



YOUTH
EMPLOYMENT
SERVICE

YOUTH EMPLOYMENT SERVICE (YES) ADVISORY BOARD

Wednesday, May 20, 2020, 8:15 a.m.

Zoom Online Meeting

<https://simivalley.zoom.us/j/98206693592>

Or by Telephone: Dial US: +1 669 900 9128 Webinar ID: 982 0669 3592

AGENDA

IN ACCORDANCE WITH THE CALIFORNIA GOVERNOR'S EXECUTIVE STAY AT HOME ORDER AND THE COUNTY OF VENTURA HEALTH OFFICER DECLARED LOCAL HEALTH EMERGENCY AND LOCAL ORDER RESULTING FROM THE NOVEL CORONAVIRUS, ALL CITY BUILDINGS ARE CLOSED TO THE PUBLIC. TO FIND OUT HOW YOU MAY ELECTRONICALLY PARTICIPATE IN THE YES ADVISORY BOARD MEETING AND PROVIDE PUBLIC COMMENT, PLEASE REFER TO AGENDA ITEM 5.

1. Call to Order/Pledge of Allegiance
2. Agenda Review
This is the time to reorder and/or remove items from the agenda by consensus of the Youth Employment Service Advisory Board. Any individual member who will be abstaining from a discussion item should announce his/her intentions at this time.
3. Approval of Minutes
4. Correspondence
5. Public Statements/Comments
This is the time allotted for statements or comments on matters within the subject matter and jurisdiction of the Youth Employment Service Advisory Board. Statements and comments are limited to no more than five (5) minutes per speaker.

NEW COMMENT PROCEDURE DUE TO THE COVID-19 PANDEMIC.

Public comment is the opportunity for members of the public to participate in meetings by addressing the Youth Council in connection with one or more agenda or non-agenda items.

The following options allow for public participation:

- a. Watch the YES Advisory Board Meeting live online at Zoom:
<https://simivalley.zoom.us/j/98206693592>
Or listen by telephone: +1 669 900 9128 Webinar ID: 982 0669 3592
- b. If you wish to make a comment on a specific agenda item, please sign-on via this Zoom Link <https://simivalley.zoom.us/j/98206693592> and use the raise hand function when this agenda item is called. If you wish to make a public comment, you must be signed into the meeting and available at the time this agenda item is called.



CITY OF SIMI VALLEY

- c. Or, if you are unable to sign-on to Zoom and wish to make a comment on a specific agenda item, please submit your comment via email by 4:00 p.m. on the Tuesday prior to the YES Advisory Board meeting to the YES Coordinator at ktignac@simivalley.org and include the Agenda Item topic and/or your comments. These emails will be provided to the YES Advisory Board prior to the meeting and made a part of the record.
6. New Business
 - a. Discussion of Extending the YES Advisory Board Recruitment
 - b. Update on Startup Simi Valley
7. Continued Business
 - a. Discussion of Potential Postponement or Change in Format for the 2020 YES Job and Career Expo
 - b. Discussion of the 2020 Interview Skills Workshops
8. Youth Employment Service Advisory Board Reports and Comments

This is the time for Youth Employment Service Advisory Board members' statements or comments on matters within the subject matter and jurisdiction of the Youth Employment Service Advisory Board or to request a future agenda item. This is also the time to make any announcements related to community events and other items of interest.
9. Coordinator's Report
10. Adjournment: Wednesday, August 19, 2020, 8:15 a.m., City Hall Community Room



Anna M. Medina
Deputy Community Services Director

If any interested individual has a disability that may require accommodation to participate in this meeting, please contact the YES Coordinator at (805) 583-6766. Upon advance notification, reasonable arrangements will be made to provide accessibility to the meeting.

DRAFT MINUTES

1. Call to Order/Welcome/Pledge of Allegiance

Youth Employment Service (YES) Advisory Board Chair Gloria Bowman called the meeting to order at 8:16 a.m. and verified that a quorum was present.

P	Gloria Bowman	A	Amin Maghsoodi		Alternates
P	Pilar Doolittle	P	Samantha Shapiro	P	Joyce Moses
P	Ryan Fowler	E	Anna Sorensen	P	Mailani M-Robinson
E	Nicholas Gaines	E	Ryan Valencia	E	Jason Williams
P	Tim Harrington	P	Rob West	P	= Present
P	Tammy Harter	P	Jennifer Wigdor	E	= Excused
P	Ashley Kilmnick	P	Ashley Kilmnick	A	= Absent
P	Rita Longo	*Arrived after approval of minutes.		V	= Vacant

Staff: David Yoshitomi, Community Services Manager; Kristin Tignac, Community Services Coordinator

2. Agenda Review

The agenda was approved as presented.

