



RESEDA NEIGHBORHOOD COUNCIL
Mailing: 7449 Reseda Blvd, #118, Reseda, CA 91335
www.resedacouncil.org / info@resedacouncil.org

Click here to enter Committee Name. **COMMITTEE MEMBERS**

Erin Huffer-Ethial
Chair
Karla Escobar

Garth Carlson
Vice-Chair
Maria Skelton

Michelle Gallagher
Secretary

SPECIAL JOINT Outreach and Public Relations COMMITTEE
AND
BOARD MEETING AGENDA

Thursday, November 10, 2022 at 6:30 PM

(Virtual)

Zoom Meeting Online:

<https://us02web.zoom.us/j/82220099018#succ822ess>

Webinar ID:

822 2009 9018

Or Telephone: Dial (for higher quality, dial a number based on your current location):
US: +1 669 900 6833 or +1 253 215 8782 or +1 346 248 7799 or +1 301 715 8592 or +1 312 626
6799 or +1 929 205 6099 or 833 548 0276 (Toll Free) or 833 548 0282 (Toll Free) or 877 853
5257 (Toll Free) or 888 475 4499 (Toll Free)

International numbers available: <https://us02web.zoom.us/j/82220099018#succ822ess>

Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte DJ Frank, presidente, por correo electrónico djf@resedacouncil.org para avisar al Concejo Vecinal.

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

Every person wishing to address the Board must dial **(669) 900-6833**, and enter and the webinar ID number above and then press # to join the meeting. Instructions on how to sign up for public comment will be given to listeners at the start of the meeting. When prompted by the presiding officer or chair, to provide public input at the Neighborhood Council meeting the public will be

requested to dial *9 or use the Raise Hand option, to address the Board or Committee on any agenda item before the Board or Committee takes an action on an item. Comments from the public on agenda items will be heard only when the respective item is being considered or during multiple agenda item comment.

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.

Any messaging or virtual background is in the control of the individual board or committee member in their personal capacity and does not reflect any formal position of the Neighborhood Council or the City of Los Angeles.

PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS The public is requested dial *9, 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 or during multiple agenda items comment. 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. General Public comment is limited to 2 minutes per speaker, unless adjusted by the presiding officer of the Board. Comment on agenda items is limited to 5 minutes total per speaker (maximum 1 minute per item), unless adjusted by the presiding officer of the Board.

The Neighborhood Council system enables meaningful civic participation for all Angelenos and serves as a voice for improving government responsiveness to local communities and their needs. We are an advisory body to the City of Los Angeles, comprised of stakeholder volunteers who are devoted to the mission of improving our communities.

- 1) Call to Order & Roll Call**
- 2) General Public Comment on Non-Agenda Items (Comments from the public on non-agenda items within the Board's subject matter jurisdiction. Each speaker will be allowed 2 minutes)**
- 3) Committee Business, Discussion and Possible Action:**
 - a. Approval of Minutes for October (Karla/Michelle)
 - b. Magnolia Science Academy Event Recap (Karla)
 - c. Chair Announcement RE Reseda Business Directory and Data Collection
 - d. Expanding Newsletter Outreach (Garth)

- i. Utilize different methods to increase newsletter distribution list (board member emails/robo calls/ enlist support of key community contacts and businesses)
- e. Newsletter Creation and Distribution: Revisit discussion of frequency, quantity and format (Garth)
- f. Winter Newsletter
 - i. Decide release date and meeting date to discuss potential content

4) New agenda items for next meeting

5) Next Committee Meeting: Thursday, December 8, 2022 at 6:30 PM

6) Adjournment

Out of an abundance of caution due to the possible attendance and participation of a majority of Reseda Neighborhood Council Board Members at this Committee meeting, this meeting is noticed as a Joint Meeting of the Committee and the Board, in adherence with the State’s Brown Act. No action will be taken on behalf of the Board at this meeting of the Committee. Only Committee Members are allowed to vote.

