



YOUTH
EMPLOYMENT
SERVICE

YOUTH EMPLOYMENT SERVICE (YES) ADVISORY BOARD

Wednesday, October 17, 2018, 8:15 a.m.

City Hall Community Room

AGENDA

1. Call to Order/Pledge of Allegiance
2. Agenda Review
This is the time to reorder and/or remove items from the agenda by consensus of the Youth Employment Service Advisory Board. Any individual member who will be abstaining from a discussion item should announce his/her intentions at this time.
3. Approval of Minutes
4. Correspondence
5. Public Statements/Comments
This is the time allotted for statements or comments on matters within the subject matter and jurisdiction of the Youth Employment Service Advisory Board. Statements and comments are limited to no more than five (5) minutes per speaker.
6. Continued Business
Discussion of Internships, Job Shadowing, and Other Ideas for Career Exposure
7. New Business
 - a. Discussion of Rescheduling the November 21, 2018 YES Advisory Board Meeting
 - b. Discussion of the Simi Valley Business Incubator Committee
 - c. Discussion of the 2019 YES Interview Skills Workshops
 - d. Discussion of the Summer Internship Program
8. Youth Employment Service Advisory Board Reports and Comments
This is the time for Youth Employment Service Advisory Board members' statements or comments on matters within the subject matter and jurisdiction of the Youth Employment Service Advisory Board or to request a future agenda item. This is also the time to make any announcements related to community events and other items of interest.
9. Coordinator's Report
10. Adjournment: Wednesday, November 21, 2018, 8:15 a.m., City Hall Community Room

/s/

Anna M. Medina
Deputy Community Services Director

If any interested individual has a disability that may require accommodation to participate in this meeting, please contact the YES Coordinator at (805) 583-6766. Upon advance notification, reasonable arrangements will be made to provide accessibility to the meeting.



CITY OF SIMI VALLEY

DRAFT MINUTES

1. Call to Order/Welcome/Pledge of Allegiance

Youth Employment Service Advisory Board Chair Gloria Bowman called the meeting to order at 8:17 a.m., and verified that a quorum was present.

A	John Bagnall	P	Jayesh Patel		Alternates
P	John Baxter	E	Samantha Shapiro	P	Joyce Moses
P	Gloria Bowman	P	Ryan Valencia	P	Mailani McNabb-Robinson
P	Pilar Doolittle	P	Rob West	E	Christopher Connell
P	Ryan Fowler	P	Jennifer Wigdor	P = Present	
E	Tim Harrington	V	Local Government Rep	E = Excused	
P	Samika Karthik	V	Youth Council Rep	A = Absent	
P	Rita Longo	*Arrived after approval of minutes.		V = Vacant	

Staff: Kristin Tignac, YES Coordinator.

Guest: Erin Edwards and Tammy White, WorkAbility1 representatives with the Simi Valley Unified School District.

2. Agenda Review

There being no objections, the agenda was approved as presented.

3. Approval of Minutes

ACTION: A motion to approve the August 22, 2018 minutes as written was made by John Baxter and seconded by Joyce Moses.

YES Advisory Board vote: 11 Ayes; 0 Noes; 0 Abstentions

The motion passed.

4. Correspondence

Ms. Tignac stated that YES Advisory Board members had been asked by the City Council to help spread the word to family, friends, and neighbors about the process of moving to a district-based election system and to assist the City by encouraging involvement in the process. Ms. Tignac gave a brief background on the City's current at-large election process, why and what the process would be to move to a district-based election. The following schedule had been released for the Public Hearings: Public Hearing number two on Monday, October 15; Public Hearing number three on Monday, November 14; Public Hearing number four on Monday, November 26; and the Community Meeting on Tuesday, September 25, 2018. Ms. Tignac stated that all meetings would be held in the Simi Valley City Council Chamber.

