



CITY OF  
LOS ANGELES  
CALIFORNIA



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## WEST HILLS NEIGHBORHOOD COUNCIL

### JOINT BOARD AND BYLAWS COMMITTEE MEETING AGENDA

Wednesday, October 25, 2023 @ 6:30 p.m.

Chaminade College Preparatory -- Condon Center, 2<sup>nd</sup> Floor  
23241 West Cohasset Street, West Hills, CA 91304

**Enter Chaminade through the Cohasset Street Entrance Between Woodlake and Platt Avenue. Enter through the parking lot, bear left and continue over the hill until you see the Condon Family Technology Center on the left. Park in the nearest lot.**

This meeting of the West Hills Neighborhood Council Bylaws Committee will be conducted online via Zoom Webinar, telephonically and in person. All are invited to attend and participate.

- To attend online via Zoom Webinar: Click or paste the following link into your browser:

<https://us02web.zoom.us/j/84975383115>

- To call in by phone, dial (669) 900-6833, then punch in this Webinar code when prompted: **849 7538 3115**, then press #.
- To attend in person, please attend Chaminade College Preparatory – Condon Center 2nd Floor, 23241 W. Cohasset Street, West Hills, CA 91304

This meeting is open to the public. Doors open 10 minutes before the meeting starts. Comments on matters not on the agenda will be heard during the Public Comment period. Those who wish to speak on an agenda item will be heard when the item is considered.

#### Call to Order and Establish Quorum

1. Approval of the September 2023 Committee Meeting Minutes
2. Comments and Announcements from the Chair
3. Public Comment
4. Discussion and Possible Action on use of WHNC logo on correspondence  
*Currently there is no WHNC Bylaw or Standing Rule addressing this. Guidelines are not explicitly stated in the Code of Conduct or the Code of Civility.*  
Proposed Bylaws or Standing Rule Amendment: Article V: Duties and Powers of Board Members  
Board members including officers shall not claim to be, or give the impression of, speaking or communicating by any means on behalf of the WHNC without approval from the Board. Board members including officers shall not make any representations, or requests, on behalf of the Board, without approval from the Board. This includes the use of WHNC letterhead and the WHNC logo.
5. Discussion and Possible Action to Allow Board Members to Participate Remotely and Board and/or Committee Meetings to be Held Electronically – Subject to the provisions of SB411 -- A resolution by the Board requiring a supermajority (2/3) vote. This is also contingent on the LA City Council voting to allow NCs to operate under the provisions of SB411. SB411 would change state law but not authorize anything. There are two more steps. This is the last one.
6. Discussion and Possible Action to Require an Electronic or Telecom Component at WHNC Public Meetings:
7. Discussion of Possible Future Agenda Items for the Bylaws Committee

Adjournment

***The next meeting of this committee is scheduled on Wednesday, November 22, 2023, at 6:30 PM.***

**Public Input:** 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, an 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 committee.

**The Americans 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, 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** - WHNC agendas are posted for public review at Platt Village, on the Southside of Pavilions, closest to Nothing Bundt Cakes at 6534 Platt Avenue, West Hills, CA 91307 or at our website, [www.westhillsnc.org](http://www.westhillsnc.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](mailto: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.westhillsnc.org](http://www.westhillsnc.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 the WHNC's executive director via email at [michelle.ritchie@westhillsnc.org](mailto:michelle.ritchie@westhillsnc.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 [www.westhillsnc.org](http://www.westhillsnc.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 [Michelle.Ritchie@westhillsnc.org](mailto:Michelle.Ritchie@westhillsnc.org)