

CITY OF LOS ANGELES

CALIFORNIA



**Neighborhood Council  
Governing Board Officers:**

President Dena Weiss  
Vice President Tracey Rosen  
Secretary Karen DiBiase  
Treasurer Heath Kline  
Parliamentarian Don Patterson

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WOODLAND HILLS  
WARNER CENTER  
NEIGHBORHOOD COUNCIL

**Special Full Board *Meeting***  
***over Zoom***  
**MINUTES**  
**Wednesday, May 22, 2024**  
**6:30 PM**

Zoom Meeting Online or By Telephone  
Please click the link below to join the webinar:  
<https://us02web.zoom.us/j/87480354700>  
Or Dial (669) 900-6833 to Join the Meeting  
Code is 87480354700 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 Committee must enter the meeting via the above Zoom link or dial (669) 900-6833 and enter 87480354700 and then press # to join the meeting. When prompted by the presiding officer, to provide public input at the Meeting of the Woodland Hills – Warner Center Neighborhood Council [WHWCNC] 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 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 WHWCNC Board or Board meeting. Public comment is limited to 1 minute per speaker, unless adjusted by the presiding officer of the Board.

**SB 411 Updates:**

In the event of a disruption that prevents the Board 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 Board control that prevents members of the public from offering public comments using the call-in option or internet-based service option, the Board 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 Board from broadcasting the meeting may be challenged pursuant to Section 54960.1.

The Board shall not require public comments to be submitted in advance of the meeting and shall provide an

opportunity for the public to address the Board 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 Board, 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 Board 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 subparagraphh to provide public comment until that timed public comment period has elapsed.

(ii) If the Board 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 Board 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.

Board Members:

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

Area 2 – Julian Tu, Paul Lawler, Peter Haber, Masha Dowell

Area 3 – Tracey Rosen, Dean Mathew, Harout Z. Aristakessian, Jayce Baron

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

Area 5 – Christopher Waddy, Julie Waltrip, Steve Sommers, Allan Biggins

Area 6 –William Barnett, Heath Kline, Bobbie Wasserman, Janice Mendell

Area 7 – Kate Kennedy, Joyce Fletcher, Schyler Katz, Rosaleen O’Sullivan

At-Large – August Steurer, Vacant Seat for Alternate

Youth Member – Vacant seat

**AGENDA**

Call to Order – *Dena Weiss, 6:39pm*

Pledge of Allegiance – *Not done due to expected length of meeting*

Roll Call – *Karen DiBiase*

*Quorum at time of meeting called to order: 20*

*Present: Karen DiBiase, Shelley Schwartz, Reina Cerros-McCaughey, Julian Tu, Paul Lawler, Peter Haber, Tracey Rosen, Dean Matthew, Don Patterson, Martin Lipkin (left early 7:38pm), Dena Weiss, Aava Dekordi (left early 7:15pm), Steve Sommers, Bill Barnett, Heath Kline, Bobby Wasserman, Kate Kennedy, Joyce Fletcher, Rosaleen O’Sullivan, August Steurer*

*Absent: Geoffrey Hobson, Masha Dowell, Harout Aristakessian, Jayce Baron, Christopher Waddy, Julie Waltrip, Allan Biggins, Janice Mendel, Schyler Katz*

**Public Announcements:**

Office of Councilmember Bob Blumenfield – *rep not present*

Office of Mayor Karen Bass – *David Bright, West Valley Rep for CD3 and CD12*

1) *Prelim LA City Budget to be voted on 5-23-24 (Thursday).*

2) *Question Asked by NC Board member: What is the NC budget for 2024/25? Response: Will need to follow up.*

Empower LA – *Prabhjot Chamber, DONE Rep for WHWCNC – not present*

Other Local Agencies – *none*

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

*General Public Comment is limited to (2) minutes per speaker and up to 10 minutes total. - none*

**I. Organization, Operation, Policies, & Procedures- limited to prior agenda items:**

*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.*

**2. Items for Discussion and Possible Action:**

**Item No. 1 [continued item (8) (24-44) from April and May regular meetings]**

**Joyce Fletcher, Chair of Community Services Committee**

**(24-049) Funding Request – 2 in 1 Hand Cart/HandTruck Foldable Dolly**

For discussion and possible action

Motion for the Board to approve up to \$174.01 from the 2023-2024 Budget/General Outreach for the purchase of a foldable hand truck dolly to be used to move large and heavy NC inventory items such as a table, chairs, large speaker system, tent, etc. to and from meetings and events. Description: 2 in 1 Hand Truck Dolly Foldable, 330 LB capacity portable folding hand cart with retractable handle and wheels. To be purchased from Amazon.com.

