed EmpowerLA/Neighborhood Council Notebooks to all board members*

*2) Bylaws workshop: Updates to our Bylaws are due by 4-01-24*

LAPD - SLO *Brittany Gutierrez*

*1) Holiday issues: be aware of your surroundings and stay safe*

*2) Community Neighborhood Watch monthly meetings at the Topanga Station, 3<sup>rd</sup> Wednesday*

### **General Public Comment, by the Public, on Non-Agenda Items:**

*General Public Comment is limited to (2) minutes per speaker and 10 minutes total due to limited timing at the Fire Station venue.*

*Stakeholder comment: We should look into adding a chair for the Public Safety Committee*

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### **I. Organization, Operation, Policies, & Procedures:**

*All comment is limited to 1 minute per speaker, unless adjusted by the presiding officer of the Board.*

*Time limits set for each agenda item may be adjusted by the presiding officer of the Board. Time limits may vary so the public is encouraged to join the meeting several minutes PRIOR to a specific agenda item being discussed.*

#### **A. Approval of Minutes: Board Meeting – November 8, 2023**

*See posted support document*

*Motion: Dena Weiss, Second: Heath Kline*

*Correction to Minutes: Harout Aristakessian*

*Revise roll call vote for Item#5 and Item#6, to reflect total voting for NO = 0*

### Roll Call Vote (as revised for Item#5 and Item#6)

**PASS**      Yes: 12              No: 0              Abstain: 1              Ineligible: 2              Total: 15

- **YES:** Karen DiBiase, Geoffrey Hobson, Shelley Schwartz, Paul Lawler, Tracey Rosen, Harout Aristakessian, Don Patterson, Martin Lipkin, Dena Weiss, Julie Waltrip, Heath Kline, August Steurer
- **NO:**
- **ABSTAIN:** Christopher Waddy
- **INELIGIBLE:** Reina Cerros-McCaughey (Alt), Bobbie Wasserman (Alt)

## B. Officer Reports

**President – Dena Weiss** – Theme for the month is “**Peace**”. Is seasonal but applied to what is going on in the world. Peace to our NC and community. May 2024 be a real banner year! “Peace on Earth”.

**Vice President – Chris Waddy** – Be an ambassador.

**Treasurer – Heath Kline** – NPG’s for Pierce College’s Pantry had issued with required backup, is now solved. The City Clerk is now enforcing the policy of “no NPG’s to religious organizations”. We will try to challenge this decision.

**Secretary -Karen DiBiase** - none

**Parliamentarian – Don Patterson** - none

## 2. Items for Discussion and Possible Action:

### Item No. 1

#### Heath Kline, Treasurer

#### (23-074) Approval of MER for October 2023

*For discussion and possible action:*

Motion for the Board to approve the October 2023 Monthly Expense Report (MER).

See October MER (23 pages) included in Dec. supporting documents.

**Motion:** Heath Kline, Second: Martin Lipkin

### Roll Call Vote

**PASS**      Yes: 13              No: 0              Abstain: 0              Ineligible: 2              Total: 15

- **YES:** Karen DiBiase, Geoffrey Hobson, Shelley Schwartz, Paul Lawler, Tracey Rosen, Harout Aristakessian, Don Patterson, Martin Lipkin, Dena Weiss, Christopher Waddy, Julie Waltrip, Heath Kline, August Steurer
- **NO:**
- **ABSTAIN:**
- **INELIGIBLE:** Reina Cerros-McCaughey (Alt), Bobbie Wasserman (Alt)

## **Item No. 2**

### **Heath Kline, Treasurer**

#### **(23-075) Approval of MER for November 2023**

*For discussion and possible action:*

Motion for the Board to approve the November 2023 Monthly Expense Report (MER).

See November MER (16 pages) included in Dec. supporting documents.

