



CITY OF  
LOS ANGELES  
CALIFORNIA



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## WEST HILLS NEIGHBORHOOD COUNCIL

### **JOINT BOARD AND BYLAWS COMMITTEE MEETING AGENDA**

**Tuesday, June 23, 2026 at 7:30 PM**

**Chaminade College Preparatory – Condon Center 2nd Floor  
23241 W. Cohasset Street, West Hills, CA 91304**

**Enter Chaminade through the Cohasset Street Entrance between Woodlake and Platt Avenues. 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.**

In conformity with the January 1, 2026 enactment of California Senate Bill 707 (Durazo) and LA City Council File 23 1114, the West Hills Neighborhood Council Communications and Outreach Committee Meeting, will be conducted virtually, telephonically and in person. All 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/85860883974>
- To call in by phone, dial (669) 900-6833, then punch in this Webinar code when prompted: **858 6088 3974**, 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. Those who wish to speak during the meeting may be asked to complete a Speaker Card. 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) Comments from the Chair
- 2) Public Comment
- 3) Discussion and Possible Action to Amend the WHNC Standing Rules Regarding Youth Advisory Seats:

**Current**

- Article V Governing Board, Section 1, Composition The Board shall also have a Youth Advisory Committee made up of stakeholders between 14 and 17 years of age. Youth Advisory Committee Chair(s) will sit with the Board of Directors in Board meetings but will not vote on actions to be taken.

**Proposed**

- Article V Governing Board, Section 1, Composition The Board shall appoint Youth Advisory members at its discretion. Stakeholders between 14 and 17 years of age are eligible to apply. Youth Advisors will sit with the Board of Directors in Board meetings but will not vote on actions to be taken and are not considered ‘Directors.’

- 4) Suggestions of Agenda Items for the Next Meeting  
Adjournment

***The next meeting of this committee is scheduled for July 28, 2026, 7:30 PM at Chaminade.***

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. California Government Code Section 54953.8(b)(3).

The 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. California Government Code Section 54953.8(b)(4).

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 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. California Government Code Section 54953.8(b)(5).

A legislative body that provides a time 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 paragraph (5), to provide public comment until that timed public comment period has elapsed. California Government Code Section 54953.8(b)(6)(A).

A legislative body that does not provide a time 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 paragraph (5), or otherwise to be recognized for the purpose of providing public comment. California Government Code Section 54953.8(b)(6)(B).

**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) [ethics@lacity.org/lobbying](mailto:ethics@lacity.org/lobbying). 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.commission@lacity.org](mailto:ethics.commission@lacity.org) assistance, please contact the Ethics Commission at (213) 978-1960 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 Traduccion:** Si requieres servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes de evento. Por favor contacte [Michelle.Ritchie@westhillsnc.org](mailto:Michelle.Ritchie@westhillsnc.org)



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## WEST HILLS NEIGHBORHOOD COUNCIL

### JOINT BYLAWS COMMITTEE/BOARD MEETING MINUTES

May 26, 2026

#### Chaminade High School and Telephonic and Online

Revised May 27, 2026

The Committee shall take official action by a simple majority of yes and no votes cast by the committee members present at a duly noticed regular or special Bylaws Committee meeting, not to include abstentions. There shall be no proxy voting.

Attendance: Mellisa Findling, Carolyn Greenwood, Glenn Jennings, Luke Noffke, Fran Rubin, and Brad Vanderhoof

Other Board Members in Attendance: Brenda Citrom, and Kim Koerber

Chair Brad Vanderhoof called the meeting to order at 7:30 PM.

A quorum was established.

No committee members requested virtual attendance.

The January 2026 meeting minutes were approved.

Chair Comments: Steve Randall is no longer a member of this committee. Brenda Citrom, Melissa Findling, and Luke Noffke have joined the committee.

Public Comment: None

*Numbers refer to agenda items.*

1) Comments from the Chair: None

2) Public Comment: None

3) Discussion on Proposals to Excuse Absences: No action taken.

4) Amend the WHNC Standing Rules to not Count Absences Due to Military Service:

Article V, Governing Board, Section 7, Absences

A board member's inability to be present because they are obliged to attend an event elsewhere on Board business shall not be considered an "absence" for purposes outlined in this section. ***A board member's inability to be present because of military service obligations shall not be considered an "absence" for purposes outlined in this section.***

Vote to approve amendment package Aida Abkarians – Absent, Mellisa Findling -- Yes, Carolyn Greenwood – Yes, Glenn Jennings – Yes, Saif Mogri – Absent, Luke Noffke -- Yes, Char Rothstein—Absent, Fran Rubin – Yes, Brad Vanderhoof – Yes  
Yes – 6, No – 0, Abstain – 0, Absent – 3, Recusal – 0

The Standing Rules amendment passed unanimously and will be sent to the WHNC Board.

6) Suggestions of Agenda Items for the Next Meeting: None

Chair Brad Vanderhoof adjourned the meeting at 7:50 PM.

The next meeting of this committee is scheduled on Tuesday, June 23, 2026, at 7:30 PM.