*See posted supporting documents*

**Motion:** *Joyce Fletcher, Second: Heath Kline*

**Roll Call Vote**

**PASS**    Yes: 18            No: 0            Abstain: 0            Ineligible: 1            Total: 19

- *YES: Karen DiBiase, Shelley Schwartz, Reina Cerros-McCaughey, Julian Tu, Paul Lawler, Peter Haber, Tracey Rosen, Dean Matthew, Don Patterson, Martin Lipkin, Dena Weiss, Bill Barnett, Heath Kline, Bobbie Wasserman, Kate Kennedy, Joyce Fletcher, Rosaleen O’Sullivan, August Steurer*
- *NO:*
- *ABSTAIN:*
- *INELIGIBLE: Aava Dekordi (Alt)*

NOTE: Steve Sommers having internet connection issued. Temporarily left zoom meeting. Not voted on Item#1

**Item No. 2**

**Homelessness and Social Justice Advocacy Committee –Reina Cerros-McCaughey and Geoffrey Hobson, Co-Chairs**  
**(24-50) Funding Request - Motion to RE-VOTE to RE-APPROVE \$3,000 as a Neighborhood Purpose Grant for the Benefit of the West Valley YMCA Food Distribution program**

Discussion and possible action:

On April 12, 2024, the board of the Woodland Hills-Warner Center Neighborhood Council voted to approve the following Agenda Item (24-042). However, there is a concern that as this has not yet been presented to the City Clerk within the deadline allowed by the City Clerk, and as that deadline is getting close, the board must Re-Vote to Re-Approve the original agenda item.

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Re-approve the previously voted on and passed agenda item 24-042, which was previously worded as:

*Since the beginning of the pandemic, the West Valley Family YMCA has stepped up to provide much needed services to the western part of the valley. From distance learning, to first responder childcare, shower program and a program that still operates to this day, fresh produce distribution. This program is something it offers every Wednesday, rain or shine, that sees over 300 families pick up fresh produce and pantry goods. This grant would help us cover a few months' worth of transportation expenses and would give it the opportunity to use resources on other programming and supplies that families may need.*

*For discussion and possible action: Motion for the Board to fund and support an NPG in the amount of \$3000 for the Food Distribution Program. The program requires transportation to pick-up and deliver food items to the West Valley Location. The program complies with the city clerk's mandate that NPG-funded projects and activities must be for a public benefit and purpose, open, accessible, and free of charge to stakeholders. IRS Letter attached. NPG form Attached.*

Vote was yes-6, no-0. Motion passed.

**Motion on April 12, 2024:** *Reina Cerros-McCaughey, Second: Harout Aristakessian*

**Roll Call Vote on April 12, 2024**

**PASS** Yes: 15 No: 2 Abstain: 3 Ineligible: 2 Total: 22

- **YES:** *Geoffrey Hobson, Reina Cerros-McCaughey, Paul Lawler, Peter Haber, Tracey Rosen, Dean Matthew, Harout Aristakessian, Don Patterson, Martin Lipkin, Dena Weiss, Christopher Waddy, Julie Waltrip, Steve Sommers, Kate Kennedy, Joyce Fletcher*
- **NO:** *Heath Kline, August Steurer*
- **ABSTAIN:** *Karen DiBiase, Julian Tu, Bobby Wasserman*
- **INELIGIBLE:** *Masha Dowell (Alt), Aava Dekodi (Alt)*

See prior minutes in supporting documents

*Motion: Reina Cerros-McCaughey, Second: Heath Kline*

### Roll Call Vote

**PASS**    Yes: 15                      No: 0                      Abstain: 4                      Ineligible: 1                      Total: 20

