

October 10, 2012

1. **CALL TO ORDER:** The meeting was called to order by Chair Gill at 6:04 p.m.
2. **ROLL CALL:**
  - a. **Present:** Fuller, Gill, Goulart, Hall, Hong, Khinda, McGuiness
  - b. **Absent:** Shibata
  - c. **Adult Commissioners Present:** Huffman
  - d. **Staff Present:** Laura Johnston, Recreation Coordinator
  - e. **Recorded by:** Amanda Tavares, Recreation Leader III
3. **ITEMS FROM THE AUDIENCE:** Volunteers were invited to sit in at the Youth Advisory Commission. Staff Johnston began by explaining to the audience members what YAC was and what they hope to accomplish. She continued on stating various volunteer opportunities with both YAC and the Lolly Hansen Senior Center.
4. **APPROVAL OF MINUTES FROM REGULAR MEETING ON September 12, 2012**
  - a. **Motion to Approve:** Fuller
  - b. **Second:** McGuiness
  - c. **Abstain:** Hall
  - d. **Vote:** Approved by majority vote.
5. **CORRESPONDENCE:** Staff Johnston has the Make a Difference Day flyers printed and would like YAC to take a stack to their respective schools to help get the word out.
6. **OLD BUSINESS:**
  - a. **Discuss the status of YAC's participation at Make a Difference Day, Saturday, October 27, 2012 and provide updates to schools' participation**

Staff Johnston and Adult Commissioner Huffman secured a location to hold the plastic bottle collection at the West Valley Mall. The goal is to collect at least 4000 bottles, or 1000 per school. Large posters will be hung up at the mall in key areas promoting the event. A volunteer from Kimball will also be in attendance to film YAC's Make a Difference Day project. Military Moms of Tracy has graciously declined to receive YAC's donation. All of the proceeds that are collected will be donated to Tracy Interfaith. YAC was instructed to meet at the Tracy Farmer's Market Saturday, October 27 at 8 am as a "starting point" and then continue on to the West Valley Mall until 2pm. Commissioner Hall, Fuller and Gill volunteered to be to work on October 20, 2012. All of the commissioners agreed to participate on October 27<sup>th</sup>.
  - b. **Discuss the status of the 2012/2013 Youth Advisory Commission Goals and Work Plan**

Commissioners provided updates on upcoming goals from the YAC Goals and Work Plan.

    - 1.A.1. Recruit an SAT/ACT Prep Course and Instructor: Completion date January 2013; Commissioner Goulart is assigned to the task.
      - Commissioner Goulart will go on the recommended ZAPS website to look further into recruiting an Instructor.
    - 1.B.1. Survey students to understand what type of event they would like YAC to host: YAC School Representatives are assigned to the task.
      - YAC will need to make sure that each English teacher at all four of the schools

receives the surveys.

**2.A.1. Commissioners and staff meet with schools' activities directors to establish a marketing plan for the school year:** Staff Johnston has yet to meet with any of the schools' activities directors. She would like commissioners to set up a meeting with the activities directors for November.

**2.C.2. Prepare outline of what the PSA would look like and schedule production:**  
Completion date ongoing

**3.A.1. Create and select a community service project to host for the Make a Difference Day:** Completion date October 27, 2012  
- Ongoing project that is proceeding as planned

**3.A.2. Develop a timeline to complete project:** Complete

**3.A.3. Market project utilizing the action steps from Objective 2.1.A.:** Complete

**3.B.2. Organize and market, and host event:** Completion date November 10, 2012  
-The first park cleanup will take place November 10, 2012 from 8am to 10am. Commissioners were reminded to bring friends and asked to confirm their participation by November 2<sup>nd</sup>.

**3.C.1. Formulate a list of possible campaign ideas, programs and events:** Completion Date next meeting

**4.A. Host a teen forum to collect ideas from Tracy's teens on teen issues:** Completion date December meeting

**c. Review and approve the updated 2011/2012 YAC annual report that will be presented to the Parks and Community Services Commission and Tracy City Council**

Commissioner Gill and Fuller presented the annual report to the YAC commissioners. The commissioners had many ideas of what changes they would like to make to the teen survey for this 2012/2013 YAC but discussion was postponed until the next meeting.

Commissioner Fuller motioned to approve the 2011/2012 YAC Annual Report final draft.

**Second:** Goulart

**7. NEW BUSINESS:**

**a. Review, discuss and approve four public service announcement topics used to promote the Youth Advisory Commission and its activities**

Staff Johnston asked the commission to form a subcommittee to create ideas for the public service announcements. She suggested starting with the volunteer opportunities then anti-bullying, Don't Text and Drive campaign and the teen summer camps. Commissioner Gill suggested using current YAC volunteer opportunity pictures on the PSAs. Commissioner Fuller and Adult Commissioner Huffman suggested filming all of the PSAs on the same day to avoid the weather issues. Staff Johnston stated that it may not be possible due to the amount of filming needed per PSA. She added that YAC should try

to work on the first PSA before moving forward with the rest. Adult Commissioner Huffman proposed that even though there will be a subcommittee, all of YAC should submit ideas for scripts. Staff Johnston would like the subcommittee to have a proposal ready for the December meeting.

A subcommittee of Commissioner Fuller, Gill and McGuiness were appointed. All commissioners were asked to send script ideas to the subcommittee.

Commissioner Goulart motioned to approve the four public service announcement topics  
**Second:** Fuller

**8. ITEMS FROM STAFF:**

Staff Johnston went over all upcoming volunteer opportunities for the next two months. Commissioner Goulart, Hong, McGuiness and Gill will be participating in the Senior Thanksgiving Dinner on November 19<sup>th</sup>. Staff Johnston has received confirmation from Mr. Goulart of the Lathrop Youth Advisory Commission that their commissioners have agreed to meet with Tracy YAC in November. Staff Johnston shared that Council member Abercrombie was very pleased with YAC at the DARE to Care event.

**9. ITEMS FROM THE COMMISSION:**

Commissioners Khinda, Goulart, McGuiness and Hong had no report.

Commissioner Fuller believed that the Health and Safety Fair was a big success and she really enjoyed being there.

Commissioner Hall realizes that YAC has a lot going on and is excited.

Commissioner Gill feels that YAC is doing a lot but would like commissioners to participate more outside of the meetings. She would like the commissioners to get involved in more subcommittees and participate at more events. She asked if anyone would be available to help her hang flyers at the School District office for Anti-Bullying.

**10. ITEMS FROM THE AUDIENCE:**

Dr. Franco stopped by to promote the annual city wide Ping Pong Tournament and to ask for volunteers to help with the event. Commissioner Gill and Commissioner Goulart volunteered.

**11. ADJOURNMENT:** Next regular meeting on **November 14, 2012**

- a. **Motion to Adjourn:** Fuller
- b. **Second:** Goulart
- c. **Vote:** Approved by majority vote
- d. **Time:** 7:22 p.m.