

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, September 11, 2013, 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 Regular Meeting on August 14, 2013
5. Correspondence
6. Old Business
 - a) Subcommittee discuss the status of the 2013 Make a Difference Day project and assign Commissioners to tasks
 - b) Subcommittee discuss the status of the 2012-2013 YAC annual report and seek input from the Commission
 - c) Subcommittee discuss the status of the upcoming YAC annual retreat and choose a date to hold the retreat
7. New Business
 - a) None
8. Items from Staff
 - a) Review 2013/2014 calendar
9. Items from the Commission
10. Items from the Audience
11. Adjournment to next Regular Meeting on October 9, 2013

POSTED: September 5, 2013

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 333 Civic Center Plaza, Tracy, during normal business hours.

August 14, 2013

1. **CALL TO ORDER:** The meeting was called to order by Recreation Coordinator Laura Johnston at 6:10 p.m.
2. **ROLL CALL:**
 - a. **Present:** Cho, Elmore, Fuller, Gonzaleaz, B. Hall, K.Hall, Khinda, Oliveri, Salaymeh, Yang
 - b. **Absent:** Amador
 - c. **Adult Commissioners Present:** none have been chosen at this time
 - d. **Staff Present:** Laura Johnston, Recreation Coordinator
 - e. **Recorded by:** Beatrice Amezquita- Javier, Recreation Leader III
3. **ITEMS FROM THE AUDIENCE:** Lori Souza, community activist, spoke about some of the organizations that she is involved in, and those that need the communities' help. She mentioned a volunteer project called 'Case for Kids'. Case for Kids helps foster youth by supplying plastic bins filled with needed supplies to foster children, ages 0-18 years old. There are over 200 youth in Tracy alone who are in foster care that need help. 'Sow a Seed' is looking for teen's grades 10th-12th to lead youth and mentor them one-on-one. An interesting community service project has recently been started by a CSU Stanislaus student, who has entered pageants herself and wants young girls to experience the pageant setting. Along with the pageant, she wants to create a free cheer clinic. After the young women learn the choreography at the cheer clinic, the young women will perform at the Tracy Bean Festival. The young women who want to participate in the pageant can either pay the entrance fee and the payment is donated to the young women and the pageant or they can donate 10 can foods. 'Brighter Christmas' is an organization who always needs volunteers. They provide gifts to families who are less fortunate. Ms. Souza said she would gladly help YAC with any of the projects she mentioned or a project YAC is passionate about.
4. **APPROVAL OF MINUTES FROM REGULAR MEETING ON June 10, 2013**
 - a. **Motion to Approve:** B. Hall
 - b. **Second:** Fuller
 - c. **Abstain:** none
 - d. **Vote:** approved by majority vote
5. **CORRESPONDENCE:** none
6. **Election of Chair and Vice-Chair:**

Commissioners voted B. Hall as chair and Fuller as vice-chair.
7. **NEW BUSINESS:**
 - a. **Discuss the purpose of the YAC annual retreat to be held September 16, 2013 and assign two Commissioners to be on the subcommittee to plan the retreat**

The purpose of the retreat is to measure the Youth Advisory Commission's progress, and to create its goals for the upcoming year. A subcommittee was chosen consisting of Commissioners Elmore, Salaymeh, Khinda, and Cho. It was then motioned to have the retreat scheduled at the regular scheduled meeting. This was due to the date and time not working with all participants schedule. The subcommittee will meet August 22, 2013 on Thursday at 5:00pm

Motion to approve: To move the retreat from September 16, 2013 to the regular scheduled meeting of September 11, 2013

- a. **Motion to Approve:** Fuller
- b. **Second:** Khinda
- c. **Abstain:** none
- d. **Vote:** approved by majority vote

b. Discuss and approve the Youth Advisory Commission's participation in Make a Difference Day project on October 26, 2013 and select a project that benefits the Tracy community

Ms. Johnston mentioned that the Commission can use one of Ms. Souza's ideas for Make a Difference Day. Ms. Johnston also told the Commission if they are passionate about an organization that they would like to help out for Make a Difference Day, they can mention that to the commission. Commissioner B. Hall asked if any Commissioners had any ideas. Commissioner Fuller mentioned collecting recyclables again. Ms. Souza mentioned having a coin drop at each high school. Commission Oliveri recommended a fun run. Ms. Johnston said the fun run idea is great, but may need to be postponed until the spring due to weather and planning. Ms. Johnston mentioned the Linus Project where the community would donate blankets. Ms. Souza mentioned the Pregnancy Resource Center and donating supplies to them. The commission voted on a coin drop project. The subcommittee consisting of Commissioners Elmore, Oliveri and Fuller will meet August 29th at 5:00pm. Commissioner Oliveri volunteered to create a flyer.

Motion to approve: Host a coin-drop drive for Make a Difference Day.

- a. **Motion to Approve:** B. Hall
- b. **Second:** Khinda
- c. **Abstain:** none
- d. **Vote:** approved by majority vote

c. Appoint a subcommittee to begin drafting the 2012-2013 YAC annual report that will be presented to the Parks and Community Services Commission and the Tracy City Council

Commissioners Fuller, B. Hall, Khinda, and Salaymeh formed the subcommittee who will draft the 2012-2013 YAC Annual Report. Their first subcommittee meeting will be Friday, August 30 at 4:00pm.

