



YOUTH  
EMPLOYMENT  
SERVICE

## YOUTH EMPLOYMENT SERVICE (YES) ADVISORY BOARD

Wednesday, December 16, 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 November 18, 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.



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](mailto: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. Informational Presentation
  - a. COPE Health Scholar Program by Vanessa Jacuinde, Program Manager, COPE Health Solutions
7. Continued Business
  - a. Discussion of Near-Term COVID-19 Action Plan
8. New 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
11. Adjournment: Wednesday, January 20, 2021, 8:15 a.m., Online Zoom Meeting



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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 Ryan Fowler called the meeting to order at 8:16 a.m. and Secretary Tim Harrington verified that a quorum was present.

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

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

Guest: Vanessa Jacuinde.

2. Agenda Review

The agenda was approved as presented.

3. Approval of Minutes from October 21, 2020

**ACTION:** A motion to approve the October 21, 2020 was made by Rob West and seconded by Samantha Shapiro.

**YES Advisory Board vote: 12 Ayes; 0 Noes; 0 Abstentions**

**The motion passed unanimously.**

4. Correspondence

No correspondence had been received.

5. Public Statements/Comments

No public statements or comments were made.

6. Continued Business

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

Board members on both COVID-19 Impact Employer and Job Seeker focused committee reported on the progress of their committees.

Members also reviewed a Strength Weaknesses Opportunity and Threat (SWOT) analysis from the results of COVID-19 Impact survey. Highlights



from the Board's strengths are the Board adaptability on creating workshops on areas of needs and experience and skills on presenting subject matter.

Samantha Shapiro reported that the employer focused committee would be hosting a focus group tentatively on November 30, 2020, with representatives from two primary industries; restaurants and retailers.

Ms. Tignac currently meets with youth that have barriers to employment and works with them via Zoom to provide intensive services to address specific challenges.

The Job Seeker and Employed Youth Focus group would be held at 4:00 p.m. on December 2, 2020, with youth representatives Ashley Kilmnick and Peter Wang as facilitators.

Both COVID-19 committees to meet after the focus groups were held to review and brainstorm training modules needed to address identified areas of need.

Board suggestions to increase awareness and incentivize youth viewing the YES training modules, included: issuing a press release with survey outcomes and training available; and incentives such as a raffle drawing for those that watch the training and then complete a follow-up survey.

#### 8. Youth Employment Service Advisory Board Reports and Comments

Tim Harrington recommended having invites or meeting reminder emailed to YES Board members for the Simi Valley Chamber of Commerce's monthly Economic Development Committee meetings.

Samantha Shapiro announced that the Simi Valley Chamber of Commerce is sponsoring a Shop Simi Valley First Fa La La Local event promoting local shopping for the 2020 holiday season. The event would run from November 21 to December 6, 2020, with receipt verification on December 6 and 7, 2020 at the Chamber office. For more information, visit [www.simivalleychamber.org](http://www.simivalleychamber.org).

Gloria Bowman announced that Metro would hold a meeting on November 18, 2020, beginning at 5:30 p.m. to discuss adding a second train track with community members. Visit [www.metro.net](http://www.metro.net) for event details.

Mailani McNabb-Robinson announced that the Boys and Girls Club of Moorpark and Simi Valley was recruiting for part-time positions working with youth. She stated that interested individuals, 18 years of age and older, were encouraged to contact her directly at [mrobinson@bgcmoorparksimi.org](mailto:mrobinson@bgcmoorparksimi.org).

#### 9. Coordinator's Report

Ms. Tignac reported that the intern that had been assisting her from California Lutheran University's 4A Cause program had finished her internship on November 19, 2020. The intern had completed a number of projects, including research and creation of a database of organizations that offer grants.

Ms. Tignac announced that the Simi Valley Youth Council would host an Open Mic Night; Holiday Edition, at 7:30 p.m., on Friday, December 18, 2020. She stated

that acts were being sought to perform for the free, all ages event. To register to perform or be an audience member, visit [www.tinyurl.com/ycopenmic](http://www.tinyurl.com/ycopenmic) before 5:00 p.m. on December 18, 2020 to receive the Zoom link.

10. Adjournment: Wednesday, December 16, 2020, 8:15 a.m., Online Zoom Meeting  
Chair Ryan Fowler adjourned the meeting at 9:15 a.m.