



YOUTH EMPLOYMENT SERVICE (YES) ADVISORY BOARD

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

Wednesday, February 21, 2024, 8:15 a.m.

**Simi Valley Public Library Community Room
2969 Tapo Canyon Road**

AGENDA Special Meeting Location

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 the Minutes of January 17, 2024
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. Simi Valley Unified School District's WorkAbility Program
7. Continued Business
 - a. Discussion of the YES Job and Career Fair on Saturday, April 20, 2024
8. New Business
 - a. Debrief of the YES Entering the Workforce Workshop held on February 1, 2024
 - b. Election of the YES Advisory Board Secretary
 - c. Simi Valley Public Library Tour and Discussion of Job and Career Fair Event Logistics
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, March 20, 2024, 8:15 a.m., City Hall Community Room

/s/

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 8:15 a.m. and YES Secretary Mailani Aljuwani verified that a quorum was present.

P	Mailani Aljuwani	P	Rita Longo		Alternates
P	Anthony Angelini	P	Anika Nedunuri	P	Ryan Fowler
P	Gloria Bowman	P	Marc Netka	P	Eric Verwey
P	Al Brown	P	John Tolson	P	Rithmika Naveen
P	Hayley Estrada	P	Ryan Taggart	P = Present E = Excused A = Absent V = Vacant	
P	Amey Gupta	P	Rikka Tignac		
E	Tim Harrington	E	Jennifer Wigdor		
E	Chelsie Kennedy	*Arrived after approval of minutes			

Staff: Samantha Argabrite, Assistant City Manager; and Kristin Miller, Community Services Coordinator.

Guests: Kelly Behle, Director, Simi Valley Public Library; Tracy Shaughnessy, District Representative, Ventura County Supervisor Janice Parvin's Office; and Tammy White, Simi Valley Unified School District.

2. Agenda Review

The agenda was approved as presented.

3. Approval of Minutes from December 13, 2023

ACTION: A motion to approve the December 13, 2023 minutes as written was made by Al Brown and seconded by Eric Verwey.

YES Advisory Board vote: 12 Ayes; 0 Noes; 3 Abstentions.

The motion passed.

4. Correspondence

Ms. Miller reported that she had received correspondence from Ryan Valencia that he would be meeting with Dr. Julius Sokenu, President of Moorpark College, in late January. Mr. Valencia planned to broach the subject about a partnership with the YES Advisory Board for entrepreneurship programming, such as a podcast series for budding entrepreneurs.

5. Public Statements/Comments

No public statements or comments were made.

6. Informational Presentation

- a. 2023 State of the Region Report by Samantha Argabrite, Ventura County Civic Alliance Chair and City of Simi Valley Assistant City Manager

Samantha Argabrite, Ventura County Civic Alliance Chair and City of Simi Valley Assistant City Manager, presented the Ventura County Civic Alliance's 2023 State of the Region Report. The report featured data on a variety of topics impacting the local area, including statistics on the economy, equity, and environment.

For those interested in viewing the entire 2023 State of the Region Report, visit www.civicalliance.org.

7. Continued Business

- a. Discussion of the 2024 Interview Skills Workshops

Chair Gloria Bowman routed the sign-up sheet for members to select class periods to lead Interview Skills Workshops at Royal High School, Santa Susana High School and Simi Valley High School.

Ms. Miller reported that the new PowerPoint would be shared with members via email with presenters' notes and that the revised supplemental workbooks were being printed.

8. New Business

- a. Discussion of the YES Job and Career Fair on Saturday, April 20, 2024

Chair Gloria Bowman shared the draft press release for promoting the Job and Career Fair to job seekers. Members reviewed and suggested recommendations for revisions.

Board members discussed targeting employers that hire at 16 years of age to help younger job seekers find employment at the Job Fair.

Board members also discussed options workshops to offer during the event, such as a Let's Talk Money, financial literacy workshop for teens and adults.

Ms. Miller stated that additional volunteers would be needed to provide mock interviews for all job seekers that attend the event. She stated that she would contact Bank of America and the Odd Fellows Lodge to request volunteers.

- b. Discussion of the YES Entering the Workforce Workshop on February 1, 2024

Ms. Miller reported that she had received numerous emails from parents stating an interest in having their child(ren) attend the YES Entering the Workforce workshop listed on the YES webpage. As there was a demand, she reserved the Simi Valley Public Library's community room and did a complete revamp of the existing PowerPoint presentation. The workshop flyer was distributed to Board members.

Kelly Behle, Al Brown, Rithmika Naveen, Anika Nedunuri and John Tolson volunteered to help lead the workshop.

9. Youth Employment Service Advisory Board Reports and Comments

John Tolson announced that the Chamber of Commerce's Job Fair would be held on Tuesday, February 13, 2024, in the closed Macy's building at the Simi Valley Town Center.

10. Coordinator's Report

Ms. Miller reviewed a few of the new laws that went into effect on January 1, 2024, that may impact youth employment, including California's minimum wage increase to \$16.00 per hour, increase in sick time benefits for all full and part-time employees, and the employer's responsibility to now pay for employees' Food Handler Cards.

11. Adjournment: Wednesday, February 21, 2024, 8:15 a.m., Simi Valley Public Library, Community Room

Chair Gloria Bowman adjourned the meeting at 9:09 a.m.