



CITY OF
LOS ANGELES
CALIFORNIA



P.O. BOX 4670, WEST HILLS, CA 91308
WWW.WESTHILLSNC.ORG
MAIL@WESTHILLSNC.ORG

WEST HILLS NEIGHBORHOOD COUNCIL

JOINT BOARD AND COMMUNICATIONS AND OUTREACH COMMITTEE ONLINE & TELEPHONIC MEETING AGENDA

Wednesday, June 18, 2025 at 7:30 PM

In conformity with the October 6, 2023 enactment of California Senate Bill 411 (Portantino) and La City Council Approval on November 1, 2023, the West Hills Neighborhood Council Communications and Outreach Committee meeting will be conducted virtually and telephonically. 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/87609435304>
- To call in by phone, dial (669) 900-6833, then punch in this Webinar code when prompted: 876 0943 5304, then press #.

This meeting is open to the public. 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

- 1) Possible Action to Allow Committee Members to Attend this Meeting Virtually under Provisions of AB2449
- 2) Approval of the May Meeting Minutes
- 3) Comments from the Chairs
- 4) Public Comment
- 5) Discussion and Possible Action on Communication and Outreach Efforts Requested by Committee Chairs
- 6) Discussion and Possible Action on WHNC Yard Signs (general promotion and cleanup recognition)
- 7) Discussion and Possible Action on an Updated WHNC Brochure
- 8) Social Media Report
- 9) Discussion and Possible Action on Changing WHNC Email Service Provider
- 10) Discussion on Outreach Planning for 2025
- 11) Suggestions of Agenda Items for the Next Meeting

Adjournment

The next meeting of this committee is scheduled for July 16, 2025, 7:30 PM at Chaminade.

SB 411 Updates -If a Neighborhood Council has a quorum of board members in a physical location, board members who wish to join the meeting via teleconferencing must adhere to AB 2449 rules and regulations. If a Neighborhood Council does not have a quorum of board members in a physical location, they must adhere to SB 411 rules and regulations.

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

The eligible legislative body shall not require public comments to be submitted in advance of the meeting and shall provide an opportunity for the public to address the legislative body 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 eligible legislative body, 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) An eligible legislative body that 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, provide public comment until that timed public comment period has elapsed.(ii) An eligible legislative body that 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) An eligible legislative body that 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.

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

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 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. For assistance, please contact the Ethics Commission at (213) 978-1960 or 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 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

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

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



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WEST HILLS NEIGHBORHOOD COUNCIL

JOINT BOARD AND COMMUNICATION/OUTREACH DRAFT COMMITTEEMEETING MINUTES

May 21, 2025
Telephonic and Online

Attendees: Faye Barta, Glenn Jennings, Co-Chair Penny Newmark, Chris Pike, Co-Chair Brad Vanderhoof

Absent: Saif Mogri

Other Board Members in Attendance: Brenda Citrom, Kim Koerber

Co-Chair Penny Newmark called the meeting to order at 7:39pm. A quorum was established.

Numbers refer to agenda items:

