

Written materials relating to an item on this agenda that are distributed to the Inter-Neighborhood Council Organization (INCO) within 72 hours before the item is to be considered at its regularly scheduled meeting will be made available for public inspection on the City of Oxnard website. The INCO agenda is available on the City of Oxnard website 7 days prior to regular meetings, at [www.oxnard.org/city-meeting](http://www.oxnard.org/city-meeting)



**AMENDED AGENDA - Updated Location & Added Item E4**

Inter-Neighborhood Council Organization (INCO) – Executive Board Meeting

**Meeting Location: Oxnard Main Library 251 S A St, Oxnard, CA 93030**

**Meeting Room A**

**Wednesday, September 14, 2022, 7:00 PM**

**For the public to join remotely over Zoom:**

<https://us06web.zoom.us/j/87085260358?pwd=WjRNa3o3MzF2Z1hsM3d3UjJaTHUwQT09>

**Or telephone (toll-free):**

(877) 853-5257

Meeting ID: 870 8526 0358

Passcode: 696365

If you wish to speak during public comments or a particular item on the agenda, please sign on by following the Zoom call in using the information listed above. Once the Chair calls for public speakers, over the phone press \*9 to raise your hand, or if online, click the raised hand icon in the Zoom interface to inform the Chair you would like to speak during the public speaking section for that particular item on the agenda.

**YOU MAY PARTICIPATE IN THE MEETING IN THE FOLLOWING WAYS:**

1. ATTEND THE MEETING AT THE LOCATION LISTED ABOVE OR VIA ZOOM
2. EMAILING COMMENTS OR REQUESTS TO SPEAK BEFORE THE MEETING
  - a. Submit an email to [Adam.Smith@oxnard.org](mailto:Adam.Smith@oxnard.org) no later than 4:00 p.m. on the day of the meeting (please indicate the agenda item number in the subject line). All email correspondence will be forwarded to the INCO prior to the start of the meeting.
3. PROVIDING PUBLIC COMMENTS DURING THE MEETING VIA CALL-IN OR ZOOM OPTIONS
  - a. To provide public comment during the meeting dial (877) 853-5257 and enter the Meeting ID and Passcode listed above as the Zoom details for this meeting. When the Chair announces the particular item on the agenda you want to speak on, press \*9 to raise your hand. Once called on, press \*6 to unmute your phone
  - b. Public comments on agenda items will be taken following the announcement of the item. After the item is announced, members of the public shall have three minutes to register or otherwise be recognized for the purpose of providing public comment.

In compliance with the American with Disabilities Act, if you require special assistance to participate in a meeting, please contact the City Clerk's Office at (805) 385-7803. Notification at least 72 hours prior to the meeting will enable the City to reasonably arrange for your accessibility to the meeting

**A. ROLL CALL**

**B. APPROVAL OF MINUTES** August 10, 2022

**C. PUBLIC COMMENTS (15 minutes / 3 minutes max per person)**

At this time, a person may address the INCO on matters within the subject matter jurisdiction of the INCO. The INCO cannot enter into a detailed discussion or take any action on any items presented during public comments at this time. Such items may only be referred to the Executive Secretary for administrative action or scheduled on a subsequent agenda for discussion. Public comments on items on the agenda will be considered at the time of consideration of the agenda item.

**D. OLD BUSINESS**

1. SUBJECT: Update from INCO Subcommittees  
RECOMMENDATION: Receive update, followed by discussion

**E. NEW BUSINESS**

1. SUBJECT: INCO-Sponsored Fall Election Forum  
RECOMMENDATION: That the INCO Executive Board discuss the INCO-Sponsored Fall Election Forum
2. SUBJECT: Promoting the INCO  
RECOMMENDATION: That the INCO Executive Board discuss participation in City events and promoting the INCO
3. SUBJECT: INCO General Membership Meeting  
RECOMMENDATION: That the INCO Executive Board set the agenda for the next INCO General Membership Meeting
4. SUBJECT: Neighborhood Council Digital Communications Guidance  
RECOMMENDATION: That the INCO Executive Board receive a verbal report on the new Neighborhood Council Digital Communications Guidance document from Project Manager Samantha Shapiro

**F. EXECUTIVE BOARD REPORTS**

The Executive Board may individually report on items of interest or concern. The INCO cannot enter into a detailed discussion or take action on any item presented during these reports.

**G. FUTURE AGENDA ITEMS**

**H. ADJOURNMENT** Next Executive Board Meeting: October 12, 2022