

YOUTH COMMISSION AGENDA

**Wednesday, October 9, 2013
7:00 P.M.**

Operations Service Center – 3333 Busch Road

CALL TO ORDER

- Pledge of Allegiance
- Roll Call

AGENDA AMENDMENTS

MINUTES

1. Approve Workshop Summary of August 27, 2013.
2. Approve regular meeting minutes of September 11, 2013.

MEETING OPEN TO THE PUBLIC

3. Introductions/Awards/Recognitions/Presentations
 - Ptownlife Youth Literature Contest Winners
 - Riya Bhatia
 - Karen Tam
 - Youth Master Plan Presentations
 - Goal #1
 - Goal #2
 - Goal #3
4. 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.

5. Selection of Four (4) Youth Commissioners to Serve on the Youth in Government Day Committee
6. Selection of Four (4) Youth Commissioners to Serve on the Teen Job Fair Committee
7. Discussion of Youth Commission's Pilot Project

COMMUNICATIONS

None

COMMISSION REPORTS

8. Bicycle, Pedestrian, and Trails Committee
9. Cultural Arts Master Plan Steering Committee
10. Parks and Recreation Master Plan Steering Committee
11. Youth in Government Day Committee
12. Teen Job Fair Committee
13. Brief reports on any meetings, conferences, and/or seminars attended by the Commission members.

COMMISSION COMMENTS

STAFF COMMENTS

14. Community Services Update
15. Library Liaison Update
16. Police Liaison Update

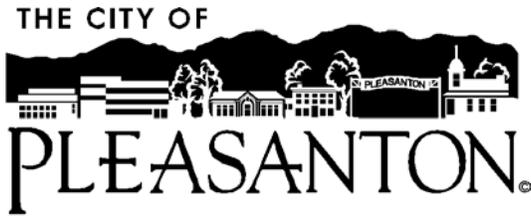
ADJOURNMENT

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

The City of Pleasanton will provide special assistance for citizens with disabilities to participate in public meetings upon advance notice. If you need an auxiliary hearing aid or sign language assistance at least two working days advanced notice is necessary. Please contact the Community Services Department, PO Box 520, Pleasanton, CA 94566 or (925) 931-5340.



Youth Commission Orientation Workshop Summary Notes

**Operations Service Center – 3333 Busch Road, Pleasanton, CA
August 27, 2013 – 6:30 p.m.**

CALL TO ORDER

The meeting was called to order at 6:38 p.m. by Chairperson Mallie.

Pledge of Allegiance

The Pledge of Allegiance to the flag was recited.

Roll Call

Commissioners Present: Diane Hadley, Jackson Fiahlo, Lori Franklin, Michael Lamos, Neha Nirkondar, Jonathan Pearce, Taylor Sowers, Erica Utikal, and Chairperson Kaitlyn Mallie.

Commissioners Absent: Katie Olmo, Michael Lamos, Meghna Sinha, and Yandi Wu.

Staff Present: Rachel Mariscal, Recreation Coordinator; Nicole Thomas, Youth and Family Services; Olivia Gordet, Youth and Teen Staff member; and Edith Caponigro, Recording Secretary.

PUBLIC COMMENT

There were none.

INTRODUCTIONS

Commissioners and staff members introduced themselves and provided some background information about their school and work positions. As a way of better getting to know each other a “Connection with Yarn” study was conducted, whereby the person with the yarn would say something that somebody to which somebody else would have a connection.

REVIEW OF COMMISSIONER HANDBOOK

Ms. Mariscal reviewed the Commissioner Handbook with everyone. She discussed the importance of Commissioners notifying her if they are unable to attend a meeting and making sure that all work permits are completed and turned in.

OVERVIEW OF YOUTH MASTER PLAN

Commissioners were advised by Ms. Mariscal that the Youth Master Plan was completed in 2010 with community outreach being conducted prior to it being adopted, and that the Master Plan will be used to develop goals and strategies for youth programs. She noted that the Youth Master Plan Implementation Committee was responsible for overseeing the Plan in the beginning, with this responsibility then being handed over to the Youth Master Plan Oversight Committee. However, in 2013, City Council turned the responsibility of oversight of the Youth Master Plan to the Youth Commission.

Ms. Mariscal informed Commissioners that staff was requesting that groups of 2 or 3 Commissioners work together on one of the various goals outlined on page 21 of the Master Plan. A list of the goals was provided and Commissioners signed up for the goal they wished to work on.

Ms. Thomas discussed Ptownlife.org and the changes that have been made to the website. She asked Commissioners to visit the site and spread information about it to other students.

