



YOUTH
EMPLOYMENT
SERVICE

YOUTH EMPLOYMENT SERVICE (YES) ADVISORY BOARD

Wednesday, August 19, 2020, 8:15 a.m.

Zoom Online Meeting

<https://simivalley.zoom.us/j/97685519416>

Or by Telephone: Dial US: +1 669 900 9128 Webinar ID: 976 8551 9416

AGENDA

IN ACCORDANCE WITH THE CALIFORNIA GOVERNOR'S EXECUTIVE STAY AT HOME ORDER AND THE COUNTY OF VENTURA HEALTH OFFICER DECLARED LOCAL HEALTH EMERGENCY AND LOCAL ORDER RESULTING FROM THE NOVEL CORONAVIRUS, THE CITY IS NOT CONDUCTING IN-PERSON MEETINGS. TO FIND OUT HOW YOU MAY ELECTRONICALLY PARTICIPATE IN THE YES ADVISORY BOARD MEETING AND PROVIDE PUBLIC COMMENT, PLEASE REFER TO AGENDA ITEM 5.

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.

NEW COMMENT PROCEDURE DUE TO THE COVID-19 PANDEMIC.

Public comment is the opportunity for members of the public to participate in meetings by addressing the YES Advisory Board in connection with one or more agenda or non-agenda items.

The following options allow for public participation:

- a. Watch the YES Advisory Board Meeting live online at Zoom:
<https://simivalley.zoom.us/j/97685519416>
Or listen by telephone: +1 669 900 9128 Webinar ID: 976 8551 9416
- b. If you wish to make a comment on a specific agenda item, please sign-on via this Zoom Link <https://simivalley.zoom.us/j/97685519416> and use the raise hand function when this agenda item is called. If you wish to make a public comment, you must be signed into the meeting and available at the time this agenda item is called.



CITY OF SIMI VALLEY

- c. Or, if you are unable to sign-on to Zoom and wish to make a comment on a specific agenda item, please submit your comment via email by 4:00 p.m. on the Tuesday prior to the YES Advisory Board meeting to the YES Coordinator at ktignac@simivalley.org and include the Agenda Item topic and/or your comments. These emails will be provided to the YES Advisory Board prior to the meeting and made a part of the record.
6. New Business
 - a. Selection of the YES Advisory Board Interview Subcommittee
 - b. Discussion and Selection of a Near-Term COVID-19 Action Plan Committee
7. Continued Business
 - a. Update on StartUp Simi
 - b. Discussion of the 2020 Interview Skills Workshops
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 16, 2020, 8:15 a.m., Online Zoom Meeting



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 8:18 a.m. and Secretary Samantha Shapiro verified that a quorum was present.

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

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

2. Agenda Review

The agenda was approved as presented.

3. Approval of Minutes

ACTION: A motion to approve the February 19, 2020 minutes as presented was made by Joyce Moses and seconded by Tim Harrington.

YES Advisory Board vote: 13 Ayes; 0 Noes; 0 Abstentions

The motion passed unanimously.

4. Correspondence

No correspondence was received.

5. Public Statements/Comments

Community Services Manager David Yoshitomi reviewed the new public statement procedure required due to the Zoom meeting format.

No public statements or comments were made.

6. New Business

a. Discussion of Extending the YES Advisory Board Recruitment

Due to coronavirus pandemic and subsequent State and County school and business closures, members discussed extending the board recruitment deadline.

ACTION: A motion to approve extending the YES Advisory Board application deadline was made by Samantha Shapiro and seconded by Tammy Harter.

YES Advisory Board vote: 13 Ayes; 0 Noes; 0 Abstentions

The motion passed unanimously.

b. Update on StartUp Simi

StartUp Simi Committee Vice Chair Pilar Doolittle gave a brief update on the activities of the committee, including review of logo and tagline ideas.

StartUp Simi Committee Chair Rob West commented on how COVID-19 closures had impacted StartUp Simi planned events, such as the postponement of the three-day Start Up Weekend event.

David Yoshitomi announced that he had submitted a letter of intent for a California Arts Council Innovations and Intersections grant for a Simi Valley Arts and Innovation Center.

7. Continued Business

a. Discussion of Potential Postponement or Change in Format for the 2020 YES Job and Career Expo

Board members discussed the merits of postponing the Job and Career Expo and waiting hold an in-person event versus virtual.

Rita Longo stated that she was still processing many new work permits, mainly for fast food restaurants, grocery stores, and retail/grocery stores.

b. Discussion of the 2020 Interview Skills Workshops

Board members discussed recording the Interview Skills Workshop presentation and offering a digital copy of the supplemental workbook for the students unable to receive the valuable training this year due to COVID-19 school closures. Members discussed using the Zoom webinar function for the video.

