

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, February 11, 2015, 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 2015-012, 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 January 14, 2015
5. Correspondence
6. Old Business
 - a. Discuss the status of the 2015 Youth Advisory Commission goals and work plan
 - b. Provide an update on ideas, programs and events for the Don't Text and Drive campaign
7. New Business
 - a. Discuss and approve summer teen camp programs as proposed by the subcommittee and create a marketing timeline
8. Items from Staff
9. Items from the Commission
10. Items from the Audience
11. Adjournment to next Regular Meeting on March 11, 2015

POSTED: February 4, 2015

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
January 14, 2015**

1. **CALL TO ORDER:** The meeting was called to order by Commissioner Elmore at 6:03 p.m.
2. **ROLL CALL:**
 - a. **Present:** Cho, Yang, B. Hall, Oliveri, Elmore, Adappa, Razi, Garewal, Geiss
 - b. **Absent:** Huffman
 - c. **Tardy:** None
 - d. **Adult Commissioners Present:** None
 - e. **Staff Present:** Jolene Jauregui, Recreation Services Supervisor
 - f. **Recorded by:** Justin Geibig, Recreation Coordinator I
3. **ITEMS FROM THE AUDIENCE:** None
4. **APPROVAL OF MINUTES FROM REGULAR MEETING ON December 10, 2014**
 - a. **Motion to Approve:** Cho
 - b. **Second:** Hall
 - c. **Abstain:** None
 - d. **Vote:** Approved by majority vote
5. **CORRESPONDENCE:** None
6. **OLD BUSINESS:**
 - a. **Review and discuss the 2014 YAC Annual Report that was presented to the Tracy City Council**

Commissioner Elmore discussed the Annual Report that was presented to City Council on December 16, 2014 and mentioned that no one from the Commission attended, with the exception of Adult Commissioner Huffman. Staff Geibig mentioned to the Commission the importance of participating and showing support for all Youth Advisory Commission events.
 - b. **Discuss the status of the 2015 Youth Advisory Commission's goals, objectives and work plan, and subcommittees provide updates**

Commissioner Elmore reviewed the 2015 Youth Advisory Commissions goals, objectives and work plan and each subcommittee provided the Commission with updates. Commissioner Oliveri provided an update for the subcommittee assigned to work with Recreation Staff to implement ideas for a proposed summer camp and mentioned the subcommittee came up with the following camps; an Animation Camp, establish 3 new topics for Girl Talk, and host a beach themed camp that would conclude with a field trip to the beach. Staff Jauregui provided the Commission with a background on field trips with city policies and encourages the subcommittee to provide further information on the proposed camps and field trip at the next meeting. The proposed summer camp subcommittee is scheduled to meet January 20th. Commissioner Elmore provided an update on behalf of the subcommittee to develop and implement at least 3 new programs and the subcommittee has suggested to host a ping pong tournament, a picture contest, and continue to brainstorm for one more program. Staff Jauregui mentioned that the Grand Theatre Center for the Arts can be utilized to display art work for the picture contest and to market with the school's art programs. The subcommittee for developing and implementing at least 3 new programs, is scheduled to meet January 21st. Staff Geibig provided an update on the SAT/ACT Prep Course flyer that was submitted by the

subcommittee and mentioned flyers will be available at the end of January to market at the local high schools. Commissioner Oliveri provided an update for the college applications and scholarships subcommittee and mentioned that each subcommittee member has researched information to start developing the informational brochure. Commissioner Oliveri mentioned a rough draft of the brochure will be available at the next meeting. Commissioner Elmore provided an update on behalf of the subcommittee to implement new community service projects and mentioned that the subcommittee would like to host another park clean up and is still researching new potential community service projects. Staff Jauregui mentioned to the subcommittee to take a look at the website Points of Light as a resource.

7. NEW BUSINESS:

a. Review and discuss ideas, programs and events for the Don't Text and Drive Campaign

Commissioner Cho provided an update to the Commission with the activities planned for the Don't Text and Drive event that will take place during the schools lunches. The activities are to host a bean bag toss while texting, a speaker to talk about the risks of texting while driving, and a pledge for students to not text while driving. The subcommittee is scheduled to meet January 21st where the subcommittee will begin to establish an event timeline and establish proposed event dates.

