

**From:** [Hill, Shannon](#)  
**To:** [Downtown West Project](#)  
**Subject:** FW: Logistics questions for upcoming HLC hearing  
**Date:** Sunday, October 18, 2020 6:48:13 PM

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**From:** Hill, Shannon <Shannon.Hill@sanjoseca.gov>  
**Sent:** Friday, January 3, 2020 11:41 AM  
**To:** Michael Jacinto <michaeljacinto@google.com>  
**Cc:** Andy Wang <wangan@google.com>; Arroyo, Juliet <Juliet.Arroyo@sanjoseca.gov>; Han, James <James.Han@sanjoseca.gov>  
**Subject:** RE: Logistics questions for upcoming HLC hearing

Hi Michael,

No problem, yes my response applies for Wing Room 120 as well.

Thank you,  
Shannon

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**From:** Michael Jacinto <[michaeljacinto@google.com](mailto:michaeljacinto@google.com)>  
**Sent:** Friday, January 3, 2020 11:19 AM  
**To:** Hill, Shannon <[Shannon.Hill@sanjoseca.gov](mailto:Shannon.Hill@sanjoseca.gov)>  
**Cc:** Andy Wang <[wangan@google.com](mailto:wangan@google.com)>; Arroyo, Juliet <[Juliet.Arroyo@sanjoseca.gov](mailto:Juliet.Arroyo@sanjoseca.gov)>; Han, James <[James.Han@sanjoseca.gov](mailto:James.Han@sanjoseca.gov)>  
**Subject:** Re: Logistics questions for upcoming HLC hearing

[External Email]

Thank you for getting back to me with this information, Shannon. One slight correction to my initial inquiry -- I believe I mis-stated the location of the HLC hearing -- I asked about the A/V hookups in the council chambers when in fact according to a review of past agendas it appears that the HLC meets in Wing Room 120. May I ask then whether your response pertaining to the A/V hookups still applies?

Thank you in advance,

On Fri, Jan 3, 2020 at 10:55 AM Hill, Shannon <[Shannon.Hill@sanjoseca.gov](mailto:Shannon.Hill@sanjoseca.gov)> wrote:

Hi Michael,

I checked with support staff, and they indicated the most common method for presenting in City Council chambers is to save your presentation onto a flash drive. You will not be able to hook up

your own laptop with a cable. Another option is to email Juliet Arroyo, the City's HPO whom is cc'd on this email, your presentation before the hearing, so she can set it up before the meeting. However, I suggest saving on a flash drive and bringing it to the meeting as well.

Thanks!

Shannon Hill, Planner

Planning, Building & Code Enforcement | Environmental Review Section

City of San José | 200 East Santa Clara Street

[Shannon.Hill@sanjoseca.gov](mailto:Shannon.Hill@sanjoseca.gov) | (408) 535 - 7872

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**From:** Michael Jacinto <[michaeljacinto@google.com](mailto:michaeljacinto@google.com)>

**Sent:** Thursday, January 2, 2020 4:00 PM

**To:** Hill, Shannon <[Shannon.Hill@sanjoseca.gov](mailto:Shannon.Hill@sanjoseca.gov)>

**Cc:** Andy Wang <[wangan@google.com](mailto:wangan@google.com)>

**Subject:** Logistics questions for upcoming HLC hearing

[External Email]

Happy New Year, Shannon:

I am preparing for the upcoming HLC hearing on January 15 and was hoping to confirm with you what type of A/V hook-ups are available at the speaker dias for the purpose of making a slideshow presentation? Does a presenter have an opportunity to hook up a laptop via USB (or other cable type) in order to broadcast a slideshow? If so, does a cable already exist at the ready for this purpose? If not, could you confirm what the most common method is for presenting slide shows in the council chambers?

Thank you!

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