**Motion:** *Heath Kline, Second: Karen DiBiase*

### **Roll Call Vote**

**PASS**      Yes: 13              No: 0              Abstain: 0              Ineligible: 2              Total: 15

- YES: Karen DiBiase, Geoffrey Hobson, Shelley Schwartz, Paul Lawler, Tracey Rosen, Harout Aristakessian, Don Patterson, Martin Lipkin, Dena Weiss, Christopher Waddy, Julie Waltrip, Heath Kline, August Steurer
- NO:
- ABSTAIN:
- INELIGIBLE: Reina Cerros-McCaughey (Alt), Bobbie Wasserman (Alt)

## **Item No. 3**

### **Dena Weiss, Chair of Governance**

#### **(23-076) Stakeholders Appointment to Area 2 Residential Representative Seat**

Discussion and possible action:

Motion for the board to appoint either Julian Tu or Masha Dowell to the Area 2 Residential Representative Board seat. The person with the most votes will become the Residential Representative and the runner up will become the Alternate Representative.

Qualification at Governance: vote- unanimous (4)

*Dena Weiss YES, Heath Kline YES, Karen DiBiase YES, Don Patterson YES*

**Motion:** *Dena Wiess, Second: Karen DiBiase*

### **RESULTS**

**Julian Tu: Area 2 Residential Rep**

**Masha Dowell: Area 2 Alternate Rep**

### **Roll Call Vote**

**Election**      Julian Tu: 6              Masha Dowell: 5              No: 0              Abstain: 2              Ineligible: 2              Total: 15

- JULIAN TU: Karen DiBiase, Geoffrey Hobson, Shelley Schwartz, Paul Lawler, Martin Lipkin,

*Heath Kline*

- *MASHA DOWELL: Tracey Rosen, Harout Aristakessian, Don Patterson, Christopher Waddy, August Steurer*
- *NO:*
- *ABSTAIN: Dena Weiss, Julie Waltrip*
- *INELIGIBLE: Reina Cerros-McCaughey (Alt), Bobbie Wasserman (Alt)*

#### **Item No. 4**

##### **Dena Weiss, Chair of Governance**

##### **(23-077) Stakeholder Appointment to Area 2 CBO Representative Seat**

Discussion and possible action:

Motion for the board to appoint Peter Haber to the Area 2 CBO Representative Board seat.

Qualification at Governance: vote- unanimous (4)

*Dena Weiss YES, Heath Kline YES, Karen DiBiase YES, Don Patterson YES*

***Motion:*** *Dena Wiess, Second: Karen DiBiase*

#### **RESULTS**

***Peter Haber: Area 2 CBO Rep***

#### **Roll Call Vote**

**Election**    *Peter Haber: 13          No: 0          Abstain: 0          Ineligible: 4          Total: 17*

- *PETER HABER: Karen DiBiase, Geoffrey Hobson, Shelley Schwartz, Paul Lawler, Tracey Rosen, Harout Aristakessian, Don Patterson, Martin Lipkin, Dena Weiss, Christopher Waddy, Julie Waltrip, Heath Kline, August Steurer*
- *NO:*
- *ABSTAIN:*
- *INELIGIBLE: Reina Cerros-McCaughey (Alt), Bobbie Wasserman (Alt), Julian Tu (Training), Masha Dowell (Training)*

#### **Item No. 5**

##### **Dena Weiss, Chair of Governance**

##### **(23-078) Stakeholders Appointment to Area 3 Business Representative Seat**

Discussion and possible action:

Motion for the board to appoint either Eric Lipp or Dean Mathew to the Area 3 Business Representative Board seat. The person with the most votes will become the Business Representative and the runner up will enter a run-off election to become the Alternate Representative (see item 6).

