

CITY OF LOS ANGELES

CALIFORNIA



WWW.DLANC.COM

EMAIL: DLANC@EMPOWERLA.ORG

OUTREACH COMMITTEE

JENS MIDTHUN
CHAIR

CLAUDIA OLIVEIRA
ex-officio

WENDY CELAYA
CHRISTIAN DITTMER
DAMION WEGNER
LEONEL AGUILAR
ALISHA HENDERSON

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, Oct 16, 2023 - 6:30 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	Wendy Celaya	P
Claudia Oliveira (ex-officio)	A	Christian Dittmer	A
Damion Wagner	P	Leonel Aguilar	A
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. 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 comments are limited to two minutes per speaker with a total time of ten minutes. (The chair, depending on the number of speakers and time considerations, may change these parameters.) (20 min. cap).

3. **Chair Report** CicLAVia was this past weekend. T-shirts attract the public to the table at events like CicLAVia this past weekend. Large size is the most popular. Skid Row for All Artists is at the end of October. It is on the board agenda tomorrow. On 11/2 is the walk for all refugees from Arts District to Skid Row.
4. **Minutes (All items for discussion and possible action)**
 - a. Approve September 2023 Minutes approved by All (Jens, Damion, Alisha and Damion) motion by Wendy, Damion 2nd.
5. **Old Business (All items for discussion and possible action)**
 - a. Social Media guidelines - Review draft of social media procedures and design style guide. Working document.
6. **New Business (All items for discussion and possible action)**
 - a. Outreach Budget Changes
 - i. Discussion and Possible Action to decrease Outreach - Promotional Items budget line by \$1000 from \$3000 to \$2000. Motion to amend motion to keep at 3,000 by Damion, 2nd amended motion by Wendy.
 - ii. Discussion and Possible Action to decrease Outreach - Tabling / Events budget line by \$1200 from \$6000 to \$4800. Amend motion to reduce line budget to \$3800 and add \$1,000 to promotional item budget. Motion by Damion and 2nd by Wendy.
 - iii. Discussion and Possible Action to increase Outreach - Advertising budget line by \$1000 from \$300 to \$1300.
 - iv. Discussion and Possible Action to create an Outreach budget line of \$1200 to pay for the use of an Email Platform for newsletters and outreach (budget line to be called "Email Platform"). Motion to approve budget changes above 1-4 motion by Damion, 2nd by Alisha.
 - b. Upcoming events
 - i. Upcoming Events: Skid Row for All Artists 10/28-10/29
 - c. City Council Committee Meetings Outreach Committee members to attend city council meetings and neighborhood meetings.

- d. Artwork for Bus Benches and Kiosks [Damion provided the design for the committee to review. Damion will work on map design. Add call to action: You are Downtown! Speak Up](#)

7. **General Public Comment** - 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. 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 comments are limited to two minutes per speaker with a total time of ten minutes. (The chair, depending on number of speakers and time considerations, may change these parameters.) (20 min. cap)
8. Committee member announcements [“New Kids on the Block” event for new DTLA residents. Average stay is 18 months then residents leave downtown la. Alisha can help organize the event. Add to next month's agenda.](#)
9. Next Meeting: Monday, November 20th, 2023
10. Adjourn

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.)

—

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.

SERVICIOS DE TRADUCCION: *Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte NCsupport@lacity.org.*