

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, April 12, 2017, 6:00 p.m.**
(or as soon thereafter as possible)

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

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.

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 2015-052, 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 March 8, 2017
5. Presentation – Tracy Arts Commission (Nila Dhugga)
6. Old Business
 - a. Discuss the status of the 2017 Youth Advisory Commission's goals and work plan
 - b. Provide an update on the teen summer camp program and marketing strategy
 - c. Provide an update on the lunch time activity at the local high schools
7. New Business
8. Items from Staff
 - a. YAC Applications – April 27, 2017
9. Items from the Commission
10. Items from the Audience
11. Adjournment to next Regular Meeting on May 10, 2017

POSTED: April 7, 2017

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
March 8, 2017**

1. **CALL TO ORDER:** The meeting was called to order by Commissioner Taneja at 6:01 p.m.
2. **ROLL CALL:**
 - a. **Present:** Collins, Gadamsetti, Gill, Hagler, Razi, Ramirez, Taneja
 - b. **Absent:** Cho, Siddiqui
 - c. **Tardy:** J. Dhillon, R. Dhillon, Fubanks
 - d. **Adult Commissioners Present:** Huffman
 - e. **Staff Present:** Justin Geibig, Recreation Coordinator I
 - f. **Recorded by:** Andrew Gambalie, Recreation Leader III
3. **ITEMS FROM THE AUDIENCE:**

Parks and Recreation Director, André Pichly welcomed the new Youth Advisory Commissioners and mentioned at his previous employer their city did not have a Youth Commission for four years.
4. **APPROVAL OF MINUTES FROM Regular Meeting on February 8, 2017**
 - a. **Motion to Approve:** Razi
 - b. **Second:** Gill
 - c. **Abstain:** None
 - d. **Vote:** Approved by majority vote
5. **CORRESPONDENCE:** None
6. **Introduction of new Youth Commissioners**

Staff Geibig introduced two new Youth Commissioners, Collins and Fubanks. Each Commissioner introduced themselves and shared what high school they attend, grade and any extra-curricular activities they're involved in.
7. **OLD BUSINESS:**
 - a. **Discuss the status of the 2017 Youth Advisory Commission's goals and work plan**

Commissioner Taneja provided an update on the 2017 Youth Advisory Commission Goals and Objectives. Staff Geibig addressed the Commission on the Intergenerational Program at the Lolly Hansen Senior Center and mentioned that no Commissioners attended on March 6 and it is each Commissioners responsibility to attend these events. Commissioner Gill provided an update on the College and Vocational Resource Guide and the subcommittee provided a draft of the resource guide for the Commission to review. Commissioner Razi provided an update for the subcommittee to implement new community service projects and provided a list of different organizations and projects the subcommittee brainstormed and researched. Commissioner Razi mentioned organizations such as the McHenry House, Tracy Interfaith, Rotary Clubs and Brighter Christmas, and projects such as reading projects, helping homeless, hosting a drive and volunteering with the Junior Giants baseball program. Commissioner Gadamsetti suggested the local senior living facilities and Commissioner Gill mentioned possibly working with the Boys and Girls Club.
8. **NEW BUSINESS:**
 - a. **Discuss and propose dates to host Park Clean Up Events at the Dry Climate Park at Hoyt Park and determine marketing strategies to recruit teen participation**

Commissioner Taneja provided an update for the park clean up event. Commissioner Razi provided history of the Dry Climate Park at Hoyt Park to the new Commissioners. Commissioner Taneja surveyed the Commission to tentatively host the first park clean up on

April 22 and by majority each Commissioner is able to attend. Adult Commissioner Huffman suggested to post the event on social media to promote the event. Staff Geibig mentioned he will work with public works to schedule the event. The subcommittee is scheduled to meet on March 15 to draft an event flyer and propose other marketing strategies to recruit teen participation.

b. Discuss and approve YAC's participation with the summer teen camp program and discuss marketing strategies

Commissioner Taneja gave an update on the proposed summer teen camps and mentioned he worked the cooking camps last summer and it was a fun experience teaching teens to cook. Commissioner Ramirez also mentioned he enjoyed working the cooking camps last summer and the food the teens cooked was really good. Staff Gambalie mentioned new summer camps for 2017 have been added such as a clay sculpting camp, paper mache camp and a gardening camp at the Lolly Hansen Senior Center. Staff Geibig stated at the April YAC meeting the new camps will be added to the agenda and each Commissioner will have the opportunity to volunteer for at least two different summer camps.

