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NOTICE AND AGENDA ENCINO NEIGHBORHOOD COUNCIL OUTREACH COMMITTEE MEETING

Monday, March 7th, 2022 @ 6:30pm

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/87050942391>

Or One tap mobile :

US: +16699006833,,87050942391# or +13462487799,,87050942391#

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0282 (Toll Free) or 877 853 5257 (Toll Free) or 888 475 4499 (Toll Free) or 833 548 0276 (Toll Free) Webinar ID:
870 5094 2391 International numbers available: <https://us02web.zoom.us/j/87050942391>

Zoom Webinars are recorded

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

Public Comment: Public Comments on Non-Agenda Items is limited to TWO MINUTES (2) per speaker. Time may be adjusted at the Chair's discretion. Public calling in, please press *9 on your phone to raise your hand to speak. For those that are using the Zoom Webinar please use the raise your hand feature to speak. Public comment on agenda items will be heard when the item is up for discussion. Public comment on agenda items is limited to 1 minutes per agenda item. Comments from the public on agenda items will be heard only when the respective item is being considered. Time may be adjusted at the Chair's discretion.

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.

Voting Members: Alex Garay*, Mike Silva*, Heather Michaels*

Stakeholders: Jenny Birchfield

Alternate Committee Members: Lee Blumenfeld*, Shani Hudson

* Indicates ENC Board Member or Alternate, no more than 5 Encino Neighborhood Council Board-Members or Alternates may be seated at a time to vote during a committee meeting

1. **Call to Order. Start recording. Roll call. determination of quorum.**
2. **Approval of January 2021 Outreach Committee Minutes – The January 2022 Outreach Committee meeting minutes may be viewed here: [January Outreach Committee Meeting Minutes](#).**
3. **Public Comment on Non-Agenda Items** – Public Comments on Non-Agenda Items is limited to TWO MINUTES (2) per speaker. Time may be adjusted at the Chair’s discretion. Public calling in, please press *9 on your phone to raise your hand to speak. For those that are using the Zoom Webinar please use the raise your hand feature to speak.
4. **Reports from Public Officials/Departments/Community Agencies**

Motion, Discussion, and Vote may be taken on all items

5. **Old and New Business**
 - A. **ONEGeneration Senior Symposium 2022** – This year, the ONEGeneration Senior Symposium will be on, Saturday, May 14th 2022 at the ONEGeneration campus. This will be like the event attended last year, which given the pandemic was well attended. The ENC has participated by sponsoring part of the lunch service and always has a booth at the event. **MOTION: the ENC’s Outreach Committee recommends that the board approve sponsoring part of the lunch at the ONEGeneration Senior Symposium, held on May 14th, 2022 at the ONEGeneration Campus and further requests \$1000 to participate and for a booth at the event. Discussion and possible action.**
 - B. **Senior Symposium Swag** – Should the Outreach Committee recommend purchasing a new item for the Senior Symposium? In the past, a big hit at the Senior Symposium was the credit card magnifiers. We can order new ones, colors are limited, perhaps in black with white writing for the event. Please see supporting document, [CC Magnifier Image](#), to get an idea of what it looks like. The cost for 500 cc magnifiers, with setup and shipping comes to \$683.07, please see supporting document, [Cost of CC Magnifiers](#). Possible motion – **MOTION: The ENC’s Outreach Committee recommends that the board approve spending up to \$700 for 500 credit card magnifiers from 4imprint. Each magnifier will have the ENC’s name and website. The cost includes the setup and shipping. Discussion and possible action.**
 - C. **New Hand Out at Events to compliment the ENC Brochures** – Currently the ENC has a professional tri-fold flyer that we hand out at events. At an event we were handed a flyer from another NC, it’s three, 8” x 11.5” sheets

of paper, two of which are printed on both sides. The plus to printing flyers like the supporting document, [Additional Flyer](#), is that we can print smaller quantities for events and continuously update with new/current information or information specific to the event. Should the Outreach Committee come up with a similar flyer to present to the board for approval to print? NCs receive a significant discount for printing at Office Depot. **Discussion and possible action.**

