

**COMMITTEE MEMBERS**

Maria Cermeno - **Chair**  
Veronica Jimenez Vasquez -

**Vice-Chair**

Jennifer Clark

Reanna Lee

Zaid Diaz-Arias (Ex-Officio)

Email: [Outreach@NHNENC.org](mailto:Outreach@NHNENC.org)

**COUNCIL MEMBERS**

Zaid Diaz-Arias - President  
Jennifer Clark - Vice President  
Michael Coleman - Treasurer  
Jennie Palluzzi - Parliamentarian  
Maria Cermeno  
Robert Clark  
SheRise Ford  
Mel Futrell  
Veronica Jimenez Vasquez  
Reanna Lee  
Marci Marks  
Kate Martinez  
Wendy Sotelo



**NORTH HOLLYWOOD NORTHEAST  
NEIGHBORHOOD COUNCIL AGENDA**

**Meeting Type:**  
**Special Joint General Council  
and the  
Outreach & Youth Engagement  
Committee**

**Date:**  
**Tuesday, March 11 , 2024  
7:00 pm**

**Location:**  
**Valley Plaza Recreation Center  
Classroom / Meeting Room  
12240 Archwood St, North Hollywood, CA**

**NORTH HOLLYWOOD NORTHEAST  
NEIGHBORHOOD COUNCIL**

Regular Board Meetings  
the 3rd WEDNESDAY  
January through December @ 7PM

**Valley Plaza Recreation Center  
12240 Archwood St,  
North Hollywood, CA 91606  
Classroom / Meeting Room**

**Enter through the front doors.  
Classroom / Meeting Room is  
located to the right. There is ample  
parking available in the lot.**

**Snacks and drinks provided.**

Email: [Board@NHNENC.org](mailto:Board@NHNENC.org)

Website: [www.nhnenc.org](http://www.nhnenc.org)

**Mailing Address:**  
**P.O. Box 15515,  
North Hollywood, CA 91615**

\*President/Chair reserves the right to move agenda items to accommodate speakers

This meeting is noticed as a Special Joint Meeting of the North Hollywood Northeast Neighborhood Council and the Outreach and Youth Engagement Committee, because there may be a majority of neighborhood council board members present in a number sufficient to take board action. Any action taken at this meeting will only be an action of the Beautification and Public Safety Committee members present and not an action of the North Hollywood Northeast Neighborhood Council as a body.

| <u>Item #</u>   | <u>Topic</u>   | <u>Responsible Person</u> |
|-----------------|--|---------------------------|
| 1               | Call Meeting to Order – Welcome - Review of Meeting Rules  | Chair                     |
| 2               | Roll Call for Outreach and Youth Engagement Committee Members and Separate roll call for other Board members in attendance.  | Chair                     |
| 3               | Comments by Government Officials (3 min each)  | Various                   |
| 4               | Public Comments on Non-Agenda Items (3 min each)   | Various                   |
| <b>Outreach</b> |  |                           |
| 5               | <b>Discussion and Possible Action:</b> Systematize our newsletter outreach and establish a frequency for e-blasts, process, roles and responsibilities.  | Zaid Diaz-Arias           |
| 6               | <b>Discussion and Possible Action:</b> Create and approve a sign-in sheet for meetings and outreach events to collect contact information, grow our outreach lists, and designate a person for making sure people sign in. | Zaid Diaz-Arias           |
| 7               | <b>Discussion and Possible Action:</b> Designate a committee member to be responsible for taking pictures and videos at all outreach events and meetings.  | Zaid Diaz-Arias           |

