

Committee Members:  
 Sarah Manuel – Chair  
 Kira Durbin  
 Pamela Harris  
 Jeffrey Hartsough  
 Lindsay Imber  
 Hayden Ranshaw  
 Neal Roden  
 Harold Shapiro

CALIFORNIA



**Sherman Oaks  
 Neighborhood Council  
 Outreach Committee  
 Regular Meeting Agenda**

**Tuesday, January 18th, 2022  
 7:00 p.m.**

**Virtual Meeting**

SHERMAN OAKS  
 NEIGHBORHOOD  
 COUNCIL

P O Box 5721  
 Sherman Oaks, CA  
 91413  
 (818) 503-2399

[www.shermanoaksnsc.org](http://www.shermanoaksnsc.org)

OR CONTACT

Department of  
 Neighborhood  
 Empowerment linked  
 through our website  
 under "Resources"

**To access this Virtual Meeting on the Zoom Platform:**

**Webinar ID: 836 2315 4607**

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IN CONFORMITY WITH THE SEPTEMBER 16, 2021, ENACTMENT OF CALIFORNIA ASSEMBLY BILL 361 (RIVAS) AND DUE TO CONCERNS OVER COVID-19, THE SHERMAN OAKS 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 (833) 548-0282, and enter **836 2315 4607** and then press # to join the meeting. The meeting can also be joined from the Zoom join meeting screen using Webinar ID: **836 2315 4607**. When prompted by the presiding officer, 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 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 comment is limited to one minute per speaker, unless adjusted by the presiding officer of the Board.

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. 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.

## AGENDA

1. **Call to Order and Welcome** Chair, Sarah Manuel
2. **Roll Call and Introductions** Chair, Sarah Manuel
3. **Administrative Motions: ACTION ITEM. ROLL CALL VOTE REQUIRED.**
  - A. Approval of Prior Meeting Minutes
    - i. November 16th, 2021 – DRAFT - Regular Meeting Minutes  
**ACTION ITEM. ROLL CALL VOTE REQUIRED.**
4. **Chair's Report: 10 minutes**, Sarah Manuel
  - Review of End Of Year Internal Outreach Committee Survey
  - Announcement
5. **Project Updates & Discussion (20 minutes)** *Please see supporting documentation. 1 - minute Public Comment for each sub-agendized item.*
  - A. Working Group - Kira Durbin, Pamela Harris
  - B. Website & Stakeholder interest form - Harold Shapiro, Lindsay Imber
  - C. Newsletter, The Ziff Flyer & Social Media Platform Metrics - Sarah Manuel, **Assign new project lead to do Newsletter**
  - D. Community Clean Up - Neal Roden
  - E. Utility Box Design - Assign project lead
  - F. Holiday Drive Recap- Pamela Harris, Hayden Ranshaw
6. **Public Official Comment: 2 minutes each** *Comments by public officials*
7. **Public Comment: 2 minutes each** *Comments by the public on non-agenda items within the SONC Outreach Committee's jurisdiction.*
8. **Spring Tree Giveaway** **ACTION ITEM: Vote Required**  
A motion to approve up to \$250 for SONC's Annual Spring Tree Giveaway Event at Van Nuys/Sherman Oaks War Memorial Park in partnership with City Plants and LA City Department of Recreation and Parks. The event will be held in the Spring and will follow up-to-date Covid procedures. Funds will be allocated to producing promotional materials and ordering branding materials with SONC's logo.  
**ACTION ITEM: Vote Required**
9. **Business Cards (Assign project lead to research costs and design options).**

**10. Discussion of Social Media and collect quotes for Social Media marketing.**

- 11. New Business** – Introduction topics for consideration of the Outreach Committee at future meetings: **(5 minutes)** *Public Comment for each sub-agendized item.*
- A. Other items for consideration for next Agenda(s)
  - B. Scavenger Hunt -- Get to know your neighbors and the neighborhood.
  - C. Painting in the Park

- 12. Announcements** on items within the SONC Outreach Committee's jurisdiction
- The Valley of Change - 2nd Saturday of the Month**  
**Next Outreach Meeting, February 15th, 2022, 7pm**  
**NHIFP is seeking volunteers, Email Barbara @ bjavitz@gmail.com**  
**LA Works is always looking for Volunteers**

**13. Adjourn**

**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](mailto: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 our website: [www.ShermanOaksNC.org](http://www.ShermanOaksNC.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 email: [lindsay.imber.sonc@gmail.com](mailto:lindsay.imber.sonc@gmail.com). **PUBLIC POSTING OF AGENDAS** – Neighborhood Council agendas are posted for public review as follows: ● Sherman Oaks Public Library, 14245 Moorpark St, Sherman Oaks, CA 91423. ● [www.ShermanOaksNC.org](http://www.ShermanOaksNC.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>

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