- D. Movie at the Park – July or in the Fall?** Usually, the ENC hosts a movie at the park each July, close to the end of the month. FilmLA has, in the past, covered all the costs associated with the event because Encino is a film friendly community. The tradition has been suspended because of Covid. Should we continue the tradition by having a movie towards the last week in July or should we move the event to the Fall when it gets darker earlier? **Discussion and possible action.**
- E. Movie at the Park hosted by CD4 –** Councilmember Raman and the Encino Field Deputy, Kevin Sanchez-Morales would like to have a movie at the park event in May, this would be the responsibility of CD4 and the ENC will assist with promoting the event and be in attendance with a table, popcorn and handouts. We need to purchase new popcorn as our current ones have expired. Smart and Final has 2 36 counts boxes for \$50.38. **MOTION: The ENC’s Outreach Committee recommends that the board approve spending up to \$60 for the purchase of popcorn kits to use in the ENC popcorn machine at upcoming movie at the park events from Smart and Final or similar. Discussion and possible action.**
- F. Easter Egg Hunt at Encino Park –** RAP is requiring the Encino CC to host an egg hunt at Encino Park. The ENC has been invited to participate. We usually participate in the hunt at Los Encino but that is not occurring this year. Typically we have a table with some things for the kids, i.e. coloring. **MOTION: The ENC’s Outreach Committee requests that the board support spending up to \$275 for popcorn, coloring supplies and copies of images to be colored. The crayons, copies and popcorn may come from Office Depot (or similar).**
- G. Zoom license for the ENC –** With most pandemic restrictions being lifted, it is possible that some of board members may not want to meet in person and the Community Center requires proof of vaccination to enter (at this time) which may prohibit unvaccinated board members as well as members of the public who are not vaccinated. Additional considerations are who would be required to screen attendees and enforce the vaccine requirement. An idea has been introduced to have each NC purchase a Zoom license. Fees at this time are unknown but we have been given a price range of \$200 - \$400 per year. To accommodate attendees, should the ENC prepare to purchase a Zoom license? **MOTION: The ENC’s Outreach Committee recommends that the board support purchasing our own Zoom license and allocating up to \$400 per year for the license. In addition, we request that the Finance Committee revise the operations budget to accommodate the new yearly charge as an operating expense.**
- H. Increasing board member and stakeholder participation in the Outreach Committee –** We need to add more members to the Outreach Committee. We should invite friends that live in Encino to participate as Stakeholder committee members and see if anyone from the board would like to participate. **Discussion and possible action**
- I. Possible mask give-a-way –** The CD4 office has received an abundance of masks and asked if we would partner up with them to have a mask give-a-way. With restrictions easing, thoughts on assisting with a mask give-a-way? If we do partner with them, we can help promote and distribute masks without and costs associated. During the pandemic, we teamed up with an organization and handed out masks at Genesta Park. **Discussion and possible**

action.

6. Board Member Comment on Non-Agenda Items

7. Adjournment: _____ pm

- Next Outreach Committee Meeting: April 4th, 2022 (Location TBD).
- Future Outreach Projects/Events: Standing popup banners

The Encino Neighborhood Council (ENC), is a Certified Neighborhood Council of the City of Los Angeles which ADVISES City, other Governmental Officials' and the Community on issues or concerns that are affecting the community of ENCINO. The ENC is made up of volunteers who are ELECTED by the community who live, work or otherwise are involved in the community of ENCINO. The ENC also makes appropriations of City Funds for Community Projects and needs as requested and approved by various committees and the general board.

PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS – 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 on agenda items is limited to 1 minutes per speaker per item, unless adjusted by the presiding officer of the Board or Committee.

PUBLIC POSTING OF AGENDAS – ENC agendas are posted for public review as follows: Glass case outside the Encino Chamber of Commerce office at 4933 Balboa Blvd, Encino, Encino-Tarzana Branch Library, and digitally at www.encinonc.org 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/subscribe-other-meetings-agendas-and-documents>

THE AMERICAN 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, assisted 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 3 business days (72 hours) prior to the meeting by contacting the Department of Neighborhood Empowerment by calling (213) 978-1551 or email: NCsupport@lacity.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: encinonc.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 Pat Bates, Board President, at (747) 282-0450 or email via president@encinonc.org.

RECONSIDERATION AND GRIEVANCE PROCESS – For information on the ENC's process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the ENC Bylaws. The Bylaws are available at our Board meetings and our website <https://www.encinonc.org/ncfiles/viewPageFile/3541>

SERVICIOS DE TRADUCCIÓN – Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte a Pat Bates, Presidente de la Mesa Directiva, al (747) 282-0450 o por correo electrónico president@encinonc.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