



YOUTH EMPLOYMENT SERVICE (YES) ADVISORY BOARD

Wednesday, August 21, 2019, 8:15 a.m.

***Simi Valley Cultural Arts Center**

3050 East Los Angeles Avenue

2929 Tapo Canyon Rd., Simi Valley, California 93063-2199 • (805) 522-4473

AGENDA

*Please note change in meeting location

1. Call to Order/Pledge of Allegiance/Introductions
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. New Business
 - a. Election of Officers
 - b. Discussion of Simi Valley Unified School Districtwide College Fair on Tuesday, September 10, 2019
 - c. Discussion and Action based on the YES Business Incubator Committee's Recommendations
7. Continued Business
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, September 18, 2019, 8:15 a.m., City Hall Community Room

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 8:16 a.m., and Secretary Jennifer Wigdor verified that a quorum was present.

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

Staff: David Yoshitomi, Community Services Manager; and Kristin Tignac, YES Coordinator.

Guest: Vanessa Jacuinde, COPE Health Solutions.

2. Agenda Review

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

3. Approval of Minutes

ACTION: A motion to approve the April 17, 2019 minutes as presented was made by Rita Longo and seconded by Mailani McNabb.

YES Advisory Board vote: 9 Ayes; 0 Noes; 1 Abstention

The motion passed.

4. Correspondence

No correspondence was received.

5. Public Statements/Comments

No public statements or comments were made.

6. New Business

a. Discussion of Co-Hosting a Parent Education Event on the Topic of Career Choices and Career Path Options

Ms. Tignac reported that her meeting that had been scheduled for later that day with the incoming Parent Teacher Student Association (PTSA) President and incoming Vice President of Programs had been postponed.

If the YES Board chose to move forward with the event, Jennifer Wigdor recommended including the College and Career Counselors at each high school to determine the best date or timeframe to hold the event.

- b. Discussion of Scheduling a YES Advisory Board Meeting on Wednesday, August 21, 2019

Ms. Tignac stated that the YES Advisory Board coordinates its first meeting with the start of the school year. Ms. Tignac suggested meeting in August due to the earlier start of the school year.

ACTION: A motion to approve scheduling the first YES Advisory Board of the 2019-20 school year at 8:15 a.m., on Wednesday, August 21, 2019, was made by Pilar Doolittle and seconded by Mailani McNabb.

YES Advisory Board vote: 10 Ayes; 0 Noes; 0 Abstentions

The motion passed.

- c. Discussion and Selection of the 2020 YES Job and Career Date

Board members discussed best potential dates for the 2020 YES Job and Career Expo.

ACTION: A motion to approve Saturday, April 18, 2020 as the preferred date for the 33rd Annual YES Job and Career Expo, with Saturday, April 4, 2020, as the backup date, was made by John Baxter and seconded by Pilar Doolittle.

YES Advisory Board vote: 10 Ayes; 0 Noes; 0 Abstentions

The motion passed.

Action Item: Mailani McNabb-Robinson stated that she would confirm and reserve the Boys and Girls Club of Simi Valley facility for the preferred dates above.

7. Continued Business

- a. Discussion of YES Summer Programming

Ms. Tignac stated that the following workshop dates were slated as the Summer YES Workshop series at the Simi Valley Public Library:

- Thursday, July 25, 2019, from 3:00 p.m. to 4:30 p.m. – Entering the Workforce Workshop, An Entrepreneurial Mindset;
- Thursday, August 8, 2019, from 3:00 p.m. to 4:30 p.m. – Interview Skills Workshop; and
- Pending confirmation, June 27, 2019 potential Linked In Workshop or Resume Writing presented by Amazon.

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

Vanessa Jacuinde with COPE Health Solutions' Health Scholar program, shared information on their experiential internship, for youth ages 18 years of age and older. She stated that the internships are hosted at Adventist Simi Valley. Candidates interested in clerical and administration should also apply.

For more information, visit www.copehealthscholars.org or email admissions@copehealthscholars.org.

8. Youth Employment Service Advisory Board Reports and Comments

John Baxter announced that this meeting was his last as a member of the YES Advisory Board due to his retirement. He stated that it had been a wonderful experience being a part of the Board.

Samantha Shapiro stated thank everyone that volunteered, participated, and/or attended the Chamber of Commerce's annual Street Fair on May 4, 2019. She stated that between 20,000 and 25,000 people attended.

9. Coordinator's Report

Ms. Tignac stated that the next Incubator/Accelerator Committee meeting would be held at 4:30 p.m., on Tuesday, June 4, 2019, at the Simi Valley Chamber of Commerce.

Ms. Tignac reminded Board members that the annual YES Volunteer Recognition Breakfast would be held on Wednesday, May 23, 2018, 8:30 a.m., in the Citizen Scholar Institute (CSI) room at Royal High School.

10. Adjournment: Wednesday, August 21, 2019, 8:15 a.m., City Hall Community Room

YES Advisory Board Chair Gloria Bowman adjourned the meeting at 9:13 a.m.