



CITY OF
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CALIFORNIA



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WEST HILLS NEIGHBORHOOD COUNCIL

SPECIAL JOINT BOARD and COMMUNICATIONS AND OUTREACH COMMITTEE ONLINE AND TELEPHONIC MEETING AGENDA Tuesday December 22, 2020 at 6:30 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/81089692364>

To call in by phone, dial (669) 900-6833, then punch in this Webinar code when prompted: **8108 969 2364** and then press #.

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 October Meeting Minutes
- 2) Comments from the Chair
- 3) Public Comment
- 4) Discussion and Possible Action on Social Media Policy and Email from the WHNC
- 5) Discussion and Possible Action on Committee Web Pages
- 6) Discussion and Possible Action on Outreach for Neighborhood Council Elections
- 7) Discussion and Possible Action on Report from the Special Events Committee and any Support Needed from Communications
- 8) Discussion and Possible Action on Web Surveys to Determine Public Opinion
- 9) Discussion on Outreach Concerning LAUSD Proposed Project at the former Highlander Road Elementary School Site
- 10) Discussion and Possible Action on Black Lives Matter and Other Activists Protest Possible Biden Appointment for Garcetti
- 11) Discussion and Possible Action on Launching the West Hills Photo Contest
- 12) Discussion on Topics for Restarting the Through-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 January 20, 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. For assistance, please contact the Ethics Commission at (213) 978-1960 or ethics.commission@lacity.org

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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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JOINT BOARD AND COMMUNICATION/OUTREACH COMMITTEE MEETING MINUTES

Wednesday, October 21, 2020, Webinar and Telephonic Meeting

Revised December 9, 2020, 2020

Attendees: Brad Vanderhoof, Dan Brin, Bob Brostoff, Marie Javdani, Steve Randall, Anthony Scarce, and Alec Uzemeck

Chair Brad Vanderhoof called the meeting to order at 7:44 PM. A quorum was established.

Numbers refer to agenda items

Comments from the Chair: None

Public Comment: None

3. Proposed Virtual Communications Protocol Pending before BONC: After discussion, by consensus it was agreed there are some egregious provisions in the proposal. Dan suggested everyone make their thoughts known to BONC.
4. LANCC Funding Request of \$500-\$1000 for 2021 Congress of Neighborhoods: By consensus it was decided it is too early to vote on an allocation for the 2021 Congress. No action was made.
5. Website Enhancements: Marie offered to help review the site.
6. Committee Web Pages: No Update.
7. Report from the Special Events Committee and any Support Needed from Communications: The Halloween Houses addresses will need to be uploaded to website.
8. Web Surveys to Determine Public Opinion: Bob said i-Contact has a survey feature. He will send a sample. Marie will work on questions for a stakeholder survey. Anthony has a traffic survey from the Woodland Hills Warner Center Neighborhood Council and he will forward.
9. Distribution of Ceramic Logo Mugs and other Promotional Items: Brad suggested giving one with every certificate of appreciation. Anthony asked if it is practical to send a mug to participants of the WHNC Board and Communications Committee meetings. The logistics (packaging and shipping charges etc.) for this are unclear.

Dan moved to authorize WHNC committee chairs to distribute mugs at their discretion to meeting attendees and others who advance committee objectives.

Yes – 6, NO – 0, Abstain – 0 The motion passes unanimously.

10. Social Media Report: Brad reported there are problems with the WHNC NextDoor account. Anthony reported he does not have the Twitter login and may have to create a new account. Brad will contact Ann-Marie Holman at DONE for assistance.

11. Adjournment

Chair Brad Vanderhoof adjourned the meeting at 8:43 PM

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