



DRAFT MINUTES
OUTREACH & ELECTIONS
COMMITTEE MEETING

Wednesday, February 8, 2023
 6:30pm



ZOOM – MEETING ID 979 4137 2867

Join Zoom Meeting Online: <https://zoom.us/j/97941372867>

Meeting ID: 979 4137 2867

Or via phone: (669) 900-6833 and enter/dial 979 4137 2867 followed by # (pound)

IN CONFORMITY WITH THE SEPTEMBER 16, 2021 ENACTMENT OF CALIFORNIA ASSEMBLY BILL 361 (RIVAS) AND DUE TO CONCERNS OVER COVID-19, THE NEIGHBORHOOD COUNCIL MEETING WILL BE CONDUCTED ENTIRELY WITH A CALL-IN OPTION OR INTERNET-BASED SERVICE OPTION.

Instructions on how to sign up for public comments will be given to listeners at the start of the meeting.

COMMITTEE MEMBERS		<i>X = Present, AB = Absent, EX = Excused</i>	
<u>X</u> Matt Kamin	<i>Chair</i>	<u>X</u> Katherine Hatton	
		<u>X</u> Stacy Roberts	

1. Call to Order	Start Time <u>6:32</u> PM
2. Attendance	Public in Attendance: <u>1</u>
3. Minutes <i>(One (1) Minute per Speaker per Agenda Item)</i>	
a. Review and Approve Committee Minutes (Materials can be found at https://www.gtlnc.org/ under committee meeting documents)	
MOTION A: Approve the GTLNC January 11, 2023 Outreach & Elections Committee Minutes.	
<u>Y</u> Matt Kamin	<u>Y</u> Katherine Hatton <u>Y</u> Stacy Roberts
<i>Y – Yes</i>	<i>A – Abstain</i> <i>I – Ineligible</i>
<i>N – No</i>	<i>R – Recusal</i> <i>E – Excused</i>
4. Public Comment <i>(Two (2) Minutes per Speaker on relevant subject not on agenda)</i>	
5. Committee Member News & Announcements <i>(Two (2) Minutes per Speaker on relevant subject not on agenda)</i>	
6. On-Going Business <i>(One (1) Minute per Speaker per Agenda Item)</i>	
a. Plan for GTLNC in-person outreach at Farmer’s Market	
- Matt to follow-up with the Board re volunteers; select 2 Sundays per month	
- Question if we need to purchase new pop-up tent. Colby will see if he can repair broken leg of current tent.	
b. 2023 Neighborhood Council Elections: Planning outreach strategy & calendar (candidate filing opens Feb 22, 2023)	
- Discussion of social media strategy and planning for promoted posts	
- Lisa plans to promote GTLNC at Farmer’s Market in social media posts	
- For election posts, aim for promoting multiple times during candidate filing period; then promote voting and candidate forum; \$500 approved for promotion	
- Katherine will draft posts for the candidate filing period	



<ul style="list-style-type: none"> - Initial planning for Candidate Forum - Colby will ask the City what the requirements are re in-person vs on Zoom, especially whether this needs to be held as a Brown Act compliant meeting vs can be held as an event; what are ADA approval requirements? - Aim for in-person event because hybrid would be difficult; plan to record and make available on YouTube channel if find volunteer to record - No one running should be involved in planning; all candidates must be invited, given same questions and the same time to speak - If the Forum has same ADA requirements as meetings, may need to use Toluca Lake Elementary School and coordinate with them on the date 	
7. New Business/Future Projects (One (1) Minute per Speaker per Agenda Item)	
<ul style="list-style-type: none"> - GTLNC hasn't been involved in planning an event for celebrating Toluca Lake centennial; Colby refers to a non-GTLNC community committee for the centennial that Robyn Allyn is point person on - Given the transition from Zoom to in-person only meetings starting Mar 1, committee will tentatively keep the next meeting date as Wed Feb 8, but this may need to be cancelled if there isn't an approved in-person location; no plan to have meeting in last days of Feb 	
8. Meeting Adjourned	Close Time: <u>7:01</u> PM
Next Meeting: Wednesday, March 8, 2023 @ 6:30 PM – via Zoom	

PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS

The public is requested to dial *9 or use the “Raise Hand” option, when prompted by the presiding officer, 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, the issue raised by a member of the public may become the subject of a future Board meeting. Public comment is limited to 2 minutes per speaker unless adjusted by the presiding officer of the Board.

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.

PUBLIC POSTING OF AGENDAS - GTLNC agendas are posted for public review as follows:

- Discovery Store (Community Kiosk), at the Southeast corner of Forman Avenue and Riverside Drive;
- www.gtlnc.org; or
- You can also receive our agendas via email by subscribing to L.A. City’s Early Notification System at <https://www.lacity.org/government/subscribe-agendasnotifications/neighborhood-councils>

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 3 business days (72 hours) prior to the meeting you wish to attend by contacting Louis Schillace, Board Secretary via email at Louis.Schillace@gtlnc.org.

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 our website: www.gtlnc.org or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact Louis Schillace, Board Secretary via email at Louis.Schillace@gtlnc.org.



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February 8, 2023
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RECONSIDERATION AND GRIEVANCE PROCESS

For information on the GTLNC's process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the GTLNC Bylaws. The Bylaws are available at our Board meetings and our website www.gtlnc.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 a Robyn Allyn, Secretary of la Mesa Directiva, por correo electrónico Louis.Schillace@gtlnc.org para avisar al Concejo Vecinal."

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

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