

HCNNC

HISTORIC CULTURAL NORTH NEIGHBORHOOD COUNCIL

CHINATOWN • EL PUEBLO • SOLANO CANYON • VICTOR HEIGHTS



Monday, February 1, 2021 – 7:45 - 9:00 p.m. Outreach & Communications Committee Meeting

Zoom Meeting Online or By Telephone

Join Online: <https://us02web.zoom.us/j/97707779151>

Join by Telephone: Dial (669) 900-6833, Enter This Webinar ID: 977 0777 9151 and Press #

The following telephone numbers are also available for HCNNC's Zoom meetings:

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To provide public comment:

- (1) Online users – Use the 'Raise Hand' function.
- (2) Phone users – Press * 9 to raise your hand, Press * 6 to unmute yourself.

MINUTES

VIRTUAL MEETING TELECONFERENCING NUMBER FOR PUBLIC PARTICIPATION

In conformity with the Governor's Executive Order N-29-20 (MARCH 17, 2020) and due to concerns over COVID-19, the Historic Cultural North Neighborhood Council meeting will be conducted entirely telephonically.

Every person wishing to address the Neighborhood Council committee must join the meeting either via the "Join Online" link or the "Join by Telephone" instructions above. Instructions on how to sign up for public comment will be given to listeners at the start of the meeting.

1 — Welcoming Remarks - Call to Order and Introductions

The meeting was called to order at 7:50 p.m. The Chair made introductory remarks.

Attendees: Eugene Moy and LM

2 — Establishment of Quorum - Roll Call

All three committee members were present: Valerie Hanley, Miho Murai, Phyllis Ling.
There was quorum.

3 — Discussion and possible action to approve the minutes of the Outreach Committee Meeting of December 7, 2020. [\[OCMinutes-12-07-20-HCNNC-draft.pdf\]](#)

Motion: To approve the minutes of the Outreach Committee Meeting of December 7, 2020 (Phyllis Ling motioned, Valerie Hanley seconded.)

Discussion: None.

Public Comment: None.

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Vote on Motion: Unanimous (3-Yes). Motion passed.

4 — General Public Comment on Non-Agenda Items (*Up to two minutes per speaker*)
None.

5 — Old Business

5.1 *Updates to the proposed HCNNC logo. The committee will continue to receive and consider logo ideas. Suggestions can be sent to Outreach Committee members.*
[\[rev120420-HCNNC-Logo.pdf, HCNNC Logo B W with Names and HCNNC Monotype Corsiva.pdf\]](#)

Discussion: Chair Ling noted the logo suggestions have not changed. Logo has not been approved by the board. Miho Murai clarified that the logos were not rejected by the board either. Chair Ling shared the logos on the screen. Miho Murai suggested labeling the logos “Logo #1” and “Logo #2”, especially if they will be considered by the board again, so that the non-English speaking board members can more easily identify the options. Chair Ling confirmed she would request they be added to the next board agenda, and that anyone else who has a suggestion is welcome to submit their design. She clarified that she is requesting to pay a nominal fee of \$250 for the rights to use the compass graphic. It was designed by board member Norma Garcia, but because artist Davil put the design on paper, he owns the copyright, and the different versions that use the graphic are considered derivative works. HCNNC still needs to obtain the rights to use these versions. Valerie Hanley confirmed that artist Davil is aware that we want to pay him for the rights.

Public Comment: None.

No action was taken.

5.2 *Updates and discussion on the flyers and brochures previously approved by the committee.* [\[rev012821-Virtual - General HCNNC Flyer - Prototype1.pdf, rev120320-HCNNC Tri-fold Flyer1a.pdf\]](#)

Discussion: Chair Ling noted she has not made any changes, except updating the year and adding shadow to lettering so that the letters stand out from the background. Miho Murai suggested adding the Zoom meeting link. Chair Ling noted it was high priority for the board to approve these flyers as the board has no printed outreach materials.

Public Comment: None.

No action was taken.

5.3 *Updates and discussion about the proposal to create a directory of businesses, non-profits, resident associations, and other resources specific to HCNNC. Discussion about the types of information to collect and data to share with the public.*

Discussion: Chair Ling noted we discussed this last year and she is trying to make progress. A directory could help us to reach out to groups about specific initiatives. For example, the City is working on an initiative to provide grants to help legacy businesses survive; Little Tokyo is organized and already has a directory. If we were organized, we could help people apply for loans and grants. Initially, she thought it would be a general directory and not detailed. Miho Murai suggested reaching out to CCED, El Pueblo, and Eugene Moy, historian. Chair Ling noted she had spoken to CCED - they have a directory that is specific to legacy businesses, not sure if they could share all info. Peter Eng at Chinatown Service Center is working on a directory; he has 3 employees working on it. Miho Murai recommended that Chair Ling identify the purpose and goal of the directory and work from there. Chair Ling noted that she

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would start with something general for public service, a searchable table that lists non-profits, businesses of different types, and present a demo at the next meeting.

Public Comment: None.

No action was taken.

5.4 *Updates and discussion on the proposed Draft Digital Media Policy for Neighborhood Councils. [[Draft-Digital-Media-Policy-for-BONC-on-9.29.2020.pdf](#)]*

Discussion: Chair Ling noted that there have not been any changes to the draft policy. She has attended BONC meetings, and many comments are that this should be a best practices document, rather than mandatory policies. HCNNC should consider a CIS about it. Also, managing digital media can be a full time job. Miho Murai agreed that the Draft Digital Media Policy should be a best practices document, not mandatory. Many neighborhood councils were against it, and DONE said they were going to consider concerns and redraft it.

Public Comment: None.

No action was taken.

