



**Committee Members:**

*Co-Chairperson Heath Kline, 818-312-5601*  
*Co-Chairperson August Steurer,*  
*Peter Haber, Julie Waltrip, and Aaron Williams*

Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte Karen DiaBiase, 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 **896 6950 1368** 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] WHIP Committee [WHIP]** meeting, the public will be requested to dial \*9 by phone or use the Raise Hand option on Zoom, to address the **WHIP** on any agenda item before the **WHIP** 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 **WHIP**'s jurisdiction will be heard during the General Public Comment period. Please note that under the Brown Act, the **WHIP** 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 **WHIP** meeting. Public comment is limited to 2 minutes per speaker, unless adjusted by the presiding officer of the **WHIP**.

**SB 411 Updates:**

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

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

Notwithstanding Section 54953.3, an individual desiring to provide public comment using an internet website, or other online platform, not under the control of the **WHIP**, 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 **WHIP** 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 **WHIP** 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 **WHIP** provides a timed general public comment period that does not correspond to a specific agenda item then it 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.

*Contact Person: Heath Kline, 818-312-5601*  
*[h.kline@whcouncil.org](mailto:h.kline@whcouncil.org)*

## Virtual Meeting Agenda

**A WHIP Committee Meeting Will be Held:  
Wednesday, May 15, 2024, @ 7:00 pm**

Zoom Meeting Online or By Telephone  
Please click the link below to join the webinar:  
<https://us02web.zoom.us/j/89669501368>  
Or Dial **(669) 900-6833** to Join the Meeting  
Then Enter This Webinar ID: **896 6950 1368** and Press #

### 1. Call to Order

### 2. Establish Quorum:

*Roll Call — Peter Haber, Heath Kline, August Steurer, Julie Waltrip, Aaron Williams*

### 3. Comments from the Public regarding Issues NOT on the Agenda but within the Committee's purview for possible later action.

*All public comments are limited to 2 minutes per speaker unless adjusted by the presiding member of the Committee.*

### 4. Approval of Minutes for past meetings:

*Roll Call Votes*

### 5. Agenda Items for Discussion and Possible Action by the Committee:

#### Item No (A): Additional Emergency Preparedness Department positions CF 24-0600

The Los Angeles City Council is considering the mayor's budget for 2024-2025.

*The pending action is to support the request of the General Manager for additional staff during a period of staff cutting.*

WHEREAS, the City of Los Angeles is facing an unprecedented increase in the frequency, intensity, and duration of natural and social emergencies, which pose a significant threat to the safety and well-being of its residents; and

WHEREAS, the Emergency Management Department is at the forefront of addressing these complex and evolving challenges, requiring a robust and well-equipped team to effectively coordinate planning, mitigation, response, and recovery efforts; and

WHEREAS, the current staffing levels of the Emergency Management Department are insufficient to meet the growing demands and ensure the City's resilience in the face of escalating emergencies, necessitating the creation of three critical positions; and

WHEREAS, these new positions include a second Assistant General Manager to provide crucial executive-level support, an Emergency Management Coordinator II to lead the newly established Resilience and Recovery Division focused on the needs of the City's most vulnerable populations, and a Public Information Director II to strengthen the City's emergency communication capabilities;

NOW, THEREFORE, BE IT MOVED that the Board of the Woodland Hills – Warner Center Neighborhood Council strongly recommends that the City Council approve the creation and funding of the following positions within the Emergency Management Department for the next fiscal year:

1. One (1) Assistant General Manager to enhance the department's executive leadership capacity, ensuring the effective coordination and execution of operational, strategic planning, policy, and administrative functions in the face of increasingly complex emergencies.
2. One (1) Emergency Management Coordinator II to lead the newly created Resilience and Recovery Division, proactively addressing the unique needs of the City's most vulnerable residents, including individuals experiencing homelessness, to mitigate the impact of emergencies and ensure equitable recovery efforts.
3. One (1) Public Information Director II to elevate the City's emergency communication capabilities, recognizing the critical role of timely, accurate, and accessible information in preparing for and responding to emergencies in our diverse and highly populous city.

BE IT FURTHER MOVED that the Board urgently calls upon the City Council to prioritize the allocation of necessary funds for these essential positions in the upcoming budget, acknowledging that the safety and resilience of our City depend on the Emergency Management Department's ability to effectively tackle the mounting challenges posed by increasingly severe and frequent emergencies while ensuring that no community is left behind in our preparedness and response efforts.

*Roll Call Vote*

**Item No. (B) 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 the Mayor's appointment of Carmen Chang as General Manager of the Department of Neighborhood Empowerment.*

Motion:

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 have been 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 and then 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. Carmen Chang must 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.
2. 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.
3. The City Council and the Mayor's Office ensure that, unlike the time, 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.
4. A copy of this motion be sent to the Los Angeles City Council, the Mayor's Office, and the Department of Neighborhood Empowerment.

### Roll Call Vote

### Item No (D) - Discussion on possible new business.

### 6. Adjournment of Meeting

• **Public Input on Agenda Items** – The public may address the Committee on any agenda item before the Committee acts on an item. The Committee will accept comments from the public on agenda items only when the Committee considers the individual item.

• **Public Input on Matters not appearing on the agenda** – During the General Public Comment period, the Committee listens to comments from the public on other matters not appearing on the agenda within the Committee's jurisdiction. \* *Please note that the Brown Act prevents the Committee from acting on an issue you bring to its attention during the General Public Comment period; however, the issue raised by a public member may become the subject of a future Committee meeting.*

• **Notice to Paid Representatives** - If you receive compensation 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 get in touch with the Ethics Commission at (213) 978-1960 or [ethics.commission@lacity.org](mailto:ethics.commission@lacity.org)

Meeting dates for the 2023-2024 year: The Committee generally meets on the first and third Wednesdays of every month at 7:00 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 next Regular Committee Meeting will be held in person on **June 5th, 2024**. Please visit the calendar page at [whcouncil.org](http://whcouncil.org) for the complete details and confirm the location, date, and time.

• **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, and other auxiliary aids 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 you wish to attend by contacting Dena Weiss by email at [d.weiss@whcouncil.org](mailto:d.weiss@whcouncil.org) or the Department of Neighborhood Empowerment at (213) 978-1551 [EmpowerLa@LACity.org](mailto:EmpowerLa@LACity.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 Joyce Fletcher de la Mesa Directiva, at [d.weiss@whcouncil.org](mailto:d.weiss@whcouncil.org) o por correo electrónico avisar al Concejo Vecinal.

• **PUBLIC ACCESS OF RECORDS** – In compliance with Government Code section 54957.5, the Committee provides non-exempt writings distributed to most of the Committee Members before a meeting on the WHWCNC website: [www.whcouncil.org](http://www.whcouncil.org) or via the scheduled meeting video presentation. In addition, if you would like a copy of any record related to an item on the agenda, please get in touch with Dena Weiss by email to [d.weiss@whcouncil.org](mailto:d.weiss@whcouncil.org)

• **PUBLIC POSTING OF AGENDAS** –

A copy of this agenda is also physically posted outside of Fire Station 84, 21050 Burbank Blvd, Woodland Hills, CA 91367. Attendees must park across Burbank Blvd.

Agendas are also posted for public review at [www.whcouncil.org](http://www.whcouncil.org). Go to the Calendar page and click on the date.

You can also receive Committee agendas via email by subscribing to LA City's Early Notification System at

<https://www.lacity.org/subscriptions>

• **RECONSIDERATION AND GRIEVANCE PROCESS** - For information on the WHWCNC process for board action reconsideration, stakeholder grievance policy, or 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)