

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, September 12, 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 August 8, 2018
5. Old Business
 - a. Review and Discuss the 2018 Youth Advisory Commission Goals, Objectives and Work Plan
6. New Business
 - a. Discuss the Status of the YAC Annual Retreat and Approve the Proposed Date
 - b. Discuss And Approve The Youth Advisory Commission's Participation In The City Of Tracy's Arbor Day Event On Make A Difference Day On October 27, 2018
7. Items from Staff
 - a. Calendar
 1. Intergenerational Program 10/1
 2. Senior Thanksgiving Dinner 11/18, 5pm-7pm, I.P.F.E.S. Portuguese Hall
 3. Senior Center Tinsel 'n Treats 12/5, 4pm-6:30pm
 4. Senior Center Black & White Ball 12/17, 4pm-7pm
8. Items from the Commission
9. Items from the Audience
10. Adjournment to next Regular Meeting on October 10, 2018

POSTED: September 6, 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
August 8, 2018**

1. **CALL TO ORDER:** The meeting was called to order by Commissioner R. Dhillon at 6:05 p.m.
2. **ROLL CALL:**
 - a. **Present:** A. Moshiri, S. Crowley, R. Dhillon, L. Gadamsetti, Y. Kaur, A. Klassen, T. Gill, J. Kaur, M. Siddiqui, N. Tran, C. Winters
 - b. **Absent:** C. Collins
 - c. **Tardy:** R. Smith
 - d. **Adult Commissioners Present:** Huffman
 - e. **Staff Present:** Lauren Repetto, Recreation Coordinator I
Jolene Jauregui-Corell, Recreation Services Supervisor
 - f. **Recorded by:** Lona Mocksing, Recreation Leader III
3. **ITEMS FROM THE AUDIENCE:** None
4. **APPROVAL OF MINUTES FROM Regular Meeting on May 9, 2018**
 - a. **Motion to Approve:** Y. Kaur
 - b. **Second:** L. Gadamsetti
 - c. **Abstain:** None
 - d. **Vote:** Approved by majority vote
5. **Introduction of new Youth Commissioners/Election of Chair and Vice Chair:**

Introduction of all commissioners, new and returning were introduced. The new Commissioners present, as well as the current Commissioners, introduced themselves and shared what high school they attend, grade and any extra-curricular activities they are involved in. By a majority of the vote from the Youth Advisory Commissioners, Commissioner Reyva Dhillon was elected Chair and Commissioner L. Gadamsetti was elected Vice-Chair.
6. **Appoint Youth Advisory Commissioner to serve on Mayor's Community Youth Support Network (MCYSN) Reconnecting Our Youth (ROY) Grant Scoring Committee to Rank Grant Applications and Make Funding Allocation Recommendations for Fiscal Year 2018/19**

By majority of the vote from the Youth Advisory Commissioners, Commissioner Y. Kaur was appointed to serve as the representing youth advisory commissioner. Commissioner L. Gadamsetti was elected as an alternate to serve should Y. Kaur not be able to.
7. **OLD BUSINESS:**
 - a. **Review and discuss the 2018 Youth Advisory Commission Goals, Objectives and Work Plan**

Commissioners Kaur, Moshiri and Klassen assigned themselves to the various subcommittees. New commissioners assigned themselves to subcommittees as well. Staff explained that the subcommittees will meet on a monthly basis to provide updates on their assignments and projects to the Commission at each monthly meeting. Each subcommittee scheduled new meeting dates to discuss new ideas for each objective.
 - b. **Provide an update on the summer teen camp programs**

Commissioner R. Dhillon provided an update on her experience assisting in the Girl Talk Camp and mentioned that it is was exciting to see a camp incorporating self-positivity while having fun. Commissioner L. Gadamsetti provided an update on the Siblings Watching Siblings camp and explained that it was interesting to watch siblings interact with one another and learn about specific skills such as CPR and water safety.

c. Discuss the Forever Young Prom event that was held on May 31, 2018

Commissioner R. Dhillon led the conversation in discussion of the Forever Young Prom. Commissioners discussed who attended and how it was exciting to spend time with the Seniors outside of their daily routines.

d. Discuss and propose a new date to host the next park clean up event at the Dry Climate Park at Hoyt Park

The Commissioners collectively decided to postpone the next park clean up event that was scheduled for September and add the event after the Make A Difference Day event. It was discussed that having both events combined could lead to having more volunteers to help throughout the day. Commissioner R. Dhillon expressed that it would be helpful if other Commissioners could bring fellow classmates and friends to volunteer in the annual clean up.

