

# 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, October 8, 2014, 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 September 10, 2014
5. Correspondence
6. Old Business
  - a. Discuss the status of the 2014 Make a Difference Project
  - b. Review, Discuss, and approve the updated 2014/2015 YAC Annual Report
7. Items from Staff
  - a. Rosters
  - b. Website
  - c. Binders
  - d. School Contacts
8. Items from the Commission
9. Items from the Audience
10. Adjournment to next Regular Meeting on November 12, 2014

## **POSTED: October 2, 2014**

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.

**YOUTH ADVISORY COMMISSION  
REGULAR MEETING MINUTES  
September 10, 2014**

1. **CALL TO ORDER:** The meeting was called to order by Commissioner Elmore at 6:02 p.m.
2. **ROLL CALL:**
  - a. **Present:** Cho, Yang, B. Hall, Oliveri, Elmore, Adapa, Razi, Garewal, Geiss
  - b. **Absent:** Gonzaleaz
  - c. **Tardy:** None
  - d. **Adult Commissioners Present:** Huffman
  - e. **Staff Present:** Jolene Jauregui, Recreation Coordinator II
  - f. **Recorded by:** Justin Geibig, Recreation Leader III
3. **ITEMS FROM THE AUDIENCE:** None
4. **APPROVAL OF MINUTES FROM REGULAR MEETING ON August 13, 2014**
  - a. **Motion to Approve:** Cho
  - b. **Second:** Oliveri
  - c. **Abstain:** None
  - d. **Vote:** Approved by majority vote
5. **CORRESPONDENCE:** None
6. **Old Business:**
  - a. **Subcommittee discuss the status of the upcoming YAC Annual Retreat and choose a date to hold the retreat**

Commissioners Hall and Oliveri gave an update of the Annual Retreat. Commissioners Hall and Oliveri described the agenda and suggested team building games that will be included. The subcommittee determined that the Annual Retreat will be a potluck style and the subcommittee will be emailing everyone with further details prior to the event. Staff will be researching a date and time that can accommodate the entire Commission.
  - b. **Subcommittee discuss the status of the 2014 Make a Difference Day project and assign Commissioners to tasks**

Commissioners Elmore, Cho, and Adapa gave an update of the proposed Make a Difference Day projects. Commissioner Cho mentioned the first suggestion to host a Book and Toy Drive where the Commissioners would collect books and toys. Commissioner Cho mentioned the books would be donated to the local hospital for the pediatrics department and the toys would be donated to the local fire departments. Commissioner Elmore described the *Pay it Forward* project and distributed *Pay it Forward* cards along with cupcakes, to explain the idea to the Commission. Commissioner Elmore mentioned that the Commission will be distributing the *Pay it Forward* cards at their high schools and around town that include random acts of kindness attached to the cards that community members are to implement. Adult Commissioner Huffman mentioned he really likes the idea and suggests that the Commission try to target specific age groups such as seniors, teachers, and local dignitaries. Adult Commissioner Huffman also mentioned that he attended the Make a Difference Day meeting and that Tracy High School has a group called the Bulldog Project and will be incorporating a flash mob at the end of the ceremony. The Bulldog Project has over 150 members and Adult Commissioner Huffman thinks YAC should reach out to this group.
  - c. **Subcommittee discuss the status of the 2014/2015 YAC Annual Report and seek input from the Commission**

The subcommittee gave an update on the Annual Report. Commissioners Yang and Elmore began to update the Annual Report PowerPoint and outreached to the Commission for additional information or pictures to add to the PowerPoint. Commissioner Elmore chose Commissioners Razi and Geiss to present the Annual Report along with Commissioners Yang and Elmore.

**7. New Business: None**

**8. ITEMS FROM STAFF**

Staff Geibig introduced the four new YAC Commissioners; Commissioner Geiss, Adapa, Razi, and Garewal, and identified which high school each new Commissioner is representing. Staff Geibig requested that the Commissioners gather the contact information of their school's activities coordinator so staff can communicate with them for future events. Staff Jauregui mentioned that staff will be hosting a booth at the Health Fair on September 27<sup>th</sup> to promote city events, and suggested the Youth Advisory Commission could volunteer with the event. Staff Geibig gave each of the Commissioners a copy of the Youth Advisory Commission bylaws to review. Staff Jauregui mentioned that all new and existing Commissioners should review the bylaws and note that Commissioners are only permitted to miss 4 meetings.

