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# COUNTY OF LOS ANGELES CONSUMER AFFAIRS ADVISORY COMMISSION

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Board of Supervisors

Hilda L. Solis  
Holly J. Mitchell  
Sheila Kuehl  
Janice Hahn  
Kathryn Barger

## Membership

Ronnie Jayne  
Second District  
Committee Chair

Carlos Collard  
Second District

Nicole J. Jones  
Second District

Michelle Katz  
Third District

Cory Allen  
Fourth District

Vivian Chan  
Fifth District

## PUBLIC INFORMATION COMMITTEE MEETING NOTICE AND AGENDA

Thursday, December 22, 2022  
10:00 AM - 11:00 AM

Web Access: [Virtual Meeting Link](#)

Meeting Password: CAACPIC!

Meeting Number / Access Code: 2554 214 7102

Join by Phone: +1-213-306-3065

1. Call to Order
2. Roll Call and Confirmation of Quorum
3. Approval of the Public Information Committee Minutes for:
  - October 27, 2022 (**Action Item**)
4. Consumer Affairs Advisory Commission (CAAC) – Drafting of 2022 CAAC Annual Report
  - As motioned and approved during the December 15, 2022, CAAC Special Meeting, the Public Information Committee will draft the 2022 CAAC Annual Report. (**Action Item**)
5. Standing Item: Department of Consumer and Business Affairs (DCBA) Public Information Outreach (PIO) Update
  - Keven Chavez, Public Information Officer for DCBA, will share general outreach and event updates on behalf of DCBA. (**Update**)
6. Public Information Committee Future Agenda Items
7. Public Comment
8. Adjournment

NEXT MEETING: February 16, 2023  
Format / Location Based on Continuance of Assembly Bill 361

320 W. Temple Street, Room G-10, Los Angeles, CA 90012-2706  
Telephone (213) 974-1452 \* (800) 593-8222 \* Fax (213) 687-1137 \* Website: [dca.lacounty.gov](http://dca.lacounty.gov)

**Please note that public comment can also be submitted by mail or e-mail.**

You may submit public comment by e-mail to: [DCBA\\_Commissions@DCBA.lacounty.gov](mailto:DCBA_Commissions@DCBA.lacounty.gov)

or by mail to:

Attention:  
Department of Consumer and Business Affairs  
Commission Services Liaison  
320 West Temple Street, Room G-10  
Los Angeles, CA 90012.

Written public comment or documentation must be submitted no later than 5:00 p.m. the day before the scheduled meeting. Please include the agenda item and meeting date in your correspondence. Correspondence received shall become part of the official public record.

#### **LOBBYIST REGISTRATION**

Any person who seeks support or endorsement from the Commission on any official action may be subject to the provisions of Los Angeles County Code, Chapter 2.160 relating to lobbyists. Violation of the lobbyist ordinance may result in a fine and other penalties. For further information, you may call (213) 974-1093.

#### **ACCOMMODATIONS**

Accommodations, American Sign Language (ASL) interpreters, or assisted listening devices for in-person meetings are available with at least three business days' notice before the meeting date.

Agendas in Braille and/or alternate formats can be made available upon request. Please call (213) 974-1431 (voice) or (213) 974-1707 (TDD), from 8:00 a.m. - 5:00 p.m., Monday through Friday.

Para información en español, por favor comuníquese a la oficina de Servicios de Comisión al numero (213) 974-1431 entre 8:00 a.m. Y 5:00 p.m. Lunes a Viernes.

#### **SUPPORTING DOCUMENTATION**

Supporting documentation can be obtained at the Department of Consumer and Business Affairs Headquarters in Downtown Los Angeles, Hall of Records, 320 West Temple Street, Room G-10, Los Angeles, CA 90012, during normal business hours: Monday – Friday, 8:00 A.M. – 4:30 P.M.

Documentation can also be provided via mail or email by submitting a request to

[DCBA\\_Commissions@DCBA.lacounty.gov](mailto:DCBA_Commissions@DCBA.lacounty.gov)