

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, May 10, 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 April 12, 2017
5. Old Business
 - a. Discuss the status of the 2017 Youth Advisory Commission's goals and work plan
 - b. Discuss the status of the summer teen camp programs
 - c. Discuss the Park Clean Up event that was held at the Dry Climate Park at Hoyt Park on April 22, 2017 and determine new dates
 - d. Discuss the lunch time activity that was held at the local high schools
6. New Business
7. Items from Staff
 - a. Calendar:
 1. Intergenerational 6/5
 2. Movies on the Plaza 6/23, 7/28, 8/4
8. Items from the Commission
9. Items from the Audience
10. Adjournment to next Regular Meeting on June 14, 2017

POSTED: May 4, 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
April 12, 2017**

1. **CALL TO ORDER:** The meeting was called to order by Commissioner Cho at 6:01 p.m.
2. **ROLL CALL:**
 - a. **Present:** Collins, Gadamsetti, Hagler, Razi, Ramirez, Taneja, R. Dhillion, J. Dhillion,
 - b. **Absent:** Siddiqui, Ramirez, Gill
 - c. **Tardy:** None
 - d. **Adult Commissioners Present:** Huffman
 - e. **Staff Present:** Justin Geibig, Recreation Coordinator I, Amanda Jensen, Recreation Coordinator I
 - f. **Recorded by:** Andrew Gambalie, Recreation Leader III
3. **ITEMS FROM THE AUDIENCE:**

Trinity Lee, a student at West High School, explained that she is interested in joining the Youth Advisory Commission and is excited to see what YAC is able to do for the community.
4. **APPROVAL OF MINUTES FROM Regular Meeting on March 8, 2017**
 - a. **Motion to Approve:** Razi
 - b. **Second:** J. Dhillion
 - c. **Abstain:** None
 - d. **Vote:** Approved by majority vote
5. **Presentation:**

Nila Dhugg, Tracy Arts Commissioner, gave a presentation about a teen art and music festival in 2018. The Tracy Arts Commission would like to discuss how YAC can participate with the event.
6. **OLD BUSINESS:**
 - a. **Discuss the status of the 2017 Youth Advisory Commission's goals and work plan**

Commissioner J. Dhillion provided an update on the Intergenerational event at the Lolly Hansen Senior Center and mentioned that attending the event is a good experience that benefits both teens and seniors. Commissioner J. Dhillion also provided an update for the SAT/ACT Prep Course subcommittee and mentioned that hosting a workshop that offered exam type conditions with online preparations and testing, similar to the Tracy Library courses, was discussed rather than finding a contractor to teach a course. Staff Geibig surveyed the Commission on the idea to find a contractor to teach a SAT/ACT Prep Course or to host test prep classes. Commissioner Collins mentioned that he took a similar course at the Tracy Library and thought that it was effective. Commissioner Gadamsetti mentioned a free online resource that provides test taking skills. The community service project subcommittee provided an update on the research they have done and Commissioner Razi mentioned opportunities working with both Tracy Interfaith and the Tracy Library. Commissioner R. Dhillion mentioned that she researched the Tracy Animal Shelter and the McHenry House. Staff Jensen sent a flyer to all Commissioners to recruit teen participation for the Park Clean-Up event on April 22, 2017. Staff Geibig asked the Commission to add the event to the school bulletin, post to their social media accounts and post flyers in classrooms.
 - b. **Provide an update on the summer teen camp programs and marketing strategy**

Commissioner Cho listed all of the teen camp programs that would be available to volunteer for this summer. Each Commissioner was then given the opportunity to select two camps that they would like to volunteer for. A subcommittee meeting was scheduled for May 5, 2017 to discuss further marketing strategies.

c. Provide an update on the lunch time activity at the local high schools

Staff Geibig informed the Commissioners that the lunch time activity will take place during the week of May 1st at Millenium High School and May 5th at Kimball High School. The Hire Me First program will also participate with the event and provide resources. Staff Geibig also mentioned that he had not received a response from Tracy High School and would like the Commissioners from that school to have the activities director contact him. He also discussed that a date had not been chosen for West High School. Staff Geibig asked the Commissioners to suggest a title for the lunch time activity. Some of the ideas included; Enlighten Yourself, Path to Success and Road to Success.

7. NEW BUSINESS: NONE

8. ITEMS FROM STAFF:

a. Staff Geibig mentioned that he has received a few YAC applications and asked the Commission to help spread the word and take applications with them.

9. ITEMS FROM THE COMMISSION:

Commissioner Cho would like to have YAC shirts made for the Commission and passed a draft around for the other Commissioners to view. Staff Geibig asked Commissioner Cho to take the lead and design a tentative new design for the shirts.

