



## YOUTH EMPLOYMENT SERVICE (YES) ADVISORY BOARD

2929 Tapo Canyon Rd., Simi Valley, California 93063-2199 • (805) 583-6766

Wednesday, April 19, 2023, 8:15 a.m.

City Hall Community Room

2929 Tapo Canyon Road

### AGENDA

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 the Minutes of March 15, 2023
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
  - a. Economic Development Update
7. Continued Business
  - a. Discussion of the YES Job and Career Fair on Saturday, April 22, 2023
  - b. Discussion of the Financial Literacy Workshop Series
  - c. Discussion of the Alternatives to University Webinar on May 23, 2023
8. New Business
  - a. Discussion of the YES Summer Workshop Series
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, May 17, 2023, 8:15 a.m., City Hall Community Room



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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/Pledge of Allegiance/Welcome

Youth Employment Service (YES) Advisory Board Chair Gloria Bowman called the meeting to order at 8:19 a.m. and Secretary Bobby Calderon verified that a quorum was present.

P	Anthony Angelini	P	John Tolson		Alternates
P	Gloria Bowman	P	Jennifer Wigdor	P	Ryan Fowler
P	Bobby Calderon	V	Local Government	E	Eric Verwey
P	Tim Harrington	V	Local Government	V	Vacant
E	Connor Kubeisy	P	SVUSD Rep (Ryan Taggart)	P	= Present
P	Rita Longo	E	Youth Council Rep (Chloe Drury)	E	= Excused
E	Mailani McNabb-Robinson	V	Youth Rep	A	= Absent
E	Marc Netka		*Arrived after approval of minutes	V	= Vacant

Staff: Kristin Tignac, Community Services Coordinator.

Guests: Hayley Estrada, College and Career Counselor, Santa Susana High School; and Ryan Taggart, Work Experience Teacher, Simi Valley High School.

2. Agenda Review

The agenda was approved as presented.

3. Approval of Minutes from February 15, 2023

**ACTION:** A motion to approve the February 15, 2023 minutes as presented was made by Anthony Angelini and seconded by John Tolson.

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

**The motion passed.**

4. Correspondence

Ms. Tignac reported that she had received a request from a representative at Vista Real Charter School to lead an interview skills workshop for its students from 3:30 p.m. to 4:30 p.m., on March 22, 2023. Board member John Tolson volunteered to assist with the presentation.

5. Public Statements/Comments

No public statements or comments were made.

6. Continued Business

a. Discussion of the YES Job and Career Fair on Saturday, April 22, 2023

Ms. Tignac reported that 19 employers had registered to attend the Job and Career Fair. She stated that businesses interested in registering for the free event could access the online registration form at <https://bit.ly/jobfair2023reg>.

Board members discussed more ideas to increase attendance and participation.

Chair Gloria Bowman led a discussion on assigning call lists of employers that had not yet registered. Board members selected the businesses they wished to follow-up with.

For ease and efficiency, Board member Jennifer Wigdor volunteered to organize the follow-up list with tabs for each Board member and Ms. Tignac would send it with a call script template to each member.

Board members also signed up for their preferred assigned tasks for the day of the event.

Ms. Tignac stated that she would drop off the Job Fair banners to each high school two weeks before the event for on-campus display.

7. New Business

a. Tour of the Simi Valley Public Library

Board members received a tour of the Library, with special attention given to logistical options for the upcoming Job and Career Fair.

8. Youth Employment Service Advisory Board Reports and Comments

John Tolson reported that the Chamber of Commerce's Mega Job Fair on February 28, 2023, was a success with 85 employers and more than 200 job seekers in attendance.

Tim Harrington reported that he had assisted two unhoused individuals at the Samaritan Center to help prepare them to attend the Chamber's job fair. He stated that a resume writer had also been present to help the clients with writing their resumes.

Anthony Angelini announced that he had accepted a position as State Senator Scott Wilk's executive aide and would continue to work as Director of Programs for the Los Angeles Police Department's Police Activity League (PALS) program.

Ryan Taggart stated that the students he had spoken to about the Board's upcoming Alternatives to University webinar scheduled on Tuesday, May 23, 2023, had indicated an interest in attending the online event.

Gloria Bowman announced that the City of Calabasas' Swim and Tennis Center had opportunities for job seekers ages 15 and older to become lifeguards, with lifeguard trainings scheduled in April and May.

9. Coordinator's Report

Ms. Tignac announced that Chair Gloria Bowman would present the YES Advisory Board's Informational Report to the City Council on Monday, March 20, 2023. Ms. Tignac also reported that the Neighborhood Council Coordinator had requested Youth Programs presentations to the four Neighborhood Councils on April 11, May 4, May 11 and May 16, 2023. Ms. Tignac stated that board members had the opportunity to assist leading the presentations.

Ms. Tignac also announced that recruitment for the 2023-24 Youth Council was open and interested students ages 15 years of age and older were invited to apply at [www.simivalley.org/youthcouncilapp](http://www.simivalley.org/youthcouncilapp). Students 14 and under should email [youthcouncil@simivalley.org](mailto:youthcouncil@simivalley.org) to request a hardcopy application. All applications were due by Friday, April 28, 2023.

10. Adjournment: Wednesday, April 19, 2023, 8:15 a.m., City Hall Community Room  
Chair Gloria Bowman adjourned the meeting at 8:59 a.m.