8. ITEMS FROM STAFF: None

9. ITEMS FROM THE COMMISSION: None

10. ITEMS FROM THE AUDIENCE: None

11. ADJOURNMENT: Next meeting on *February 11 at 6:00pm*

- a. Motion to Adjourn:** Adapa
- b. Second:** Oliveri
- c. Vote:** Approved by majority vote
- d. Time:** 6:55pm

**CITY OF TRACY
YOUTH ADVISORY COMMISSION
February 11, 2015**

AGENDA ITEM 6.a.

REQUEST

**DISCUSS THE STATUS OF THE 2015 YOUTH ADVISORY COMMISSION GOALS
AND WORK PLAN**

DISCUSSION

The Youth Advisory Commission determined their top three priority goals for the 2015 fiscal year at their annual retreat held Wednesday, September 24th. It is necessary for the Commission to discuss their objectives in more detail with City staff and plan accordingly. Each Commissioner will report on the status of their assignments at upcoming, regularly scheduled meetings.

RECOMMENDATION

That the Commission discusses the status of their respective goals and all upcoming goals.

Prepared by: Jolene Jauregui, Recreation Services Supervisor

Approved by: Kim Scarlata, Division Manager II

Attachment: Attachment "A" – Youth Advisory Commission Goals 2015



Attachment - A

Tracy Recreation Division

YOUTH ADVISORY COMMISSION GOALS - 2015

GOAL	OBJECTIVE	ACTION STEPS	Completion Date	Status (ASSIGNMENT)
1	INTEGRATE OPPORTUNITIES FOR HEALTH AND WELLNESS ----- Develop programs for teens to stay active and make healthy choices	1.A.1. Work with Recreation Division Staff to Implement ideas for a proposed Summer Camp.	Feb 2015	Subcommittee: Hall (chair), Oliveri Status: The Commission to approve summer camp ideas at the February 11 meeting
		1.A.2. Promote the Summer Camp with different marketing strategies.	Apr 1, 2015	
		1.A.3. Host a Summer Camp with the Recreation Division.	Aug 15, 2015	
	1.B. Develop and implement at least 3 new programs throughout the 2015 year	1.B.1. Work with Recreation Staff to develop 3 programs for the 2015 year.	Feb 2015	Subcommittee: Garewal (chair), Elmore, Huffman Status: Researching potential programs to host. Subcommittee meeting on a monthly basis
		1.B.2. Promote new programs using social and print media.	Sep 2015	
		1.B.3. Implement programs.	Dec 2015	
City Council Strategic Priority: Economic Development Goal 2, Objective 2: Increasing entertainment and recreational opportunities and events that draw people into Tracy.				



Attachment - A

Tracy Recreation Division

YOUTH ADVISORY COMMISSION GOALS - 2015

GOAL	OBJECTIVE	ACTION STEPS	Completion Date	Status (ASSIGNMENT)	
2	INCREASE AWARENESS FOR HIGHER EDUCATION PREPARATION ----- Host opportunities that would raise teen awareness for higher education opportunities and potential scholarships	2.A. Plan and host an SAT/ACT Prep Course	2.A.1. Recruit an SAT/ACT Prep Course and Instructor	Jan 15, 2015	Subcommittee: Cho (chair), Adappa
			2.A.2. Promote course to local high school students	Feb 2015	Status: Commissioners distribute flyers amongst
			2.A.3. Host the course on 2/28/15	Feb 28, 2015	
		2.B. Research college or vocational school applications and scholarships	2.B.1. Provide resources for college or vocational school applications and scholarships	Jul 1, 2015	Subcommittee: Oliveri (chair), Hall, Yang
			2.B.2. Determine how the information will be shared to local high school students.	Sep 1, 2015	Status: Commissioners will provide a rough draft of the higher education resource brochure at the February 11 meeting

City Council Strategic Priority: Quality of Life Goal 1, Objective 2 Interpret city and school district demographic shifts and recommend service improvements accordingly.



