

NOTICE OF REGULAR MEETING

Pursuant to Section 54954.2 of the Government Code of the State of California, a Regular meeting of the **YOUTH ADVISORY COMMISSION** is hereby called for:

Date/Time: **Wednesday, June 9, 2010, 6:00 p.m.**
(or as soon thereafter as possible)

Location: **City Hall Conference Room 203**
333 Civic Center Plaza, Tracy

Government Code Section 54954.3 states that every public meeting shall provide an opportunity for the public to address the Commission on any item, before or during consideration of the item, however, no action shall be taken on any item not on the agenda.

MEETING AGENDA

1. Call to Order
2. Roll Call
3. Items from the Audience – *In accordance with Procedures for Preparation, Posting and Distribution of Agendas and the Conduct of Public Meetings, adopted by Resolution 2008-140, any item not on the agenda brought up by the public at a meeting shall be automatically referred to staff. If staff is not able to resolve the matter satisfactorily, the member of the public may request a Commission Member to sponsor the item for discussion at a future meeting.*
4. Approval of Minutes from the Regular Meeting on May 12, 2010
5. Correspondence
6. Old Business
 - a. Discuss and approve the 2010/2011 Youth Advisory Commission Goals and Responsibilities and expand action steps where needed
7. New Business
 - a. Discuss and approve the Youth Advisory Commission's participation in the upcoming teen summer programs
8. Items from Staff
9. Items from the Commission
10. Items from the Audience
11. Adjournment to next Regular Meeting on July 14, 2010

POSTED: June 3, 2010

The City of Tracy complies with the Americans with Disabilities Act and makes all reasonable accommodations for the disabled to participate in public meetings. Persons requiring assistance or auxiliary aids in order to participate should call City Hall at (209) 831-6000 at least 24 hours prior to the meeting.

Any materials distributed to the majority of the Commission regarding any item on this agenda will be made available for public inspection in the Parks and Community Services Department located at 400 East 10th Street, Tracy, during normal business hours.

May 12, 2010

1. **CALL TO ORDER:** The meeting was called to order by Chair M. Bagri at 6:02 p.m.
2. **ROLL CALL:**
 - a. **Present:** Arora, G. Bagri, M. Bagri, R. Coggins, Sam Coggins, Shelby Coggins, Dantanavatanawong, Makker, Patel, Shelton, Suarez, Taneja, J. Wong, K. Wong, Jhalani
 - b. **Absent:** Diaz, Dong, Kahn, Koo, Low, Singh
 - c. **Adult Commissioners Present:** Huffman, Shelton
 - d. **Staff Present:** Jolene Jauregui, Recreation Coordinator
 - e. **Recorded by:** Courtney Campbell, Recreation Leader III
3. **ITEMS FROM THE AUDIENCE:** None
4. **APPROVAL OF MINUTES FROM REGULAR MEETING ON APRIL 14, 2010:**
 - a. **Motion to Approve:** Makker
 - b. **Second:** Shelton
 - c. **Abstain:** None
 - d. **Vote:** Approved by majority vote.
5. **CORRESPONDENCE:** None
6. **OLD BUSINESS:** None
7. **NEW BUSINESS:**
 - a. **Discuss and Develop the 2010/2011 Youth Advisory Commission Goals and Responsibilities:** It is important for the Commission to review the 2009/2010 Goals and Responsibilities and to develop new ones for the upcoming 2010/2011 year. Adult Commissioner Huffman suggested everyone write four ideas for new goals and responsibilities, they would be read aloud, and discuss the top four to keep. The Commission read their suggestions. Staff will type all suggestions. The subcommittee consisting of Commissioners Bagri, S Coggins, Shelton and Suarez will meet on Wednesday, May 19 at 3:15pm at the PCS office to gather all suggestions and develop the top suggestions for Goals and Responsibilities. The subcommittee will report the results at the next regular meeting. The commission will then vote on their 2010/2011 Goals and Responsibilities.
8. **ITEMS FROM THE STAFF:** Staff Jauregui asked the Commission if one YAC member would like to be a judge for the Top Dog Parade that takes place Saturday, June 12, 2010, at the Civic Center from 9:00 a.m. to 12:00 p.m. Chair Suarez volunteered.
9. **ITEMS FROM THE COMMISSION:** Commissioner C. Shelton suggested doing a Debutante Ball as a YAC event. It would involve self-esteem classes and receiving a certificate for joining. It could also be expanded to gentlemen as a Cotillion. Commissioner M. Bagri stated that it was a very productive meeting and she is excited to set the new goals.
10. **ITEMS FROM THE AUDIENCE:** None

11. ADJOURNMENT:

- a. **Motion to Adjourn:** Arora
- b. **Second:** Sam Coggins
- c. **Vote:** Approved by unanimous vote.
- d. **Time:** 7:24 p.m.

**CITY OF TRACY
YOUTH ADVISORY COMMISSION
June 9, 2010**

AGENDA ITEM 6.a.

