



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  
Pledge of Allegiance  
Roll Call

**Public Announcements:**

Office of Councilmember Bob Blumenfield – if available (2 minute each)  
Office of Local and State Officials – if available (2 minute each)  
Other Local Agencies – if available (2 minute each)

**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 firestation venue.*

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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 (5 minutes)

See posted support document

Roll Call Vote

**B. Officer Reports** (5 minutes)

President – Dena Weiss  
Vice President – Chris Waddy  
Treasurer – Heath Kline  
Secretary -Karen DiBiase  
Parliamentarian – Don Patterson

**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:* (5 minutes)

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

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

Roll Call Vote

**Item No. 2**

**Heath Kline, Treasurer**

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

*For discussion and possible action:*

(5 minutes)

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

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

**Roll Call Vote**

**Item No. 3**

**Dena Weiss, Chair of Governance**

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

Discussion and possible action:

(10 minutes)

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*

**Roll Call Vote**

**Item No. 4**

**Dena Weiss, Chair of Governance**

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

Discussion and possible action:

(5 minutes)

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*

**Roll Call Vote**

**Item No. 5**

**Dena Weiss, Chair of Governance**

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

Discussion and possible action:

(10 minutes)

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*

**Roll Call Vote**

**Item No. 6**

**Dena Weiss, Chair of Governance**

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

Discussion and possible action: (10 minutes)

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*

**Roll Call Vote**

**Item No. 7**

**Dena Weiss, Chair of Governance**

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

Discussion and possible action: (5 minutes)

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*

**Roll Call Vote**

**Item No. 8**

**Dena Weiss, Chair of Governance**

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

Discussion and possible action: (5 minutes)

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*

**Roll Call Vote**

**Item No. 9**

**Dena Weiss, Chair of Governance**

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

Discussion and possible action: (5 minutes)

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*

**Roll Call Vote**

**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:*

(10 minutes)

**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 programming 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 programming; 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.*

**Roll Call Vote**

**Item No. 11**

**Dena Weiss, Chair of Governance**

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

Discussion and possible action:

(5 minutes)

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*

**Roll Call Vote**

(10 minutes)

2. **Committee Reports**

- Budget Committee – Heath Kline, Chair
- Community Services Committee – Joyce Fletcher, Chair
- Community Outreach Committee –Chris Waddy and Tracey Rosen, Co-Chairs
- Education and Youth Committee – Julie Waltrip, Chair
- Environmental & Beautification Committee – Karen DiBiase, Chair
- Governance Committee – Dena Weiss, Chair
- Public Health and Homelessness Committee –Reina Cerros-McCaughey and Geoffrey Hobson, Co-Chairs
- Public Safety and Transportation –No Chair
- PLUM Committee – Don Patterson and Marty Lipkin, Co-Chairs
- WHIP Committee – August Steurer and Heath Kline, Co-Chairs

a. **Area Reports**

(5 minutes)

- 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

**Adjournment of Meeting**

The next Regular Board meeting will be held in person on **January 10, 2023**, once more at the Firestation # 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](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).