- *YES: Karen DiBiase, Shelley Schwartz, Reina Cerros-McCaughey, Paul Lawler, Peter Haber, Tracey Rosen, Dean Matthew, Don Patterson, Dena Weiss, Steve Sommers, Bill Barnett, Heath Kline, Kate Kennedy, Joyce Fletcher, Rosaleen O’Sullivan*
- *NO:*
- *ABSTAIN: Julian Tu, Martin Lipkin, Bobbie Wasserman, August Steurer*
- *INELIGIBLE: Aava Dekordi (Alt)*

*NOTE: Steve Sommers returned to the zoom meeting, and voted on Item#2*

### Item No 3

#### Homelessness and Social Justice Advocacy Committee —Reina Cerros-McCaughey and Geoffrey Hobson, Co-Chairs

#### (24-51) Funding Request - Motion to RE-VOTE to RE-APPROVE as a Neighborhood Purpose Grant for the Benefit of the New Friend Homeless Center /Miracle Minded Ministries NPG- Community Support in the amount of \$1,500

Discussion and possible action:

On April 12, 2024, the board of the Woodland Hills-Warner Center Neighborhood Council voted to approve the following Agenda Item (24-043). However, there is a concern that as this has not yet been presented to the City Clerk within the deadline allowed by the City Clerk, and as that deadline is getting close, the board must Re-Vote to Re-Approve the original agenda item.

This grant request is to gain financial support for food and supply expenses required for feeding the unhoused and food insecure population in Woodland Hills. New Friends Homeless Center currently operates meal services on Friday nights at 5650 Shoup Avenue in Woodland Hills. Any funds received as part of this grant will be used exclusively for food & supplies for an estimated 500 meals provided at NFHC for each month. This includes regular meal service on Friday nights. NFHC, with its strong and courageous leadership and committed group of volunteers from our community, is up to the task of providing meals to those who need it the most. This grant will help support our ability to provide meals for the less fortunate in the community while also bringing together those from our community to serve and make a lasting difference. The program complies with the city clerk’s mandate that NPG-funded projects and activities must be for a public benefit and purpose, open, accessible, and free of charge to stakeholders. IRS Letter attached. NPG form Attached

Roll call vote of members:

Vote count yes-6, no-0. Motion passed.

*Motion on April 12, 2024: Reina Cerros-McCaughey, Second: Harout Aristakessian 11*

## Roll Call Vote on April 12, 2024

**PASS** Yes: 16 No: 3 Abstain: 1 Ineligible: 2 Total: 22

- **YES:** Karen DiBiase, Geoffrey Hobson, Reina Cerros-McCaughey, Paul Lawler, Peter Haber, Tracey Rosen, Dean Matthew, Harout Aristakessian, Don Patterson, Dena Weiss, Christopher Waddy, Julie Waltrip, Steve Sommers, Bobbie Wasserman, Kate Kennedy, Joyce Fletcher
- **NO:** Martin Lipkin, Heath Kline, August Steurer
- **ABSTAIN:** Julian Tu
- **INELIGIBLE:** Masha Dowell (Alt), Aava Dekodi (Alt)

See prior minutes in supporting documents

**Motion:** Reina Cerros-McCaughey, Second: Heath Kline

## Roll Call Vote

**PASS** Yes: 16 No: 1 Abstain: 2 Ineligible: 0 Total: 19

- **YES:** Karen DiBiase, Shelley Schwartz, Reina Cerros-McCaughey, Paul Lawler, Peter Haber, Tracey Rosen, Dean Matthew, Don Patterson, Dena Weiss, Steve Sommers, Bill Barnett, Heath Kline, Bobbie Wasserman, Kate Kennedy, Joyce Fletcher, Rosaleen O'Sullivan
- **NO:** Martin Lipkin
- **ABSTAIN:** Julian Tu, August Steurer
- **INELIGIBLE:**

**NOTE:** Aava Dekordi left the meeting at 7:15pm, and did not vote on Item#3

## Item No. 4

### Heath Kline, Treasurer

**(24-052) Motion to reallocate the WHWCNC Board Budget to fund the April 10 Board voted NPGs and pending May spending item(s) with the limited unspent funds available this FY.**

Item No. 5 (Updated Motion & Support Doc for 5/22/24 Meeting)

Heath Kline, Treasurer

(24-050) Motion to reallocate the WHWCNC Board Budget to fund the April 10 & May 8 Board voted NPGs and pending YE spending item(s) with the limited unspent funds available this FY.

