



DRAFT MINUTES
OUTREACH & ELECTIONS
COMMITTEE MEETING



Wednesday, March 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>4</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 February 8, 2023 Outreach & Elections Committee Minutes.	VOTE: <u>3</u> / <u>0</u> / <u>0</u>
<u>Y</u> Matt Kamin <u>Y</u> Katherine Hatton <u>Y</u> Stacy Roberts	<i>First: Katherine</i>
<i>Y – Yes A – Abstain I – Ineligible</i>	<i>Second: Stacy</i>
<i>N – No R – Recusal E – Excused</i>	
4. Public Comment <i>(Two (2) Minutes per Speaker on relevant subject not on agenda)</i>	
- Recommendation for 2 Farmer’s Market events related to the GTLNC election: one before closing of candidate filing and the second once the final candidate list is set, before the candidate forum/voting	
- FYI that there a no candidates yet listed on the City Clerk website	
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. 2023 Neighborhood Council Elections: Planning for Candidate Forum (scheduling, format, location, promotion)	
- Review of forum requirements, including an ADA compliant location inspected & approved by City of LA, all candidates must be invited and given the same opportunity to speak on the same question(s)	
- Note that Toluca Lake Elementary is approved ADA compliant; Harmony Church would need to be inspected & approved and all ecclesiastical imagery would need to be covered	
- Discussion of whether to host in-person candidate forum as Outreach & Elections Committee special meeting or as part of the General Board meeting	



- Question about liability that City of LA has reference, possibly related to COVID
- If in person candidate forum cannot happen, discussion of whether zoom is an option; generally agree in person is preferred
- NOTE: FYI if there is no Treasurer, then the NC cannot form

b. 2023 Neighborhood Council Elections: Discussion of potential purchase of banner(s) for NC election outreach

- Note that candidate filing period ends April 8, so any banner that is being purchased for promoting candidate filing would need to be approved and put up in March
- Colby has one banner from previous year that needs 2 past dates covered up
- FYI – In response to a complaint several years ago, a rule was imposed on GTLNC by DONE was that all funding motions need to be established at a certain price and cannot increase from agendized value at the meeting; Colby will ask DONE if this rule is in place or would apply to setting the price in this meeting as long as the price doesn't increase at the General Board meeting

MOTION B: ~~To approve up to \$XXX.XX for the purchase of reusable banners promoting the GTLNC election and election website.~~ To approve up to \$400.00 for the purchase of a reusable banner and adjustments to previous reusable banner promoting the GTLNC election and election website.

VOTE: 3 / 0 / 0
 First: Katherine
 Second: Stacy

 Y Matt Kamin | Y Katherine Hatton | Y Stacy Roberts

Katherine moves to amend to read: To approve up to \$400.00 for the purchase of a reusable banner and adjustments to previous reusable banner promoting the GTLNC election and election website.

AMENDMENT VOTE:
 3 / 0 / 0
 First: Katherine
 Second: Matt

 Y Matt Kamin | Y Katherine Hatton | Y Stacy Roberts

7. New Business/Future Projects (One (1) Minute per Speaker per Agenda Item)

No new business proposed

NOTE: next meeting will not be on Zoom because it needs to be in person

8. Meeting Adjourned

Close Time: 7:02 PM

Next Meeting: **Wednesday, April 12, 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;



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- 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.

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 de 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