REQUEST

**DISCUSS AND APPROVE THE 2010/2011 YOUTH ADVISORY COMMISSION
GOALS AND RESPONSIBILITIES AND EXPAND ACTION STEPS WHERE NEEDED**

DISCUSSION

The subcommittee consisting of Commissioners Bagri, S. Coggins, Shelton and Juarez met on Wednesday, May 19. The subcommittee reviewed all suggestions for Goals and Responsibilities that were given at the last regular monthly meeting and prioritized the top goals and responsibilities. See Attachment "A."

In addition, it is recommended that the subcommittee continue to meet to develop a plan for meeting their goals and present it to the Commission at the next meeting.

RECOMMENDATION

That the Commission discuss and approve the 2010/2011 Youth Advisory Commission Goals and Responsibilities.

Prepared by: Jolene Jauregui, Recreation Coordinator

Approved by: Kim Scarlata, Recreation Services Supervisor

Attachment: Youth Advisory Commission Goals – Fiscal Year 2010-2011

Tracy Parks and Community Services Department

Agenda Item 6.a.
Attachment A.

YOUTH ADVISORY COMMISSION GOALS - FISCAL YEAR 2010-2011

E 11	Goal	Objective	Action Steps	Completion Date	Status (Assignment)
		1.1.A. Conduct activities that promote social and physical health	1.1.A.1. Evaluate the current teen program 1.1.A.2. Research other teen programs in the surrounding areas 1.1.A.3. Each commissioner to recommend one new program that promotes social and physical health		
	INCREASE PARTICIPATION IN TEEN PROGRAMS		1.1.B.1. Select one new program from the recommendation list 1.1.B.2. Develop a timeline to complete one new program or project 1.1.B.3. event for teens in Tracy		
1	----- Increase participation and revenue in teen services				

YOUTH ADVISORY COMMISSION GOALS - FISCAL YEAR 2010-2011

Item	Goal	Objective	Action Steps	Completion Date	Status (Assignment)
2	<p>COMMUNICATION & MARKETING</p> <p>-----</p> <p>Evaluate and identify ways to the make the commission more visible, to get feedback from the youth in the community.</p>	<p>2.1.A. Develop a Marketing Plan</p>	<p>2.1.A.1. Research other marketing models</p> <p>2.1.A.2. Evaluate current plan (what are we already doing)</p> <p>2.1.A.3. Identify the target group and marketing tools</p>		
		<p>2.1.B.1. Assign commissioners to each school in the Tracy community to act as a liaison for YAC to market teen programs and events (School announcements, leadership, flyers, etc)</p>			
	<p>2.1.B.</p>	<p>2.1.B.2. Develop a marketing timeline to promote each teen program and event</p>			
		<p>2.1.B.3. Monthly reports from commissioners on their assigned schools and how the marketing process is working</p>			
	<p>2.1.C.</p>	<p>2.1.C.1. Appoint a subcommittee for the marketing team</p> <p>2.1.C.2. Identify places of opportunities for marketing (schools, events, web, etc) - Develop a list</p> <p>2.1.C.3. Utilize identified places to market all teen programs and events</p>			
	<p>Ensure a consistent process of: Plan - Monitor - Survey</p>				

YOUTH ADVISORY COMMISSION GOALS - FISCAL YEAR 2010-2011

E 6 10	Goal	Objective	Action Steps	Completion Date	Status (Assignment)
		<p>3.1.A. Identify community service projects in the community</p>	<p>3.1.A.1. Evaluate and compile current list of community service projects in the Parks and Community Services Department and in the community</p> <p>3.1.A.2. Research other cities or groups for their community service projects and compile a list</p>		
	<p>COMMUNITY SERVICE</p> <p>-----</p> <p>3 Conduct and encourage community service projects that benefit the community of Tracy</p>		<p>3.1.B. Develop or implement a project</p> <p>3.1.B.1. Make recommendations for a project</p> <p>3.1.B.2. Select a project</p> <p>3.1.B.3. Develop a timeline to complete project</p>		

**CITY OF TRACY
YOUTH ADVISORY COMMISSION
June 9, 2010**

AGENDA ITEM 7.a.

REQUEST

**DISCUSS AND APPROVE THE YOUTH ADVISORY COMMISSION'S
PARTICIPATION IN THE UPCOMING TEEN SUMMER PROGRAMS**

DISCUSSION

In an effort to provide fun and educational activities and events for teens in Tracy, the Parks and Community Services Department will be hosting a variety of teen programs and events during the summer. Staff is asking the Commission to help market the programs and events, help lead the programs, set up and clean up and various other duties assigned.

Below are the upcoming programs and events:

1. Intergenerational at the Senior Center from 11:30am to 1pm
 - a. June 2, 16, 30
2. Handy Man's Workshop, June 24 from, 1pm to 3pm
3. Teen Fashion Show, July 15 from 11am to 2pm
4. Girl's Retreat, July 29 from 11am to 3pm

RECOMMENDATION

That the Commission discuss and approve the Youth Advisory Commission's participation at the upcoming teen summer programs.

Prepared by: Jolene Jauregui, Recreation Coordinator

Approved by: Kim Scarlata, Recreation Services Supervisor