OVERVIEW OF CITY GRANT PROCESS

Ms. Mariscal reviewed the City Grant process with Commissioners, advising returning Commissioners that the process will be the same and funding recommendations will be made by the Commission to City Council.

OVERVIEW OF YOUTH COMMISSION COMMITTEES

The Commission was provided information about the three Committees: Teen Job Fair Committee, Youth in Government Day Committee, and Hometown Holiday Committee. Ms. Mariscal advised that unless specific changes were requested, returning Commissioners could choose to work on the same Committees.

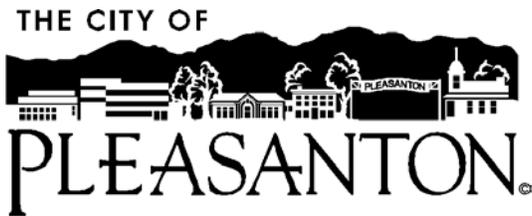
QUESTION AND ANSWER TIME FOR YOUTH COMMISSIONERS

Commissioner Hadley had questions pertaining to the Goals and Strategies of the Youth Master Plan and Commissioner Pearce questioned whether Commissioners could do PowerPoint presentations for their goals and recommendations. Ms. Mariscal noted that ideas on how to implement ideas and goals should be included.

Ms. Mariscal asked Commissioners to: 1) remember to bring their binders and a pen to all meetings; 2) read the Youth Commission Purpose; and 3) complete the online Ethics Training and make sure the online time is a full 2-hour count.

ADJOURNMENT

There being no further business the meeting was adjourned at 7:25 p.m.



Youth Commission Minutes

Operations Service Center – 3333 Busch Road, Pleasanton, CA
September 11, 2013 - 7:00 p.m.

CALL TO ORDER

The meeting was called to order at 7:07 p.m. by Vice-Chairperson Katie Olmo.

Pledge of Allegiance

The Pledge of Allegiance to the flag was recited.

Roll Call

Commissioners Present: Lori Franklin, Diane Hadley, Michael Lamos, Neha Nirkondar, Katie Olmo, Jonathan Pearce, and Meghna Sinha.
(Yandi Wu arrived at 7:25 p.m.)

Commissioners Absent: Jackson Fialho, Taylor Sowers, Erica Utikal, and Chairperson Kaitlyn Mallie.

Staff Present: Rachel Mariscal, Recreation Coordinator; Teresa Parham, Teen Librarian, and Edith Caponigro, Recording Secretary.

AGENDA AMENDMENTS

There were none.

MINUTES

1. Approve regular meeting minutes of May 8, 2013

Correction under Roll Call Votes: AYES should show **Sowers** not Taylor, and ABSENT should show **Fialho** not Fialho.

A motion was made by Commissioner Lamos, seconded by Commissioner Hadley, to approve the May 8, 2013 meeting minutes as corrected. The motion was approved.

MEETING OPEN TO THE PUBLIC

2. Introductions/Awards/Recognitions/Presentations

The Commission received a presentation from Axis Community Health representatives showing information about the "SmartBoard" that the agency had been able to purchase with the CDBG funds that had been allocated to them by the Commission and City Council. Information about the services provided by Axis was also provided.

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

There were none.

MATTERS BEFORE THE COMMISSION

4. Selection of Four (4) Youth Commissioners to Serve on the Youth in Government Day Committee

Information about the Youth in Government Day event was provided by Commissioner Hadley. She advised that this is an event conducted annually in partnership by the City of Pleasanton and the Pleasanton Unified School District. The Youth Commission has been asked by the City Council/School Board Joint Advisory Committee to assist in the planning and implementation of the Youth in Government Day 2014. Commissioners were asked to consider volunteering to assist the Joint Advisory Committee on arrangements for this event.

Commissioners Nirkondar and Sinha agreed to volunteer to be on the Youth in Government Day Committee. Additional volunteers will be sought at the next Commission meeting.

A motion was made by Vice-Chairperson Olmo, seconded by Commissioner Hadley, to nominate and elect Commissioners Nirkondar and Sinha as members of the Youth in Government Day Committee.

ROLL CALL VOTE:

AYES: Commissioners Franklin, Hadley, Liamos, Nirkondar, Olmo, Pearce, and Wu

NOES: None

ABSENT: Commissioners Fiahlo, Sowers, Utikal, and Chairperson Mallie

ABSTAIN: None

5. Selection of Four (4) Youth Commissioners to serve on the Teen Job Fair Committee

Commissioner Franklin provided information about her participation at the 2013 Teen Job Fair. She advised that the Job Fair provides teens with information about seeking jobs, writing resumes, interviewing techniques, etc. The Commission was advised that the City of Pleasanton will be partnering with the Cities of Dublin and San Ramon and the San Ramon

Women's Club for the 2014 Teen Job Fair and will be hosting the next event at the Pleasanton Senior Center.

