



CITY OF
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CALIFORNIA



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WEST HILLS NEIGHBORHOOD COUNCIL

JOINT BOARD AND BYLAWS COMMITTEE ONLINE AND TELEPHONIC MEETING AGENDA

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

In conformity with the September 16, 2021 enactment of California Assembly Bill 361 (Rivas) and due to concerns over Covid-19, the West Hills Neighborhood Council meeting will be conducted entirely with a call-in option or internet based service option. All are invited to attend and participate.

This meeting of the West Hills Neighborhood Council Bylaws Committee will be conducted online via Zoom Webinar 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://zoom.us/j/82813378324>

To call in by phone, dial toll-free **833-548-0276**, then punch in this Webinar code when prompted: **828 1337 8324#**.

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.

AB 361 Updates: Public Comment cannot be required to be submitted in advance of the meeting, 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.

Call to Order and Establish Quorum

1. Comments and Announcements from the Chair
2. Public Comment
3. Approval of the October 2022 Committee Meeting Minutes
4. Discussion and Possible Action on Revising the WHNC Code of Civility with a Line-by-Line Review of the Code
5. Discussion and Possible Action ARTICLE VII COMMITTEES AND THEIR DUTIES
 - a. Possible Bylaws amendment to exempt some committees
 - b. Possible Standing Rule for a Standing Committee that does not meet at least Nine (9) times in a Calendar Year as per WHNC Bylaws
All standing committees shall meet at a minimum of nine (9) times per calendar year and shall invite the participation of stakeholders.
6. Discussion and Possible Action on ARTICLE XIII AMENDMENTS
Proposed Bylaws amendment
Any Board member or Stakeholder may propose amendments to these Bylaws in writing during a regular meeting of the Board. These proposals shall be reviewed by the WHNC ~~an Ad Hoc~~ Bylaws Committee, which shall provide recommendations to the WHNC.
7. Discussion of Possible Future Agenda Items for the Bylaws Committee

Adjournment

The next meeting of this committee will be held on Wednesday, February 22, 2023 at 6:30 PM.

Public input at Neighborhood Council meetings: When prompted by the presiding officer, members of the public may address the committee on any agenda item before the committee takes an action on the item by punching in *9 (if calling in by phone) or by clicking on the “raise hand” button (if participating online through Zoom) and waiting to be recognized. Comments from the public on agenda items will be heard only when the respective item is being considered. Comments from the public on matters not appearing on the agenda that are within the committee’s jurisdiction will be heard during the General Public Comment period. Please note that under the Ralph M. Brown Act, the committee 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 committee meeting. Public comment is limited to 2 minutes per speaker, unless adjusted by the presiding officer of said committee.

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 Posting of Agendas: WHNC agendas are posted for public review at Shadow Ranch Park, 22633 Vanowen St., West Hills, CA 91307 or at our website, www.westhillsnc.org You can also receive our agendas via email by subscribing to the City of Los Angeles Early Notification System at www.lacity.org/government/Subscriptions/NeighborhoodCouncils/index

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 and other auxiliary aids and/or services may be provided upon request. To ensure availability of services, please make your request at least three business days (72 hours) prior to the meeting you wish to attend by contacting via email NCsupport@lacity.org or calling (213) 978-1551. If you are hearing impaired please call 711.

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 the meeting where such writing was considered or by contacting the WHNC’s executive director via email at michelle.ritchie@westhillsnc.org Requests can be made for a copy of a record related to an item on the agenda.

Reconsideration and Grievance Process: For information on the WHNC’s process for board action reconsideration, stakeholder grievance policy or any other procedural matters related to this Council, please consult the WHNC Bylaws. The Bylaws are available at our website, www.westhillsnc.org

Servicios De Traduccion: Si requiereservicios de traducción, favor de avisar al ConcejoVecinal 3 días de trabajo (72 horas) antes delevanto. Por favor contacte Michelle.Ritchie@westhillsnc.org



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JOINT BYLAWS AD HOC COMMITTEE/BOARD MEETING MINUTES

October 26, 2022

Telephonic and Online

Revised October 27, 2022

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: Aida Abkarians, Faye Barta, Sandi Bell, Dan Brin., Saif Mogri, Steve Randall, Char Rothstein, Anthony Scearce, Joan Trent, and Brad Vanderhoof

Absent: Bob Brostoff, Carolyn Greenwood, Bonnie Klea, Kent Mariconda, Bryan Newman, and Myrl Schreibman
Co-chair Brad Vanderhoof called the meeting to order at 6:36 PM. A quorum was established.

Comments and Announcements from the Chairs: None

Public Comment: None

Numbers refer to agenda items.

3. Approval of the September Committee Meeting Minutes:

The minutes were approved with a minor correction.

6. Standing Rule for Standing Committees that do not meet at least Nine (9) times in a Calendar Year as per WHNC Bylaws: • ARTICLE VII COMMITTEES AND THEIR DUTIES All standing committees shall meet at a minimum of nine (9) times per calendar year and shall invite the participation of stakeholders:

Dan said the rule should apply to most standing committees but Budget and Bylaws should be exempt. Brad said the WHNC Bylaws cannot be changed until the bylaws amendment period opens next summer. He also said there are mechanisms in place that can be used to implement corrective action and urged the committee to not recommend the Board adopt punitive action rules or regulations. Steve said any committee that finds it is without agenda topics should meet because that meeting can generate new ideas. Brad said a standard schedule of standing committee meetings allows the stakeholders to address Board members during public comment and bring their concerns. Anthony brought up a concern about specifying "calendar year" as this could possibly lead to a large delay between meetings and still meet the requirement.

WHNC President Rothstein and Vice President Barta agreed to review the meeting schedule and confer with committee chairs who are not meeting the bylaws requirement.

After lengthy discussion, no further action is planned.

5. Updating the WHNC Standing Rules for Censure and Removal • Article V, Governing Board, Section 8/9 Censure or Removal of Governing Board Members (As amended 01-17- 2016): Steve presented a document pointing out a discrepancy between the Bylaws and Standing Rules. The Bylaws take precedent. The Standing Rules should have a lower standard for censure. It was decided to wait and address the issue when the Bylaws amendment period opens.

7. Future Agenda Items for the Bylaws Committee: The November meeting will be cancelled. Determination to hold a December committee meeting will be made at the November Operations Committee meeting.

4. Revising the WHNC Code of Civility with a Line-by-Line Review of the Code: Item tabled.

Co-chair Brad Vanderhoof adjourned the meeting at 8:00 PM.

The next meeting of this committee is TBD.