10. ITEMS FROM THE AUDIENCE: NONE

12. ADJOURNMENT: Next meeting on **May 10, 2017, at 6:00pm**

a. **Motion to Adjourn:** Taneja

b. **Second:** J. Dhillion

c. **Vote:** Approved by majority vote

d. **Time:** 7:07pm

The above agenda was posted at the Tracy City Hall on April 6, 2017. The above are summary and action minutes.

Justin Geibig, Staff Liason

**CITY OF TRACY
YOUTH ADVISORY COMMISSION
May 10, 2017**

AGENDA ITEM 5.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: Amanda Jensen, 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 assigned 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 5/8/17 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 5/1/17

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.	July 2017	Subcommittee: Commissioners Dhillon & Gill
		2.A.2. Promote course to local high school Students.	August 2017	Meeting on 5/1/17 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 4/25/17 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 4/18/17 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	INCREASE YAC'S VISIBILITY IN THE COMMUNITY THROUGH SERVICE PROJECTS ----- Participate with local organizations and service clubs throughout the community and outreach to teens for participation	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	Held a Park Clean Up Event at the Dry Climate Park at Hoyt Park on 4/22/2017	
		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.	May 2017	Events scheduled for Millenium 5/1, Kimball on 5/5	
		3.C.4. Each Commissioner will report to the Commission on the activity that was held at their respective high school.	June 2017		

**CITY OF TRACY
YOUTH ADVISORY COMMISSION
May 10, 2017**

AGENDA ITEM 5.b.

REQUEST

DISCUSS THE STATUS OF THE SUMMER TEEN CAMP PROGRAMS

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.

Commissioners volunteered to work at least two of the camps listed below. All of the camps will be supervised by City staff and all activities will be led by staff and 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
- Commissioners to Work: July 10-12 - R. Dhillion and Hagler

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

- Learn to cook healthy food options
- Safe cooking techniques
- Commissioners to Work: Razi, Cho and Taneja

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

- Bake variety of deserts such as: cookies, cakes and cupcakes
- Daily baking challenges
- Commissioners to Work: Fubanks, J. Dhillion, Gadamsetti and R. Dhillion

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
- Commissioners to Work: Gadamsetti

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

- Clay modeling
- Painting and detailing
- Commissioners to Work: Collins, R. Dhillion and Hagler

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

- Staff led crafts

- All participants will go home with a mask
- Commissioners to Work: Razi, Cho and Taneja

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

- Learning about agriculture
- Outdoor hands on experience with planting and gardening
- Commissioners to Work: Hagler and Fubanks

RECOMMENDATION

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

Prepared by: Amanda Jensen, Recreation Coordinator I

Reviewed by: Jolene Jauregui, Recreation Services Supervisor

Approved by: Kim Scarlata, Division Manager II

**CITY OF TRACY
YOUTH ADVISORY COMMISSION
May 10, 2017**

AGENDA ITEM 5.c.

REQUEST

DISCUSS THE PARK CLEAN UP EVENT THAT WAS HELD AT THE DRY CLIMATE PARK AT HOYT PARK ON APRIL 22, 2017 AND DETERMINE NEW DATES

DISCUSSION

To meet Goal #3.B. "Host three park clean up events at the Dry Climate Park at Hoyt Park three times a year" of the Youth Advisory Commission Goals for 2017, the Youth Advisory Commission held one of three park clean up events on April 22, 2017. This particular park has been a community project for YAC in the past years.

The Commission will provide an update on the Park Clean up event that was held at the Dry Climate Park at Hoyt Park on Saturday, April 22, 2017 from 8:00am to 12:00pm. The Commission will also discuss two new dates to hold the next park clean up events and to consider different marketing strategies to help recruit more teen participation. Staff will continue to work with Public Works for supplies and resources.

RECOMMENDATION

That the Commission discuss the Park Clean Up event that was held on April 22, 2017 and determine new date

Prepared by: Amanda Jensen, Recreation Coordinator I

Reviewed by: Jolene Jauregui, Recreation Services Supervisor

Approved by: Kim Scarlata, Division Manager II

**CITY OF TRACY
YOUTH ADVISORY COMMISSION
May 10, 2017**

AGENDA ITEM 5.d.

REQUEST

DISCUSS THE LUNCH TIME ACTIVITY THAT WAS HELD 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 hosted 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 Commissions' role was to assist City staff with hosting a resource booth and leading activities. The event took place during both lunches at the following high schools: Kimball High School on Friday, May 5, 2017 and Millennium High School on Thursday, May 11, 2017. The Tracy Chamber of Commerce Hire Me First Program also participated 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 that was held at the local high schools.

Prepared by: Amanda Jensen, Recreation Coordinator I

Reviewed by: Jolene Jauregui, Recreation Services Supervisor

Approved by: Kim Scarlata, Division Manager II