8. NEW BUSINESS:

a. Appoint a sub-committee to begin drafting the 2018/2019 YAC Annual report that will be presented to the Parks and Community Services Commission and the Tracy City Council

Staff discussed the Youth Advisory annual report. Commissioner R. Dhillon surveyed the Commission to formulate a subcommittee. Commissioners R. Dhillon and L. Gadamsetti volunteered.

9. ITEMS FROM STAFF:

Staff reviewed the YAC bylaws with the Commission and mentioned that the incoming and outgoing Youth Advisory Commissioners will be receiving their certificates at the City Council meeting held on August 21, 2018 at 7pm. Staff provided dates for upcoming Intergenerational Programs such as Ping Pong as well as Senior Center events such as the Black and White Winterball scheduled for December 17, 2018 at the Lolly Hansen Senior Center. Staff will provide more information regarding Make a Difference/Arbor Day at the next meeting, September 12, 2018.

9. ITEMS FROM THE COMMISSION: None

10. ITEMS FROM THE AUDIENCE: None

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

- a. Motion to Adjourn:** R. Dhillon
- b. Second:** L. Gadamsetti
- c. Vote:** Approved by majority vote
- d. Time:** 7:13pm

The above agenda was posted at the Tracy City Hall on August 5, 2018. The above are summary and action minutes.

**CITY OF TRACY
YOUTH ADVISORY COMMISSION
September 12, 2018**

AGENDA ITEM 5.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: Jolene Jauregui, Recreation Services Supervisor

Approved by: Brian MacDonald, Parks & Recreation Director

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.	Jan 2018	Subcommittee: Commissioners Kaur, Moshiri, Klassen
			1.A.2. Work with Staff to select two events or programs and develop timelines.	April 2018	Meeting held on 5/14/18 to narrow down the list of new programs and events
			1.A.3. Promote the events or programs with different marketing strategies.	Dec 2018	
		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.	Jan 2018	Subcommittee: Commissioners Gadamssetti, Tran
			1.B.3. Work with Staff to develop and offer program.	June 2018	Meeting held on 6/6/18 to develop volunteer schedule and marketing suggestions
			1.B.2. Promote new program using social and print media.	Aug 2018	
		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	Jan 2018	Subcommittee: Commissioners R. Dhillon, Collins, Winters, Gill & Crowley
			1.C.2. Plan strategies to outreach to teens for future participation.	March 2018	Meeting held on 4/23/18 to work marketing strategies and finalize event details
			1.C.3. Participate with senior programming and events.	May 2018	Completed May 31, 2108 Forever Young Prom

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.	Jan 2018	Subcommittee: Commissioners Smith & Gadamsetti
		2.A.2. Promote course to local high school students.	Feb 2018	Meeting held on 1/8/18 to discuss partnership with the Tracy Library.	
		2.A.3. Host the course.	Feb 3, 2018	Completed	
		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.	Jan 2018	Subcommittee: Commissioners Kaur, Klassen, Smith J. Kaur & Tran
		2.B.2. Work with Staff and agency to develop a timeline to complete project.	March 2018	Meeting held on 6/11/18 to coordinate a contact list for potential representatives from various industries.	
		2.B.3. Work with Staff and agency to host event.	Oct 2018		
		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.	Jan 2018	Subcommittee: Commissioners Kaur, Gadamsetti & Tran
		2.C.2. Develop a timeline to complete project.	March 2018	Meeting held on 6/6/18 to add researched information to design.	
		2.C.3. Distribute the College and Vocational Resource Guide.	Oct 2018		

