

YOUTH COMMISSION AGENDA

**Wednesday, May 14, 2014
7:00 P.M.**

Operations Service Center – 3333 Busch Road

CALL TO ORDER

- Pledge of Allegiance
- Roll Call

AGENDA AMENDMENTS

MINUTES

1. Approve regular meeting minutes of April 9, 2014.

MEETING OPEN TO THE PUBLIC

2. Introductions/Awards/Recognitions/Presentations
 - Valley Humane Society City Grantee FY13/14 – Teen Marketing Program, Soshanna Reed
 - Affirmation of Outgoing Commissioners – Commissioners and Staff
3. Public Comment from the audience regarding items not listed on the agenda. *Speakers are encouraged to limit comments to 3 minutes.*

MATTERS BEFORE THE COMMISSION

If necessary to assure completion of the following items, the Chairperson may establish time limits for the presentations by individual speakers.

4. Election of Chair and Vice Chair for Youth Commission 2014/15 Term
5. Appoint Commissioners to serve on Interview Panel for Ad Hoc Committees 2014/15
6. Review of DRAFT Youth Commission Work Plan for 2014/15

COMMUNICATIONS

None

COMMISSION REPORTS

7. Bicycle, Pedestrian, and Trails Committee
8. Brief reports on any meetings, conferences, and/or seminars attended by the Commission members.

COMMISSION COMMENTS

STAFF COMMENTS

9. Community Services Update
10. Library Liaison Update
11. Police Liaison Update

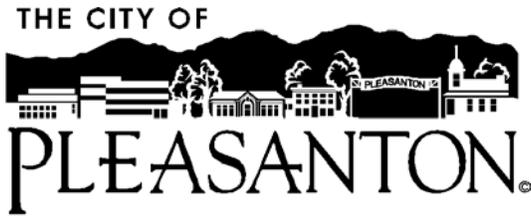
ADJOURNMENT

Notice

Under Government Code §54957.5, any writings/documents regarding an open session item on this agenda provided to a majority of the Commission after distribution of the agenda packet are available for public inspection at the Community Services Department, 200 Old Bernal Avenue, Pleasanton.

Accessible Public Meetings

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Youth Commission Minutes

Operations Service Center – 3333 Busch Road, Pleasanton, CA
April 9, 2014 - 7:00 p.m.

CALL TO ORDER

The meeting was called to order at 7:02 p.m. by Chairperson Kaitlyn Mallie

Pledge of Allegiance

The Pledge of Allegiance to the flag was recited.

Roll Call

Commissioners Present: Russell Ambrosiewicz, Lori Franklin, Saira Grewal, Diane Hadley, Michael Liamos, Neha Nirkondar, Katie Olmo, Meghna Sinha, Yandi Wu, and Chairperson Kaitlyn Mallie.

Commissioners Absent: Jonathan Pearce, Taylor Sowers, and Erica Utikal

Staff Present: Becky Hopkins, Community Services Manager; Sam Tiimalu, Recreation Supervisor, Teresa Parham, Teen Librarian; Jeff Bretzing, Police Lieutenant; and Edith Caponigro, Recording Secretary.

AGENDA AMENDMENTS

None.

MINUTES

1. Approve regular meeting minutes of March 12, 2014

A motion was made by Commissioner Hadley, seconded by Commissioner Olmo, to approve the minutes from the March 12, 2014 meeting as corrected. **The motion was approved unanimously.**

MEETING OPEN TO THE PUBLIC

2. Introductions/Awards/Recognitions/Presentations

Ms. Hopkins introduced the Commission to Samu Tiimalu as the new Recreation Supervisor for Preschool, Youth and Teens and advised that he would be taking over as the staff liaison to the Youth Commission.

3. Public Comment from the audience regarding items not listed on the agenda

There were none.

4. Parent Education Series Review and Advise for 2014-15

Ms. Parham noted that at the November 13, 2013 meeting, the Commission voted to approve the Youth Master Plan Implementation Work Plan 2013-14. Included in the Plan was a project to provide Parent Student Forums and Workshops on topics of high interest that affect both youth and parents in Pleasanton.