- 1) Possible Action to Allow Committee Members to Attend this Meeting Virtually under Provisions of AB2449.
- 2) Approval of the February Meeting Minutes: Minutes approved.
- 3) Comments from the Chair: None
- 4) Public Comment: None
- 5) Unanimous approval of Chris Pike to post on WHNC SocialMedia. Brad will contact Michelle to include this item for Discussion and Approval on the June 12, 2025 Board Meeting Agenda.
- 6) Unanimous approval to include in the 2025-2026 Budget annual cost of \$125 for Canva Pro License. May 15, 2025 was deadline for Neighborhood Councils to approve the Canva License. Prabhjot Chamber, Empower LA, will advocate for an extension. Brad will contact Michelle to include this item for Discussion and Approval on the June 12, 2025 Board Meeting Agenda.
- 7) Unanimous approval to submit a proposed Communications and Outreach Budget of \$5,000 for Fiscal Year 2025-2026.
- 8) Unanimous approval to promote elections on Facebook, Instagram and iContact. Chris will repost election information including May 27 deadline to register for vote-by-mail ballot application and June 3 election day. Included will be a link to the Candidate brochure. The post will be shared with Brad for iContact emailing.
- 9) Unanimous approval to create signage increasing WHNC visibility. Signs could be posted in homeowner's yards (and businesses) with their permission to a) show appreciation for our Beautification projects; and b) signage that supports WHNC. Brenda had discussions with a neighbor who is a graphic artist about possibly helping with signs. Chris will prepare concepts, the signs will be plastic, come with posts, size 12"x18, a small print run to start. Need high resolution image of WHNC logo, preferably vector art. Requests for estimates will be sent to vendors. Concepts and costs will need to go to Board for approval.
Unanimous approval for Brenda and Penny to research costs and timing ASAP for WHNC tabling at July 4th Extravaganza 2025 at Warner Park. The Board would need to approve at the June 12 meeting. It is late to submit aspending request to Carolyn Greenwood for this budget year. If we are unable to participate, then a possibility for 2026.
- 10) Decision is there is little value to include a QR code on our website.
- 11) Social Media Report: Chris has been doing a great job posting on Instagram and WHNC is getting good reviews.
- 12) Unanimous approval to bring discussions on changing the email provider to the Budget Committee. Contact Carolyn and find out if the contract ends on July 1, 2025. Issues to be considered are the accessibility of Rack Space email on cell phones, possible loss of existing email records and contacts if transferred to another provider, would have to sign up with Google Workspace and create separate Gmail accounts for everyone, timing and costs unknown at this time.
- 13) Discussion on Outreach Planning to expand visibility includes increased social media coverage on Instagram;

iContact emails, signage, ongoing website posts, tabling and participation at community events, handing out/ mailing

Candidate brochures, Beautification Clean Ups, Glenn personally distributing multiple flyers to households and businesses throughout the year and all of us speaking with community members at every opportunity.

14. Suggestions for Agenda items for the next meeting –the 2025-2026 Budget, signage, community visibility opportunities.

Co-Chair Penny adjourned the meeting at 9:18pm.

The next meeting of this committee is June 18, at 7:30pm, and will be conducted virtually.

BB
RESOLUTION

RULES, ELECTIONS, INTERGOVERNMENTAL RELATIONS

WHEREAS, any official position of the City of Los Angeles with respect to legislation, rules, regulations or policies, proposed to or pending before a local, state or federal governmental body or agency, must have first been adopted in the form of a Resolution by the City Council; and

WHEREAS, abandoned and inoperable vehicles pose significant public health and safety concerns in the city of Los Angeles; and

WHEREAS, the 2024 Point-in-Time Count estimated that nearly 6,500 individuals experiencing homelessness in the City of Los Angeles live in approximately 4,000 recreational vehicles (RVs); and

WHEREAS, many of these RVs are in extreme disrepair, exposing occupants to hazardous conditions and creating public health risks such as improper waste disposal, sewage leaks, fire hazards, and unsafe generator use; and

WHEREAS, people currently living in inoperable or dangerous RVs deserve to have a safe place to live; and

WHEREAS, Assembly Bill (AB) 630 (Gonzalez) addresses a significant portion of the unhoused population: individuals residing in unsafe and uninhabitable recreational vehicles; and

WHEREAS, AB 630 will ensure inoperable RVs are removed from city streets by increasing the value cap for dismantling abandoned RVs, adding additional notifications and reporting requirements before a vehicle can be scrapped, and requiring that an RV that is inoperable or is a public safety or environmental hazard is scrapped; and

WHEREAS, this legislation will expedite the removal and recycling of impounded RVs; and

WHEREAS, the City should support AB 630 as it will empower the City to more effectively address the environmental and public safety concerns associated with RV encampments; and

NOW, THEREFORE, BE IT RESOLVED, that by adoption of this Resolution, the City of Los Angeles hereby includes in its 2025-26 State Legislative Program SUPPORT for Assembly Bill 630 (Gonzalez).

PRESENTED BY:


KATY YAROSLAVSKY
Councilwoman, 5th District

SECONDED BY:



ORIGINAL

JUN 06 2025