Qualification at Governance: vote- unanimous (4)

*Dena Weiss YES, Heath Kline YES, Karen DiBiase YES, Don Patterson YES*

**Motion:** *Dena Weiss, Second: -*

*Note: Eric Lipp has withdrawn his application and Dean Mathew is not present*

**Substitute Motion:** *Martin Lipkin, Second: Dena Weiss*

*Substitute Motion: Motion to continue to next board meeting so applicant can be present.*

### **Roll Call Vote**

**PASS**      Yes: 13              No: 0              Abstain: 0              Ineligible: 5              Total: 18

- YES: Karen DiBiase, Geoffrey Hobson, Shelley Schwartz, Paul Lawler, Tracey Rosen, Harout Aristakessian, Don Patterson, Martin Lipkin, Dena Weiss, Christopher Waddy, Julie Waltrip, Heath Kline, August Steurer
- NO:
- ABSTAIN:
- INELIGIBLE: Reina Cerros-McCaughey (Alt), Bobbie Wasserman (Alt), Julian Tu (Training), Masha Dowell (Training), Peter Haber (Training)

### **Item No. 6**

#### **Dena Weiss, Chair of Governance**

#### **(23-079) Stakeholders Appointment to Area 3 Alternate Representative Seat**

Discussion and possible action:

Motion for the board to appoint either the runner-up the Business Representative board vote (see item 5) or Scott Saccoccio to the Alternate Board seat.

Qualification at Governance: vote- unanimous (4)

*Dena Weiss YES, Heath Kline YES, Karen DiBiase YES, Don Patterson YES*

**Motion:** *Dena Weiss, Second: -*

*Note: Scott Saccoccio has withdrawn his application.*

*Note: No discussion and/or vote was taken for Item#6.*

## **Item No. 7**

### **Dena Weiss, Chair of Governance**

#### **(23-080) Stakeholders Appointment to Area 5 Alternate Representative Seat**

Discussion and possible action:

Motion for the board to appoint Steve Sommers to the Area 5 Alternate Representative Board seat.

Qualification at Governance: vote- unanimous (4)

*Dena Weiss YES, Heath Kline YES, Karen DiBiase YES, Don Patterson YES*

***Motion:*** *Dena Wiess, Second: Don Patterson*

## **RESULTS**

***Steve Sommers: Area 5 Alternate Rep***

### **Roll Call Vote**

**Election**     *Steve Sommers: 13*                      *No: 0*                      *Abstain: 0*                      *Ineligible: 5*                      *Total: 18*

- *PETER HABER: Karen DiBiase, Geoffrey Hobson, Shelley Schwartz, Paul Lawler, Tracey Rosen, Harout Aristakessian, Don Patterson, Martin Lipkin, Dena Weiss, Christopher Waddy, Julie Waltrip, Heath Kline, August Steurer*
- *NO:*
- *ABSTAIN:*
- *INELIGIBLE: Reina Cerros-McCaughey (Alt), Bobbie Wasserman (Alt), Julian Tu (Training), Masha Dowell (Training), Peter Haber (Training)*

## **Item No. 8**

### **Dena Weiss, Chair of Governance**

#### **(23-081) Stakeholder Appointment to Area 6 Residential Representative Seat**

Discussion and possible action:

Motion for the board to appoint William (Bill) Barnett to the Area 6 Residential Representative Board seat.

Qualification at Governance: vote- unanimous (4)

*Dena Weiss YES, Heath Kline YES, Karen DiBiase YES, Don Patterson YES*

***Motion:*** *Dena Wiess, Second: Don Patterson*

## **RESULTS**

***Bill Barnett: Area 6 Residential Rep***

### **Roll Call Vote**



- Election**    *Steve Sommers: 13                      No: 0                      Abstain: 0                      Ineligible: 6                      Total: 19*
- *PETER HABER: Karen DiBiase, Geoffrey Hobson, Shelley Schwartz, Paul Lawler, Tracey Rosen, Harout Aristakessian, Don Patterson, Martin Lipkin, Dena Weiss, Christopher Waddy, Julie Waltrip, Heath Kline, August Steurer*
  - *NO:*
  - *ABSTAIN:*
  - *INELIGIBLE: Reina Cerros-McCaughey (Alt), Bobbie Wasserman (Alt), Julian Tu (Training), Masha Dowell (Training), Peter Haber (Training), Steve Sommers (Training)*

## **Item No. 9**

### **Dena Weiss, Chair of Governance**

#### **(23-082) Stakeholder Appointment to Area 7 Residential Representative Seat**

Discussion and possible action:

Motion for the board to appoint Kate Kennedy to the Area 7 Residential Representative Board seat.

