



CITY OF
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CALIFORNIA



P.O. BOX 4670, WEST HILLS, CA 91308
WWW.WESTHILLSNC.ORG
MAIL@WESTHILLSNC.ORG

WEST HILLS NEIGHBORHOOD COUNCIL

JOINT BOARD AND COMMUNICATION/OUTREACH COMMITTEE MEETING AGENDA

Wednesday, January 17, 2018, 7:30 PM
IHOP (International House of Pancakes)
22810 Vanowen, West Hills, CA 91307

Please note new day and location

This meeting is open to the public. Doors open 10 minutes before the meeting starts. Those who wish to speak during the meeting are asked to fill out 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.

1. Call to Order
2. Establish quorum
3. Review and approve 12/20/17 minutes
4. Public comment (2 minutes per speaker)
5. Comments from Co-chair
6. Update on search for appointment of a new Communications Co-chair—Vanderhoof
7. Website Work Group Update – Brosamle, Brostoff, Uzemeck, Vanderhoof
 - a. Report on Website and Social Media
 - b. Report on metrics
 - c. Set next Website/Social Media work group meeting date.
8. Outreach Update
 - a. Run, Hide, Fight Forum – Schreiberman or Randall
 - i. Update on artwork and press release.
 - ii. Who will lead publicity effort?
 - iii. Who will table at event?
 - b. Continued discussion on getting volunteers for tabling – Randall
9. Adjourn - Next meeting February 21, 2018

Public Input: The public is requested to fill out a Speaker Card to address the Board on any agenda item before the Board takes an action on an item. Comments from the public on agenda items will be heard only when the respective item is being considered. Comments from the public on other matters not appearing on the agenda that are within the Board's jurisdiction will be heard during the General Public Comment period. Please note that under the Brown Act, the Board is prevented from acting on a matter that you bring to its attention during the General Public Comment period; however, an issue raised by a member of the public may become the subject of a future committee meeting. Public comment is limited to two minutes per speaker, unless adjusted by the presiding officer of the committee.

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 the WHNC's executive director via email at Michelle.Ritchie@westhillsnc.org 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 requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte Michelle.Ritchie@westhillsnc.org



WEST HILLS NEIGHBORHOOD COUNCIL

JOINT BOARD AND COMMUNICATION/OUTREACH COMMITTEE MEETING MINUTES

Wednesday, December 20, 2017 @ 7:30p.m.

1. Meeting was called to order at 8:00 p.m.
 2. Quorum was established. Simone Best, Tony Brosamle, Dan Brin, Steve Randal, Alec Uzemeck and Brad Vanderhoof were present. Bob Brostoff was absent. Stakeholders Janis MacQuoid and Reeyan Raynes were present.
 3. The 11/15/17 minutes were approved with minor changes.
 4. Comments from the Public were made by Janis who stated how impressed she was by the actions of the committee, and former Board Member Reeyan Raynes who noted that the usual committees still have not posted their minutes.
 5. There were no comments from the Chair.
 6. The committee discussed appointing a co-chair. Dan stated that when new Board members come on Board there may be interested in joining the committee. There was no action on this item.
 7. Website Work Group Update – Brosamle, Brostoff, Uzemeck, Vanderhoof
Alec Uzemeck began the Website Work Group report by stating that critical issues discussed in WHNC committees are not being relayed to the public. After a thoughtful and lively discussion about ways to engage committee chairs on how to report to stakeholders on the important work each committee does, members of the C&O committee decided to follow the reporting procedure below and lead by example.
 - Members listed below will take a picture at the meeting, write a brief statement and post it to social media and their committee page and News page of the WHNC website. If a member does not know how to post they may send the article with picture to Brad and he will post.
 - **Alec**-Environment and Public Safety, **Simone** - Homelessness, **Steve** - Senior, Cultural and Community Center, **Brad** – Beautification, **Tony** Streets and Transportation. Dan will continue to report on meetings he attends. Of course, all members are invited to report on any committee meeting they attend.
 8. Outreach Update
 - a. Steve led a discussion on how to get Board members to volunteer to staff tables at all WHNC events. Simone will send the annual event calendar to committee members to review. Tabling will be discussed at the next committee meeting and at the Operations meeting.
 9. Adjourned at 8:43 p.m.
- Next meeting January 17, 2018