



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, March 22, 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. Approval of the January 2023 Committee Meeting Minutes
2. Comments and Announcements from the Chairs
3. Public Comment
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 to Make the Bylaws Committee and Ad Hoc Committee instead of a Standing Committee

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. Section 1: Standing The Standing Committees of the WHNC are: ...

~~N. BYLAWS COMMITTEE, which shall consider and make recommendations to the WHNC Board concerning amendments to the Bylaws and Standing Rules of the WHNC.~~

6. Discussion of Possible Future Agenda Items for the Bylaws Committee

Adjournment

The next meeting of this committee will be held on TBD.

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 Traducción: Si requieres servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes de levento. Por favor contacte Michelle.Ritchie@westhillsnc.org



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WEST HILLS NEIGHBORHOOD COUNCIL

JOINT BYLAWS COMMITTEE/BOARD MEETING MINUTES

January 25, 2023

Telephonic and Online

Revised January 26, 2023

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 (arrived 7:10 PM), Dan Brin, Bonnie Klea, Saif Mogri, Steve Randall, Char Rothstein, Myrl Schreiman, Joan Trent, and Brad Vanderhoof

Absent: Bob Brostoff, Carolyn Greenwood, Kent Mariconda, Bryan Newman, and Anthony Scearce
Co-chair Dan Brin called the meeting to order at 6:44 PM. A quorum was established.

Comments and Announcements from the Chairs: None

Public Comment: None

Numbers refer to agenda items.

3. Approval of the October Committee Meeting Minutes: The minutes were approved with a minor correction.

5. 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.

a. Possible Bylaws amendment to exempt some committees: Dan recommended exempting the Budget and Bylaws committees. Bonnie suggested exempting the Environment Committee. Aida said the Youth and Education / Public Health committees cannot always meet nine times a year.

Dan moved to change the number of required meetings to eight (8) for the following committees:

Budget, Bylaws, Operations, Youth and Education, and Public Health. Steve seconded.

Roll call vote:

Aida Abkarians – Yes, Faye Barta – Yes, Sandi Bell – Yes, Dan Brin – Yes, Bob Brostoff – Absent

Carolyn Greenwood – Absent, Bonnie Klea – Yes, Kent Mariconda – Absent, Saif Mogri – Yes,

Bryan Newman – Absent, Steve Randall – Yes, Char Rothstein – Yes, Anthony Scearce – Absent,

Myrl Schreiman – Yes, Joan Trent – Yes, Brad Vanderhoof – Yes

Yes – 11, No – 0, Abstain – 0, Absent – 5

The motion passes and will be sent to the WHNC Board.

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: Item tabled.

6. ARTICLE XIII AMENDMENTS

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.

Dan moved to amend the Bylaws as follows:

Any Board member or Stakeholder may propose amendments to these Bylaws during a meeting of the WHNC Bylaws Committee.

Saif seconded.

Roll call vote:

Aida Abkarians – Yes, Faye Barta – Yes, Sandi Bell – Yes, Dan Brin – Yes, Bob Brostoff – Absent
Carolyn Greenwood – Absent, Bonnie Klea – Yes, Kent Mariconda – Absent, Saif Mogri – Yes,
Bryan Newman – Absent, Steve Randall – Yes, Char Rothstein – Yes, Anthony Scearce – Absent,
Myrl Schreibman – Yes, Joan Trent – Yes, Brad Vanderhoof – Yes
Yes – 10, No – 0, Abstain – 1, Absent – 5

The motion passes and will be sent to the WHNC Board.

7. Future Agenda Items for the Bylaws Committee: Professor Schreibman suggested a Bylaws amendment to make the Bylaws Committee an ad hoc instead of a standing committee.

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

Co-chair Brad Vanderhoof adjourned the meeting at 7:33 PM.

The next meeting of this committee is February 22, 2023 at 6:30 PM.