Ms. Tignac also announced that the City was is in the process of developing a webpage dedicated to the District Election transition process which will be live soon. This page would also host the link to the mapping tool that will be launched during the hearing process which will allow members of the public to submit proposed district maps for consideration by the City Council. Citizens are encouraged to attend the Public Hearings to learn more about the process, and to participate in submitting proposed district maps. More information and details about the transition process can be obtained by contacting the City Clerk's Office at (805) 583-6748 or by emailing cityclerk@simivalley.org.

5. Public Statements/Comments

No public statements or comments were made.

6. New Business

Volunteer Opportunities and New Programs at Simi at the Garden by Robbie Hidalgo

Robbie Hidalgo, Simi at the Garden Vice President, gave a brief presentation on the history of the community garden, the new youth diversion program, and a grant received for an Evening Reporting Center in Simi Valley. The Garden and Big Brothers, Big Sisters of Ventura County were working together on the project that was funded through a grant from Ventura County Behavioral Health.

Mr. Hidalgo also reminded members that the Garden hosts a free farmers market on the fourth Tuesday of each month. For more information, visit www.freefarmersmarket.org.

Mr. Hidalgo also announced that the Ventura County Behavioral Health Department had recently launched a mental health survey to assist in a needs assessment of the county residents. He stated that Simi Valley residents were encouraged to submit an online survey by visiting www.wellnesseveryday.org before the September 30, 2018, survey deadline.

7. Continued Business

a. Discussion of the 2019 Annual YES Job and Career Expo

Ms. Tignac stated that each of the Simi Valley Unified School District representatives had reviewed the tentative YES Job and Career Expo date and stated that no conflicts were found at the time with the Saturday, March 16, 2019 date.

Mrs. McNabb-Robinson stated that both dates had been reserved at the Boys and Girls Club of Simi Valley. She stated that she would cancel the back-up date.

Chair Gloria Bowman stated that a committee needed to be formed to assist with event planning, marketing, and outreach. The following members volunteered to serve on the YES Job and Career Expo Planning committee; Gloria Bowman, Samika Karthik, Mailani McNabb-Robinson, Joyce Moses, and Samantha Shapiro.

b. Discussion of the YES Job and Career Expo Flyer Contest

Ms. Tignac shared the draft Flyer Contest rules, check list and sample flyer from the 2018 YES Job and Career Expo.

Action Item:

Ms. Tignac to update the friendly URL for the online flyer contest submission form.

c. Discussion of Internships, Job Shadowing, and Other Ideas for Career Exposure

Chair Gloria Bowman reported that while traveling in Northern Texas she had visited multiple City Halls and had inquired about youth employment programs. She stated that none of them offered a program like the City of Simi Valley.

Mr. Baxter stated that he recommended offering a summer internship program and requested that the idea be discussed during the October 17, 2018 YES Advisory Board meeting.

8. Youth Employment Service Advisory Board Reports and Comments

Mr. Baxter announced that he would be hosting two “How to Talk to Kids Regarding Career Choices” workshops at Simi Valley High School; one workshop led in Spanish on October 1, 2018, and one regular workshop on October 15, 2018.

Mr. Baxter announced that Simi Valley High School had started a “Breakfast Club” that meets twice monthly on Friday morning, beginning at 7:45 a.m. Students are taught life skills curriculum and the Rotary Club of Simi Sunrise provides breakfast.

New Youth Council representative Anna Sorensen reported that she operated a dairy goat farm and holds a Dairy License for California. She stated that her business makes soaps and other dairy products.

Mr. Valencia reported that the Royal Alumni Association has over 100 members to connect Royal High School graduates with current students to provide mentorship and career exposure. He stated that they hope to match graduating seniors with alumni that had attended the same colleges of interest to help students transition.

9. Coordinator’s Report

Ms. Tignac announced that she would be presenting to middle continuation school students in Ventura on September 21, 2018, covering the employment search, communication skills, as well as providing career exposure to the public sector.

10. Adjournment: Wednesday, October 17, 2018, 8:15 a.m., City Hall Community Room

YES Advisory Board Chair Gloria Bowman adjourned the meeting at 9:26 a.m.