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ENCINO NEIGHBORHOOD COUNCIL OUTREACH COMMITTEE MEETING

Monday, October 2nd, 2017 @ 6:30pm

**Encino Women's Club Kitchen
4924 Paso Robles Ave. Encino, CA, 91316**

Voting Members – ENC Members:

Alex Garay (Chair)*, Jim Esterle*, Carol Levin*, Miriam Davis*, Chris Huckins*

Voting Members – Stakeholders:

Gail Reysa

Alternate Committee Members:

Victoria Miller*, Debra George*, 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

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

1. **Call to Order. Roll call; determination of quorum.**
2. **Approve minutes from August Outreach Committee meeting.**
3. **Old Business:**
 - A. Utility Boxes – Update
 - B. Streaming ENC Meetings - Update
4. **New Business:**
 - A. Encino Family Festival – Finalize booth attendance.
 - B. ENC Year End Meeting – Possible restaurant is Buca in Encino. We need to purchase food, drinks, plates, etc...for the meeting. It's possible that there might be between 80-100 attending (includes board members). Buca should run between \$650 - \$753. Catering menu will be discussed. We should look at a sponsorship for coffee from Starbucks, Coffee Bean or McDonalds. If not we should request up to \$1000 for the end of the year ENC meeting to cover plates and other items we will need.
 - C. Assign responsibilities for end of the year meeting.

D. Encino Disaster Plan – Are we ready for a natural disaster? Do residents have a plan to leave their homes or a plan on getting out of the community? Do residents know where to go in the event of a natural disaster or what steps to take, i.e. shutting off gas, etc...? Should we compile a list of where temporary shelters are a list of; “what to do, where to go?” Once plans are set, how do we want to distribute?

5. Future Outreach Projects/Events:

- A. ENC Easter Egg Hunt or support and attend the one at Los Encinos?
- B. How can we make the ENC more visible for 2018?

6. Public Comments on Non-Agenda Items:

Limited to TWO MINUTES (2) per speaker; total time for all public comment is limited to 10 minutes. Public is asked to fill out a speaker card and hand it to the Committee Chair.

7. Adjournment by 8:00pm

Next Outreach Committee meeting: 11/6/17 or 11/13/17

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 – The public is requested to fill out a “Speaker Card” 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 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 Encino Community Center www.encinonc.org You can also receive our agendas via email by subscribing to L.A. City’s Early Notification System at <http://www.lacity.org/government/Subscriptions/NeighborhoodCouncils/index.htm>

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, 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 Debra George, Board President, at (818) 971-6996 or email via enc@socal.rr.com

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 Debra George, Board President, at (818) 971-6996 or email via enc@socal.rr.com.

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 <http://www.encinonc.org/bylaws.ph>

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 Debra George, Presidente de la Mesa Directiva, al [\(818\) 971-6996](tel:8189716996) o por correo electrónico enc@socal.rr.com para avisar al Concejo Vecinal.