For discussion and possible action (estimated time 10 minutes)

The Woodland Hills-Warner Center Neighborhood Council hereby reallocates its Fiscal Year 2023-2024 budget ending June 30, 2024, last updated 3/13/24 [BAC 08 (24-034)], and filed with the City Clerk as follows:

Office/Operational Expenditures:

- Decrease Space Rental for Board Meetings (Line 20) by \$700, from \$1,200 to \$500.

- Increase NC Storage at StorQuest (Line 21) by \$353, from \$2,940 to \$3,293.
- Decrease Phone System - Grasshopper (Line 22) by \$809.42, from \$1,200 to \$390.58.
- Decrease Constant Contact (Line 26) by \$69, from \$960 to \$891.
- Increase Mailbox Rental at UPS (Line 28) by \$16, from \$500 to \$516.
- Decrease Office Supplies and Printing (Line 29) by \$1,800.00, from \$2,000 to \$200.
- Decrease Paper and Ink (Line 30) by \$500, from \$500 to \$0.
- Decrease Email and Web Hosting and Support (Line 31) by \$1,870.94, from \$2,600 to \$729.06.
- Decrease Food & Refreshments For NC Meetings, Retreats, & Outreach Events (Line 34) by \$200 from \$1,000 to \$800
- Add SB-411/AB-2449 Hybrid Meeting Equipment (Line 35) for \$0.00
- Add Past Due Verizon Wireless Hotspot (Line 37) for \$864.13.

The net change in the Office/Operational Expenditures category is a decrease of \$4,722.83, from \$12,630.46 to \$7,907.63.

#### Outreach Expenditures:

- Decrease Replace Damaged NC Pole Banners (Line 46) by \$29.47, from \$900 to \$870.53.
- Decrease HALO Purchase of giveaway bags & keychains (Line 47) by \$15.15, from \$2,500 to \$2,484.85.
- Decrease Minuteman Press or alt printer 1000 4/4 4x9 Rack Cards (Line 51) by \$157.45, from \$275 to \$117.55.
- Decrease WHWCNC Branded Promotional Items 4Imprint (Lines 53-59) by \$868.12, from \$5,000 to \$4,131.
- Decrease T-Shirt Guys (Lines 61-66) by \$247.58, from \$2,500 to \$2,252.42.
- Add General Outreach (not yet allocated to specific items) (Line 73) for \$1,540.60

The Outreach Expenditures category has an increase of \$222.83 from \$16,950.00 to \$17,172.83.

#### Neighborhood Purposes Grants (NPG) Expenditures:

- Add \$3,000 for the West Valley YMCA Food Distribution Program NPG (Line 95), approved on April 10, 2024 (Item 6, 24-42).
- Add \$1,500 for the New Friends Homeless Center Feeding Program NPG (Line 96), approved on April 10, 2024 (Item 7, 24-43).
- Add \$3,000 for LAPD Foundation – Topanga Station NPG (Line 97), approved on May 8, 2024 (Item 3, (24-048).

The net change in the NPG Expenditures category is an increase of \$7,500 from \$7,800.00 to \$15,300.

#### Community Improvement Projects (CIP) Expenditures:



- Decrease the Environmental Project (Line 102) by \$1,000, from \$1,000 to \$0.
- Decrease the Homeless Project (Line 103) by \$1,000, from \$1,000 to \$0.
- Decrease the Public Safety Project (Line 104) by \$1,000, from \$1,000 to \$0.

The net change in the CIP Expenditures category is a decrease of \$3,000, from \$3,000.00 to \$0.00.

In total, these reallocations result in a no net change to the WHWCNC's total 23-24FY annual budget of \$41,130.46.