c. Discuss and approve YAC's participation to host an activity at the local high schools focusing on teen trends or issues

Commissioner Gill provided an update to host an activity at the local high schools and mentioned the subcommittee brainstormed three different topics such as a going green event to spread teen awareness to help the environment. Commissioner J. Dhillon mentioned an event focusing on building self-confidence and possibly host karaoke events during the school lunches. Staff Geibig mentioned the idea of hosting a resource booth to help gain teen awareness for summer job opportunities, volunteer opportunities or ways to get involved over the summer. Staff Geibig also mentioned to possibly reach out to the Hire Me First program to help provide resources for teens at the event. Staff Geibig asked the Commission if any of the activities directors have changed so he knows who to contact to host an event at the high schools.

9. ITEMS FROM STAFF:

Staff Geibig provided an update on the Volunteer Recognition Event that will take place on April 24, 2017 and mentioned the event is an opportunity for the City of Tracy to thank all those who volunteered for city programs and events. Staff Geibig also mentioned there is a YAC recruitment open and for Commissioners to take applications to give to their friends who may be interested.

10. ITEMS FROM THE COMMISSION:

Commissioner J. Dhillon stated Tracy High School had their symposium on medicine and health on March 8 and mentioned Adult Commissioner Arriola spoke to students about poverty and his personal story and success. Commissioner R. Dhillon mentioned the Monologue Festival is March 21 at Kimball High School at 7pm and the performing arts clubs will be performing from each high school.

11. ITEMS FROM THE AUDIENCE: None

12. ADJOURNMENT: Next meeting on April 12, 2017, at 6:00pm

- a. Motion to Adjourn:** J. Dhillon
- b. Second:** Ramirez
- c. Vote:** Approved by majority vote
- d. Time:** 7:08pm

The above agenda was posted at the Tracy City Hall on March 2, 2017. The above are summary and action minutes.

Justin Geibig, Staff Liason

DRAFT

**CITY OF TRACY
YOUTH ADVISORY COMMISSION
April 12, 2017**

AGENDA ITEM 6.a.

REQUEST

**DISCUSS THE STATUS OF THE 2017 YOUTH ADVISORY COMMISSION'S GOALS
AND WORK PLAN**

DISCUSSION

The Youth Advisory Commission determined their top three priority goals for the 2017 fiscal year at their annual retreat held Monday, September 26, 2016. It is necessary for the Commission to discuss their objectives in more detail with City staff and plan accordingly.

Subcommittees are scheduled to meet on a monthly basis and report on the status of their assignments and projects at the monthly Youth Advisory Commission meetings. Each subcommittee will report on their completion dates for each project, receive feedback from Commissioners, and the Commission will make recommendations to adjust dates if needed.

RECOMMENDATION

That the Commission discuss the status of the 2017 Youth Advisory Commission goals and work plan.

Prepared by: Justin Geibig, Recreation Coordinator I

Reviewed by: Jolene Jauregui, Recreation Services Supervisor

Approved by: Kim Scarlata, Division Manager II

Attachment: Attachment "A" – Youth Advisory Commission Goals 2017



Attachment - A

Tracy Parks & Recreation Department

YOUTH ADVISORY COMMISSION GOALS - 2017

| GOAL | OBJECTIVE | ACTION STEPS | Completion Date | Status (ASSIGNMENT) |
|--|--|--|-----------------|--|
| 1 INTEGRATE OPPORTUNITIES TO CONNECT TEENS WITH YOUTH AND SENIORS IN THE COMMUNITY ----- Participate and propose new programs or events for teens to interact with youth and seniors in the community | 1.A. Participate with the Parks & Recreation Department and propose new summer camp ideas | 1.A.1. Work with Staff to develop ideas for proposed Summer Camps. | Feb 2017 | Subcommittee: Commissioners J. Dhillon, Ramirez, Taneja, R.Dhillon |
| | | 1.A.2. Work with Staff to select camps and develop timelines. | March 2017 | Commissioners will assign themselves to volunteer for the various summer camps |
| | | 1.A.3. Promote the Summer Camp with different marketing strategies. | May 2017 | |
| | | 1.A.4. Volunteer at a minimum of 2 Summer Camps with the Parks & Recreation Department. | July 2017 | |
| | 1.B. Partner with the Parks & Recreation Department to host a Teen Music event at the Grand Theatre | 1.B.1. Work with Staff to create a music event at the Grand Theatre specifically designed for teens. | March 2017 | Subcommittee: Commissioners Hagler, Ramirez, Razi, Gadamsetti |
| | | 1.B.2. Promote new programs using social and print media. | Aug 2017 | Meeting held on 3/24/17 to discuss event details |
| | | 1.B.3. Work with Staff to host music event. | Dec 2017 | |
| | 1.C. Participate with programming and events at the Lolly Hansen Senior Center | 1.C.1. Work with Staff to formulate a calendar of events for YAC to attend. | March 2017 | Subcommittee: Commissioners Cho, Gill, Razi & Taneja |
| | | 1.C.2. Plan strategies to outreach to teens for future participation. | April 2017 | |
| | | 1.C.3. Participate with senior events and programming. | Ongoing | Next Intergenerational Program is scheduled for 4/3/17 |

