



YOUTH
EMPLOYMENT
SERVICE

YOUTH EMPLOYMENT SERVICE (YES) ADVISORY BOARD

Wednesday, October 21, 2020, 8:15 a.m.

Zoom Online Meeting

<https://simivalley.zoom.us/j/92313674072>

Or by Telephone: Dial US: +1 669 900 9128 Webinar ID: 923 1367 4072

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/Welcome
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 from September 16, 2020
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/92313674072>
Or listen by telephone: +1 669 900 9128 Webinar ID: 923 1367 4072
- 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/92313674072> 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.



- 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. Review and Discussion of the YES COVID-19 Impact Survey Responses
 - b. Discussion of the 2021 YES Job and Career Expo
7. Continued Business
 - a. Discussion of Near-Term COVID-19 Action Plan
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 18, 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 Acting Chair Gloria Bowman called the meeting to order at 8:15 a.m. and verified that a quorum was present.

P	Gloria Bowman	P	Mailani McNabb-Robinson		Alternates
P	Ryan Fowler	E	Zalma Quezada	P	Debra Bagley
E	Nicholas Gaines	P	Samantha Shapiro	P	Rocky Rhodes
P	Tim Harrington	P	Ryan Valencia	P	Connor Kubeisy
P	Tammy Harter	P	Peter Wang	P = Present	
E	Ashley Kilmnick	P	Rob West	E = Excused	
P	Rita Longo	P	Jennifer Wigdor	A = Absent	
A	Amin Maghsoodi			V = Vacant	

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

Guest: Jason T. Williams.

2. Welcome/Introduction of YES Advisory Board Members

An introduction ice breaker led by Acting YES Advisory Board Chair Gloria Bowman.

3. Agenda Review

The agenda was approved as presented.

4. Approval of Minutes

ACTION: A motion to approve the August 19, 2020 minutes as presented was made by Tammy Harter and seconded by Rita Longo.

YES Advisory Board vote: 15 Ayes; 0 Noes; 0 Abstentions

The motion passed unanimously.

ACTION: A motion to approve the August 27 special meeting minutes as presented was made by Tim Harrington and seconded by Ryan Valencia.

YES Advisory Board vote: 14 Ayes; 0 Noes; 1 Abstentions

The motion passed.

5. Correspondence

No correspondence had been received.

6. Public Statements/Comments

No public statements or comments were made.

7. New Business

a. Overview of Pre-COVID YES Annual Events and Programs

Ms. Tignac gave a brief review of various YES events and programs, including the annual Interview Skills Workshops, Job and Career Expo, and other programs such as mock interviews.

Samantha Shapiro and Ryan Valencia provided background and stakeholders, an update on events, and future vision of StartUp Simi.

b. 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: Ryan Fowler for Chair, Rob West for Vice Chair, and Tim Harrington for Secretary.

ACTION: A motion to approve YES Advisory Board Officers Ryan Fowler for Chair, Rob West for Vice Chair, and Tim Harrington for Secretary was made by Ryan Valencia and seconded by Nicholas Gaines.

YES Advisory Board vote: 15 Ayes; 0 Noes; 0 Abstentions

The motion passed.

Rob West stated on behalf of the whole board what a terrific job Gloria Bowman had done as Chair over the past two years. He also stated how much her work was appreciated.

c. Discussion of Near-Term COVID-19 Action Plan

Immediate Past Chair Gloria Bowman gave a brief overview of the two committees that had worked on the COVID-19 Impact survey questions for both employers and for job seekers.

David Yoshitomi reviewed the draft survey, timeline for release, and incentives to complete, including chance to win a gift card raffle and option to receive the survey results.

Board members discussed ideas for the marketing plan to roll out the survey, including press release, posts to social media, and promotions by Simi Valley Chamber of Commerce.

Tim Harrington stated that the Board would need 355 survey responses for both job seekers and employers for a 95% confidence factor.

Rob West generously offered to give gift cards to Sub Zero Ice Cream as an incentive to complete the surveys.

Ashley Kilmnick recommended that the Board share which platforms businesses are using to hire with job seekers that take the survey.

8. Continued Business

a. Discussion of the 2020 Interview Skills Workshops

Board members discussed options of reaching the high school juniors that missed the Interview Skills Workshops this past spring due to COVID-19 school closure, including a link to the Interview Skills Workshop video in the high school's weekly newsletters emailed to students and the parents.

There being no objections, Gloria Bowman continued the discussion of this agenda item until after students return back to their campuses.

9. Youth Employment Service Advisory Board Reports and Comments

Connor Kubeisy shared an idea to connect local students interested in volunteering with elected officials that are working on legislation dealing with issues the students have an interest in, such environmental issues. Rita Longo stated that that type of program may be hard to promote through the schools.

Ryan Valencia announced that this may be his second to last meeting as one of the local government representatives.

10. Coordinator's Report

Ms. Tignac reminded board members that the next regular YES Advisory Board meeting on Wednesday, October 21, 2020, would be in five weeks due to the month of September having five Wednesdays.

11. Adjournment: Wednesday, October 21, 2020, 8:15 a.m., Special Zoom Meeting

Rita Longo stated that she would be unable to attend the board meeting in October. Gloria Bowman adjourned the meeting at 9:20 a.m.