

DRAFT

Special Outreach Committee
Minutes
Thursday, November 24, 2026, 7:00 PM

IN CONFORMITY WITH THE JANUARY 1, 2026 ENACTMENT OF CALIFORNIA SENATE BILL 707 (DURAZO) AND LA CITY COUNCIL FILE 23-1114, THE SUNLAND-TUJUNGA NEIGHBORHOOD COUNCIL MEETING WILL BE CONDUCTED VIRTUALLY.

1. **WELCOMING REMARKS.**
    a. Call to Order. Melissa Sagastume, 7:09pm
    b. Roll Call.
        i. **Present**: Melissa Sagastume, Sherry McCoy, Karen Moran, Dante Calvo.
        ii. **Absent:** Ross Herman, Mikail McEnany, Mark Seigel., Leny Freeman.
        iii. Also present (Members of the Community (MCs)): Lionel Mares, Matthew Mitnick, Los Angeles Homeless Services Authority (LAHSA).
2. **GENERAL PUBLIC COMMENT ON NON-AGENDA ITEMS**
    a. Matthew Mitnick (MC), 7 LA Homeless Service Authority. Per Matthew, the City is gearing up for homeless count, Jan 19th, 2027, and need a Site Coordinator for the Sunland Tujunga area. Partnering with NCs has been very successful. The count allows for getting a more accurate count. Matt provided (in CHAT) his contact info which is below. Matt can provide more details about what the responsibilities are. Dante can include info in newsletter. If there is a flyer, Matt can send it for the newsletter and hand-out (Sherry suggestion). Matt can meet one on one with volunteer. matthewm@lahsa.org, 805-791-6684. Cindy shared that Matt has a training video that is very good and is an excellent representative for working with the homeless.
    b. Lionel Mares, NC Budget Advocate. The Ad Hoc Committee on Charter Review has published the special meeting agenda for its meeting on Monday, November 30, 2026 at 2:30 PM. From CHAT:

- There is one new action on Council File 26-0489-S7, "Bifurcating Office of City Attorney / Office of Legal Counsel / Establish / Cost and Impact / Charter Reform"
- There is one new action on Council File 26-1238, "Ad Hoc Committee on Charter Review / Amendments / Governing Provisions / Deadlines and Procedures / Public-Facing Matrix / Solicit Testimony"
- There is one new action on Council File 26-0703, "General Manager Removal / Los Angeles Charter Code Section 575(e) / November 2026 Ballot"

a. There is one new action on Council File 26-0675, "Executive Directives / Council Oversight Role / November 2026 Ballot"

3. **ADMINISTRATIVE ITEMS** (Discussion and Possible Action)

    a. Review and Adoption of Outstanding Minutes. Motion to approve October minutes. Karen made the motion and Dante seconded it. A vote was taken which passed.

4. **OLD BUSINESS** (Discussion and Possible Action)

    a. Review additional Community Survey results. Survey continues; Dante will send out email summary.

    b. Discussion of volunteering for upcoming events. Melissa asked for volunteers for events. Need volunteers. Dante, Melissa and Sherry are only volunteers at this time. Comments below from Melissa.

        i. Tree Lighting, Sunland Park - December 4th (Friday, 3:30pm is set up, event is 4-8pm)

        ii. Chili Bowl Festival, McGroarty - December 5th and 6th (Sat and Sun). Event is 10am-5pm Saturday and 10am-4pm Sunday.

        iii. Hanukkah in the Foothills, Elks Lodge - December 10th. 1-2 hours; Melissa will handle, any other volunteers appreciated. Dante felt he could come.

5. **NEW BUSINESS** (Discussion and Possible Action). Comments by Melissa, Sherry, Cindy and Dante.

    a. Outreach goals for 2027. Melissa – need to talk about what we hope to accomplish next year.

    b. December STNC Newsletter - items/ideas for inclusion. Would like to increase the number of newsletters that go out.

    c. Requests for possible future agenda items. Cindy CHAT comment: There's a lot to review on the things we have done (before you were in office and prior). Interview Lydia, me and some others who have either been on committees or on the board will have quick statements to help promote. Some items for future consideration noted are below:

        - Promote businesses. Interactions with merchants.
        - Promote STNC.
        - Outreach table at Football games (Verdugo Hills HS)
        - Bingo Night at Our Lady of Lourdes? Fish Fry (during Lent)

- Melissa tried to reach out to High School but no response back (e.g. getting youth rep involved in STNC).
- Rotary has an interact group (per Cindy) we might get involved with.
- Tujunga Little League (we have sponsored)
- Backdoor Bakery is receptive to us setting up a table.
- Additional comments – Karen suggested looking into more substantial bags (vs current totes) that could be used for groceries, etc.

6. Community Clean-ups. Inform community about bulky item pick up and how to report illegal dumping. Need to report via 311. Jon V's Neighborhood Watch minutes include contact numbers for reporting problems per Cindy.
    a. Comments from Cindy in CHA below (Cindy's audio not working). Melissa felt that handing out a little flyer/instruction/information sheet would be helpful for some of Cindy's suggestions. Melissa went through Cindy's CHAT comments.
        - I would like the newsletter available in the archive. I also think more Instagram and Facebook would be great on a regular basis. It involves updating the side bar.
        - Other NCs are reviewing their sites for accessibility. That involves checking files that aren't opening any longer and archiving them. Will involve a short meeting with Webcorner.
        - Outreach committee could come up with a promo of what's involved in being a board member.
        - I would need to get you access to post and get into the Webcorner.
        - Our Selections will be May 22 -- vote in person at the Elks between 12noon and 4pm. Melissa would like to get information out on Selections.
        - There was a page created last time. We just need to update it with our dates. Our dates are not yet firmed up.
        - I vision some of you to stand and talk about being a board member -- create a script.
        - The page for the Selections will need to be updated. To include link for running as a candidate. Cindy in CHAT: Re Selections - After we have candidates....we will focus on voters. Candidates bring voters. The organizations we support also bring voters. First challenge is board members. Michael is our Election Admin. We will also need someone local who is not running and knows our community streets and locations. Other volunteers will come from other NCs.

7. **Next Outreach Meeting**: Thursday, January 21st at 7:00 PM, location Zoom.
8. **ADJOURN,** 8:05pm