The WHWCNC board authorizes any two Board Funding Officers (President, Vice President, and Treasurer) to agree and spend the \$288.32 in unspent funds available after this reallocation within the Office/Operational Expenditures budget category to meet any necessary expenditures to ensure the board's ongoing smooth operation,] maintenance, and stakeholder engagement needs before the June 30 FYE. If the funds are not needed, they will roll over to the next FY budget.

The WHWCNC board directs the treasurer to file this BAC motion and the referenced WHWCNC FYE Planning Budget Spread Sheet revised budget, included in the supporting documentation with the City Clerk as required, and use it for the balance of the FY to carry out board-authorized expenditures.

[See posted WHWCNC FYE Planning Budget Spread Sheet via the Board Calendar Event post. \(1 page\)](#)

***Motion:** Heath Kline, Second: Shelley Schwartz*

**Roll Call Vote**

**PASS**    Yes: 19                      No: 0                      Abstain: 0                      Ineligible: 0                      Total: 19

- *YES: Karen DiBiase, Shelley Schwartz, Reina Cerros-McCaughey, Julian Tu, Paul Lawler, Peter Haber, Tracey Rosen, Dean Matthew, Don Patterson, Martin Lipkin, Dena Weiss, Steve Sommers, Bill Barnett, Heath Kline, Bobbie Wasserman, Kate Kennedy, Joyce Fletcher, Rosaleen O’Sullivan, August Steurer*
- *NO:*
- *ABSTAIN:*
- *INELIGIBLE:*

**Item No. 5 Heath Kline and August Steurer, WHIP Co-Chairs**

**(24-053) CIS seeking increased NC funding in the City Budget**

For discussion and possible action (3 pages)

Motion from WHIP to approve Community Impact Statement (CIS) for submission regarding Neighborhood Council funding in the city's 2024-2025 budget discussions.

To make a case for increased Neighborhood Council funding, the CIS highlights the disparity between the city's budget growth and the diminishing funding allocated to Neighborhood Councils (NCs). It calls for immediate

budget increases to match inflation-adjusted levels, reinstatement of the 3-year fund rollover policy, a base-plus-per-resident funding model, and additional support for NCs with unique challenges.

The CIS emphasizes the increased costs associated with digital and traditional stakeholder engagement, the necessity for professional digital marketing skills, and the financial strain of maintaining a digital presence across multiple platforms. It seeks support from the City to equip NCs with the necessary resources for effective community engagement in the digital era.

The Woodland Hills Issues and Policies (WHIP) Committee recommends that the Woodland Hills — Warner Center Neighborhood Council Board adopt the resolution outlined in the CIS and file it on the City of Los Angeles's Community Impact Statement portal for the 2024-2025 budget discussions (CF 24-0600). Additionally, the Board shall inform Council Member Bob Blumenfield, Chair of the Budget, Finance, and Innovation Committee, Mayor Karen Bass, and other relevant city officials of its position advocating for increased funding and support for Neighborhood Councils.

WHIP Vote: Yes– Kline, Haber, Steurer, Waltrip, Williams; No– None

See posted supporting documents via the Board Calendar Event post.

**Motion:** *Heath Kline, Second: Dena Weiss*

**Roll Call Vote**

**PASS**    *Yes: 19*                      *No: 0*                      *Abstain: 0*                      *Ineligible: 0*                      *Total: 19*

- *YES: Karen DiBiase, Shelley Schwartz, Reina Cerros-McCaughey, Julian Tu, Paul Lawler, Peter Haber, Tracey Rosen, Dean Matthew, Don Patterson, Martin Lipkin, Dena Weiss, Steve Sommers, Bill Barnett, Heath Kline, Bobbie Wasserman, Kate Kennedy, Joyce Fletcher, Rosaleen O’Sullivan, August Steurer*
- *NO:*
- *ABSTAIN:*
- *INELIGIBLE:*

**Item No. 6 Heath Kline and August Steurer, WHIP Co-Chairs**

**(24-054) CIS regarding Faith-Based Owned Property Affordable Housing**

For discussion and possible action

Motion from WHIP to approve Community Impact Statement (CIS) for submission to CF 23-0172 regarding the proposed City policy for reduced requirements for affordable housing projects on faith-based and non-profit educational organization properties.

