



CITY OF
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CALIFORNIA



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WEST HILLS NEIGHBORHOOD COUNCIL

JOINT BOARD and COMMUNICATIONS AND OUTREACH COMMITTEE ONLINE AND TELEPHONIC MEETING AGENDA Wednesday, February 17, 2021 at 7:30 PM

This meeting of the West Hills Neighborhood Council Communications and Outreach 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://us02web.zoom.us/j/95803850368>

To call in by phone, dial (669) 900-6833, then punch in this Webinar code when prompted: **958 0385 0368#**.

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) Approval of the December Meeting Minutes
- 2) Comments from the Chair
- 3) Public Comment
- 4) Discussion and Possible Action on DONE Data Liaisons (up to three)
- 5) Discussion and Possible Action on Social Media Policy and Email from the WHNC
- 6) Discussion and Possible Action on Committee Web Pages
- 7) Discussion and Possible Action on Outreach for Neighborhood Council Elections
- 8) Discussion and Possible Action on Report from the Special Events Committee and any Support Needed from Communications
- 9) Discussion and Possible Action on Web Surveys to Determine Public Opinion
- 10) Discussion on Outreach Concerning LAUSD Proposed Project at the former Highlander Road Elementary School Site and whether the letter approved by the WHNC Board should be Posted to Social Media
- 11) Discussion and Possible Action on Launching the West Hills Photo Contest
- 12) Discussion on Topics for Restarting the Throw-back Thursday Vintage Photo Posts
- 13) Discussion and Possible Action on Distribution of Ceramic Logo Mugs and other Promotional Items
- 14) Update on Website Enhancements
- 15) Social Media Report
- 16) Adjournment

The next meeting of this committee is March 17, 2021 at 7:30 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 §§ 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

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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



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WEST HILLS NEIGHBORHOOD COUNCIL

JOINT BOARD AND COMMUNICATION/OUTREACH COMMITTEE MEETING MINUTES

December 22, 2020, Webinar and Telephonic Meeting

Revised January 13, 2021

Attendees: Brad Vanderhoof, Aida Abkarians, Faye Barta, Dan Brin, Bob Brostoff, Olivia Naturman, Daniel Ostreicher, Steve Randall, Char Rothstein, Anthony Scarce, and Myrl Schreiber

Chair Brad Vanderhoof called the meeting to order at 6:35 PM. A quorum was established.

The October minutes were approved

Comments from the Chair: None

Public Comment: None

Numbers refer to agenda items

4. Social Media Policy and Email from the WHNC: Brad said this is a proposal handed to the Board of Neighborhood Commissioners (BONC) and not a proposal from them. The Item will be on the BONC agenda for comment at least through February 2021. Committee members were very negative concerning the proposal.
5. Committee Web Pages: Brad stated the committee operating rules need updating. Myrl questioned if a vote is needed to change the website. Dan and Brad said the WHNC Board has authorized website administrators.
6. Outreach for Neighborhood Council Elections: The Elections Committee needs to meet and the Communications and Outreach Committee will support their efforts. The WHNC election is May 4, 2021.
7. Report from the Special Events Committee and any Support Needed from Communications: No support required at this time.
8. Web Surveys to Determine Public Opinion: Marie will work on sample surveys.
9. LAUSD Proposed Project at the former Highlander Road Elementary School Site: Faye will draft a letter after the meeting. The WHNC Zoning and Planning Committee may take the lead on this.
10. Black Lives Matter and Other Activists Protest Possible Biden Appointment for Garcetti: Dan said Garcetti is no longer considered for an appointment. Item tabled.
11. Launching the West Hills Photo Contest: No update.
12. Restarting the Through-back Thursday Vintage Photo Posts: Brad asked committee members to think of topics to restart this effort.
13. Distribution of Ceramic Logo Mugs and other Promotional Items:
14. Update on Website Enhancements: The website banner message now supports multiple graphics which slide across the screen.
15. Social Media Report: No update.

Chair Brad Vanderhoof adjourned the meeting at 8:43 PM

The next meeting of this committee is January 20, 2021 at 7:30 PM