6 — New Business

6.1 *Discussion and possible action to set the calendar for regular Outreach Committee meetings, and to hold quarterly meetings instead of monthly meetings.*

Discussion: Chair Ling noted that the Outreach committee never formally set a regular meeting day and time. Miho Murai suggested starting the Outreach meeting at 8 p.m., so that there can be a break between this meeting and the Schools & Libraries meeting, which is held immediately prior, and ends at 7:45 p.m. Chair Ling noted that the committee did not need to vote on this, but that moving forward, she would plan for Outreach meetings to be quarterly, in the months of May, August, November, and February, the first Monday of the month, at 8-9:15 p.m. Additional meetings can be called if necessary.

Public Comment: None.

No action was taken.

6.2 *Discussion about outreach ideas related to COVID-19 and COVID-19 vaccinations, including a webpage on resources.*

Discussion: Chair Ling noted this was Miho Murai's idea, and we could reference the county websites on our website. Miho Murai pushed for vaccine sites at schools because parents, students, and seniors do not drive. Chair Ling suggested a CIS to push for that, but it would need to be approved by the full board. Miho Murai suggested once we get our flyers approved, we could use the reverse side for vaccination information. Chair Ling noted that also would need to be approved by the board, and also cautioned that information is changing very fast – by the time she puts something together, info could be outdated. Valerie Hanley suggested including a list of testing sites in HCNNC and phone numbers for information. Chair Ling noted it does not take that long to put a flyer together, although it takes more time to have proper translation. Miho Murai and Valerie Hanley volunteered to help with Spanish translation. Chair Ling volunteered to put something together, but probably not in time for the next board meeting. Valerie Hanley noted that seniors need to understand that the lines are long, and there is no seating provided. They need to bring a stool or walker.

Public Comment: None.

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No action was taken.

6.3 *Discussion and possible action to conduct outreach by expanding distribution of board meeting agendas at locations throughout HCNNC. Possible recommendation to pay up to \$100 per board meeting to ER Copies for the expense of printing. Discussion to identify a list of potential locations.*

Discussion: Chair Ling noted this was also Miho Murai's idea to expand agenda distribution for outreach because unlike flyers, agendas don't need to be approved by the board. Chair Ling suggested revising the agenda template to make the first page look like a flyer. ER Copies charges 10 cents per side. With \$100, we could print 250 copies if the agendas are 4 pages each. Maybe ask for \$50 to start and leave a stack of them at Cathay Manor, among other locations. Miho Murai suggested Sunny's Market, businesses in Chinatown, Quickly, and in Spanish at William Mead Homes and El Pueblo. Valerie Hanley may know businesses in El Pueblo that would be willing to post agendas. Flyers/first page can be posted in a lot of different areas. Chair Ling noted that these additional locations are not required to have extra copies available.

Motion: To recommend a budget of up to \$100 per board meeting to be paid to ER copies for the expense of printing board meeting agenda for expanded distribution at locations throughout HCNNC. (Phyllis Ling motioned, Miho Murai seconded.)

Discussion: No additional discussion.

Public Comment: None.

Vote on Motion: Unanimous (3-Yes). Motion passed.

Chair Ling noted that the next board meeting is on 2/16/21.

7 — Committee Member Announcements

None.

8 — Requests and Motions for Future Agenda Items

Miho Murai: Requested brainstorming session of different outreach activities we can do, picking up trash in the area. She has been leaving masks and bottled water to the unhoused.

Phyllis Ling: Agreed we should be doing more direct outreach. For the next meeting in May, she wants us to think about the events we want to participate in, such as Ciclaviva. We should also discuss the next fiscal year's outreach budget. She welcomes suggestions from the public for major outreach events. HCNNC currently has a large unspent budget.

Miho Murai: Suggest reaching out to schools and community organizations to encourage them to file NPGs, stated that we have to have a grassroots approach and have them speak at board meetings to request consideration on future board agenda.

Valerie Hanley: She noted she will not be filing an NPG for El Pueblo.

Public Comment: None.

9 — Adjournment

Motion: To adjourn the meeting. (Phyllis Ling motioned, Miho Murai seconded.)

Discussion: None.

Public Comment: None.

Vote on Motion: Unanimous (3-Yes). Motion passed. Meeting was adjourned at 8:58 p.m.

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Committee Members

Phyllis Ling (Chair)

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Public Input at Neighborhood Council Committee Meetings

The public is requested dial *9, when prompted by the presiding officer, to address the Committee on any agenda item before the 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. Comments from the public on other matters not appearing on the agenda that are within the Committee's jurisdiction will be heard during the General Public Comment period. Please note that under the Brown Act, the Committee 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 or Committee meeting. Public comment is limited to 2 minutes per speaker, unless adjusted by the Chair.

Public Posting of Agendas

The agenda of the committee's meetings are posted for public review at the following locations:

- 1) Solano Avenue Elementary School, 615 Solano Avenue, Los Angeles, CA 90012
- 2) Public Notice Board, Plaza el Pueblo de Los Angeles (Plaza is across the street from 555 N Main St, 90012)
- 3) Eastside Market Italian Deli, 1013 Alpine St, Los Angeles, CA 90012
- 4) Alpine Recreation Center, 817 Yale St, Los Angeles, CA 90012

You can also receive our agendas via email by subscribing to L.A. City's Early Notification System at <https://www.lacity.org/subscriptions> or HCNNC's mailing list at <https://hcnnc.org/subscribe/>.

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 the Department of Neighborhood Empowerment by email: NCsupport@lacity.org or phone: (213) 978-1551.

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 committee in advance of their meetings, may be viewed at the Chinatown Branch Library at 639 N Hill St, Los Angeles, California 90012, or at the committee meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact HCNNC at: hcnnc.board@gmail.com.

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