Beginning in January 2014 through May 2014, a Parent Education Series was planned to be held at the Pleasanton Public Library on the fourth Wednesday evening of each month. Workshops presented to date in 2014 have included:

January 22, 2014 - The Well Balanced Student – 60 attended.
February 26, 2014 - Raising Resilient Children – 60 attended.
March 26, 2014 - A Balanced Approach to Navigating Youth Sports – 25 attended.

Scheduled future Workshops:

April 23, 2014 - The Wonder Years: Transition to Middle School
May 28, 2014 - I'm Talking But They're Not Listening

Ms. Parham asked the Commission to discuss ideas and topics for future series presentation formats that will address all ranges as defined in the Youth Master Plan.

Commissioner Hadley suggested topics that would include parents, and thought discussions on "Policies for Transitioning to Middle and High Schools" would be a good topic.

Commissioner Ambrosiewicz discussed information that had been provided to him by other students before he entered Middle School.

Commissioner Olmo noted that it was always helpful to hear from peers and suggested students could be provided with a list of specific things to be aware of and also a map to help them navigate around the new schools campus. She felt students should not be afraid to ask for help and information. Ms. Parham noted that the Library has been a neutral space for providing information.

Ms. Hopkins questioned Commissioner Olmo on whether she felt this was something that should be peer led and whether it was something the Commission would be interested in providing training on how to lead a workshop. She also asked whether students were embarrassed to seek information and if the City should consider doing something that would allow students more anonymity.

Commissioner Olmo agreed that it would be a good thing for the Commission to be involved with.

Additional Commission comments included: 1) the library being a good location; 2) safety in numbers; 3) students could be encouraged by 8th grade teachers to seek information; and 4) learning how extra curricula activities are a good way to meet and make friends with other students.

When asked by Ms. Parham about situations that students would like to receive helpful information, the Commission commented on: 1) peer pressure and not needing to always fit in; 2) pressures to get a girl/boyfriend, grade achievement, etc.; 3) college rejections; 4) forums about transitioning from schools, schools to college, and from a junior college to universities; 5) transitioning to ROP program; and 6) receiving parent support in these situations.

For younger students the Commission felt it was important for them to know about staying active and keeping a healthy life style, while still having fun.

Additional discussion items included:

- Having parents learn from high school students about what things take place in high school.
- Accomplishments at a forum with a teen panel.
- Not-so-nice gossiping by students.
- Affects of social media with younger students and the need of parents to monitor this, and the appropriate use of social media.
- Online predators and keeping social media safe.
- Educating parents about social media and making them aware of what kids are doing.
- Cyber-bullying.
- Parents who are overly-controlling and micro-managing their children.
- Creating a family-value system and trusting of children by parents.
- Time management/life balance and allowing logical consequences.
- Overscheduling.

Ms. Hopkins discussed the possibility of video-taping the Parent-Education series and linking it to www.ptownlife.org.

Lt. Bretzing provided information about High School Freshman Orientation Classes provided by the police department that focuses on things that cause problems and helps students adjust to school changes. Ms. Hopkins suggested putting together a Sub-Committee of Youth Commissioners and members of the Police Department for the Freshman Orientation Classes. Lt. Bretzing will provide staff with a copy of the PowerPoint presentation that is used by police officers for the Orientation Classes. Ms. Parham suggested having one of the police officers attend a Commission meeting to discuss the program with Commissioners.

Commissioner Ambrosiewicz suggested doing something similar to the Summer Reading Program at which a social gathering could be held afterwards. Ms. Parham agreed that something could be held at the Amador Recreation Center.

At the end of discussions Commissioners were asked to vote on the topics that they felt were most important as new items for future Parent Education Series. Following are the topics that received the most votes for Parents and Students series:

Parents

- How to Create Family Values
- Letting Your Child Fail
- College Transition
- Logical Consequences

Students

- Transition (Site / Extra Curricular Activities / Peer Pressure)
- Social Media

5. Project Teen Friendly Status Update

Ms. Hopkins reviewed with Commissioners a decision they had made at the December 11, 2013 meeting to participate in the Alameda County Public Health Department Program entitled “Project Teen Friendly” that involves a number of activities pertaining to the collection of data regarding tobacco use in the City of Pleasanton. She noted that on February 1 and 12, 2014, a number of Commissioners were assigned to conduct and collect data for the Tobacco Retail License Opinion Poll and the Reasonable Distance Survey, with the purpose that the Commission could inform and educate the community regarding the use of tobacco in Pleasanton. Commissioners were reminded by Ms. Hopkins that staff needs to receive all of their surveys by February 18, 2014.