City Council Strategic Priority: Quality of Life Goal 1, Objective 3: Align recreation and cultural arts services & programs to match demographics, evaluation feedback and trends



Attachment - A

Tracy Parks & Recreation Department

YOUTH ADVISORY COMMISSION GOALS - 2017

| GOAL | OBJECTIVE | ACTION STEPS | Completion Date | Status (ASSIGNMENT) | |
|------|--|--|--|--|---|
| 2 | SUPPORT AWARENESS FOR ACADEMIC, COLLEGE AND CAREER GOALS ----- Work with Staff to develop opportunities to raise teen's awareness for higher education and future success | 2.A. Plan and host an SAT/ACT Prep Course | 2.A.1. Recruit an SAT/ACT Prep Course and Instructor. | May 2017 | Subcommittee: Commissioners Dhillon & Gill |
| | | 2.A.2. Promote course to local high school Students. | August 2017 | Meeting on 3/2/17 to discuss possible contractors to host an SAT/ACT prep course | |
| | | 2.A.3. Host the course. | Oct 2017 | | |
| | | 2.B. Work with Staff to Plan an event or workshop focusing on career and future goals for teens | 2.B.1. Formulate a list of possible projects that would encourage teen participation. Select at least one new event. | March 2017 | Subcommittee: Commissioners Hagler, Cho, R. Dhillon |
| | | 2.B.2. Work with Staff to develop a timeline to complete project. | April 2017 | Meeting held on 2/16/17 to create list of possible projects | |
| | | 2.B.3. Work with Staff to host event. | Dec 2017 | | |
| | | 2.C. Continue to update and promote the College and Vocational Resource Guide | 2.C.1. Assist Staff by researching new information, dates and deadlines to update the Resource Guide. | Ongoing | Subcommittee: Commissioners Cho, Gill & Ramirez |
| | | 2.C.2. Develop a timeline to complete project. | April 2017 | Meeting held on 3/22/17 to update a draft of the resource guide | |
| | | 2.C.3. Distribute the College and Vocational Resource Guide. | August 2017 | | |

City Council Strategic Priority: Economic Development Goal 3, Objective 2: Identify potential higher education partners and begin marketing and outreach efforts to encourage the development of programming in Tracy.



Attachment - A

Tracy Parks & Recreation Department

YOUTH ADVISORY COMMISSION GOALS - 2017

| GOAL | OBJECTIVE | ACTION STEPS | Completion Date | Status (ASSIGNMENT) | |
|------|---|--|--|--|--|
| 3 | <p>INCREASE YAC'S VISIBILITY IN THE COMMUNITY THROUGH SERVICE PROJECTS</p> <p>-----</p> <p>Participate with local organizations and service clubs throughout the community and outreach to teens for participation</p> | 3.A. Implement new community service projects | 3.A.1. Formulate a list of possible projects and local organizations to partner with. Select at least one new community service project. | March 2017 | Subcommittee: Commissioners J. Dhillon, Razi, R. Dhillon |
| | | 3.A.2. Develop a timeline to complete project. | April 2017 | Meeting held on 4/5/17 to narrow down a list of possible projects | |
| | | 3.A.3. Implement project and work with Recreation Staff. | Dec 2017 | | |
| | | 3.B. Host three park clean up events at the Dry Climate Park at Hoyt park three times a year | 3.B.1. Establish a timeline to hold at least 3 park clean ups for the Dry Climate Park throughout the 2017 year. | March 2017 | Subcommittee: Commissioners Ramirez, Taneja, Gadamssetti |
| | | 3.B.2. Plan strategies to outreach to local teens for future participation. | April 2017 | First tentative date to host an event is 4/22 | |
| | | 3.B.3. Implement park clean ups. | 4/22/17 | | |
| | | 3.C. Sponsor an activity focusing on teen trends or issues and outreach to at least 500 teens | 3.C.1. Research current trends/issues and develop a list. | Feb 2017 | Subcommittee: Commissioners Cho, Dhillon, Gill & Razi |
| | | 3.C.2. Each Commissioner will work with their respective high school to lead an activity. | March 2017 | | |
| | | 3.C.3. Work with Staff to host an activity at each high school, after determining dates with schools' activities director. | April/May 2017 | Staff is working with each school to host an event during April/May. | |
| | | 3.C.4. Each Commissioner will report to the Commission on the activity that was held at their respective high school. | May 2017 | | |

