



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, January 18, 2023 at 7:30 PM

In conformity with the September 16, 2021 enactment of California Assembly Bill 361 (Rivas) and due to concerns over Covid-19, the West Hills Neighborhood Council meeting will be conducted entirely with a call-in option or internet based service option. All are invited to attend and participate.

This meeting of the West Hills Neighborhood Council Communications & 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://zoom.us/j/98131107186>

To call in by phone, dial toll-free **833-548-0276**, then punch in this Webinar code when prompted: **981 3110 7186#**.

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.

AB 361 Updates: Public Comment cannot be required to be submitted in advance of the meeting, only real-time public comment is required. If there are any broadcasting interruptions that prevent the public from observing or hearing the meeting, the meeting must be recessed or adjourned. If members of the public are unable to provide public comment or be heard due to issues within the Neighborhood Council's control, the meeting must be recessed or adjourned.

Call to Order

- 1) Approval of December Minutes
- 2) Comments from the Chair
- 3) Public Comment
- 4) Update on Return to In-person Meetings
- 5) Discussion and Possible Action to Approve Alejandro Phillips to Post on Social Media on Behalf of the WHNC.
- 6) Discussion and Possible Action on Additional Outreach Efforts like Instagram, tictok, etc.
- 7) Discussion and Possible Action on Placing Suggestion Boxes
- 8) Discussion and Possible Action on Communication and Outreach Efforts Requested by Committee Chairs
- 9) Discussion and Possible Action on Committee Web Pages
- 10) Discussion and Possible Action on NC Election Outreach
- 11) Social Media Report

Adjournment

The next meeting of this committee will be held on Wednesday, February 15, 2023 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 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, December 21, 2022
Webinar and Telephonic Meeting

Revised January 9, 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: Faye Barta, Bob Brostoff, Steve Randall, Myrl Schreiber, and Brad Vanderhoof
Other Board members present: Alejandro Phillips, and Joan Trent

Chair Brad Vanderhoof called the meeting to order at 7:38 PM. A quorum was established.

Numbers refer to agenda items.

1. Approval of December Minutes

Faye Barta – Yes, Dan Brin – Absent, Bob Brostoff – Yes, Kent Mariconda – Absent, Mark Neudorff – Absent,
Steve Randall – Yes, Anthony Scearce – Absent, Myrl Schreiber – No, Brad Vanderhoof – Yes
Yes – 4, No – 1, Abstain – 0, Absent – 4,
The minutes are approved.

2. Comments from the Chair: None

3. Public Comment: None

4. Update on Return to In-person Meetings: California state law changes are still pending and DONE has not issued instructions.

5. Discussion and Possible Action on Additional Outreach Efforts like Instagram, Tic Tok, etc.: Brad and Alejandro will pursue starting an Instagram presence in January.

6. Communication and Outreach Efforts Requested by Committee Chairs: None

7. Committee Web Pages: No action taken.

8. NC Election Outreach: The Election Ad Hoc Committee has not yet met. No action taken.

9. Social Media Report:

Brad discussed Facebook demographics for the WHNC page. Audience; 70.9% female, 29.1% male; Age Range; most users 35 to 65+ maximum number of users 35-44, very few users under 35.

Most Popular Posts – Halloween Houses Winners, LAPD Toy Drive, Community Letter from Chaminade

Chair Brad adjourned the meeting at 8:51 PM.

The next meeting of this committee is February 15, 2023 at 7:30 PM