Commissioners discussed with Ms. Hopkins whether collected data should be shared with City Council and a recommendation forwarded to the Council indicating the Commission’s support of a provision to amend the City’s Smoking Regulations to include electronic cigarettes within the definition of “smoking”.

A motion was made by Commissioner Lamos, seconded by Commissioner Nirkondar, making a recommendation to City Council to approve a proposed Omnibus Ordinance that would include a provision to amend the City of Pleasanton’s Smoking Regulations applicable to public and work places to include electronic cigarettes within the definition of “smoking” and make the use of such prohibited in locations where smoking is prohibited.

ROLL CALL VOTE:

AYES: Commissioners Ambrosiewicz, Franklin, Grewal, Hadley, Lamos, Nirkondar, Olmo, Sinha, Wu, and Chairperson Mallie.

NOES: None.

ABSENT: Commissioners Pearce, Sowers, and Utikal.

ABSTAIN: None

Alameda County Representative, informed the Commission that the number of 'E' smoking products has increased in the County and the use of them is an important issue. She noted that a YouTube video is being used as an educational tool and the use of E-cigarettes is a big concern and should not be on school campuses, and recent studies show that vapors from these cigarettes are being absorbed through the skin.

Commissioners were provided copies of the 50th Anniversary Surgeon General's Report on Smoking and Health by Ms. Louis.

COMMUNICATIONS

Ms. Hopkins provided information about the Alameda County Apps Challenge 2014.1 being held at 8:30 a.m. on Saturday, May 3, 2014 at Dublin High School.

COMMISSION REPORTS

- a. **Bicycle, Pedestrian, and Trails Committee** – No report.
- b. **Brief reports on any meetings, conferences, and/or seminars attended by the Commission members** – There were none.

COMMISSION COMMENTS

There were none.

STAFF COMMENTS

9. Community Services Update

Ms. Hopkins provided information on:

- a. A Leader in Training Program for 9-12th grade students that gives teens the opportunity to develop important job skills and prepare for future employment through training, hands-on experience, and evaluation. The Program will be held June 17-20, 2014 and the deadline to apply is April 18, 2014.
- b. Student Web Team, an Ad Hoc Committee of the Pleasanton Youth Commission is looking for students that want to gain experience working on a website. Deadline to apply is May 9, 2014.
- c. Staff is putting together a Draft Work Plan for the Commission to discuss at the next meeting, and will be looking to change the way some Committees are put together. Committees will be called Ad Hoc Committees.
- d. A Public Policy Ad Hoc Committee will also be formed. Additional information on this Committee will also be provided at the next meeting.

10. Library Liaison Update

Ms. Parham provided information on:

- a. The results of the Library book sale.
- b. The benefits of the 3-month position she is currently doing and how it will help when she returns to the Library.

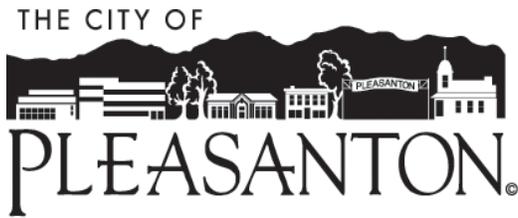
11. Police Liaison Update

Lt. Bretzing provided information on:

Driving distractions, i.e. texting and phone use while driving. He provided Commissioners with a DMV print-out on prohibited use of hand-held wireless telephones.

ADJOURNMENT

There being no further business, a motion and seconded was made to adjourn the meeting at 8:22 p.m.



Youth Commission Agenda Report

May 14, 2014
Item 4

**SUBJECT: ELECTION OF CHAIR AND VICE CHAIR FOR YOUTH COMMISSION 2014/15
TERM**

SUMMARY

The current chair and vice chair of the Youth Commission will preside over their last meeting on May 14, 2014. In order to provide a proper transition, a new chairperson and vice chairperson should be elected to provide leadership for the Youth Commission, beginning September 2014.