3. Approval of Minutes

ACTION: A motion to approve the January 15, 2020 minutes as presented was made by Joyce Moses and seconded by Tim Harrington.

YES Advisory Board vote: 11 Ayes; 0 Noes; 0 Abstentions

The motion passed unanimously.

4. Correspondence

Ms. Tignac stated that she received a request from Santa Susana High School Principal Matthew Guzzo for Senior Capstone Projects' volunteer judges to be held on Thursday, March 19, 2020.

5. Public Statements/Comments

No public statements or comments were made.

6. New Business

a. Discussion of the Simi Valley Chamber of Commerce Networking Breakfast on Friday, March 13, 2020.

Ms. Tignac gave a brief background on the YES Advisory Board's presence at the Chamber of Commerce's monthly networking breakfast the month prior to the Job and Career Expo to promote the event to the local business community.

Ms. Tignac stated that the Chamber had offered to only charge \$20.00 per person, the member rate, for the catered breakfast. Each Board member

would also be able to promote the Expo during the 30 second introductions at each table. Samantha Shapiro confirmed that the location of the Breakfast would be the Best Western Posada Royale on Madera Road.

Action Item: The following Board members volunteered to attend and promote the YES Job and Career Expo at the Networking Breakfast on March 13, 2020: Gloria Bowman and tentatively Tammy Harter.

b. Discussion of the YES Job and Career Expo Organization and Set-Up

Chair Gloria Bowman distributed a sign-up sheet for volunteer tasks for set-up, during the event, and breakdown.

Tim Harrington volunteered to contact Tim Forest with Bank of America to inquire if the bank would assist again this year by recruiting 15 volunteers to help at the Expo, mainly with orientations, mock interviews, and Job Bank.

Samantha Shapiro stated that Kathi Van Etten would be interested in having a Chamber of Commerce presence to help at the event.

Pilar Doolittle provided an update regarding an anonymous donor that will be providing up to \$1,000 to assist young job seekers purchase professional interview attire prior to the YES Job and Career Expo.

Joyce Moses reported that she had contacted the Samaritan Center regarding access to professional interview attire for those with limited resources. Mrs. Moses was told that the clothing that was at the facility wouldn't meet the needs of young job seekers.

c. Recap of the Inspire Entrepreneurship Simi Valley Event on Tuesday, February 11, 2020

Rob West reported that the second Inspire Entrepreneurship Simi Valley event and speaker series was a tremendous success. Many participants liked the new format that included speaker and serial entrepreneur Michelle Wilner, followed by a panel discussion.

Tammy Harter stated that she received great feedback from the Simi Valley High School students that attended.

Rob West and David Yoshitomi discussed the next event the committee was working on, a Simi Valley Start Up Weekend event, to be held in April 2020.

d. Discussion of Co-Hosting the Annual Teen Volunteer Fair on Monday, April 6, 2020

Chair Gloria Bowman gave a brief overview of the annual Teen Volunteer Fair held in April.

ACTION: A motion to approve the YES Advisory Board's participation in the Annual Teen Volunteer Fair to be held from 6:00 p.m. to 7:30 p.m.,

on Monday, April 6, 2020, was made by Pilar Doolittle and seconded by Ashley Kilmnick.

YES Advisory Board vote: 12 Ayes; 0 Noes; 0 Abstentions

The motion passed.

7. Continued Business

a. Discussion of the 2020 Interview Skills Workshops

Board members discussed adding two workshops at Santa Susana High School on Monday, March 2, 2020.

8. Youth Employment Service Advisory Board Reports and Comments

Samantha Shapiro announced that the Simi Valley Chamber of Commerce would host a Mardi Gras themed mixer at St. Francis of Assisi Church on February 25, 2020 beginning at 5:00 p.m.

Gloria Bowman announced that she would be teaching a Lifeguarding class in Calabasas for two weekends, beginning on Friday, May 8, 2020. For those interested in registering for the class, contact Gloria or the City of Calabasas.

9. Coordinator's Report

Ms. Tignac would contact the Job and Career Expo Planning Committee to schedule the next committee meeting.

Ms. Tignac announced that the YES Volunteer Recognition Breakfast is scheduled to be held on Wednesday, May 20, 2020.

Ms. Tignac stated that high school students were encouraged to register to attend the annual Simi Valley Youth Summit at www.simivalley.org/youthsummit by Friday, February 28, 2020.

10. Adjournment: Wednesday, March 18, 2020, 8:15 a.m., City Hall Community Room

YES Advisory Board Chair Gloria Bowman adjourned the meeting at 9:12 a.m.