



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 April 21, 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 February Meeting Minutes
- 2) Comments from the Chair
- 3) Public Comment
- 4) Discussion and Possible Action on Committee Web Pages
- 5) Discussion and Possible Action on Report from the Special Events Committee and any Support Needed from Communications
- 6) Discussion and Possible Action on Web Surveys to Determine Public Opinion
- 7) Discussion and Possible Action on Launching the West Hills Photo Contest
- 8) Discussion on Topics for Restarting the Throw-back Thursday Vintage Photo Posts
- 9) Discussion and Possible Action on Distribution of Ceramic Logo Mugs and other Promotional Items
- 10) Update on Website Enhancements
- 11) Social Media Report
- 12) Adjournment – The next meeting of this committee is May 19, 2021 at 7:30 p.m.

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.

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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

Wednesday, February 17, 2021,
Webinar and Telephonic Meeting

Revised April 15, 2021

Attendees: Brad Vanderhoof, Faye Barta, Dan Brin, Bob Brostoff, Marie Javdani, Steve Randall, Anthony Scearce, Myrl Schreibman, and Alec Uzemeck.

Chair Brad Vanderhoof called the meeting to order at 7:35 PM. A quorum was established. The December meeting minutes were approved.

Numbers refer to agenda items

- 2) Comments from the Chair -- None
- 3) Public Comment -- None
- 4) DONE Data Liaisons (up to three) – No action
- 5) Social Media Policy and Email from the WHNC – many concerns were raised concerning the proposed policy.
- 6) Committee Web Pages – No action
- 7) Outreach for Neighborhood Council Elections – Social media will be used extensively to promote the election. The Committee is waiting for direction from the Election Committee.
- 8) Report from the Special Events Committee and any Support Needed from Communications – The Bingo event is coming but there are no specific requests at this time.
- 9) Web Surveys to Determine Public Opinion – Item tabled to March.
- 10) 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 – The letter will be published when the final copy is provided.
- 11) Launching the West Hills Photo Contest – Marie Javdani and Anthony Scearce are working on this. Brad commented we are running out of time.
- 12) Topics for Restarting the Throw-back Thursday Vintage Photo Posts – No topics suggested.
- 13) Distribution of Ceramic Logo Mugs and other Promotional Items – on hold due to pandemic
- 14) Update on Website Enhancements – Brad and Anthony provided an update.
- 15) Social Media Report – No report

Chair Brad adjourned the meeting at 8:30 PM.

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