

Fallon Milligan – Chair, Lake View Terrace
Judi Trujillo – Vice Chair, La Tuna Canyon
Cindy Bloom – Shadow Hills
Julie Tarnawski – Shadow Hills
Owynn Lancaster – Shadow Hills



COMMUNICATIONS & OUTREACH COMMITTEE AGENDA

October 26th, 2020 7:00 PM TO 8:30 PM

Zoom Meeting Online at www.Zoom.us - Webinar ID: 892 9079 6492

By Telephone at (669) 900-9128 - Webinar ID: 892 9079 6492

Online Zoom Meeting Link: <https://us02web.zoom.us/j/89290796492>

IN CONFORMITY WITH THE GOVERNOR'S EXECUTIVE ORDER N-29-20 (MARCH 17, 2020) AND DUE TO CONCERNS OVER COVID-19, THE FTDNC COMMUNICATIONS AND OUTREACH COMMITTEE MEETING WILL BE CONDUCTED ENTIRELY TELEPHONICALLY.

ACCESSING THE MEETING: Every person wishing to address the Committee must dial (669) 900-9128, and enter the nine-digit meeting code listed above and then press# to join the meeting or use the online link. Instructions on how to sign up for public comment will be given to listeners at the start of the meeting.

Administrative Tasks

1. Call to order and declaration of a quorum
2. Opening Statement by Chair

Reports, Comments & Presentations

3. Reports by Public Representatives
4. Public Comment (*limited to 3 minutes each*)
5. Presentations by Community Groups/Organizations (*limited to 5 minutes each*)

Updates /Current Projects with Possible Action / Past Agenda Items

6. New Website is Launched! Final updates / comments. Discuss any final tweaks, such as Resources and NPG pages, training of Committee Chairs – all final details.
7. 2021 Calendar – Update on Photo Submissions & final push for additional photos. Discuss plan for committee to see submissions for calendar photo choices. Time-line discussion for project based on last year's plan. Distribution plan based on current DONE event requirements. Discuss "grass roots" distribution. Review any proposals with new vendors. All business related to calendar.
8. Masks: Review of proofs for 2 possible layouts for the masks. Discussion/ Possible Plan of Action about Masks for community distribution; grass roots individual distribution and or possible DONE certified event. Timeline for completion of masks, update with payment, etc.

New Agenda Items With Possible Action

9. Email Marketing Service – Mail Chimp or Constant Contact as previously discussed and approved in 2019. Transfer of existing email list to new website data base and previously collected emails entered to new website data base to start our “new” email list.
10. Discussion of Valley Disaster Fair contribution; did this go through, was the video made? Did anyone attend? Thoughts / comments.
11. Lisa Johnson to lead discussion on possible procedures and guidelines to be put in place to insure that our name is listed as a contributor when we provide funding for community projects in order to promote the NC, raise our profile & name recognition and acknowledge our involvement with the communities we serve.
12. Open discussion from committee members and the floor on any upcoming events, outreach ideas, etc.

Housekeeping

13. Approval of September 28th Meeting Minutes
14. Set date of next Outreach Committee Meeting for November 23rd.
15. Final Committee Member Comments
16. Adjournment

PROCESS FOR RECONSIDERATION - For information on the FTDNC’s process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the FTDNC Bylaws at FTDNC.org.

PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS – The public is requested to fill out a “Speaker Card” to address board members on any agenda item before they take a formal position at any meeting. 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 Council’s jurisdiction will be heard during the Public Comment period. Please note that under the Brown Act, the Board may be prevented from acting on a matter that you bring to its attention during the Public Comment period. However, any issue raised by a speaker may become the subject of a future meeting. Public comment is limited to 2 minutes per speaker, but limited time extensions may be granted by the Chairperson in consultation with other board members present.

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 7 calendar days prior to the meeting you wish to attend by contacting Kevin J. Davis, Board President via email at president@ftdnc.org.

TRANSLATION SERVICES - To ensure availability of services or to request translation, please make your request at least 7 calendar days prior to the meeting you wish to attend by contacting Kevin J. Davis, Board President, via email at president@ftdnc.org.

SERVICIOS DE TRADUCCION - Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 7 días de trabajo antes del evento. Por favor contacte a Kevin J. Davis, Presidente por correo electrónico president@ftdnc.org, para avisar al Concejo Vecinal.

PUBLIC ACCESS TO MEETING DOCUMENTS - Agendas are posted for public review at the FTDNC Headquarters, 9747 Wheatland Avenue, Shadow Hills, CA and on the FTDNC.org webpage. You can also receive agendas via email by sending a request to be added to FTDNC email blast to foothilltrails@gmail.com and/or by subscribing to the City’s Early Notification System at <https://www.lacity.org/government/subscribe-agendasnotifications/subscribe-other-meeting-agendas/neighborhood-councils>

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: FTDNC.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 Kevin J. Davis, Board President via email at president@ftdnc.org