

CITY OF LOS ANGELES
CALIFORNIA

OUTREACH COMMITTEE

JENS MIDTHUN
CHAIR

CLAUDIA OLIVEIRA
ex-officio
CHRISTIAN DITTMER
DAMION WAGNER
LEONEL AGUILAR
ALISHA HENDERSON



WWW.DLANC.COM
EMAIL: DLANC@EMPOWERLA.ORG

**DOWNTOWN LOS ANGELES NEIGHBORHOOD COUNCIL
OUTREACH COMMITTEE
MEETING AGENDA**

**Los Angeles Central Library, Meeting Room A
630 W 5th Street, Los Angeles, CA 90071**

Monday, March 18, 2024 - 6:00 PM

Contact: jens.midthun@dlanc.com for more information

Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte Secretaria Debby Zhou por correo electrónico debby.zhou@dlanc.com para avisar al Concejo Vecinal.

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 unless adjusted by the presiding officer of the Board.

Instructions on how to sign up for public comment will be given to listeners at the start of the meeting.

1. Call to Order / Roll Call

Jens Midthun (Chair) P		Christian Dittmer A	
Claudia Oliveira (ex-officio) A		Leonel Aguilar P	
Damion Wagner P			
Alisha Henderson P			

2. General Public Comment - The public is requested to 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. 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.

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3. Chair Report

4. Bring a Guest

a. Introductions

Jens makes a request that committee members bring a guest at future meetings

5. Minutes (All items for discussion and possible action)

a. Approve December 2023 Minutes

b. Approve January 2024 Minutes

6. Old Business (All items for discussion and possible action)

a. Social Media guidelines

i. General discussion to be continued

b. New Resident Outreach Event

i. Discussion and planning of New Resident Outreach Event.

Suggestion of a checklist to make sure all actions are taken for events, including: date, location, insurance, venue, approval, city approval, Budget approval

Alisha has secured a venue and created a flier with a date of May 3, 2024

c. Future of Education in DTLA Symposium

i. Discussion and planning of Future of Education in DTLA Symposium.

Discussion table until Lawrence is present to take the lead.

d. Coffee with Fire Department

i. Discussion and planning of Coffee with Fire Department event.

Similar suggestions for a checklist.

e. Signup Tablet

i. Discussion and possible action to purchase a tablet for email signups at tabling events. Motion to approve an expenditure not to exceed \$100 to pay for the tablet. Monies to come from the Outreach Budget - Tabling/Events line item.

Motion to amend agenda item to increase budget to \$200 for purchase of 2 Amazon fire tablets and possible security tethers for use at events.

Alisha Motions, Leonel Seconds Motion

Approve motion Damion Y, Jens Y, Alisha Y, Leonel Y

7. New Business (All items for discussion and possible action)

a. Open Seats Recruitment

i. South Park Business Director

Suggestion for an event at South Park, farmers market, and DTLARA events to promote open business director seat

b. Discussion and possible approval of website working group updates.

Discussion of work group findings including:

- i. Website back up happens every day at 9 AM for seven days.
- ii. Letter it will be written to Kingsley to inform him that we will be updating the website in-house through the Outreach Committee.
- iii. Request to bring to the council a vote allowing Outreach Committee to begin working DLANC.com in-house.
 1. Phase 1: WordPress update, install a new theme, correct email addresses, and contact forms.
 2. Phase 2: includes restructuring website menu and pages.
 3. Phase 3: creating individual pages for each committee.
This will require the committee chairs to be involved with defining the goals of each committee.

Approve motion Damion Y, Jens Y, Alisha Y, Leonel Y

c. Outreach Budget, Calendar, and Tabling Brainstorm

- i. South Park farmers market, monthly resident outreach, monthly coffee with city officials.
- ii. Request that special events, such as education, elderly, etc. is lead by the Council person that suggests the event with the full support of the outreach committee.
- iii. Acknowledgment that elections are right around the corner, and we should start preparing now.

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9. Committee member announcements

10. Next Meeting: Monday, April 15: 6pm

11. Adjourn 7:45 PM

PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS: *The public is requested to fill out a "Speaker Card" 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.*

CONSENT ITEMS: *There will be no separate discussion of Consent items as they are considered routine and will be adopted by one motion. If a member of the Board, Committee, or a stakeholder requests discussion on a particular item, that item will be removed from Consent and considered separately. Such items will be moved to the end of the agenda.*

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.*

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 members in advance of a meeting may be viewed on our website by clicking on the following link: www.dlanc.com, 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 the secretary, debby.zhou@dlanc.com.*

POSTING: *In compliance with Government Code section 54954.2(a), Neighborhood Council agendas are posted for public review at Department of Recreation & Parks - Pershing Square Office, 532 S. Olive and at www.dlanc.com. 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>.*

RECONSIDERATION AND GRIEVANCE PROCESS: *For information on the DLANC's process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the DLANC Bylaws. The Bylaws are available at our Board meetings and our website www.dlanc.com.*

DISABILITY POLICY: *The Downtown Los Angeles Neighborhood Council complies with Title II of the Americans with Disabilities Act and does not discriminate on the basis of any disability. Upon request, the Downtown Los Angeles Neighborhood Council will provide reasonable accommodations to ensure equal access to its programs, services, and activities. Sign language interpreters, assistive 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 prior to the meeting you wish to attend by contacting the Department of Neighborhood Empowerment at (213) 978-1551 or email NCsupport@lacity.org.*

STATE OF CALIFORNIA PENAL CODE SECTION 403 (*Amended by Stats, 1994, Ch. 923, Sec. 159. Effective January 1, 1995.*)

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Every person who, without authority of law willfully disturbs or breaks up any assembly or meeting that is not unlawful in its character, other than an assembly or meeting referred to in Section 302 of the Penal Code or Section 18340 of the Elections Code, is guilty of a misdemeanor.

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