The CIS opposes unless amended, the proposed city ordinance implementing Senate Bill 4 (SB 4) with reduced requirements for affordable housing development on nonprofit-owned properties. It cites concerns about potential developers' abuse, neighborhood impacts, loss of amenities, and increased demands on city services.

The Woodland Hills Issues and Policies Committee recommends that the Woodland Hills — Warner Center Neighborhood Council Board adopt the accompanying Position statement and file it on the City of Los Angeles's Community Impact Statement portal. Additionally, the Board shall inform Council District 3 and City Planning of its position opposing CF 23-0172 unless amended.

WHIP Vote: Yes – Kline, Steurer, Williams; No – None; Absent – Haber, Waltrip

See posted supporting documents via the Board Calendar Event post. (2 pages)

***Motion:** August Steurer, Second: Heath Kline*

**Roll Call Vote**

**PASS**    Yes: 15            No: 0            Abstain: 3            Ineligible: 0            Total: 18

- *YES: Karen DiBiase, Shelley Schwartz, Reina Cerros-McCaughey, Julian Tu, Paul Lawler, Tracey Rosen, Dean Matthew, Dena Weiss, Steve Sommers, Bill Barnett, Heath Kline, Bobbie Wasserman, Kate Kennedy, Joyce Fletcher, August Steurer*
- *NO:*
- *ABSTAIN: Peter Haber, Don Patterson, Rosaleen O’Sullivan*
- *INELIGIBLE:*

*NOTE: Martin Lipkin left the meeting at 7:30pm, and did not vote on Item#6*

*NOTE: Don Patterson voted “present” for Item#6 and requested this be added to the Minutes.*

*Per Robert’s Rules, 12th Edition, Section 45:47, when calling a roll call vote, when their names are called, answer “aye” (for “yes” or “yea”), those opposed will answer “no” (or “nay”).*

*Section 45:48, each member, as his name is called, responds in the affirmative or negative as shown above. If he does not wish to vote, he answers “present” or (“abstain”). If he is not ready to vote, but wishes to be called on again after the roll has been completely called, he answers “pass”.*

*Our Bylaws were officially amended on 3-13-2024. Per Article V, Section 3: a simple majority vote by the board members, present and voting, shall be required to pass motions. Abstentions shall not be counted as votes.*

*The City Clerk uses the word abstain on the BAC forms that are required for NC funding requests.*

*Therefore, to be consistent with previously recorded Minutes, NC member votes will be recorded as:*

*“Aye”, “Yes” and “Yea” will be counted as **YES***

*“Nay” and “No” will be counted as **NO***

*“Abstain” and “Present” will be counted at **ABSTAIN***

**Item No. 7 Heath Kline and August Steurer, WHIP Co-Chairs**

**(24-055) CIS regarding Speaking Rights for Non-Certified Community Councils**

For discussion and possible action

Motion from WHIP to approve Community Impact Statement (CIS) for submission to CF 15-0389-S2 regarding the city council motion to grant uncertified Community Councils the same speaking rights at city meetings as Certified Neighborhood Councils.

The CIS opposes the motion to grant uncertified Community Councils the same speaking rights as Certified Neighborhood Councils at city meetings. It cites concerns about the lack of requirements and oversight for Community Councils, potential decertification of Neighborhood Councils, unequal playing field, misrepresentation of community interests, confusion for

community members, duplication of efforts, competition for resources and attention, and undermining of Neighborhood Council legitimacy.

The Woodland Hills Issues and Policies (WHIP) Committee recommends that the Woodland Hills — Warner Center Neighborhood Council Board adopt the following position statement and file it on the City of Los Angeles's Community Impact Statement portal. Additionally, the Board shall inform Council District 3 and the Department of Neighborhood Empowerment of its position opposing CF 15-0389-S2.

