

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, January 10, 2018, 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 December 13, 2017
5. Correspondence
6. Introduction of new Adult Commissioner
7. Old Business
 - a. Review and Discuss the 2018 Youth Advisory Commission goals and work plan
8. New Business
9. Items from Staff
 - a. Calendar
 1. Senior Black & White Ball, 12/18/17, 4pm-7pm – Update
 2. Intergenerational, 2/5/18, 2-4pm
10. Items from the Commission
11. Items from the Audience
12. Adjournment to next Regular Meeting on February 14, 2018

POSTED: January 4, 2018

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
December 13, 2017**

1. **CALL TO ORDER:** The meeting was called to order by Commissioner Gill at 6:02 p.m.
2. **ROLL CALL:**
 - a. **Present:** Collins, J. Dhillon, R. Dhillon, Gadamssetti, Gill, Hagler, Kaur, Klassen, Moshiri, Razi, Smith
 - b. **Absent:** Eubanks, Adult Commissioner Huffman
 - c. **Tardy:** None
 - d. **Adult Commissioners Present:** None
 - e. **Staff Present:** Amanda Jensen, Recreation Coordinator I
 - f. **Recorded by:** Samantha Carr, Recreation Leader III
3. **ITEMS FROM THE AUDIENCE:** None
4. **APPROVAL OF MINUTES FROM Regular Meeting on November 8, 2017**
 - a. **Motion to Approve:** J. Dhillon
 - b. **Second:** Kaur
 - c. **Abstain:** None
 - d. **Vote:** Approved by majority vote
5. **CORRESPONDENCE:** None
6. **INTRODUCTION OF NEW ADULT COMMISSIONER**

Staff Jensen introduced new Adult Commissioner Huffman, who was absent, and informed the Commissioners that he is a great resource to help YAC accomplish their goals.
7. **OLD BUSINESS:**
 - a. **Review and Discuss the 2018 Youth Advisory Commission goals and work plan**

Commissioner Gill reviewed the 2018 Youth Advisory Commission Goals and Objectives. A subcommittee meeting for Objective 1.A., to implement at least two new teen events or programs, was scheduled for January 4 to create a list of potential new programs or events. A subcommittee meeting for Objective 1.B., the mentorship program, was scheduled for January 8 to brainstorm potential program details. A subcommittee meeting for Objective 1.C., to propose a new teen and senior event or program, was scheduled for January 3 to develop a calendar and discuss new program or event ideas. A subcommittee meeting for Objective 2.A., to host an SAT/ACT Prep course, was scheduled for January 8 to discuss the partnership with the Tracy Public Library. A subcommittee for Objective 2.B., to plan a career training program for teen's, was scheduled for January 9 to formulate a list of possible trainings. A subcommittee meeting for Objective 2.C., to continue updating the College and Vocational Resource Guide, was scheduled for January 9 to begin discussing a potential new design. A subcommittee meeting for Objective 3.A., the new community service project or activity on teen's trends, was schedule for January 9 to create a list of potential projects. A subcommittee meeting for Objective 3.B., the park clean up subcommittee, was scheduled for January 22 to discuss possible dates. A subcommittee meeting for Objective 3.C., to participate in the annual Make a Difference Day project, was scheduled for January 10 to being discussing marketing strategies.
 - b. **Review and Discuss the 2017/2018 YAC Annual Report**

Commissioner R. Dhillon provided an update on the presentation to the Parks and Community Services Commission on December 7, 2017 and stated that it went really well. She also mentioned that they were asked a couple of questions in regards to the Intergenerational Program and their future involvement. Staff Jensen mentioned that no one

came to show their support and highly encouraged the Commissioners to attend the next presentation to City Council on January 16, 2018.

8. ITEMS FROM STAFF:

Staff Jensen mentioned that none of the Commissioners assisted with the senior Tinsels 'n Treats event on December 6, 2017 and reminded the Commissioners that assisting with senior events is part of their goals. Staff Jensen also stated that the senior Black & White Ball will be held on December 18, 2017 from 4:00pm to 7:00pm. Commissioners R Dhillon, Klassen, Collins, Moshiri, Gadamsetti, Smith, Hagler and J. Dhillon confirmed their availability to assist with the event.

9. ITEMS FROM THE COMMISSION: None

10. ITEMS FROM THE AUDIENCE: None

12. ADJOURNMENT: Next meeting on **January 10, 2018, at 6:00pm**

- a. **Motion to Adjourn:** Gill
- b. **Second:** J. Dhillon
- c. **Vote:** Approved by majority vote
- d. **Time:** 6:49pm

The above agenda was posted at the Tracy City Hall on December 7, 2017. The above are summary and action minutes.

Amanda Jensen, Staff Liaison

**CITY OF TRACY
YOUTH ADVISORY COMMISSION
January 10, 2018**

AGENDA ITEM 7.a.

REQUEST

**REVIEW AND DISCUSS THE 2018 YOUTH ADVISORY COMMISSION'S GOALS,
OBJECTIVES AND WORK PLAN**

DISCUSSION

The Youth Advisory Commission determined their top three priority goals for the 2018 calendar year at their annual retreat held Monday, September 25, 2017. 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 2018 Youth Advisory Commission's goals, objectives and work plan and receive subcommittee updates.