ACTION: A motion to approve creating a video recording of the Interview Skills Workshop presentation was made by Ryan Valencia and seconded by Tim Harrington.

YES Advisory Board vote: 13 Ayes; 0 Noes; 0 Abstentions

The motion passed unanimously.

The following Board members volunteered to develop a recorded version of the Interview Skills Workshop: Gloria Bowman, Pilar Doolittle, Ryan Fowler, Tim Harrington, Ashley Kilmnick, Mailani McNabb-Robinson, Joyce Moses, Anna Sorensen, Ryan Valencia and Rob West.

Board members discussed holding a special meeting at 4:00 p.m. on May 27, 2020, to specifically and solely discuss ideas for creating the video.

8. Youth Employment Service Advisory Board Reports and Comments

Ryan Valencia announced that the Rotary Club of Simi Sunrise would host a drive-in movie fundraiser on July 3, 2020 at the Rancho Santa Susana Recreation and Park District.

Mailani McNabb-Robinson announced that the Boys and Girls Club of Moorpark and Simi Valley were providing grab and go meals for all children less than 18 years of age from 9:00 a.m. to 1:00 p.m. Monday through Friday.

Gloria Bowman announced that the next Simi at the Garden's drive-through Free Farmers Market would be held on Tuesday, May 26, 2020, with gates opening at 1:00 p.m.

Ryan Valencia stated that residents with issues applying for unemployment or other related issues could receive assistance navigating paperwork and other resources by contacting the Office of Assemblymember Christie Smith at (661) 286-165 between 9:00 a.m. and 5:00 p.m., Monday through Friday.

Ashley Kilmnick announced that the Youth Council would host its second annual Talent Show on Friday, May 29, 2020. She stated that the Talent Show would be broadcast on Zoom and would also be streamed live on the Simi Valley Cultural Arts Center's Facebook Live.

9. Coordinator's Report

Ms. Tignac thanked Ms. Kilmnick for promoting the Youth Council's Talent Show.

10. Adjournment: Wednesday, May 27, 2020, 4:00 p.m., special Zoom meeting with sole purpose of coordinating and recording of an Interview Skills Workshop video.

YES Advisory Board Chair Gloria Bowman adjourned the meeting at 9:32 a.m.

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 4:00 p.m. and verified that a quorum was present.

P	Gloria Bowman	A	Amin Maghsoodi		Alternates
P	Pilar Doolittle	E	Samantha Shapiro	P	Joyce Moses
P	Ryan Fowler	E	Anna Sorensen	E	Mailani M-Robinson
E	Nicholas Gaines	P	Ryan Valencia	P	Jason Williams
P	Tim Harrington	E	Rob West	P	= Present
P	Tammy Harter	E	Jennifer Wigdor	E	= Excused
P	Ashley Kilmnick	V	Youth Representative	A	= Absent
E	Rita Longo			V	= Vacant

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

2. Agenda Review

The agenda was approved as presented.

3. Public Statements/Comments

No public statements or comments were made.

4. New Business

a. Discussion and Planning of a 2020 Interview Skills Workshop Video Presentation

Board members discussed the outline for the Interview Skills Workshop video and were assigned sections.

5. Adjournment: Wednesday, June 3, 2020, 4:00 p.m., special Zoom meeting

YES Advisory Board Chair Gloria Bowman adjourned the meeting at 5:00 p.m.

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 4:05 p.m. and verified that a quorum was present.

P	Gloria Bowman	A	Amin Maghsoodi		Alternates
P	Pilar Doolittle	E	Samantha Shapiro	P	Joyce Moses
P	Ryan Fowler	E	Anna Sorensen	E	Mailani M-Robinson
E	Nicholas Gaines	P	Ryan Valencia	P	Jason Williams
P	Tim Harrington	E	Rob West	P	= Present
P	Tammy Harter	E	Jennifer Wigdor	E	= Excused
P	Ashley Kilmnick	V	Youth Representative	A	= Absent
E	Rita Longo			V	= Vacant

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

2. Agenda Review

The agenda was approved as presented.

3. Public Statements/Comments

No public statements or comments were made.

4. Continued Business

a. Discussion and Planning of a 2020 Interview Skills Workshop Video Presentation

Board members discussed the presentation, finalized recording dates, and assigned sections for the Interview Skills Workshop video. Part one would be recorded on Wednesday, June 10, 2020 and part two would be recorded on Thursday, June 11, 2020, with a backup date on June 18, 2020, if needed.

5. Adjournment: Wednesday, August 19, 2020, 8:15 a.m., Online Zoom meeting

YES Advisory Board Chair Gloria Bowman adjourned the meeting at 5:00 p.m.