



YOUTH EMPLOYMENT SERVICE (YES) ADVISORY BOARD
2929 Tapo Canyon Rd., Simi Valley, California 93063-2199 • (805) 583-6766
Wednesday, August 17, 2022, 8:15 a.m.
City Hall Community Room
2929 Tapo Canyon Road

AGENDA

1. Call to Order/Pledge of Allegiance
2. Welcome and Introductions
3. 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.
4. Approval of the Minutes of May 18, 2022
5. Correspondence
6. 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.
7. Informational Presentation
 - a. Overview of the YES Advisory Board
8. Continued Business
9. New Business
 - a. Election of Officers
 - b. Debrief of the YES Summer Workshop Series
 - c. Discussion of the Simi Valley Unified School District's Annual College Fair on Wednesday, September 14, 2022, from 5:30 p.m. to 8:30 p.m.
 - d. Update on Startup Simi
10. 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.



CITY OF SIMI VALLEY

11. Coordinator's Report
12. Adjournment: Wednesday, September 21, 2022, 8:15 a.m., City Hall Community Room

A handwritten signature in blue ink, appearing to read "Anna M. Medina", is written over a horizontal line.

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/Pledge of Allegiance/Welcome

Youth Employment Service (YES) Advisory Board Vice Chair Gloria Bowman called the meeting to order at 8:16 a.m. and Secretary Tim Harrington verified that a quorum was present.

P	Anthony Angelini	P	Rocky Rhodes		Alternates
P	Gloria Bowman	P	Jennifer Wigdor	E	Ryan Fowler
P	Connor Kubeisy	V	Chamber of Commerce	E	Mary Poitier
P	Tim Harrington	V	Local Business Rep	E	Eric Verwey
P*	Tammy Harter	V	Local Business Rep	P = Present E = Excused A = Absent V = Vacant	
E	Rita Longo	V	Neighborhood Council Rep		
E	Mailani McNabb-Robinson	V	Youth Rep		
E	Ian Nelson	*Arrived after approval of minutes			

Staff: Kristin Tignac, Community Services Coordinator.

Guest: John Tolson, Director of Membership & Business Development with the Simi Valley Chamber of Commerce.

2. Agenda Review

The agenda was approved as presented.

3. Approval of Minutes from April 20, 2022

ACTION: A motion to approve the April 20, 2022 minutes as presented was made by Tim Harrington and seconded by Connor Kubeisy.

YES Advisory Board vote: 4 Ayes; 0 Noes; 2 Abstentions;

The motion passed.

4. Correspondence

No correspondence was received.

5. Public Statements/Comments

No public statements or comments were made.

6. Continued Business

a. Review and Discussion of Redesigned YES Logo Samples

Revised versions of the YES Logo using the same graphic elements of the vertical original shape were shared with Board members. After a short discussion, the first design of three submitted by the City of Simi Valley's

Graphic's Department was selected to replace the older logo that was problematic on marketing materials due to uncommon shape.

ACTION: A motion to approve using the first revised YES logo design moving forward on outreach materials was made by John Tolson and seconded by Rocky Rhodes.

YES Advisory Board vote: 6 Ayes; 1 No; 0 Abstentions;

The motion passed.

7. New Business

a. Debrief of the Job and Career Fair on Saturday, April 23, 2022

Ms. Tignac reported that a total of 38 employers had participated onsite at the event. More than 100 job seekers had attended, with the majority opting to receive mock interviews prior to meeting with the employers.

Board members agreed that the Library as a venue was good, but that next year, having more directional signs and utilizing only the indoor spaces at the facility would help to make the event more seamless.

A common sentiment shared by participating employers was for the Board to host the Job and Career Fair twice annually.

b. Discussion of the YES Summer Workshop Series

Ms. Tignac reported that she had reserved the community room at the Simi Valley Public Library on the following dates for the YES Summer Workshop Series: June 8, 2022, June 22, July 27, 2022, and August 4, 2022.

Board members discussed various workshop focus ideas and agree upon the following for the 2022 series: Interview Skills; Entering the Workforce with mini Volunteer Fair; Resume Writing/Brag Sheet; and Using LinkedIn Learning to Gain Job Skills.

8. Youth Employment Service Advisory Board Reports and Comments

John Tolson announced that the Rotary Club of Simi Sunrise would host the Happy Face Hill Music Festival on May 28, 2022. Mr. Tolson also announced that the Church of Jesus Christ of Latter-day Saints would host an interfaith program to help refugees on May 26, 2022 and a blood drive on June 28, 2022.

Tammy Harter announced that she would retire at the end of the school year. She stated that Ryan Taggart would be her replacement at Simi Valley High School as the Work Experience Teacher.

Jennifer Wigdor announced that the Simi Valley Unified School District's Annual College Fair would be held on Wednesday, September 14, 2022, from 5:30 p.m. to 8:30 p.m. at Royal High School.

Tim Harrington thanked Tammy Harter for her work on the YES Advisory Board and working with students at Simi Valley High School.

9. Coordinator's Report

Ms. Tignac thanked Tammy Harter for her years of service to the youth of Simi Valley. She stated that Ms. Harter would definitely be missed.

Ms. Tignac also thanked Ryan Fowler, Connor Kubeisy and Tim Harrington for volunteering to help run the youth services booth at the Simi Valley Street Fair on April 30, 2022, and Mary Poitier for helping with booth break down.

10. Adjournment: Wednesday, August 17, 2022, 8:15 a.m., City Hall Community Room.

Vice Chair Gloria Bowman adjourned the meeting at 9:32 a.m.