Attachment - A

Tracy Recreation Division

YOUTH ADVISORY COMMISSION GOALS - 2015

GOAL					
OBJECTIVE	ACTION STEPS	Completion Date	Status (ASSIGNMENT)		
3 PARTICIPATE AND CREATE NEW SERVICE PROJECTS ----- Increase teen involvement throughout the community	3.A. Sponsor Don't Text and Drive activity	3.A.1. Each Commissioner will work with their respective high school to lead an activity	Mar 1, 2015	Subcommittee: Geiss (chair), Cho, Dr. Franco Status: Provide an event timeline at the next YAC meeting February 11	
		3.A.2. Host an activity at each high school, after determining date with schools' activities director	Apr 30, 2015		
		3.A.3. Each Commissioner will report to the Commission on the activity that was held at their respective high school	May 2015		
	3.B. Implement new community service projects	3.B.1. Formulate a list of possible projects and marketing ideas. Select at least one new community service project	Sept 2015	Subcommittee: Elmore (chair), Razi, Garewal, Huffman Status: Researching new volunteer ideas	
		3.B.2. Develop a timeline to complete project	Oct 2015		
		3.B.3. Implement project and work with Recreation Staff	Nov 2015		

City Council Strategic Priority: Public Safety Goal 4, Objective 1 Conduct presentations to all local high schools regarding distracted driving and texting while driving

**CITY OF TRACY
YOUTH ADVISORY COMMISSION
February 11, 2015**

AGENDA ITEM 6.b.

REQUEST

**PROVIDE AN UPDATE ON IDEAS, PROGRAMS AND EVENTS FOR THE DON'T
TEXT & DRIVE CAMPAIGN**

DISCUSSION

The Subcommittee consisting of Commissioners Geiss and Cho, and volunteer Dr. Franco will provide an update on the ideas and events for the Don't Text and Drive Campaign. The events will take place at the following four high schools: Tracy High, West High, Kimball High, and Millennium High. Additionally the subcommittee has suggested the following for the Commission to discuss:

- Partnering with local insurance agencies to have a representative speak during the events of the risks of texting while driving.
- Encouraging teens to take the pledge by signing their names or putting their thumbprints on the "Don't Text & Drive" banner after going through the other planned stations.
- Handing out lanyards

RECOMMENDATION

That the subcommittee provide an update in ideas, programs and events for the Don't Text & Drive Campaign.

Prepared by: Jolene Jauregui, Recreation Services Supervisor

Approved by: Kim Scarlata, Division Manager II

**CITY OF TRACY
YOUTH ADVISORY COMMISSION
February 11, 2015**

AGENDA ITEM 7.a.

REQUEST

**DISCUSS AND APPROVE SUMMER TEEN CAMP PROGRAMS AS PROPOSED BY
THE SUBCOMMITTEE AND CREATE A MARKETING TIMELINE**

DISCUSSION

In order to increase participation in teen programs hosted by the Recreation Division and to assist the Youth Advisory Commission in meeting Goal #1.A., the Youth Advisory Commission was asked to create new and fun summer day camps.

A subcommittee consisting of Commissioners Hall and Oliveri met with staff to develop ideas for new and improved summer day camps. Ideas include hosting an art camp that would include trendy art that appeals to teens, an animation camp where teens could draw their favorite characters, a caring for your sibling's camp, and a beach day field trip. Other possible camps may include bringing back the "Survival Cooking Camp." All of the camps will be supervised and guided by City staff and all activities will be led by YAC volunteers. Here are their suggestions:

DIY Camp

- Duct tape art
- Room decor
- Sand jars

Animation Camp

- Disney characters
- Marvel comics
- Spongebob/cartoons
- Create your own character

Beach Day Camp

- Hawaii day
- Pool day
- T-shirt making/team building day

Caring for Your Siblings Camp

- Games to play with your siblings
- Quick snack/meals
- First aid/CPR
- Emergency plan

Survival Cooking Camp

- Contractor/nutritionist to host camp
- Healthy food options
- Baking

The Commissioners' responsibilities will be to host the camp by coordinating and leading activities with city staff.

Commissioners will be responsible for assisting to market the camps to local junior high school students via postcards, campus visits, print media advertisements, online banner ads and social media March through June. It is essential that the Commissioners create a marketing timeline and assign themselves various marketing tasks and due dates.

RECOMMENDATION

That the Commission discuss and approve the summer teen camp programs as proposed by the subcommittee and create a marketing timeline.

Prepared by: Jolene Jauregui, Recreation Services Supervisor

Approved by: Kim Scarlata, Division Manager II