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SYLMAR NEIGHBORHOOD COUNCIL
JOINT SPECIAL MEETING OF THE OUTREACH COMMITTEE AND BOARD – AGENDA

Committee Chair: David M. Rodriguez, Ph.D.

Tuesday, August 9, 2016

6:30 PM – 8:30 PM

ITT Technical Institute – Theory Room 13

12669 Encinitas Avenue, Sylmar, CA 91342

Out of an abundance of caution due to the possible attendance and participation of a majority of Sylmar Neighborhood Council Board Members at this Committee meeting, this meeting is noticed as a Joint Meeting of the Outreach Committee and the Board, in adherence with the State's Brown Act. No action will be taken on behalf of the Board at this meeting of the Committee. Only Committee Members are allowed to vote.

This agenda is posted for public review at the Los Angeles Public Library (Sylmar Branch), located at 14561 Polk Street, Sylmar, CA 91342. As a courtesy, and as time permits, agendas may be emailed to stakeholders if requested. Agendas may also be found on the SNC website at <http://www.SylmarNC.org>. You may also subscribe to receive them via email through the City's Early Notification System (ENS) at the following link: <http://www.lacity.org/government/Subscriptions/NeighborhoodCouncils/index.htm>.

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 a nuestra oficina al (818) 833-8737.

1. **Call to Order.**
2. **Housekeeping:** Sign-In Sheets, Speaker Cards for Agenda Items, Recording and Timekeeper.
3. **Appointment of Committee Member** by Committee Chair:
 - a. Diana Rodriguez
4. **Public Comment** on matters not appearing on the agenda:
 - a. Public Officials & Representatives (2 minutes per speaker).
 - b. Stakeholders (2 minutes per speaker).
5. **Community Presentation(s):**
 - a. ITT Technical Institute

Old Business

6. **Discussion and update** relative to preparations for the Sylmar Neighborhood Council's town hall/community resource fair scheduled for October 15, 2016.
7. **Discussion and update** relative to which business and/or individual to recommend for recognition at the Sylmar Neighborhood Council's general board meeting on August 25, 2016.
8. **Discussion and update** relative to the Sylmar Neighborhood Council's "Precinct Walk/Day of Action" scheduled for August 20, 2016.

New Business

9. **Approval of Minutes** of the July 12, 2016, Outreach Committee Meeting.
10. **Discussion and possible action** to approve an amount not exceeding \$475.00 for the purchase of 25 green Harrington Knit Polo Shirts with embroidered SNC logo from Spots & Dots Etc. (Sylmar). Each SNC Board Member (21 in all) will receive a polo shirt. The remainder (4) will be given to members of the SNC Outreach Committee.
11. **Discussion and possible action** to approve an amount not exceeding \$215.00 for the printing of 3,500 letters, in black and white, for distribution to Sylmar students in grades 3-5, and the printing of 180 letters, in color, for distribution to Sylmar teachers in grades 3-5, from C & M Printing (Tujunga). These letters will accompany SNC pens, pencils, and brochures (purchased previously) that will, in turn, be distributed to both students and teachers in September.
12. **Discussion and possible action** to approve an amount not exceeding \$1,200 for promotional materials related to the Sylmar Neighborhood Council's town hall/community resource fair scheduled for October 15, 2016. This includes, but is not limited to, 8 ½ x 11 flyers, half-sheet flyers, posters, and lawn signs.
13. **Discussion and possible action** to set a date and plan for a beautification project at Osceola Elementary School in September.
14. **Committee Member Comments** on subject matters within the committee's jurisdiction.
15. **Future Agenda Items:** Please e-mail the committee chair at David.M.Rodriguez@SylmarNC.org.

The next meeting of the Outreach Committee will be on Tuesday, September 13, 2016.

16. **Closing Remarks, Announcements, Acknowledgements, and Adjournment.**

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, or other auxiliary aids and/or services may be provided upon request. To ensure availability of services, please make your request at least three business days (72 hours) prior to the meeting you wish to attend by contacting the Sylmar Neighborhood Council Vice President of Administration, Diane Valencia, by phone at (818) 833-8737 or by email at Diane.Valencia@SylmarNC.org.

All agenda items may include presentations, discussions and actions by the Outreach Committee for recommendations to the SNC Board of Directors. The Board of Directors may discuss the recommendations and take action on the item, which could result in a Community Impact Statement to the City and/or a position letter to a City agency.

Stakeholders may comment on any agenda item only when the item comes up for discussion. The Committee will determine the length of discussion and comment times. The attending stakeholders may be polled for their opinion on any agenda item before the Committee takes action for a recommendation to the Board. Comments from the stakeholders on other matters not appearing on the agenda that are within the Committee's jurisdiction will be heard during Public Comment. 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 stakeholder may become the subject of a future Board meeting.

Any Committee action may be reconsidered following the meeting when the original action occurred. A Committee Member makes a Motion for Reconsideration, and if approved another vote on the issue takes place based on the reasoning for the reconsideration. The Committee Member must have been on the prevailing side of the action/issue.

In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all members of the Committee in advance of a meeting, may be viewed at the Neighborhood Council meeting or on the Neighborhood Council website by clicking or visiting <http://www.SylmarNC.org>. Any questions or comments regarding this agenda may be submitted to Board members via the emails listed on the SNC website: <http://www.SylmarNC.org>.

Committee Meeting Minutes are available on the SNC website: <http://www.SylmarNC.org>.

(Remove after Tuesday, August 9, 2016).