

YOUTH EMPLOYMENT SERVICE (YES) ADVISORY BOARD

Wednesday, September 17, 2014, 8:15 a.m.

City Hall Community Room

2929 Tapo Canyon Road

AGENDA

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 Minutes
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
Workforce Education Foundation by Marybeth Jacobs, Simi Valley Chamber of Commerce
7. New Business
 - a. Discussion of the Youth Employment Service Job and Career Expo Date – Spring 2014
 - b. Selection of the YES Annual Recognition Breakfast Date
 - c. Discussion of Mock Interviews for Special Education Students on Wednesday, October 22, 2014
 - d. Discussion of the Youth Employment Service Advisory Board Resolutions and By-Laws
 - e. Discussion of Soft Skills Workshops
8. 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

9. Coordinator's Report
10. Adjournment: Wednesday, October 15, 2014, 8:15 a.m., City Hall Community Room

/s/

Rob Bruce
Deputy Director/Community Programs & Facilities

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

Gloria Bowman called the meeting to order at 8:26 a.m. and verified that a quorum was not present.

A	John Baxter	P	Brian Miller		Alternates
A	Nicole Gruetzmacher	A	Timothy Munz	E	Kristen Pichler
P	Marybeth Jacobsen	P	Grace Orate	A	Tracy DiFillipis
A	Zorko Jezina	P	Sandy Porter	P	Gloria Bowman
A	Kiana Kenik	A	Rick Webb	P	= Present
P	Jim King	A	Bruce Yi	E	= Excused
A	Kilian Magness	V	Local Government	A	= Absent
A	Veronica Martinez			V	= Vacant

Staff: Rob Bruce, Deputy Director, Community Programs & Facilities.

2. Agenda Review

Due to a lack of a quorum, all items presented were for information only. The Executive Board did not take any formal action.

3. Approval of Minutes

The April 23, 2014, minutes will be presented for approval at the next regularly scheduled meeting on September 17, 2014.

4. Correspondence

None.

5. Public Statements/Comments

None.

6. Continued Business

None.

7. New Business

a. Debrief of the 2014 YES Job and Career Expo

The Board had the following comments and questions regarding the Expo:

More interviews were conducted on-site than in previous years;

Fewer job seekers participated than in the past;

Job seekers were better dressed and prepared than in the past;

The quality of the candidate pool was excellent;

There is still a lack of follow-through by the candidates in that when asked to call an employer after an interview, they didn't;

Updating marketing of the Expo with greater use of electronic media may help get more candidates to participate;

The number of B of A volunteers was double those from previous years and they were a tremendous help;

Low applicant turnout could be related to lower student population in the schools;

Need to reverse the belief that there aren't any/enough jobs offered at the Expo;

Greater participation from the chain department stores would help, maybe corporate should be contacted instead of local managers; and

HR departments are often more inclined to participate.

b. Discuss Informal Presentation Schedule for the 2014-15 School Year

The Board had the following comments about informal presentations:

This year's retail training was excellent;

In preparing for next year's Soft Skills workshops, find existing curriculum from employers, don't reinvent the wheel;

Local caterers are likely to have good Soft Skills training;

This topic should be revisited in September.

8. Youth Employment Service Advisory Board Reports and Comments

The latest economic development efforts include contacting manufacturers to complete a survey on what their needs are so that the City can provide an environment that attracts these job providers.

9. Coordinator's Report

None.

10. Adjournment: Wednesday, September 17, 2014, 8:15 a.m., City Hall Community Room.

By consensus of the YES Advisory Board, the meeting was adjourned at 9:18 a.m.