City Council Strategic Priority: Public Safety Goal 1, Objective 3 Increase community volunteer opportunities to maximize engagement.

**CITY OF TRACY
YOUTH ADVISORY COMMISSION
April 12, 2017**

AGENDA ITEM 6.b.

REQUEST

**PROVIDE AN UPDATE ON THE SUMMER TEEN CAMP PROGRAMS AND
MARKETING STRATEGY**

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 participate with the new summer camp ideas proposed by the Recreation staff.

The subcommittee consisting of Commissioners J. Dhillon, Ramirez, Taneja and R. Dhillon will provide an update on the ideas and marketing strategy for the camps. All of the camps will be supervised and guided by City staff and all activities will be led by YAC volunteers.

Girl Talk: June 5-7 & July 10-12, 9am-12pm, Tracy Transit Station Room 103 & 104

- Learn how to shop and accessorize on a budget
- Develop confidence and build self-esteem

So You Think You Can Cook: June 12-15, 9am-12pm, Community Center Kitchen

- Learn to cook healthy food options
- Safe cooking techniques

Ready, Set, Bake: June 12-15, 1pm-4pm, Community Center Kitchen

- Bake variety of deserts such as: cookies, cakes and cupcakes
- Daily baking challenges

Siblings Watching Siblings: June 26-29, 1pm-4pm, Tracy Transit Station, Room 103

- Quick snacks and meals to prepare
- First aid and CPR certified and Emergency Plan

Come 'Clay' With Us: June 5-8, 9am-12pm, Tracy Transit Station Room A

- Clay modeling
- Painting and detailing

Papier-mâché: June 5-8, 1pm-4pm, Tracy Transit Station Room A

- Staff led crafts
- All participants will go home with a mask

Green Thumb Club: July 10-13, 9am-12pm, Lolly Hansen Senior Center

- Learning about agriculture
- Outdoor hands on experience with planting and gardening

RECOMMENDATION

That the Commission discuss the summer teen camp programs and marketing strategy.

Prepared by: Justin Geibig, Recreation Coordinator I

Reviewed by: Jolene Jauregui, Recreation Services Supervisor

Approved by: Kim Scarlata, Division Manager II

**CITY OF TRACY
YOUTH ADVISORY COMMISSION
April 12, 2017**

AGENDA ITEM 6.c.

REQUEST

PROVIDE AN UPDATE ON THE LUNCH TIME ACTIVITY AT THE LOCAL HIGH SCHOOLS

DISCUSSION

In order to increase awareness for summer job and volunteer opportunities for teens, and to assist the Youth Advisory Commission in meeting Goal #3.C, the Youth Advisory Commission will host a resource booth at the local high schools.

The Subcommittee consisting of Commissioners Cho, J. Dhillon, Gill and Razi will provide an update on the event. The Commissioners' responsibilities will be to host the resource booth by coordinating and leading activities with City staff. The events will take place during both lunches at the following four high schools: Tracy High School, West High School, Kimball High School and Millennium High School. Also, the Tracy Chamber of Commerce Hire Me First Program will participate with the lunch time activities at each school to provide resources to teens for summer employment and volunteer opportunities.

RECOMMENDATION

That the Youth Advisory Commission discuss the lunch time activity at the local high schools.

Prepared by: Justin Geibig, Recreation Coordinator I

Reviewed by: Jolene Jauregui, Recreation Services Supervisor

Approved by: Kim Scarlata, Division Manager II