

CITY OF LOS ANGELES
CALIFORNIA

**Neighborhood Council
Governing Board
Officers:**

President: Jon Mann
Vice President: Karen DiBiase
Treasurer: Heath Kline
Secretary: Joyce Fletcher
Parliamentarian: August Steurer



WOODLAND HILLS
WARNER CENTER
NEIGHBORHOOD COUNCIL



200 N. Spring Street Los
Angeles, CA 90012

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

AGENDA

Regular Full Board Special Meeting

**City of Los Angeles Fire Station #84,
in the Community Room
21050 Burbank Blvd., Woodland Hills, CA, 91367
August 13, 2025
6:30 p.m.- 9:30 p.m.**

IN PERSON BOARD MEETING

Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte Joyce Fletcher, Secretaria, al **818-639-9444** o por correo electrónico www.whcouncil.org para avisar al Concejo Vecinal.

***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.

Board Members:

Area 1 - Karen DiBiase, Geoffrey Hobson, Shelly Schwartz
Area 2 - Julian Tu, Reina Cerros-McCaughey, Jon Mann
Area 3 – August Steurer, Dean Mathew, Harout Aristakessian
Area 4 - Paul Scola, Martin Lipkin, Mary Jo Rizvi
Area 5 - Julie Waltrip, Megan Jacoby
Area 6 - Danny Mulvihill, Heath Kline, Leslie Payne, Terry Stobie
Area 7 - Kate Kennedy, Joyce Fletcher, Juliet Schwarz
At-Large - Marc Shapiro, Melanie Kirschbaum
Youth Member - Vacant seat

AGENDA

Call to Order
Pledge of Allegiance
Roll Call

Public Announcements:

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

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

General Public Comment is limited to one (2) minutes per speaker and 10 minutes total.

PRESENTATION

(estimated time 10-15 minutes)

Josune Aguirre-Gamez, Bilingual Immigration Attorney
Presentation on how to protect our community from unlawful immigration raids

I. Organization, Operation, Policies, & Procedures & Reports:

All comment is limited to 1 minute per speaker, unless adjusted by the presiding officer of the Board. There will be ONE opportunity to speak only. 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 – July 9, 2025

See posted support document (estimated time 5 minutes)

Roll Call Vote

B. Officer Reports

(estimated time 5 minutes)

President – Jon Mann

Vice President – Vice President

Treasurer – Heath Kline

Secretary – Joyce Fletcher

Parliamentarian – August Steurer

2. Items for Discussion and Possible Action and roll call votes:

Item No. 1 Governance Committee, Jon Mann, Resident

(25-061) Motion to approve up to \$1,000 from the 2025/2026 Budget (Line item 41, Board Retreat) to purchase food and other items related to facilitating the 2025 Board Retreat. Location TBD per City Clerk requirements.

Vote by Governance Committee on Aug 2, 2025: Yes 5 No 0 Abstain 0

For discussion and possible action:

(estimated time 5 minutes)

Roll Call Vote

Item No. 2 Governance Committee, Jon Mann, President

(25-062) Motion to approve up to \$400 from the 2025/2026 Budget General Outreach to pay for the services of Liza Katzman or a similar TBD speaker to facilitate a portion of the Board Retreat.

Liza Katsman is a professional leadership and team development coach.

Vote by Governance Committee on Aug 2, 2025: Yes 5 No 0 Abstain 0

For discussion and possible action:

(estimated time 5 minutes)

Roll Call Vote

Item No. 3 Heath Kline, Treasurer

(25-063) Motion to approve Budget reallocation of \$400 from General Outreach to Office/Operational Expenditures Category to cover the cost for the speaker at the NC Board Retreat

For discussion and possible action:

(estimated time 5 minutes)

Roll Call Vote

Item No. 4 Governance Committee, Jon Mann, President

(25-064) Update on Board Retreat. Motion to approve Retreat date of Saturday Sept 13th or Sept 20th.

For discussion and possible action:

(estimated time 5 minutes)

Roll Call Vote

Item No. 5 President

(25-065) Discussion on the importance of attendance and time spent at the NC Board and Committee meeting.

For discussion only:

(estimated time 5 minutes)

Item No. 6 Governance Committee, Jon Mann, President

(25-066) Motion to appoint Michelle Delgado to the currently vacant Area 7-Alternate seat on the WHWCNC.

Vote by Governance Committee on Aug 2, 2025: Yes 5 No 0 Abstain 0

For discussion and possible action:

(estimated time 5 minutes)

Roll Call Vote

Item No. 7 Heath Kline, Treasurer

(25-067) Motion to approve the MER for July 2025

For discussion and possible action:

(estimated time 5 minutes)

Motion to approve the July 2025 Monthly Expenditure Report [MER]

In preparation for voting on the MER and all other financial items going forward, new board members should, and returning board members are encouraged to, review the attached sections of the [NC Funding Program Policies & Guidelines](#) explaining every board member's fiduciary responsibility to safeguard public funds and spend them responsibly in a transparent way without any conflicts of interest, and the additional responsibilities of the Financial Officers of the board. In addition, the section of the funding manual that explains what the MER is and what board members need to know when reviewing and voting on our “Bank Statement” document every month.

See posted MER supporting documents:

- NC Funding Program Policies & Guidelines - Selected Sections (7 pages)
- July 2025 Monthly Expenditure Report (15 pages)

Roll Call Vote

Area Reports:

(estimated time 10 minutes)

Area 1 - Karen DiBiase, Geoffrey Hobson, Shelly Schwartz
Area 2 - Julian Tu, Reina Cerros-McCaughey, Jon Mann
Area 3 - August Steurer, Dean Mathew, Harout Aristakessian
Area 4 - Paul Scola, Martin Lipkin, Mary Jo Rizvi
Area 5 - Julie Waltrip, Megan Jacoby
Area 6 - Danny Mulvihill, Heath Kline, Leslie Payne, Terry Stobie
Area 7 - Kate Kennedy, Joyce Fletcher, Juliet Schwarz
At-Large - Marc Shapiro, Melanie Kirschbaum

Committee Reports.

(estimated time 10 minutes)

Budget Committee – Heath Kline, Chair
Arts and Culture Committee – Harout Aristakessian, Chair
Community Services Committee – Joyce Fletcher, Chair
Community Outreach Committee – August Steurer, Chair
Education and Youth Committee – Julie Waltrip, Chair
Environmental & Beautification Committee – Karen DiBiase, Chair
Governance Committee – Board Officers
Government Relations Committee- Reina Cerros-McCaughey, Chair
Homeless and Social Justice Advocacy Committee – Juliet Schwarz, Chair
Public Safety and Transportation –Julie Waltrip and Megan Jacoby, Co-Chairs
PLUM Committee –Marty Lipkin, Chair
WHIP Committee – August Steurer and Heath Kline, Co-Chairs
Retreat Ad Hoc Committee – Jon Mann and Juliet Schwarz, Co-Chairs

Adjournment of Meeting.

The next meeting will be on **September 10, 2025**. Please visit the calendar page at whcouncil.org for the complete details and to confirm the date and time.

Meeting dates for the 2025-2026 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

***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 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 Jon Mann, at email address j.mann@whcouncil.org

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

- 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

- ***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.
- **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 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. For assistance, please contact the Ethics Commission at (213) 978- 1960 or ethics.commission@lacity.org.