

YOUTH EMPLOYMENT SERVICE (YES) ADVISORY BOARD

Wednesday, September 18, 2019, 8:15 a.m.

City Hall Community Room

2929 Tapo Canyon Road

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



AGENDA

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. Informational Presentation
Center for Entrepreneurship and HUB101 by Greg Monterrosa, Community Relations Manager
7. New Business
 - a. Update on the YES Business Incubator Committee's Progress
 - b. Discussion of the YES Job and Career Expo Flyer Contest
 - c. Selection of the YES Advisory Board Interview Selection Subcommittee
 - d. Discussion of YES Interview Skills Workshop Dates for Spring 2020
8. Continued Business
9. 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.
10. Coordinator's Report



CITY OF SIMI VALLEY

11. Adjournment: Wednesday, October 16, 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.

DRAFT MINUTES

1. Call to Order/Welcome/Pledge of Allegiance

Youth Employment Service (YES) Advisory Board Chair Gloria Bowman called the meeting to order at 8:16 a.m., and YES Coordinator Kristin Tignac verified that a quorum was present.

P	Gloria Bowman	P	Samantha Shapiro		Alternates
P	Pilar Doolittle	E	Ryan Valencia	P	Joyce Moses
E	Ryan Fowler	P*	Rob West	P	Mailani-McNabb-Robinson
P	Tim Harrington	E	Jennifer Wigdor	P	Jason Williams
E	Tammy Harter	V	Youth Representative	P = Present E = Excused A = Absent V = Vacant	
E	Denise Kniter	V	Youth Representative		
P	Rita Longo	E	Youth Council – Anna Sorensen		
E	Amin Maghsoodi	*Arrived after approval of minutes.			

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

Guest: Caitlyn McKee

2. Agenda Review

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

3. Approval of Minutes

ACTION: A motion to approve the May 15, 2019 minutes as presented was made by Pilar Doolittle and seconded by Tim Harrington.

YES Advisory Board vote: 8 Ayes; 0 Noes; 0 Abstentions

The motion passed.

4. Correspondence

No correspondence was received.

5. Public Statements/Comments

No public statements or comments were made.

6. New Business

a. Election of Officers

Acting Chair Gloria Bowman provided an overview of the duties and responsibilities of Chair, Vice Chair, and Secretary and then opened the floor to nominations and volunteers. The following members ran unopposed: Gloria Bowman for Chair, Pilar Doolittle for Vice Chair, and Samantha Shapiro for Secretary.

ACTION: A motion to approve YES Advisory Board Officers Gloria Bowman as Chair, Pilar Doolittle as Vice Chair, and Samantha Shapiro as Secretary was made by Tim Harrington and seconded by Joyce Moses.

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

The motion passed.

- b. Discussion of Simi Valley Unified School District College Fair on Tuesday, September 10, 2019

Ms. Tignac stated that the YES Advisory Board had the opportunity to man a table at the Simi Valley Unified School District's annual College Fair on Tuesday, September 10, 2019, to promote the YES program.

The following volunteered to run the YES table at the event along with Ms. Tignac: Pilar Doolittle and Tim Harrington.

- c. Discussion and Action based on the YES Business Incubator Committee's Recommendations

YES Business Incubator Committee Chair Rob West gave an update on the committee's progress. Mr. West stated that the committee met with HUB101 staff and discussed next steps to gauge interest in a startup incubator. The following events were recommended: An evening Entrepreneur event in November that would include a keynote speaker and a presentation by Mike Panesis, Executive Director of the Center for Entrepreneurship on funding sources for business startups; a Startup Weekend competition; and a 10 week Entrepreneurial program in partnership with HUB101.

ACTION: A motion to approve the YES Advisory Board co-hosting an Entrepreneurial Evening event with the Simi Valley Chamber of Commerce and California Lutheran University's HUB101 on November 5, 7, or 14, 2019 at the Simi Valley Cultural Arts Center was made by Tim Harrington and seconded by Ryan Valencia.

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

The motion passed.

7. Continued Business

No continued business was discussed.

8. Youth Employment Service Advisory Board Reports and Comments

Tim Harrington reported that he, Pilar and Kristin had led the Interview Skills Workshop at the Simi Valley Public Library on August 8, 2019. The workshop had a low attendance, but the new interactive quiz component worked well to engage those in attendance.

Mailani McNabb-Robinson recommended holding the summer Interview Skills Workshop at the Boys and Girls Club of Simi Valley in 2020.

Ms. McNabb-Robinson announced that the Boys and Girls Club of Simi Valley

would begin registration in two weeks for its annual Teen Leadership Simi Valley program. She stated that the free ten week program would be open for both high school juniors and seniors this year.

Gloria Bowman announced that the Simi Valley Cultural Arts Center Foundation would be co-hosting a Multicultural Festival tentatively on Saturday, October 5, 2019.

9. Coordinator's Report

Ms. Tignac stated that invitations for the City of Simi Valley's annual Volunteer Appreciation Dinner would be emailed this week.

Ms. Tignac gave an update on the summer YES workshop series held at the Simi Valley Public Library.

10. Adjournment: Wednesday, September 18, 2019, 8:15 a.m., City Hall Community Room

YES Advisory Board Chair Gloria Bowman adjourned the meeting at 9:10 a.m.