

GREATER TOLUCA LAKE NEIGHBORHOOD COUNCIL



10116 Riverside Drive, Suite 200
Toluca Lake, California 91602
PHONE 818-755-7674 FAX 818-755-7649
www.gtlnc.org gtlnc@sbcglobal.net



OUTREACH (Includes Elections) COMMITTEE MEETING AGENDA Thursday, September 7, 2006 7:30 PM 10116 Riverside Drive, Suite 200

1) Call Meeting to Order

- Attendance/Guests/Review Agenda/Approve previous months Minutes

2-A) On-Going Business/Work In-Progress

Notification Process

- E-mail list of rules
- Tri-fold Brochure Update, Betsy Mogul
- Newsletter To Printer by October 3rd (two week turn around) In mailboxes by middle of October.
- Hospitality/Events

2-B) Old Business

- Bulletin Board
- Website

3) New Business

4) Public Input

5) Close Meeting

Meeting Dates for 2006: October 5 ; November 2; December 7

Time 7:30 PM

Location: 10116 Riverside Drive, Suite 200

Speakers' Cards: The public is requested to fill out a Speakers Card to address the Council on any item on the agenda prior to the Council taking action on an item. Matters not on the agenda that are within the Council's subject matter jurisdiction will be heard during the Public Comment period. Public comment is limited to three (3) minutes per speaker, unless waived by the presiding officer of the Council.

Neighborhood Council Meeting Agendas: Are posted for public review at: Councilmember Tom La Bonge's Toluca Lake Field Office, 10116 Riverside Drive, Suite 200; Ramsey-Shilling Real Estate, 10205 Riverside Dr.; North Weddington Park Recreation Center; North Hollywood Public Library; as well as, on the GTLNC Web site www.gtlnc.org and published in the *Tolucan Times* Newspaper and the *Daily News* as time permits.

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 accommodations to ensure equal access to its programs, services, and activities. Sign language interpreters, assistive listening devices, or other auxiliary aids and/or services may be provided upon request. To ensure availability of services, please make your request at least three (3) business days (72-hours) prior to the meeting you wish to attend by contacting the Neighborhood Council Project Coordinator Manuel Durazo at 818.374.9896, Toll-Free (866) LA-HELPS, or email Manuel.Durazo@lacity.org.

Process for Reconsideration: Any person or group adversely affected by the decisions or policies of the GTLNC may file a written grievance with the Council. The Council shall then refer the matter to the Grievance Committee. Persons who wish to claim a grievance may do so by communicating with any member of the Grievance Committee, and the Grievance Committee shall invite the person claiming a grievance to present arguments and evidence, which may include testimony, to the committee. The Grievance Committee shall act to hear a grievance within thirty days of the initial communication and shall prepare a report and recommendation to the GTLNC to present at its next meeting, or at least no later than the following meeting. The Grievance Committee may on its own volition, communicate its findings directly to the Department of Neighborhood Empowerment (DONE) in addition to reporting to the Governing Board. The Governing Board shall include Grievance Committee reports in its agenda and shall hear the reports in a timely manner as describe above. Any aggrieved stakeholder has the right of appeal to DONE any decision by the GTLNC. This grievance process is intended to address matters involving procedural disputes, e.g., the Council's failure to comply with these Bylaws, or its failure to comply with the City's Charter, the Plan, or local, State or Federal law.