WHIP Vote: Yes – Kline, Steurer, Williams; No – None; Absent – Haber, Waltrip

See posted supporting documents via the Board Calendar Event post. (2 pages)

***Motion:** Heath Kline, Second: Shelley Schwartz*

**Roll Call Vote**

**PASS**    Yes: 17                      No: 1                      Abstain: 0                      Ineligible: 0                      Total: 18

- YES: Karen DiBiase, Shelley Schwartz, Julian Tu, Paul Lawler, Peter Haber, Tracey Rosen, Dean Matthew, Don Patterson, Dena Weiss, Steve Sommers, Bill Barnett, Heath Kline, Bobbie Wasserman, Kate Kennedy, Joyce Fletcher, Rosaleen O’Sullivan, August Steurer
- NO: Reina Cerros-McCaughey
- ABSTAIN:
- INELIGIBLE:

**Item No. 8 Heath Kline and August Steurer, WHIP Co-Chairs**

**(24-056) CIS proposing a ballot measure to replace City Charter Article IX**

For discussion and possible action

Motion from WHIP to approve Community Impact Statement (CIS) for submission to CF 23-1027 regarding the proposed ballot measure to amend Article IX of the Los Angeles City Charter.

The CIS supports having the city council initiate a ballot measure to amend/replace Article IX of the Los Angeles City Charter, which aims to address the long-standing challenges and inconsistent support faced by Neighborhood

Councils. The proposed revisions seek to establish a more robust, equitable, and accountable framework for the Neighborhood Council system, ensuring that these grassroots bodies receive the recognition, support, and resources they require to thrive.

The Woodland Hills Issues and Policies Committee recommends that the Woodland Hills — Warner Center Neighborhood Council Board adopt the accompanying Position statement and file it on the City of Los Angeles's Community Impact Statement portal. Additionally, the Board shall inform Council District 3 of its position supporting a ballot measure to replace Article IX of the City Charter based on the provided accompanying document.

WHIP Vote: Yes – Kline, Steurer, Williams; No – None; Absent – Haber, Waltrip

See posted supporting documents via the Board Calendar Event post. (23 pages)

*Motion: August Steurer, Second: Heath Kline*

**Roll Call Vote**

**PASS**    *Yes: 17*            *No: 1*            *Abstain: 0*            *Ineligible: 0*            *Total: 18*

- *YES: Karen DiBiase, Shelley Schwartz, Reina Cerros-McCaughey, Julian Tu, Paul Lawler, Peter Haber, Tracey Rosen, Dean Matthew, Dena Weiss, Steve Sommers, Bill Barnett, Heath Kline, Bobbie Wasserman, Kate Kennedy, Joyce Fletcher, Rosaleen O'Sullivan, August Steurer*
- *NO: Don Patterson*
- *ABSTAIN:*
- *INELIGIBLE:*

**Item No. 9**

August Steurer and Heath Kline, WHIP and LANCC representatives

**(24-057) CF 24-0465 DONE GM Confirmation**

For discussion and possible action

Motion from LANCC representatives August Steurer and Heath Kline to approve Community Impact Statement (CIS) for submission regarding Confirmation of the Mayor’s appointment of Carmen Chang as General Manager of the Department of Neighborhood Empowerment.

Motion:

**Deferral of Confirmation for the Department of Neighborhood Empowerment General Manager**

Whereas, the Mayor has recommended Carmen Chang as the next General Manager of the Department of Neighborhood Empowerment (DONE) as per Council File 24-0465;

Whereas, Article V, Section 508 of the City Charter grants the City Council the authority to act on appointments made by the Mayor;

Whereas, the Neighborhood Councils, as established by the City Charter, have the right to provide input and express their concerns regarding matters that directly impact their operations and the Neighborhood Council system as a whole;

Whereas, the Neighborhood Councils should be provided with relevant information on Carmen Chang's qualifications for the position of General Manager of the Department of Neighborhood Empowerment to facilitate informed discussions and input;

Whereas, it is crucial for the Neighborhood Councils to understand Carmen Chang's intentions, plans, and vision for the Department of Neighborhood Empowerment to ensure a productive working relationship and the continued success of the Neighborhood Council system;

Whereas, the Neighborhood Councils only learned of the appointment of Carmen Chang less than a week before a committee of the City Council approved the recommendation, leaving little opportunity for the Neighborhood Councils to provide formal comments or input on the matter;

