The public is requested to fill out a "Speaker Card" to address the Committee on any agenda item before the Committee takes 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 “General Public Comments.” No individual speaker will be allowed more than 2 minutes, subject to the discretion of the Chair. Agenda items are subject to board action. The agenda is posted for public review at: Sterling Cleaners, 1600 Westwood Blvd., Damoka Gallery, 1424 Westwood Blvd., Print-Run, 950 Gayley Ave., Westwood Public Library, 1246 Glendon Ave., and on the walkway between Bunche Hall and Public Policy on the UCLA campus.

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 Lisa Chapman at: Lchapman@mednet.ucla.edu
Agenda

General Discussion on:

1). Call to order  (Lisa Chapman), roll call of Outreach Committee Members

2). Discussion of website technical issues and their resolution plan of action

3) Discussion and assignment of website duties amongst WWNC Outreach committee

4). Email distribution lists (how to effectively build this list), newsletter updates and exploring other avenues for disseminating community information, updates and emergent information.

5). Building a good and accurate calendar of all Westwood and surrounding areas community events.

6). Discussion of appropriate website information and events to post

7). Exploring ways and ideas to promote our website.

8). General questions and concerns for Outreach

9). Next meeting / possible dates

10). Adjourn