



CITY OF
LOS ANGELES
CALIFORNIA



P.O. BOX 4670, WEST HILLS, CA 91308
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WEST HILLS NEIGHBORHOOD COUNCIL

JOINT BOARD AND COMMUNICATIONS AND OUTREACH COMMITTEE MEETING AGENDA

WEDNESDAY, JULY 19 @ 7:30 PM

**Chaminade College Preparatory – Condon Center 2nd Floor
23241 W. Cohasset Street, West Hills, CA 91304**

Enter Chaminade through the Cohasset Street entrance between Woodlake and Platt Avenues. Drive through the parking lot, bear left and continue over the hill until you see the Condon Family Technology Center on the left. Park in the nearest lot.

This meeting is open to the public. Doors open 10 minutes before the meeting starts. Those who wish to speak during the meeting may be asked to complete a Speaker Card. 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 March Minutes
- 2) Comments from the Chair
- 3) Public Comment
- 4) Discussion and Possible Action on Including a Suggestion Box at Platt Village
- 5) Discussion and Possible Action on having an Electronic Meeting Option.
- 6) Discussion and Possible Action on Converting to a Digital Meeting Calendar
- 7) Discussion and Possible Action on a New Email System
- 8) Instagram update
- 9) Discussion and Possible Action on Communication and Outreach Efforts Requested by Committee Chairs
- 10) Discussion and Possible Action on Committee Web Pages
- 11) Social Media Report

Adjournment

The next meeting of this committee will be held on August 16, 2023, 7:30 PM, Chaminade

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 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 BOARD AND COMMUNICATION/OUTREACH COMMITTEE MEETING MINUTES

Wednesday, March 15, 2023
Webinar and Telephonic Meeting
Revised March 23, 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 Communications and Outreach Committee meeting, not to include abstentions. There shall be no proxy voting.

Attendees: Dan Brin, Bob Brostoff (left 8:30 PM), Steve Randall, Anthony Scarce, Myrl Schreiber, and Brad Vanderhoof
Other Board members present: Alejandro Phillips, Joan Trent

Chair Brad Vanderhoof called the meeting to order at 7:33 PM. A quorum was established.

Numbers refer to agenda items.

1. Approval of Febuary Minutes: The minutes were approved.
2. Comments from the Chair: None
3. Public Comment: None
4. Update on Return to In-person Meetings: No update.
5. Instagram update: Alejandro said he has made one post. The account is public and @westhillsnc is the account name. WHNC Instagram currently has 24 followers and the immediate effort is to increase that number. An announcement of the account will be placed on the board at Platt Village.
6. Placing Suggestion Boxes: A box in conjunction with the agenda board at Platt Village was discussed.
Steve moved to have the committee develop a proposal with cost. Faye seconded.
Faye Barta – Yes, Dan Brin – Yes, Bob Brostoff – Yes, Kent Mariconda – Absent, Mark Neudorff – Absent,
Steve Randall – Yes, Anthony Scarce – Yes, Myrl Schreiber – Abstain, Brad Vanderhoof – Yes
Yes – 6, No – 0, Abstain – 1, Absent – 2,
The motion is approved and Steve will investigate box types and cost.

Bob Brostoff left the meeting at 8:30 PM.
7. Communication and Outreach Efforts Requested by Committee Chairs: None
8. Committee Web Pages: None
9. NC Election Outreach: No action taken.
10. Social Media Report: See item 5.

Chair Brad adjourned the meeting at 8:40 PM.

The next meeting of this committee is TBD dependent on the return to in-person meetings.