Therefore, the Board of the Woodland Hills - Warner Center Neighborhood Council moves and requests that:

1. The Los Angeles City Council defer the confirmation of Carmen Chang as the next General Manager of the Department of Neighborhood Empowerment for up to the 45-day window allowed under the City Charter.
2. During this deferral period, a minimum of 30 days be allocated to allow Carmen Chang to meet with Neighborhood Councils and other interested parties to discuss issues of importance to the Neighborhood Councils and the Neighborhood Council system, as well as her intentions, plans, and vision for the Department of Neighborhood Empowerment.
3. The City Council consider the input provided by the Neighborhood Councils during these meetings before making a final decision on the confirmation of Carmen Chang as the next General Manager of the Department of Neighborhood Empowerment.
4. The Mayor's Office and the Department of Neighborhood Empowerment provide the Neighborhood Councils with relevant information on Carmen Chang's qualifications and suitability for the position of General Manager to facilitate informed discussions and input.
5. The City Council and the Mayor's Office ensure that, in the future, Neighborhood Councils are given adequate notice and opportunity to provide input on appointments and decisions that directly impact the Neighborhood Council system.
6. A copy of this motion be sent to the Los Angeles City Council, the Mayor's Office, and the Department of Neighborhood Empowerment.

***Motion:*** August Steurer, Second: none

***Motion is withdrawn by Heath Kline. No vote was taken on Item#9***

## 2. **Committee Reports,**

Arts and Culture Committee – Masha Dowell, Chair, *Committee will start meeting on 4<sup>th</sup> Wed*  
Budget Committee – Heath Kline, Chair, *Working on Draft Budget for next fiscal year 2024-25*  
Community Services Committee – Joyce Fletcher, Chair, *Working on a NC Toy Drive for the holidays*  
Community Outreach Committee – Tracey Rosen, Chair, *Website is now uploaded with LA City resources*  
Education and Youth Committee – Julie Waltrip, Chair, *Not present*  
Environmental & Beautification Committee – Karen DiBiase, Chair, *Continuing our monthly 1<sup>st</sup> Saturday Community Cleanups and working on a free tree give away in the Fall*  
Governance Committee – Dena Weiss, Chair, *Working on being stricter on attendance*  
Government Relations – Bobbie Wasserman and Shelley Schwartz, Co-Chairs, *Working on motions*  
Public Health and Homelessness Committee – Reina Cerros-McCaughey and Geoffrey Hobson, Co-Chairs, *Will have a report next month*  
Public Safety and Transportation – Julie Waltrip and Shelly Schwartz, Co-Chairs, *There will be a New Chief of Police zoom on May 30<sup>th</sup>, Police Advisory meeting is 1<sup>st</sup> Wed and SLO Neighborhood Watch is 3<sup>rd</sup> Wed*  
PLUM Committee – Don Patterson and Marty Lipkin, Co-Chairs, *Joint PLUM/Board/Planning Dept zoom on May 16<sup>th</sup>. PLUM to discuss how to move forward with the Community Plan at a future meeting*  
WHIP Committee – August Steurer and Heath Kline, Co-Chairs, *Wants to add new committee members who can help write CIS letters*

### **Area Reports** - None noted

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

Area 2 – Julian Tu, Paul Lawler, Peter Haber, Masha Dowell

Area 3 – Tracey Rosen, Dean Mathew, Harout Z. Aristakessian, Jayce Baron

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

Area 5 – Christopher Waddy, Julie Waltrip, Steve Sommers, Allan Biggins

Area 6 – William Barnett, Heath Kline, Bobbie Wasserman, Janice Mendell

Area 7 – Kate Kennedy, Joyce Fletcher, Schyler Katz, Rosaleen O’Sullivan

### **Adjournment of Meeting:** 8:24pm

*Minutes submitted by Karen DiBiase, Secretary*

The next Regular Board meeting will be held in person on **June 12, 2024**, 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 2024-2025 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 in the plexiglass case fixed to the front door of the Fire Station #84 located at 21050 Burbank Blvd., Woodland Hills, CA, 91367**

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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 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](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).