



**Issam Najm, President; Susan Gorman-Chang, Vice President; Gabriel Khanlian, Secretary;
Andrew Krowne, Treasurer; David Balen, Signer; Cheri Derohanian; Jason Hector;
Alex Kim; Becky Leveque; Jennifer Milbauer; Asaad Alnajjar**

Porter Ranch Neighborhood Council

Outreach Committee Meeting Minutes

*Jennifer Milbauer, Chair (Board Member) Kristina Zitkovich, Vice Chair (Stakeholder)
Alex Kim, (Board Member) Jason Hector, (Board Member) Sandi Naiman, (Stakeholder)
Susan Gorman-Chang (Alternate Board Member)*

Thursday, March 30, 2017
6:15 PM

Porter Ranch Community School - Library
12450 Mason Ave. Porter Ranch, CA 91326

1. Jennifer called the meeting to order at 6:23 pm & Everyone stood for the Pledge of Allegiance
2. Jennifer welcomed everyone to the 3rd outreach committee meeting, We meet quarterly unless an other meeting is needed prior to that.

Jennifer took roll call:

Jennifer (*present*),
Krissy (*absent*),
Jason, (*present*)
Alex, (*absent*)
Susan (Alternate Board Member for Committee: *present*)
Sandi (*absent*)

*Quorum was established (which is 3 because the committee is 5)

There were 2 stakeholders in attendance (Allen Glazer, Ron Milbauer & Lori Kalman)

3. Jennifer reiterated the purpose of committee: advisory committee for the board of directors of the PRNC. Reminded members to be respectful & adhere to the "one mic" forum, no interrupting - raise your hand if you'd like to contribute.
4. Jason made a motion to approve the minutes from the January 12, 2017 Outreach Committee Meeting, Jennifer seconded the motion & the minutes were unanimously approved.
5. Discussion of old business included the status of purchases for the purposes of outreach from the PRNC (pop-up, SD card, banners, table cloths, polo shirts, I Heart PR shirts & hats - all purchased and in hand - just need a place to store them per the city guidelines, which Andrew is working on.)

Earth Day Event - Chair, Susan Gorman-Chang gave a status update: permit - in process of securing; confirmed people (only 4 RSVP's; aiming for 40+) Jason ordering tools, bags, etc. Still working on girl scouts and boy scout volunteers. Need volunteers to do clean up and also work the booths / games, etc. We will ask Issam to carve time on the April agenda to discuss at PRNC General Board meeting.

6. Discussion regarding New Business; Jason introduced some ideas for new website (city-approved) vendors, discussed cost, transfer process, presented ideas of some other NC's who had websites



Issam Najm, President; Susan Gorman-Chang, Vice President; Gabriel Khanlian, Secretary; Andrew Krowne, Treasurer; David Balen, Signer; Cheri Derohanian; Jason Hector; Alex Kim; Becky Leveque; Jennifer Milbauer; Asaad Alnajjar

from city approved vendors. We discussed the need to use city approved vendors to maintain compliance with DONE requirements. Request the board to look at his notes & email him with any questions so we could move forward with assessing whether or not it would be beneficial to recommend the PRNC board to consider other web vendor options.

Trauma Relief Workshop - Susan proposed the idea of the PRNC hosting a health fair / symposium for the community post Gas Blowout ... We have mental health experts (a variety from Mediation, to Yoga, to Psychologists, etc.)

PRCS Run TO Summer 5K - No one from PRCS could attend the meeting to inform the committee about what the event was & how they wanted the PRNC to participate. We voted to promote the event on our website under "Community Events" but not to participate this year as we're not sure what they want us to do.

Idea of having a "Kids Corner" (Coyote Corner) at the PRNC meetings, hopefully stakeholders would be more apt to attend if their kids were occupied during meetings. We could designate a corner of the room where we have a table set up with coloring books, reading materials, crafts, toys, etc., to keep the kids occupied. Would like to recommend this to the PRNC Board via a Motion.

Constant Contact Surveys for Stakeholder input - Jason brought up that we haven't made any motion for that, we voted that he would research & write up the motion for the PRNC April Meeting.

Surveys from Stakeholders from the surveys given to us from EmpowerLA - jen has, gave to Jason to scan and send to the PRNC board.

7. No Public Comments
8. Jennifer adjourned the meeting at 8:07