

HISTORIC CULTURAL NORTH NEIGHBORHOOD COUNCIL
CHINATOWN • EL PUEBLO • SOLANO CANYON • VICTOR HEIGHTS



Monday, October 17, 2022
6:30 p.m. - 8:00 p.m.
Outreach Committee Meeting

Public Meeting Online or By Telephone

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

Telephone: Dial (888) 475-4499 (Toll Free), Then Enter This Webinar ID: 977 0777 9151
and Press #

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

(669) 900-6833 • Toll Free: (833) 548-0276 • (833) 548-0282 • (877) 853-5257

Minutes

1 — Welcoming Remarks - Call to Order and Introductions

Chair Phyllis Ling called the meeting to order at 6:35 p.m.

2 — Establishment of Quorum - Roll Call

Miho Murai, Don Toy, and Valerie Hanley. All committee members were present, Don and Valerie by phone.

3 — General Public Comment on Non-Agenda Items (Up to two minutes per speaker)

No attendees present.

4 — Discussion and possible action to approve the minutes of the August 8, 2022 Outreach Committee Meeting. [Draft Minutes Here.](#)

Miho made a motion to approve the 8/8/22 minutes, seconded by Don. Motion passed (4-0-0). (No changes were made to the draft minutes.)

5 — Compliance with the [Neighborhood Council Digital Communications Policy.](#)

5.1 Discussion and possible action to appoint Account Administrator(s) who are responsible for managing and maintaining HCNNC's Digital Communications. Appointments are subject to approval by the board.

Duties of the Account Administrators include:

(1) ensure that a Neighborhood Council's Digital Communications are regularly maintained and comments are regularly checked;

(2) ensure that the neighborhood council board is informed about Neighborhood Council Digital Communications activities through regular reports;

(3) review content posted to the Neighborhood Council's Digital Communications to ensure the content is timely, professional, and relevant to neighborhood council's activities and resources, and is consistent with the neighborhood council's bylaws and

standing rules, City policies, including policies set forth by the Board of Neighborhood Commissioners, Department of Neighborhood Empowerment, and applicable law; and

(4) ensure that the neighborhood council is in compliance with the rules, guidelines, and policies of the third-party websites, social media sites, newsletters, platforms, and accounts being used; and

(5) ensure that (a) accounts are in active use; (b) content published by the neighborhood council is timely and accurate; (c) comments are checked and reviewed on a regular basis; and (d) comments are moderated according to this policy.

Phyllis would like to be the account administrator. Miho volunteered to assist. Phyllis made a motion to appoint Phyllis and Miho to be account administrators, seconded by Miho. Motion passed - 4-0-0.

5.2 *Discussion and possible action to recognize HCNNC's existing Digital Communications accounts as official accounts for the Historic Cultural North Neighborhood Council. These accounts are HCNNC's Facebook (historicculturalnorth), Instagram (historicculturalnorth), Twitter (HCNorthNC), and Mailchimp accounts.*

Miho suggested to add Nextdoor to the list of social media accounts. Phyllis made a motion (with the addition of Nextdoor); seconded by Miho; motion passed - 3-1-1 (Don abstained)

6 — Verbal Report on the HCNNC Outreach Event - Tabling at "Heart of LA" CicLAvia 10/9/22

32 new sign-ups added to email list. Don would like to see HCNNC swag at the next outreach event. Both Phyllis and Miho reported that the event went really well. Don thanked us for participating. Miho acknowledged Bill Chin for his participation.

7 — Discussion about re-designing HCNNC outreach/promotional materials to include multiple languages.

Phyllis discussed possibly including other language; Miho suggested to use three languages (Spanish, English, and Chinese) for the swag bags, T-shirts, and buttons but only one language for pens; Miho suggested using multiple languages in the brochures; Valerie didn't think it was necessary to include all languages in all the swag.

8 — Committee Member Announcements

Valerie - Dia de los Muertos - 10/29 and 10/30 - maybe we can table at the event; Valerie will check to see if there are tables available.

Phyllis - Draft EIR for gondola is out now.

9 — Requests and Motions for Future Agenda Items

None.

10 — Adjournment

Meeting adjourned at 7:11 pm

Committee Members	Phyllis Ling Solano Canyon Residential Rep. (Chair)	Valerie Hanley El Pueblo Non-Profit Representative	Miho Murai At-Large Representative	Don Toy Victor Heights Residential Representative
--------------------------	---	--	---	---

Public Input at Neighborhood Council Meetings. The public is requested to 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 Committee meeting. Public comment is limited to 2 minutes per speaker, unless adjusted by the presiding officer.

Public Posting of Agendas. Neighborhood Council agendas are posted for public review as follows: (1) Solano Avenue Elementary School, 615 Solano Avenue, (2) Public Notice Board, Plaza el Pueblo de Los Angeles (across the street from 555 N Main St), (3) Alpine Recreation Center, 817 Yale St, (4) Eastside Market Italian Deli, 1013 Alpine St, (5) www.hcnnc.org

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/>.

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 member in their personal capacity and does not reflect any formal position of the Neighborhood Council or the City of Los Angeles.

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 §§ 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

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 Board in advance of their meetings, may be viewed 200 N Spring St, Los Angeles, California 90012, or at our website: www.hcnnc.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 HCNNC at (323) 716-3918 or email hcnnc.board@gmail.com.

Servicios De Traducción. Si requiere servicios de traducción, favor de notificar a la oficina 3 días de trabajo (72 horas) antes del evento. si necesita asistencia con esta notificación, por favor llame al (323) 716-3918.

翻译服务. 如果您需要翻译服务, 请在活动开始前3个工作日(72小时) 通知办公室. 如果您在此通知中需要帮助, 请致电(323) 716-3918.