



CITY OF
LOS ANGELES
CALIFORNIA



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WEST HILLS NEIGHBORHOOD COUNCIL

JOINT BOARD AND COMMUNICATIONS/OUTREACH COMMITTEE MEETING AGENDA

Wednesday, March 20, 2019 @ 7:30 p.m.

Condon Center, 2nd Floor Conference Room

Chaminade College Preparatory, 23241 W. Cohasset Street, West Hills, CA 91304

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) Review and approval of February 2019 minutes
- 3) Comments from the Chair
- 4) Public comment
- 5) Discussion and possible action to respond to the Metro NextGen Bus Survey
<https://www.metro.net/projects/nextgen/>
- 6) Preliminary discussion on implementing an event planning calendar
 - a. Community Calendar
 - b. WHNC web calendar --
https://www.westhillsnc.org/calendar.php?start_month=03&start_year=2019
- 7) Discussion and possible action on promotion for neighborhood council election
- 8) Discussion and possible action on promotion of sponsored forums and events
- 9) Review, discussion, and possible action on Communications and Outreach Committee 2018-2019 budget
 - a. Disposition of Fall Fest bus bench ad allocation -- \$200
 - b. Disposition of Spring Fest bus bench ad allocation -- \$200
- 10) Discussion of creating a WHNC member handbook
 - Required Training
 - WHNC Bylaws
 - WHNC Standing Rules
 - Funding Policy including BACs, methods of payment and reimbursement
 - Brown Act
 - NPG Procs
 - Spending Requests

Board Elections

Committee Types, i.e.: ad hoc, standing, what's the difference, how formed, how they operate, etc.

Budgeting Procs

Committees (Which ones do we have/purpose/function)

Appointments to vacant seats

Event Applications

BONC Policies, especially Code of Conduct

Board Code of Civility

- 11) Discussion and possible action on year-end spending on promotional items or 'swag'
- 12) Social media report
- 13) Adjournment - The next meeting of this committee is April 17, 2019 at 7:30 PM.

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