



**YOUTH EMPLOYMENT SERVICE (YES) ADVISORY BOARD**  
2929 Tapo Canyon Rd., Simi Valley, California 93063-2199 • (805) 583-6766

Wednesday, August 21, 2024, 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 15, 2024
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 2024 YES Summer Workshop Series
  - c. Discussion of the YES Advisory Board's Participation in the Simi Valley Unified School District's Annual College Fair on September 11, from 5:30 p.m. to 8:00 p.m., at Royal High School
  - d. Discussion of the YES Advisory Board's Participation in the City of Simi Valley's Annual City Expo in Conjunction with the Chamber of Commerce Biannual Simi Valley Street Fair on Saturday, October 26, 2024
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.



11. Coordinator's Report
12. Adjournment: Wednesday, September 18, 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

Chair Gloria Bowman called the meeting to order at 8:15 a.m. and Secretary Tim Harrington verified that a quorum was present.

E	Anthony Angelini	A	Anika Nedunuri (YC)		Alternates
P	Gloria Bowman	A	Marc Netka	P	Eric Verwey
E	Al Brown	P	Ryan Taggart	E	Rithmika Naveen
P	Hayley Estrada	E	Rikka Tignac	V	Vacant
P*	Amey Gupta	P	Jennifer Wigdor	P	Present
P	Tim Harrington	V	Vacant – Local Business	E	Excused
P	Chelsie Kennedy	V	Vacant – Local Gov't	A	Absent
P	Rita Longo	*Arrived after approval of minutes		V	Vacant

Staff: Kristin Miller, Management Analyst; Ryan Fowler, Community Services Coordinator

Guests: Elizabeth Gomez, Adventist Health Simi Valley

2. Agenda Review

The agenda was approved as presented.

3. Approval of Minutes from April 17, 2024

**ACTION:** A motion to approve the April 17, 2024, minutes as presented was made by Eric Verwey and seconded by Rita Longo.

**YES Advisory Board Vote: 4 Ayes; 0 Noes; 4 Abstentions**

**The motion passed.**

4. Correspondence

No correspondence has been received.

5. Public Statements/Comments

Kristin Miller announced that following her promotion to Management Analyst in the City Manager's Office, Ryan Fowler had been hired as her replacement in the Community Services Coordinator role.

6. Continued Business

a. Discussion of the YES Summer Workshop Series

Kristin Miller explained the intention and purpose of the YES summer workshop series. She stated that immediately following the first workshop, on June 20, 2024, there would be a small volunteer fair. Non-profits would have the opportunity to briefly address the workshop attendees and then host a booth where attendees could get more information about their organization. Amey Gupta suggested incorporating LinkedIn Learning. A signup sheet for board members to volunteers to help with the workshops was

passed around. The following board members volunteered: Al Brown (all four dates), Hayley Estrada (July 11, 2024), Amey Gupta (July 11, 2024), and Eric Verwey (July 25, 2024).

7. New Business

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

Kristin Miller reported that 19 employers had attended the Job and Career Fair, with two businesses that cancelled before the event and seven no shows. Board members stated that the Fair was “awesome”, turnout was good, there was a steady flow of attendees, and that feedback from employers was very positive. All employers stayed until the end. Ms. Miller stated that she would get the final headcount of the attendees from Kelly Behle, Simi Valley Public Library Director, or David Rosenberg, Teen Librarian.

The board made the following suggestions for next year’s Fair: Revert back to having paper exit surveys and the volunteers at the exit tables should be promoting the exit survey more. Bingo sheets should be in a prominent location in the attendee orientation packets, so it is easy to find and pull out. Gift cards should be raffled off throughout the Financial Literacy workshop, not just at the end. The content of the Financial Literacy workshop was too basic and needs to be at a higher level. Gloria Bowman stated that we had an increase of older job seekers, and we recommended that the Board invite AARP to provide job seeker resources. The board discussed purchasing a counter clicker to better track attendance. Having music at the check-in table had been a nice addition. The coffee station was popular and a good idea. Chelsie Kennedy suggested hosting a resume workshop a few weeks prior to the Job Fair, and research possible partnering with the schools. Members discussed the idea of partnering with the Simi Valley Chamber of Commerce next year.

8. Youth Employment Service Advisory Board Reports and Comments

No board members had reports or comments.

9. Coordinator’s Report

Ryan Fowler announced that the Youth Council would host a Teen Wellness Night on Friday, May 17, 2024, at City Hall. The Youth Council, in conjunction with that event, would also hold a fundraiser at Yogurtland on the same day.

Mr. Fowler shared that the YES Advisory Board application period would close on Wednesday, May 22, 2024, and that interviews with prospective members would be scheduled soon after.

10. Adjournment: Wednesday, August 21, 2024, 8:15 a.m., in the City Hall Community Room.

Chair Gloria Bowman adjourned the meeting at 9:19 a.m.