Qualification at Governance: vote- unanimous (4)

*Dena Weiss YES, Heath Kline YES, Karen DiBiase YES, Don Patterson YES*

**Motion:** *Dena Weiss, Second: -*

*Note: Kate Kennedy is not present*

**Substitute Motion:** *Dena Weiss, Second: Martin Lipkin*

*Substitute Motion: Motion to continue to next board meeting so applicant can be present.*

## **Roll Call Vote**

- PASS**    *Yes: 13                      No: 0                      Abstain: 0                      Ineligible: 7                      Total: 20*
- *YES: Karen DiBiase, Geoffrey Hobson, Shelley Schwartz, Paul Lawler, Tracey Rosen, Harout Aristakessian, Don Patterson, Martin Lipkin, Dena Weiss, Christopher Waddy, Julie Waltrip, Heath Kline, August Steurer*
  - *NO:*
  - *ABSTAIN:*
  - *INELIGIBLE: Reina Cerros-McCaughey (Alt), Bobbie Wasserman (Alt), Julian Tu (Training), Masha Dowell (Training), Peter Haber (Training), Steve Sommers (Training), Bill Barnett (Training)*

## **Item No. 10**

### **Julie Waltrip, Chair Education & Youth Committee**

#### **(23-083) Motion to Approve \$1300.00 NPG Lockhurst Drive Charter Elementary School PTO**

*For discussion and possible action:*

**WhereAs,** The Education & Youth Committee received an NPG Application from the Lions of Lockhurst, the 501(c)(3) non-profit PTO for Lockhurst Drive Charter Elementary School (Area-4 south of Victory between Platt and Valley Circle) requesting funding of \$1,300 toward their \$11,300 project to develop a sustainable elevated-wheel chair accessible student vegetable garden and outdoor learning center.

Seliene Hacker, PTO President, and Krista Bella, Lockhurst Principal, provided the committee and stakeholders a detailed presentation of the elements of the project, the “hands-on-learn-by- doing” curriculum covering ecology, nutrition, sustainability, and art that will be taught, by Lockhurst teachers, and retained outside experts. The garden and associated programing will serve all 500 plus Lockhurst students: TK through 5<sup>th</sup> grade, including students with special needs that are integrated into the school’s programing; and

**WhereAs,** The Education Committee, after receiving input and having discussion over several meetings voted unanimously to recommend to the full Board passage and funding of the attached NPG.

**Therefore,** The Education Committee, moves that the full board approve the attached Lockhurst NPG for \$1300.00 and direct the treasurer to submit the NPG and supporting documentation to the City Clerk for funding.

*Julie Waltrip YES, Reina Cerros McCoughey YES, Heath Kline YES, Shelly Schwartz YES*

*See Lockhurst NPG (8 pages) included in Dec. supporting documents.*

*Note: Presentation given via zoom by Seliene Hacker, PTO President at Lockhurst*

**Motion:** *Julie Waltrip, Second: Dena Weiss*

#### **Roll Call Vote**

**PASS**      Yes: 13              No: 0              Abstain: 0              Ineligible: 7              Total: 20

- **YES:** Karen DiBiase, Geoffrey Hobson, Shelley Schwartz, Paul Lawler, Tracey Rosen, Harout Aristakessian, Don Patterson, Martin Lipkin, Dena Weiss, Christopher Waddy, Julie Waltrip, Heath Kline, August Steurer
- **NO:**
- **ABSTAIN:**
- **INELIGIBLE:** Reina Cerros-McCaughey (Alt), Bobbie Wasserman (Alt), Julian Tu (Training), Masha Dowell (Training), Peter Haber (Training), Steve Sommers (Training), Bill Barnett (Training)

#### **Item No. 11**

##### **Dena Weiss, Chair of Governance**

##### **(23-084) Board Members’ Non Attendance at Meetings and Consequences**

Discussion and possible action:

Review, discussion, and possible action related to Board member attendance in compliance with Woodland Hills Warner Center Neighborhood Council Bylaws Article V, Section 7: “Absences”. Both Mihran Kaladjian and Theresa Campbell are not in compliance. Governance reviewed attendance history and voted that the Board make

a decision regarding enforcing this provision.