RECOMMENDATION

It is recommended that the Commission select a new Chair and Vice Chairperson for 2014-2015.

FINANCIAL STATEMENT

There is none.

BACKGROUND

The Youth Commission by-laws state that "Commissioners shall meet in regular session and elect a chairperson and vice chairperson. The elections shall be a majority vote of the commission."

ALTERNATIVE ACTION

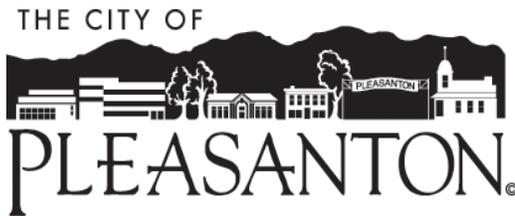
Any other action as determined by the Youth Commission.

Submitted by:

/s/

Becky Hopkins

Community Services Manager



Youth Commission Agenda Report

May 14, 2014
Item 5

SUBJECT: APPOINT COMMISSIONERS TO SERVE ON INTERVIEW PANEL FOR AD HOC COMMITTEES FOR 2014/15

SUMMARY

The Youth Commission has three (3) Ad Hoc Committees (Web Team, Youth In Government Day and Public Policy). In an effort to include more participation from Pleasanton youth, the Commission is seeking Middle School and High School Pleasanton youth to join the Youth Commission in their work.

Recruitment for the Web Team Ad Hoc Committees has begun and the other Ad Hoc Committee recruitments will begin in August 2014. Applicants will be scheduled for an interview with a panel. The panel will consist of three (3) Youth Commissioners and two (2) representatives from the following City Departments: Community Services, Library and Police.

The panel will interview and select committee members and present a Committee Roster for the Youth Commission to approve.

RECOMMENDATION

It is recommended that the Youth Commission appoint three (3) Commissioners to serve on the interview panel for the Youth Commission Ad Hoc Committees 2014-15.

FINANCIAL STATEMENT

None

BACKGROUND

The Youth Master Plan Goal 3: Contributing Youth presents several strategies that encourage youth participation in the community and local government.

Strategy: 3.1 – Expand and promote existing volunteer and community service opportunities to provide children and youth with empowering opportunities to contribute to the community and learn from their experiences.

Strategy: 3.2 – Develop youth-led processes and draw on youth as resources to increase youth participation in programs designed to promote health, safety, and environmental benefits.

Strategy 3.5 – Increase opportunities for children and youth representation and involvement on City commissions and business and non-profit organization committees.

The Youth Commission Ad Hoc Committees provides the opportunity for more Pleasanton youth to participate in the community and local government.

DISCUSSION

Interview will be conducted at the Gingerbread Preschool – 4333 Black Avenue. The dates and times are as follows:

Web Team - May 27 and May 28, 2014 3:30-5:30pm

Public Policy – September 16, 2014 3:30-5:30pm

Youth In Government Day – September 17, 2014 3:30-5:00pm.

ALTERNATIVE ACTION

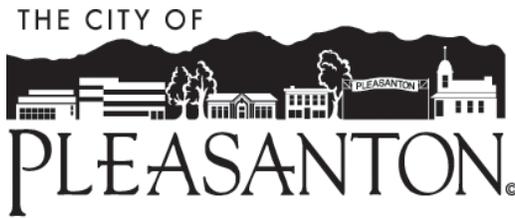
Any other action as determined by the Youth Commission.

Submitted by:

/s/

Becky Hopkins

Community Services Manager



Youth Commission Agenda Report

May 14, 2014
Item 6

SUBJECT: DRAFT YOUTH COMMISSION WORK PLAN 2014/2015

SUMMARY

In transitioning oversight of the Youth Master Plan to the Youth Commission, it was recommended that the Commission establish a work plan to assist in the implementation of the Youth Master Plan. The work plan will be reviewed and approved annually by the City/Pleasanton Unified School District Joint Liaison Committee to ensure the Commission has direction, focus and planned outcomes.

RECOMMENDATION

It is recommended that the Youth Commission review, discuss and approve the Draft Youth Commission Work Plan 2014/15.