**9. ITEMS FROM THE COMMISSION**

Adult Commissioner Huffman mentioned a volunteer idea that he has been working on that involves providing an online resource for places for people to volunteer. Adult Commissioner Huffman will provide the Commissioners with a link to view the site. Staff Jauregui asked Adult Commissioner Huffman if there is a cost involved. Adult Commissioner Huffman responded and said there will be a small fee for someone to maintain the website. Staff Jauregui will follow up with IS for more information. Dr. Franco knows the Public Relations staff that oversees the TUSD website and will provide their contact information. Commissioner Elmore asked who creates the Make a Difference cards. Staff Jauregui mentioned that the subcommittee will create the cards and also mentioned there is money in the budget for food to give away as incentives. Commissioner Garewal mentioned that he has access to input information in the Kimball High School announcements. Commissioner Adapa mentioned that her mother is working on a water conservation project and will be painting a mural. Commissioner Adapa is seeking the Commissioners for any information or ideas. Dr. Franco mentioned that Stein High School has a teacher that has experience on making designs.

**10. ITEMS FROM THE AUDIENCE: None**

**11. ADJOURNMENT:** Next meeting on **October 8, 2014 at 6:00pm**

- a. **Motion to Adjourn:** Hall
- b. **Second:** Cho
- c. **Vote:** Approved by majority vote
- d. **Time:** 7:02pm

**CITY OF TRACY  
YOUTH ADVISORY COMMISSION  
October 8, 2014**

**AGENDA ITEM 6.a.**

REQUEST

**DISCUSS THE STATUS OF THE 2014 Make A Difference Project**

DISCUSSION

At the Youth Advisory Commission meeting held on August 13, 2014 Commissioners voted to approve YAC's participation in the upcoming Make A Difference Day and implement a *Pay it Forward* project in the community. This year, National Make A Difference Day will be held on Saturday, October 25, 2014.

The Commission chose to host a *Pay it Forward* project where students and members of the community will perform random acts of kindness from cards distributed by the Youth Advisory Commission. *The Pay it Forward* cards will be distributed at the local high schools, select local businesses, and conclude at the Farmers' Market on October 25th, at the City of Tracy booth.

A subcommittee was formed with Commissioners Elmore, Cho, and Adapa. Commissioner Elmore has volunteered to create the flyer for the event. Staff will upload event information and pictures on the City's Facebook pages and Instagram. Random acts of kindness cards will be distributed at Commissioners' respective high schools. Commissioners will contact their respective high schools' leadership clubs to assist them in spreading the acts of kindness.

RECOMMENDATION

That the Commission discuss the status of the Make a Difference Day project.

Prepared by: Jolene Jauregui, Recreation Services Supervisor

Approved by: Kim Scarlata, Division Manager II

**CITY OF TRACY  
YOUTH ADVISORY COMMISSION  
October 8, 2014**

**AGENDA ITEM 6.b.**

REQUEST

**REVIEW, DISCUSS AND APPROVE THE 2014/2015 YAC ANNUAL REPORT**

DISCUSSION

With the end of the 2014 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 January 1, 2014 to December 31, 2014 and proposed goals for the 2015 calendar year.

A subcommittee consisting of Commissioners Yang and Elmore met with staff on September 10th to assign various responsibilities and began to update their PowerPoint presentation. The Commission will present to the Parks and Community Services Commission on November 6, 2014 and to City Council on December 16, 2014. It's recommended that all Commissioners attend both presentations. The subcommittee will present their report and receive feedback from the Commission.

RECOMMENDATION

That the Commission review, discuss and approve the 2014/2015 YAC annual report.

Prepared by: Jolene Jauregui, Recreation Services Supervisor

Approved by: Kim Scarlata, Division Manager II