8. Items from Staff:

a. Introductions of new Commissioners

Ms. Johnston asked the six new Commissioners to introduce themselves. Ms. Johnston also asked the new Commissioners to attend a council meeting on October 1, 2013 at 7:00pm to receive their certificates.

b. Arrange meetings with city staff and school activities coordinators

Ms. Johnston asked Commissioners to meet with their respective school' activities director. Ms. Johnston said she will arrange to meet with each school activity director, and invite the Commissioners from that school to the meeting.

c. Review 2013/2014 calendar

- YAC retreat at regular meeting, September 11
- Make a Difference Day on October 26

d. Review bylaws

Ms. Johnston reviewed the YAC bylaws.

9. ITEMS FROM THE COMMISSION: Commissioner K. Hall said he enjoyed his first meeting, Cho

said she is happy to be a part of the Commission, Fuller welcomed the new Commissioners and she is excited to meet the new Commissioners, see their enthusiasm, and ideas at the first meeting. B. Hall said welcome to all.

10. ITEMS FROM THE AUDIENCE: Ms. Souza mentioned the organization ‘Sow a Seed’ again and how they need the help of teens to mentor youth in our community. The mentors will be trained. ‘ If any YAC member or their friends are interested they can attend an orientation at Healthy Connections on Friday, August 16th from 6:30pm to 8:00pm.

11. ADJOURNMENT: Next special meeting on **September 11, 2013 from 6:00pm-8:00pm**

- a. **Motion to Adjourn:** Khinda
- b. **Second:** Fuller
- c. **Vote:** Approved by majority vote
- d. **Time:** 7:07 pm

**CITY OF TRACY
YOUTH ADVISORY COMMISSION
September 11, 2013**

AGENDA ITEM 6.a.

REQUEST

**SUBCOMMITTEE DISCUSS THE STATUS OF THE 2013 MAKE A DIFFERENCE DAY
PROJECT AND ASSIGN COMMISSIONERS TO TASKS**

DISCUSSION

At the Youth Advisory Commission meeting held August 14, 2013, commissioners voted to approve YAC's participation in the upcoming Make A Difference Day, the largest national day of community service. Make A Difference Day is a celebration of neighbors helping neighbors. This year, National Make A Difference Day will be held on October 26, 2013.

The Commissioners discussed several different projects and chose to hold a coin drop at each of the high schools in order to raise funds for local charities. A subcommittee was formed with Commissioners Elmore, Fuller and Oliveri. Commissioner Oliveri volunteered to create a flyer for the event.

It is necessary for the Commission to review the current tasks needed to operate a successful Make A Difference Day project and assign tasks to each commissioner.

RECOMMENDATION

That the subcommittee discuss the status of the 2013 Make a Difference Day project and assign commissioners to tasks.

Prepared by: Laura Johnston Recreation Coordinator

Approved by: Kim Scarlata, Recreation Services Manager

**CITY OF TRACY
YOUTH ADVISORY COMMISSION
September 11, 2013**

AGENDA ITEM 6.b.

REQUEST

**SUBCOMMITTEE DISCUSS THE STATUS OF THE 2012-2013 YAC ANNUAL
REPORT AND SEEK INPUT FROM THE COMMISSION**

DISCUSSION

With the end of the 2013 fiscal year, it is necessary to report to the City Council the accomplishments, goals and any information pertinent regarding YAC. A year-end report is appropriate and should include an update and status on the following: YAC goals and accomplishments for last year's period covering July 1, 2012 to June 30, 2013 and proposed goals for 2013/2014 fiscal year.

A subcommittee of three Youth Advisory Commissioners consisting of Commissioners Amador, Hall and Khinda met with staff on September 4th, and assigned various responsibilities.

RECOMMENDATION

That the subcommittee discuss the status of the 2012-2013 YAC annual report and seek input from the commission.

Prepared by: Laura Johnston, Recreation Coordinator

Approved by: Kim Scarlata, Recreation Services Program Manager

**CITY OF TRACY
YOUTH ADVISORY COMMISSION
September 11, 2013**

AGENDA ITEM 6.c.

REQUEST

**SUBCOMMITTEE DISCUSS THE STATUS OF THE UPCOMING YAC ANNUAL
RETREAT AND CHOOSE A DATE TO HOLD THE RETREAT**

DISCUSSION

Each year the Youth Advisory Commission presents their goals and objectives to both the Parks Commission and the City Council for the upcoming year. These presentations are scheduled to take place in November and December. The purpose of the retreat is to measure the Youth Advisory Commission's progress, prepare and plan for upcoming events and activities, and provide team building and leadership opportunities between the Commissioners.

A subcommittee consisting of Commissioners Elmore, Salaymeh, Khinda, and Cho met with staff on August 22nd and September 4th and brainstormed ideas on how to facilitate discussion. They also created an agenda, ice breaker and team building activities.

The Commission will discuss and approve their goals and objectives and assign Commissioners to each task at the retreat. Each Commissioner will report on the status of their assignments at upcoming, regularly scheduled meetings.

RECOMMENDATION

That the subcommittee provide an update on the YAC annual retreat and that the commission choose a date to hold the retreat.

Prepared by: Laura Johnston, Recreation Coordinator

Approved by: Kim Scarlata, Recreation Services Program Manager