FINANCIAL STATEMENT

None

BACKGROUND

Recognizing the issues and challenges facing children and youth in Pleasanton, the City Council and Pleasanton Unified School District Board of Trustees approved the City's first Youth Master Plan in 2001. Over the course of nine years the Youth Master Plan Implementation Committee (YMPIC) worked to implement the Youth Master Plan strategies. Some notable accomplishments include the creation of the P-town 411 website, the BMX Park and City grants issued to local non-profits that provide programs or services that support the Master Plan. After auditing the Plan to determine the level of progress that had been made, the YMPIC agreed to pursue an update of the Youth Master Plan in late 2008. YMPIC members recommended an outreach process that emphasized significant community participation and the formation of the Youth Master Plan Implementation Committee (YMPIC) to steer the project. The City hired a consulting firm, MIG, Inc., to assist with this process. The planning approach emphasized identifying the conditions or issues that had changed since the 2001 Plan and to determine how the City should respond.

Upon the adoption of the Youth Master Plan by the City Council and the Pleasanton Unified School District Board of Trustees in 2010, the Youth Master Plan Implementation Committee (YMPIC) was charged with addressing options for meeting Goal # 3 of the Plan:

Goal 3: Contributing Youth, Strategy 3.6

“Develop opportunities for the Youth Master Plan Implementation Committee and Youth Commission to work together, integrate and simplify their missions, and implement the Youth Master Plan.”

As a result, the YMPIC Ad Hoc Committee (Ad Hoc) met several times to discuss how the YMPIC should continue to function after the Youth Master Plan was adopted and how they could collaborate with the Youth Commission for the implementation phase of the Youth Master Plan. After much discussion, it was proposed that the larger YMPIC group would meet quarterly and the YMPIC Ad Hoc group would continue to meet monthly to develop a work plan, recruit for Committee vacancies (10 of 26 positions), and collaborate with the Youth Commission. This recommendation was shared with the City Manager in July 2010.

From July 2010 – May 2011, the YMPIC Ad Hoc Committee had several accomplishments. The Committee developed a Youth Master Plan Implementation Work Plan, created and completed an online Prioritization Survey for YMPIC and Youth Commissioners to select which goals and strategies are most important to them, developed a list of potential Implementation Partners, and began the development process of a Youth Website as an objective of Goal 6: Informative Youth that addresses Strategies 6.1, 6.2, and 6.4.

Considering the various challenges and effectiveness of managing three (3) very similar bodies (YMPIC, Ad Hoc and Youth Commission), the significant number of impending committee vacancies, and addressing the City Council's Work Plan goal to develop a strategy to consolidate the YMPIC and the Youth Commission, the City of Pleasanton elected to consolidate the Youth Master Plan Implementation Committee and Ad Hoc Committee and establish a new committee whose responsibility will be to oversee the implementation of the Youth Master Plan and will directly report to the Youth Commission.

In March 13, 2013 the Youth Commission approved the transfer of oversight of the implementation of the Youth Master Plan to the Youth Commission. The Youth Master Plan Oversight Committee (YMPOC) recommended that the Youth Commission continue to develop an annual work plan to identify strategies towards implementation of the Youth Master Plan. The annual work plan will be reviewed by the City/Pleasanton Unified School District Joint Liaison Committee to provide the Youth Commission with direction.