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 2018



Attachment - A

Tracy Parks & Recreation Department

YOUTH ADVISORY COMMISSION GOALS - 2018

GOAL	OBJECTIVE	ACTION STEPS	Completion Date	Status (ASSIGNMENT)	
1	INCORPORATE NEW EVENTS AND PROGRAMS TO STRENGTHEN RELATIONS IN THE COMMUNITY BETWEEN YOUTH, TEENS AND SENIORS ----- 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 at least two new teen events or programs	1.A.1. Work with Staff to develop ideas for proposed events or programs.		Subcommittee: Commissioners Moshiri & Kaur
			1.A.2. Work with Staff to select two events or programs and develop timelines.		Meeting on 1/4/18 to create a list of potential new programs or events
			1.A.3. Promote the events or programs with different marketing strategies.		
		1.B. Partner with the Parks & Recreation Department to offer a mentorship program	1.B.1. Work with Staff to create a mentorship program specifically designed for teens, utilizing current A.S.P. /S.A.F.E. programs.		Subcommittee: Commissioners Razi, J. Dhillon, Gadamsetti & Gill
			1.B.3. Work with Staff to develop and offer program.		Meeting on 1/8/18 to brainstorm potential program details.
			1.B.2. Promote new program using social and print media.		
		1.C. Participate with the Lolly Hansen Senior Center and propose new teen and seniors programming or events	1.C.1. Work with Staff to develop ideas for new teen and senior programming or events		Subcommittee: Commissioner R. Dhillon, Hagler & Collins
			1.C.2. Plan strategies to outreach to teens for future participation.		Meeting on 1/3/18 to develop a calendar of upcoming events and discuss new program or event ideas.
			1.C.3. Participate with senior programming and events.		

City Council Strategic Priority: Quality of Life Goal 5, Objective 1: Develop recreational, cultural arts and entertainment programs and services that reflect community demographics, evaluation feedback, and trends.



Attachment - A

Tracy Parks & Recreation Department

YOUTH ADVISORY COMMISSION GOALS - 2018

GOAL	OBJECTIVE	ACTION STEPS	Completion Date	Status (ASSIGNMENT)
2 CONNECT TEENS WITH OPPORTUNITIES TO ENHANCE THEIR FUTURE CAREER GOALS ----- Work with Staff to develop opportunities to raise teens awareness for career readiness and future success	2.A. Plan and host an SAT/ACT Prep Course	2.A.1. Recruit an SAT/ACT Prep Course and Instructor.		Subcommittee: Commissioners Smith, J. Dhillon, Gill & Gadamsetti
		2.A.2. Promote course to local high school students.		Meeting on 1/8/18 to discuss partnership with the Tracy Library.
		2.A.3. Host the course.		
	2.B. Work with Staff to plan & partner with an agency to offer career training program for teens	2.B.1. Formulate a list of possible projects that would encourage teen participation. Select at least one new event to partner with another agency to host.		Subcommittee: Commissioners Moshiri, Kaur, Klassen & Smith
		2.B.2. Work with Staff and agency to develop a timeline to complete project.		Meeting on 1/9/18 to formulate a list of possible trainings.
		2.B.3. Work with Staff and agency to host event.		
	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.		Subcommittee: Commissioners Gill, J. Dhillon & Kaur
		2.C.2. Develop a timeline to complete project.		Meeting on 1/9/18 to begin discussing a new design for the resource guide.
		2.C.3. Distribute the College and Vocational Resource Guide.		

City Council Strategic Priority: Economic Development Goal 3, Objective 2: Support efforts to develop and implement a communication and outreach strategy to promote the importance and benefits associated with higher education in the community.



Attachment - A

Tracy Parks & Recreation Department

YOUTH ADVISORY COMMISSION GOALS - 2018

GOAL				
OBJECTIVE	ACTION STEPS	Completion Date	Status (ASSIGNMENT)	
<p style="text-align: center;">3</p> <p style="text-align: center;">INTEGRATE COMMUNITY SERVICE PROJECTS TO FOSTER COMMUNITY INVOLVEMENT</p> <p style="text-align: center;">-----</p> <p>Participate with local organizations and service clubs throughout the community and outreach to teens for participation</p>	<p>3.A. Implement at least one new community service project or activity focusing on teen trends or issues.</p>	3.A.1. Formulate a list of possible projects and local organizations to partner with. Select at least one new community service project.		Subcommittee: Commissioners R. Dhillon, Smith, Razi & Moshiri
		3.A.2. Develop a timeline to complete project.		Meeting on 1/9/18 to create a list of potential projects.
		3.A.3. Implement project and work with Recreation Staff to try to complete or host during National Volunteer Week in April		
	<p>3.B. Host three park clean up events at the Dry Climate Park at Hoyt park three times a year</p>	3.B.1. Establish a timeline to hold at least 3 park clean ups for the Dry Climate Park throughout the 2018 year.		Subcommittee: Commissioners Gadamsetti , Moshiri & Hagler
		3.B.2. Plan strategies to outreach to local teens for future participation.		Meeting on 1/22/18 to discuss possible dates.
		3.B.3. Implement park clean ups.		
	<p>3.C. Participate in the annual Make a Difference Day Project</p>	3.C.1. Continue to partner with City staff and non-profit organizations to host the annual Arbor Day Event.		Subcommittee: Commissioners Smith, Razi & R. Dhillon
		3.C.2. Plan strategies to outreach to teens for future participation.		Meeting on 1/10/18 to begin discussing possible marketing strategies
		3.C.3. Promote the event with different methods.		
		3.C.4. Host the event in partnership with City Staff and non-profit organizations.		

City Council Strategic Priority: Public Safety Goal 1, Objective 4: Enhance community engagement through volunteer opportunities.