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)
3	INTEGRATE COMMUNITY SERVICE PROJECTS TO FOSTER COMMUNITY INVOLVEMENT ----- Participate with local organizations and service clubs throughout the community and outreach to teens for participation	3.A. Implement at least one new community service project or activity focusing on teen trends or issues.	3.A.1. Formulate a list of possible projects and local organizations to partner with. Select at least one new community service project.	Jan 2018	Subcommittee: Commissioners R. Dhillon, Smith, Moshiri & Siddiqui
			3.A.2. Develop a timeline to complete project.	March 2018	Meeting held on 3/21/18 to finalize details on the collection drive for the Animal Rescue of Tracy.
			3.A.3. Implement project and work with Recreation Staff to try to complete or host during National Volunteer Week in April	Nov 2018	
		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 2018 year.	Feb 2018	Subcommittee: Commissioners Gadamsetti, Klassen, R. Dhillon & Crowley
			3.B.2. Plan strategies to outreach to local teens for future participation.	March 2018	Meeting held on 6/6/18 to begin creating marketing material.
			3.B.3. Implement park clean ups.	4/21/18, 8/25/18 & 10/6/18	Held first Park Clean Up Event on 4/21/2018. Next Park Clean Up Event scheduled for 10/27/18
		3.C. Participate in the annual Arbor Day & Make a Difference Day Projects	3.C.1. Continue to partner with City staff and non-profit organizations to host the annual Arbor Day & Make a Difference Day Events.	Feb 2018	Subcommittee: Commissioners Smith, R. Dhillon, Crowley, Moshiri & Gadamsetti
			3.C.2. Plan strategies to outreach to teens for future participation.	June 2018	Meeting held on 6/6/18 to begin discussing possible marketing strategies
			3.C.3. Promote the event with different methods.	Sept 2018	
			3.C.4. Host the event in partnership with City Staff and non-profit organizations.	Oct 2018	

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

**CITY OF TRACY
YOUTH ADVISORY COMMISSION
September 12, 2018**

AGENDA ITEM 6.a.

REQUEST

DISCUSS THE STATUS OF THE YAC ANNUAL RETREAT AND APPROVE THE PROPOSED DATE

DISCUSSION

As discussed at the August 8, 2018 meeting, each year the Youth Advisory Commission presents their goals and objectives to both the Parks Commission and the City Council for the upcoming fiscal year. These presentations are scheduled to take place in December and January. The purpose of the retreat is to measure the Youth Advisory Commission's progress, prepare and plan for upcoming activities, and provide team building and leadership opportunities between the Commissioners.

The Chair will meet with staff to create the agenda and plan activities. Staff is proposing to host the retreat at the Tracy Community Center on September 20, 2018 at 5:30pm. The subcommittee will share their ideas with the Commission and seek input regarding the timeline of the Annual Retreat.

RECOMMENDATION

Discuss the status of YAC's Annual Retreat and approve the proposed date of September 20, 2018.

Prepared by: Jolene Jauregui, Recreation Services Supervisor

Approved by: Brian MacDonald, Parks & Recreation Director

**CITY OF TRACY
YOUTH ADVISORY COMMISSION
September 12, 2018**

AGENDA ITEM 6.b.

REQUEST

**DISCUSS AND APPROVE THE YOUTH ADVISORY COMMISSION'S
PARTICIPATION IN THE CITY OF TRACY'S ARBOR DAY EVENT ON MAKE A
DIFFERENCE DAY ON OCTOBER 27, 2018**

DISCUSSION

For more than 20 years, USA WEEKEND Magazine and the HandsOn Network have joined together to sponsor Make A Difference Day, the largest national day of community service. Make A Difference Day is a celebration of neighbors helping neighbors. This year, National Make A Difference Day will be held on October 27, 2018.

In previous years, the City of Tracy has collaborated with the Tracy Tree Foundation, Tracy Unified School District, Tracy United to Make a Difference and the Youth Advisory Commissioner to host an Arbor Day event on Make a Difference Day. Their goal was to plant 150 trees at various locations throughout Tracy. Staff will provide the Commission with more information on the event as the date gets closer.

RECOMMENDATION

That the Commission discuss and approve their participation in the City of Tracy's Arbor Day event on Make A Difference Day on October 27, 2018

Prepared by: Jolene Jauregui, Recreation Services Supervisor

Approved by: Brian MacDonald, Parks & Recreation Director