ALTERNATIVE ACTION

Any other action as determined by the Youth Commission

Submitted by,

/s/

Becky Hopkins
Community Services Manager

Attachments

1. DRAFT Youth Commission Work Plan 2014/15.

DRAFT Youth Commission Work Plan 2014/15

| WHO | PROJECT | Description | Youth Master Plan Goal/Strategy |
|--|--|--|--|
| Youth Commission | Creation of Ad Hoc Committees | Recruit, Interview and Appoint Ad Hoc Committee Members | Goal 1: Prepared Youth (1.3, 1.6) Goal 3: Contributing Youth (3.1, 3.2,3.3, 3.4, 3.5) |
| Web Team Ad Hoc Committee | Ptownlife.org | Quarterly Ad Hoc Meeting (October, January, March) <ul style="list-style-type: none"> • Marketing • Website Maintenance & Upgrades • Contests/Promotions • Training • Presentation to Youth Commission (November, February, May) Weekly Work Sessions <ul style="list-style-type: none"> • Twice a week 3:00-5:00pm at Gingerbread Preschool | Goal 6: informed Youth and Adults (6.1,6.2,6.3) Goal 3: Contributing Youth (3.1,3.2,3.4) Goal 1: Prepared Youth (1.2, 1.4) |
| Youth in Government Day Ad Hoc Committee | Youth in Government Day 2015 | Plan and Implement Youth in Government Day program including Job Shadowing and an interactive Educational Session | Goal 1: Prepared Youth (1.3), Goal 3: Contributing Youth (3.2, 3.4, 3.5) |
| Public Policy Ad Hoc Committee | Tobacco Use and Awareness | Complete Project Teen Friendly with Alameda County Work with City of Pleasanton Staff Team to determine possible additions/changes to the City's Smoking Ordinance. Create an Awareness/Educational Campaign with data collected through Project Teen Friendly. | Goal 2: Healthy and Safe Youth (2.3, 2.6, 2.7) Goal 3: Contributing Youth (3.1, 3.2, 3.5) |
| Youth Commission and Human Services Commission | Joint Meeting with Human Services Commission | Commissions will meet to discuss Youth Master Plan Implementation efforts and Human Services Needs Assessment Strategic Plan efforts. Commissions will determine if any joint efforts/initiatives may be developed. | Goal 3: Contributing Youth (3.1, 3.2, 3.4, 3.5) |

DRAFT Youth Commission Work Plan 2014/15

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|---------------------------------|--|---|--|
| Youth Commission | Share Work Plan with Library, Human Services, Civic Arts and Park and Recreation Commissions | Youth Commission will make presentations to and/or share written work plan with other commissions. | Goal 3: Contributing Youth (3.1, 3.2, 3.4, 3.5) |
| Youth Commission and City Staff | Parent/Student Educational Opportunities | Provide a variety of opportunities for Parents and Students to learn through workshops, forums, and presentations | Goal 5: Supportive Families and Community (5.2, 5.5) Goal 6: Informed Youth and Adults |
| Youth Commission and City Staff | Teen Job Fair | The City of Pleasanton in partnership with the City of Dublin, City of San Ramon and the Dublin/San Ramon Women's Club, annually presents the Teen Job Fair. The 2015 Teen Job Fair will be hosted by the City of Dublin. The Teen Job Fair provides teens in the Tri-Valley the opportunity to meet with local employers, to attend workshops pertaining to job skills and participate in mock interviews. | Goal 1: Prepared Youth (1.2,1.3) |
| Youth Commission and City Staff | Youth Members on City Commission | In 2012 a pilot program was created through municipal ordinance which instituted Youth Members on various City Commissions. The pilot project is to end in June 2015. Commission and City staff will develop a plan to evaluate the program and make recommendation to City Council as to whether or not the program should continue. | Goal 1: Prepared Youth (1.3, 1.6) Goal 3: Contributing Youth (3.1, 3.2,3.3, 3.4, 3.5) |
| Youth Commission | City Grant Program - Youth Category | Review submitted Grant Applicants for FY 2015-16 and make funding recommendation to City Council | Goals 1-6: Funding allocated must support one or more of the Youth Master Plan Goals. |

DRAFT Youth Commission Work Plan 2014/15

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|-------------------------------|----------------------------|--|--|
| Youth Commission & City Staff | Ptownlife Resource Network | The Ptownlife Resource Network began in September 2013 in an effort to bring together those partnering with they City's Ptownlife.org website. (This website is a direct outcome of the Youth Master Plan Implementation efforts and is overseen by the Youth Commission.) The Ptownlife Resource Network provides partners with a resource and referral source, networking opportunities, and the ability to create partnerships and leverage resources in the interest of serving youth and families. Meetings are held September through June on the first Wednesday of each month from 10:00-11:30am at the Operation Service Center - Remillard Meeting Room. | Goal 2: Healthy and Safe Youth (2.3, 2.8, 2.9)Goal 5: Supportive Families and Community (5.4, 5.5) Goal 6: Informed Youth and Adults |
|-------------------------------|----------------------------|--|--|