## **“ARTICLE V: GOVERNING BOARD**

### **Section 7: Absences**

*A Neighborhood Council Representative who fails to attend three (3) regularly scheduled Neighborhood Council Board meetings in any twelve (12) month period may be removed as a Neighborhood Council Representative by a two-thirds vote of the Board present and voting. The President of the Board will notify the representative of their removal via email notice to the representative’s last known email address on record.”*

Vote at Governance- unanimous (4)

*Dena Weiss YES, Heath Kline YES, Karen DiBiase YES, on Patterson YES*

*Note: Both Mihran Kaladjian and Theresa Campbell have submitted their resignation letters to the Board. No discussion and/or vote was taken for Item#10.*

*Note: Due to Theresa Campbell resigning from her Area 5 CBO Rep position on the Board, and per the Bylaws, Steve Sommers is moved from Area 5 Alternate Rep to fill the open Area 5 CBO Rep position.*

## **2. Committee Reports**

Budget Committee – Heath Kline, Chair

Community Services Committee – Joyce Fletcher, Chair

Community Outreach Committee –Chris Waddy and Tracey Rosen, Co-Chairs – *Several community events are coming up next year*

Education and Youth Committee – Julie Waltrip, Chair – *Will advertise for youth and stakeholder to join our committee*

Environmental & Beautification Committee – Karen DiBiase, Chair – *1<sup>st</sup> Saturday Cleanup on Dec 2, 2023: Thank you for participating in Candy Cane Lane cleanup to Sean, Geoffry, Karen and Sandy*

Governance Committee – Dena Weiss, Chair – *Enthusiasm for our new NC members! Tracey will send out emails to potentially get new NC members to join us.*

Public Health and Homelessness Committee –Reina Cerros-McCaughey and Geoffrey Hobson, Co-Chairs – *Requesting follow-up on City’s policy concerning NPG’s with religious organizations.*

Public Safety and Transportation –No Chair

PLUM Committee – Don Patterson and Marty Lipkin, Co-Chairs – *Meets 2 times monthly*

WHIP Committee – August Steurer and Heath Kline, Co-Chairs

### **a. Area Reports**

Area 1 - Karen DiBiase, Geoffrey Hobson, Rochelle / Shelly Schwartz, Reina Cerros-McCaughey

Area 2 - Paul Lawler – *Blue Fencing has been added around the Rams/Anthem property.*

Area 3 – Tracey Rosen, Harout Z. Aristakessian – *Reimagine Ventura Blvd has added barriers to prevent cars turning.*

Area 4 – Don Patterson, Martin Lipkin, Dena Weiss

Area 5 – Christopher Waddy, Julie Waltrip, Theresa Campbell

Area 6 – Mihran Kalaydjian, Heath Kline

Area 7 – Lillian / Joyce Fletcher

**Adjournment of Meeting: 8:53pm**

*Minutes submitted by Karen DiBiase, Secretary*

The next Regular Board meeting will be held in person on **January 10, 2023**, once more at the Fire Station #84, unless otherwise indicated. Please visit the calendar page at [whcouncil.org](http://whcouncil.org) for the complete details and to confirm the date and time.

Meeting dates for the 2023 -2024 year: Full Board meetings are held the second Wednesday of every month at 6:30 p.m. 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.

**\*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 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 the availability of services, please make your request at least 3 business days (72 hours) before the meeting by contacting the Department of Neighborhood Empowerment by calling (213) 978-1551 or email: [NCsupport@lacity.org](mailto:NCsupport@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, if available, related to an item on the agenda, please contact the President and / or Dena Weiss, at email address [d.weiss@whcouncil.org](mailto:d.weiss@whcouncil.org).

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

- [www.whcouncil.org](http://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](http://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 al [d.weiss@whcouncil.org](mailto: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](https://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).