

YOUTH EMPLOYMENT SERVICE (YES) ADVISORY BOARD

Wednesday, October 15, 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
Career Education Center and Career Pathways by Dr. Tiffany Morse and Pamela Castleman
7. Continued Business
 - a. Discussion of the Youth Employment Service Job and Career Expo Date – Spring 2014
 - b. Discussion of the Youth Employment Service Advisory Board Resolutions and By-Laws
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.
9. Coordinator's Report
10. Adjournment: Wednesday, November 19, 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.



CITY OF SIMI VALLEY

2929 Tapo Canyon Road, Simi Valley, CA 93063-2199

805.583.6766

www.simivalley.org

DRAFT MINUTES

1. Call to Order/Pledge of Allegiance

Youth Employment Service (YES) Advisory Board Chair Gloria Bowman called the meeting to order at 8:20 a.m. and verified that a quorum was present.

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

Staff: Kristin Tignac, YES Coordinator.

2. Agenda Review

The agenda was approved as presented.

3. Approval of Minutes

A motion to approve the April 23, 2014, minutes as presented was made by Jim King and seconded by Marybeth Jacobsen. The motion passed unanimously.

A motion to approve the May 21, 2014, minutes as presented was made by Jim King and seconded by John Baxter. The motion passed unanimously.

4. Correspondence

Ms. Tignac stated that Kathy Trauger, WorkAbility Coordinator with the Simi Valley Unified School District, requested the YES Advisory Board's assistance with coordinating mock interviews for special education students.

5. Public Statements/Comments

No public statements or comments were made.

6. Informational Presentation

Workforce Education Coalition by Marybeth Jacobsen, Simi Valley Chamber of Commerce

Ms. Jacobsen stated that over the last twelve years, the age population with the highest unemployment rates are from 25 to 34 and yet there are four million jobs waiting to be filled. The skills gap is increasing in a number of industries, such as manufacturing.

Ms. Jacobsen gave a brief history of the Simi Valley Chamber of Commerce's Economic Development Committee and Education Sub-Committee, including

their workforce education programs designed to expose students to high demand vocational industries. To reach more students, a “Teacher STEM-Ersion” program was offered during the summer of 2014. New this year, the Coalition is coordinating a “STEM equity manufacturing tour”, comprised of four females from each Simi Valley middle and high school to take place in October 2014.

In coordination with the City of Simi Valley and California Lutheran University (CLU), CLU students conducted a manufacturing workforce skills survey. The results indicate that employers within that industry prefer candidates with prior work experience, a high school diploma versus a General Education Diploma (GED), as well as a number of preferred employability skills, such as critical thinking ability, honesty, and dependability.

Ms. Jacobsen stated that some of the Workforce Education Coalitions goals are to: foster long-term relationships relevant to the fastest growing sectors identified by the Workforce Investment Board; continue to collect data from manufacturing, healthcare and clean green tours; build regional partnerships; and promote the value of a skilled worker certification as a pathway to living wage employment.

7. New Business

a. Discussion of the Youth Employment Service Job and Career Expo Date – Spring 2015

After a brief discussion, Board members discussed scheduling the 2015 Job and Career Expo on one of the following dates: April 11, 2015; April 25, 2015; or May 2, 2015.

The following Board members volunteered to serve on the Job and Career Expo Planning Committee to discuss potential dates, conflicts, and determine employer preference: Gloria Bowman, Zorko Jezina, Grace Orate and Bruce Yi.

b. Selection of the Annual YES Recognition Breakfast Date

After a brief discussion, John Baxter made a motion to approve Wednesday, December 3, 2014, as the date for the Annual YES Recognition Breakfast at the Simi Valley Cultural Arts Center. Kristen Pichler seconded. The motion passed unanimously.

c. Discussion of Mock Interviews for Special Education Students on Wednesday, October 22, 2014

Ms. Tignac stated that she had met with Kathy Trauger to discuss coordinating mock interviews for Simi Valley Unified School District special education students on Wednesday, October 22, 2014, from 8:30 a.m. to 11:30 a.m. The School District will coordinate student transportation to the Boys and Girls Club of Simi Valley. Ms. Trauger requested that the YES Advisory Board assist with interviews. The following members volunteered to conduct mock interviews: John Baxter, Jim King, Zorko Jezina, Kilian Magness, Veronica Martinez and Bruce Yi.

Ms. Jacobsen stated that she would request that a representative from the Simi Valley Chamber of Commerce participate.

Ms. Orate stated that she would ask two colleagues to volunteer.

Ms. Jacobsen and Mr. Baxter stated that they would announce the volunteer opportunity at upcoming Rotary meetings.

d. Discussion of the Youth Employment Service Advisory Board Resolutions and By-Laws

After a brief discussion, the YES Advisory Board By-Law Review Committee was asked to review and make recommendations on possible Resolution amendments and by-law revisions at the October 15, 2014, YES Advisory Board meeting.

e. Discussion of Soft Skills Workshops

There being no objections, this agenda item was continued for discussion at the October 15, 2014, YES Advisory Board meeting due to time constraints.

8. Youth Employment Service Advisory Board Reports and Comments

Ms. Orate commented that she would like the Board to share emails for collaboration.

Mr. Baxter reported that Simi Valley High School was creating a College and Career Database. For a questionnaire, interested individuals should email a request to John Baxter at john.baxter@simivalleyusd.org.

Mr. Yi announced that the Boys and Girls Club of Simi Valley was hosting its 2nd Annual Mud Fun Run fundraiser on September 27, 2014, at Lost Canyons Golf Course. He stated that they need additional volunteers to help at the event. To volunteer, call Boys and Girls Club staff at (805) 527-4437.

Ms. Bowman reported that the Simi Valley Neighborhood Councils were participating in the National Coastal Cleanup Day on September 20, 2014, by volunteering to remove litter from the Arroyo Simi. Additional volunteers were still needed. Those that are interested in volunteering should contact Kay Allen at (805) 583-6424. Additional information may be found by visiting www.vccoastalcleanup.org.

9. Coordinator's Report

Ms. Tignac announced that the Ask the Mayor – A Town Hall Meeting with Mayor Bob Huber is scheduled on Saturday, September 27, 2014, at the Simi Valley Town Center from 10:00 a.m. to 12:00 p.m. For more information, call (805) 583-6701.

10. Adjournment

By consensus of the YES Advisory Board, the meeting was adjourned at 9:41 a.m.