

Communications Committee
Tuesday, January 24, 2023
3:30 PM - Regular Meeting
AGENDA

City of Huntington Beach
2000 Main Street
Huntington Beach, CA 92648
Civic Center, 4th Floor, Conference Room
#1



Staff Liaison
JENNIFER CAREY, Public Affairs Manager
JULIE TOLEDO, Community Relations Officer
Office of the City Manager

TONY STRICKLAND, Mayor
GRACEY VAN DER MARK, Mayor Pro Tem
PAT BURNS, Council Member

CALL TO ORDER

ROLL CALL

PUBLIC COMMENTS

The City welcomes public comments on agendized or non-agendized items but please note that the COMMUNICATIONS COMMITTEE can take no action on this date, unless the item is agendized. Each speaker may have up to 3 minutes unless the volume of speakers warrants reducing the time allowance and cannot donate time to others.

Individuals wishing to make public comments may fill out a Request to Speak form delivered to the Staff Liaison and/or submit a written communication via email to Julie.Toledo@surfcity-hb.org by 2:00 PM on the day of the meeting. All written communications will be forwarded to the COMMUNICATIONS COMMITTEE and recorded as supplemental communication.

APPROVAL OF MINUTES

[23-068](#) **Review and approve the November 22, 2022 Minutes**

Attachments: **[DRAFT Communications Minutes - 2022-11-22](#)**

ADMINISTRATIVE ITEMS

1. Overview of Office of Communications Functions
 - a. Social Media
 - b. Websites & Outreach Channels
 - c. Public Affairs & Media Coordination
 - d. HBTV & Digital Content
 - e. Current Projects

2. Mayor's Initiatives
 - a. Community Engagement
 - i. Coffee with the Mayor
 - ii. Community Meetings/Town Halls
 - b. Digital Content
 - i. Public Service Announcements
 - ii. Surf City Now & Monthly Mayor Message
 - iii. Sit Down Interviews
 - c. Resident/Business Recognition Program
 - i. Presentation Photos
 - ii. Mailed Certificates

3. Looking Ahead
 - a. HBTV Programming
 - b. Upcoming Events
 - c. Project Milestones

ADJOURNMENT

**The next regularly scheduled meeting of the COMMUNICATION COMMITTEE is
FEBRUARY 28, 2023 at City Hall in the City of Huntington Beach, California.**

**INTERNET ACCESS TO THE COMMUNICATIONS COMMITTEE AGENDA AND STAFF REPORT
MATERIAL IS AVAILABLE PRIOR TO COMMUNICATIONS COMMITTEE MEETINGS AT:
<https://huntingtonbeach.legistar.com/>**

MEETING ASSISTANCE NOTICE:

In accordance with the Americans with Disabilities Act, services are available to members of our community who require special assistance to participate in public meetings. If you require special assistance, 48-hour prior notification will enable the City to make reasonable arrangements for an assisted listening device (ALD) for the hearing impaired, American Sign Language interpreters, a reader during the meeting and/or large print agendas. Please contact the [Insert Department] at [Insert Contact phone number] for more information, or request assistance from the staff or Sergeant-at-Arms at the meeting.