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 the Reseda Neighborhood Council Space, 18118 Sherman Way, Reseda, CA 91335 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 Secretary Jamie York by email at:

jamiery@resedacouncil.org

PUBLIC POSTING OF AGENDAS – Neighborhood Council agendas are posted for public review as follows: Reseda Neighborhood Council Space, 18118 Sherman Way, Reseda, CA 91335 and at resedacouncil.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/neighborhood-councils>

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/lobby

RECONSIDERATION AND GRIEVANCE PROCESS - For information on the NC's process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the NC Bylaws cited below.

PROCESS FOR RECONSIDERATION (Article VIII§4) - The Board may reconsider or amend its actions through the following Motion for Reconsideration process: Before the Board reconsiders any matter, the Board must approve a Motion for Reconsideration by official action. After determining that an action should be reconsidered, the Board has the authority to re-hear, continue, or act on the item that is the subject of reconsideration. The Motion for Reconsideration must be brought, and the Board's approval of a Motion for Reconsideration must occur, either during the same meeting where the Board initially acted or during the Board's next regularly scheduled meeting that follows the meeting where the action subject to consideration occurred. The RNC may also convene a special meeting within these specified time frames to address a Motion for Reconsideration. A Motion for Reconsideration may be proposed only by a member of the Board that previously voted on the prevailing side of the original action that was taken by the Board Moving. The Moving Board Member may make the Motion for consideration orally during the same meeting where the action that is the subject of reconsideration occurred, or by properly placing the Motion for Reconsideration on the agenda of a meeting that occurs within the allowed specified periods of time as stated above. In order to properly place the Motion for Reconsideration on the agenda of the subsequent meeting, the Moving Board Member shall submit a memorandum to the Secretary at least two (2) days in advance of the deadline for posting notices for the meeting. The memorandum must briefly state the reason(s) for requesting the reconsideration and provide the Secretary with an adequate description of the matter(s) to be re-heard and the proposed action that may be adopted by the Board if the Motion for Reconsideration is approved. A Motion for Reconsideration that is properly brought before the Board may be seconded by any member of the Board.

PROCESS FOR FILING A GRIEVANCE (Article XI) - Any grievance by a Stakeholder or Board member must be submitted in writing to the Secretary who shall cause the matter to be placed on the agenda for the next regular RNC meeting, but in any case, no more than in thirty-five (35) days. The Neighborhood Council will follow the City's policy and/or rules regarding the handling of grievances. The Motion for Reconsideration must be brought, and the Board's approval of a Motion for Reconsideration must occur, either during the same meeting where the Board initially acted or during the Board's next regularly scheduled meeting that follows the meeting where the action subject to consideration occurred. The RNC may also convene a special meeting within these specified time frames to address a Motion for Reconsideration.

At that meeting, the Board shall refer the matter to an Ad Hoc Grievance Panel comprised of three (3) Non-Board Stakeholders randomly selected by the Secretary from a list of Non-Board Stakeholders who have expressed an interest in serving from time-to-time on such a panel. The Moving Board Member may make the Motion for Reconsideration orally during the same meeting where the action that is the subject of reconsideration occurred, or by properly placing the Motion for Reconsideration on the agenda of a meeting that occurs within the allowed specified periods of time as stated above.

Within two (2) weeks of the panel's selection, the Secretary shall coordinate a time and place for the panel to meet with the person(s) submitting a grievance to discuss ways in which the dispute

may be resolved. A Motion for Reconsideration that is properly brought before the Board may be seconded by any member of the Board.

Within two (2) weeks following such meeting, a member of the panel shall prepare a written report to be forwarded by the Secretary to the Board outlining the panels collective recommendations for resolving the grievance. The Board may receive a copy of the panels report and recommendations to a Board meeting, but, in accordance with the Brown Act, the matter shall not be discussed among the Board members until it is heard publicly at the next regular RNC meeting.

This grievance process is intended to address matters involving procedural disputes, such as the Boards failure to comply with Board Rules or these Bylaws. It is not intended to apply to Stakeholders who merely disagree with a position or action taken by the Board at one of its meetings, which grievances may be aired publicly at RNC meetings.

The Neighborhood Council grievance review process will be conducted pursuant to any and all City ordinances, policies and procedures pertaining to Neighborhood Council.