|   |   |                                   |
|---|---|-----------------------------------|
| 8                                       | <b>Discussion &amp; Possible Action:</b> Discuss A Frame Sign Insert Designs  | Jennifer Clark                    |
| 9                                       | <b>Discussion and Possible Action:</b> Review purchasing apparel for Board Members. Look at designs, budget quotes, City Funding approval process, etc.<br>Note: Council Approved a \$750 budget commitment.  | Maria Cermeno/Zaid Diaz-Arias     |
| 10                                      | <b>Discussion and Possible Action:</b> Live Streaming Meetings  | Jennifer Clark                    |
| 11                                      | <b>Discussion and Possible Action:</b> Approve Purchasing Yard Signs that say " <i>Courtesy of the North Hollywood Northeast Neighborhood Council</i> "   | Zaid Diaz-Arias / Jennie Palluzzi |
| 12                                      | <b>Discussion and Possible Action:</b> March Regular Council Meeting Logistics <ul style="list-style-type: none"> <li>● Government Official Representative reminder emails</li> <li>● Agenda Posting, Social Media Outreach, Storage Unit</li> <li>● Refreshments, Set Up, Greeting, Sign In Sheet, Photos, Clean Up, etc</li> </ul>  | Jennifer Clark                    |
| <b>Youth Engagement</b>                 |   |                                   |
| 13                                      | <b>Discussion and Possible Action:</b> Volunteer Hours Verification<br>Approve up to <a href="#">\$40</a> for Certificate Paper and Awards Holders for Volunteer Hours  | Jennifer Clark                    |
| 14                                      | <b>Discussion and Possible Action:</b> Council File 24-1077 City Hiring Programs / Youth Development Department / Civil Service Position / Incentive Programs<br><a href="https://cityclerk.lacity.org/lacityclerkconnect/index.cfm?fa=ccfi.viewrecord&amp;cfnumber=24-1077">https://cityclerk.lacity.org/lacityclerkconnect/index.cfm?fa=ccfi.viewrecord&amp;cfnumber=24-1077</a>  | Chair                             |
| 15                                      | <b>Discussion and Possible Action:</b> Youth Development Department (YDD) Launches Youth Dashboards <a href="https://ydd.lacity.gov/data">https://ydd.lacity.gov/data</a><br>“The City of Los Angeles’ Youth Development Department (YDD) <a href="https://ydd.lacity.gov/">https://ydd.lacity.gov/</a> has released new data dashboards on youth in the City of Los Angeles! Use these interactive dashboards to explore information on youth programs and investment across City Departments, a demographic profile of young Angelenos, key findings from the most recent Citywide Youth Survey, and additional resources to find reliable youth data. Whether you are a student, a service provider, a policymaker, or someone interested in data on the state of youth of the City, these dashboards are home to information for you” | Jennifer Clark                    |
| <b>Events &amp; Outreach Activities</b> |   |                                   |
| 16                                      | <b>Discussion and Possible Action:</b> Review and approve tabling at the <a href="#">VCC</a> Clean Up events in North Hollywood and up to \$500 for refreshments.   | Jennifer Clark                    |
| 17                                      | <b>Discussion and Possible Action:</b> Review and approve tabling at the Valley Plaza Recreation Center’s Spring Event on April 19, 2025 and up to \$2000 for refreshments and <a href="#">Promotional Growable Planters</a> .<br>Other choices to consider: <a href="#">Mini Campfire Mug Planter</a> , <a href="#">Fiber Planter</a> , <a href="#">Terra Cotta Pot</a> , <a href="#">Terra Cotta Pot - Small</a> , <a href="#">Collapsible Water Bottles</a> , etc ...  | Jennifer Clark                    |
| 18                                      | <b>Discussion &amp; Possible Action:</b> Approve Community Extreme Heat Awareness Event for May 31, 2025 and up to \$2500 for refreshments, event supplies & <a href="#">promotional cooling towels</a> . (recommended by Beautification & Public Safety Committee) <ul style="list-style-type: none"> <li>● Potential Community Event with a focus on: Heat Stroke/Heat Exhaustion prevention &amp; safety measures; and Emergency Preparedness for power outage</li> </ul>  | Jennifer Clark                    |
| 19                                      | <b>Discussion &amp; Possible Action:</b> Community National Preparedness Month Event (recommended by Beautification & Public Safety Committee) <ul style="list-style-type: none"> <li>● Potential Community Event with a focus on: Emergency *Education*Plan*Prep</li> </ul>  | Jennifer Clark                    |
| 20                                      | <b>Discussion &amp; Possible Action:</b> Discuss potential future Outreach Activities; review City Funding Event Approval Form and Requirements; consider creating an internal checklist/guide for event planning/tabling <ul style="list-style-type: none"> <li>● LAPD Cadet soccer tournament Tabling (CD2 - May)</li> <li>● NoHo Summer Nights Tabling (CD2 - June-August)</li> <li>● Summer Night Lights Tabling (Valley Plaza Recreation: July-August) <ul style="list-style-type: none"> <li>● Winter Wonderland Tabling (CD2 - December)</li> </ul> </li> </ul>  | Various                           |
| <b>Committee Business</b>               |   |                                   |

|                              |  |         |
|------------------------------|--|---------|
| 21                           | <b>Discussion and Possible Action:</b> Stakeholders interested in becoming members of the Outreach & Youth Engagement committee will be allotted 2 mins to speak. (To become a committee member, the Chair shall appoint a member and the Board will ratify per Article VII§3 of the bylaws) | Chair   |
| <b>Concluding Statements</b> |  |         |
| 22                           | <b>Committee Member Announcements</b>  | Various |
| 23                           | <b>Adjourn</b>   |         |

**NHNENC Council Member Elections: Candidate Filing for Region 4 Timeline**

- **Candidate Filing Begins: February 7, 2025**
- **Candidate Filing Ends: March 24, 2025**
- **Vote-By-Mail Application Opens: April 11, 2025**
- **Ballot Mailing Begins: May 6, 2025**
- **Mail Ballots/Resends Deadline: June 3, 2025**

For more details, visit the Office of the City Clerk's Neighborhood Council Elections [portal here](#).

**PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS** – The public is requested to fill out a “Speaker Card” 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 3 minutes per speaker unless adjusted by the presiding officer of the Board. A member of the public wishing to speak on multiple agenda items at a single meeting shall limit their remarks to a total of ten (10) minutes per meeting.

**PUBLIC POSTING OF AGENDAS** - NHNENC agendas are posted for public review as follows:

- For viewing during open hours: Valley Plaza Branch, Los Angeles Public Library, 12311 Vanowen Street, North Hollywood, CA 91605
- Our website: [NHNENC.org](http://www.nhnenc.org)
- You can also receive our agendas via email by subscribing to L.A. City’s Early Notification System at <http://www.lacity.org/government/Subscriptions/NeighborhoodCouncils/index.htm>

**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, 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 Board Secretary by email [board@nhnenc.org](mailto:board@nhnenc.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: [nhnenc.org](http://nhnenc.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 the Board Secretary by email [board@nhnenc.org](mailto:board@nhnenc.org).

**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 Section 48.01 et seq. More information is available at [ethics.lacity.org/lobbying](http://ethics.lacity.org/lobbying). For assistance, please contact the Ethics Commission at (213) 978-1960 or [ethics.commission@lacity.org](mailto:ethics.commission@lacity.org)

**RECONSIDERATION AND GRIEVANCE PROCESS** – For information on the NHNENC’s process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the NHNENC Bylaws. The Bylaws are available at our Board meetings and our website [NHNENC.org](http://NHNENC.org).

**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 contacta Secretaria de la Mesa Directiva por correo electrónico [board@nhnenc.org](mailto:board@nhnenc.org) para avisar al Concejo Vecinal.