Ms. Mariscal informed Commissioners that the Job Fair will be held on a Saturday in March 2014 from approximately 11:00 a.m. to 3:00 p.m. She noted that four members of the Commission were needed to serve on the Teen Job Fair Committee. Commissioners Franklin, Hadley, Olmo, and Wu volunteered to be on the Committee.

A motion was made by Commissioner Pearce, seconded by Commissioner Sinha, to nominate and elect Commissioners Franklin, Hadley, Olmo and Wu to serve on the Teen Job Fair Committee for the 2014 Teen Job Fair.

ROLL CALL VOTE:

AYES: Commissioners Franklin, Hadley, Liamos, Nirkondar, Olmo, Pearce, and Wu
NOES: None
ABSENT: Commissioners Fiahlo, Sowers, Utikal, and Chairperson Mallie
ABSTAIN: None

6. Review of FY 2012/13 Community Grant Final Performance Reports

Ms. Mariscal noted that as required by the FY 2012/13 Community Grant and Contract Service Agreements, agencies that had received funding were required to submit a Mid-term Report and Final Performance Report. Copies of these reports have been provided for the Commission to review and provide comments.

Commissioners reviewed the reports and had questions regarding the amount of the approved funding and the funds that had been expended. (Staff clarified for Commissioners via email after the meeting that these were the reports for funds allocated for FY 2012/13 and not the funds that had been recommended for allocation by the Commission at the April 2013 meeting.).

7. Review Commission Meeting Schedule for FY 2013/14

The meeting schedule for FY 2013/14 was reviewed with Commissioners by Ms. Mariscal.

Commissioner Nirkondar questioned whether the change in meeting location was permanent and thought the Commission preferred meeting at the Gingerbread School. Vice-Chairperson Olmo noted that Youth Commission meeting announcements in the local newspaper did not indicate the location.

8. Discuss Youth Commission Pilot Project for 2013-2014

Ms. Mariscal advised that one of the approved City Council Priorities for the Youth Commission is to select a Pilot Project as part of the implementation of the Youth Master Plan. She asked the Commission to consider which project they would like to work on as a pilot project and also discuss projects they would like to add to their 2013-2014 work plan.

A "Clean Water Utility Project" presentation was provided to Commissioners by several Pleasanton high school students. The presentation provided information about how over 900 million people in the world lack access to clean water, that leads to the death of a child every 21-seconds from water-related diseases. They discussed how having access to clean water can provide health benefits, economic advancement and the empowerment of youth and women.

The Commission was advised that through partnership with Cornerstone Youth Ministries and bake sales, car washes, and raffles, a group of youth has been able to donate \$30,000 for a "Just Dig It" project that provided clean water wells in Ghana, West Africa.

The students informed Commissioners that they were now hoping to put together a project with the City of Pleasanton, that would allow residents within the City to consider making a \$1.00 donation (or any other amount they chose) every two months on their water bill. They were hoping that the Youth Commission would consider partnering with them on this project and advised that a 10% participation by Pleasanton residents could provide a lifetime of clean water to approximately 360 people.

Commissioner Pearce indicated he liked the proposed project and was inspired by what it could accomplish. He thought it was something that the Commission needed to discuss and consider.

Commissioner Nirkondar discussed with the presenters how they anticipated advertising for the project and Commissioner Franklin questioned whether they anticipated any administrative costs that would be incurred by the City of Pleasanton.

Commissioners questioned the students on how they had become involved with this type of project and suggested that project information be posted on Ptownlife.org.

Ms. Mariscal advised that if the Commission decided that this was something they wished to consider as a Pilot Project that a recommendation could be made to City Council to help move the project forward.

Additional discussions were held by Commissioners regarding the concept and timeline of a Pilot Project and a suggestion that this become an agenda item for further discussion,

Commissioner Nirkondar provided information about a tutoring program for disadvantaged children she is working on through the library. Additional details were provided by Ms. Parham and elements of the Youth Master Plan were discussed by Ms. Mariscal.

COMMUNICATIONS

There were none.

COMMISSION REPORTS

9. Bicycle, Pedestrian, and Trails Committee

Commissioner Franklin advised that the Committee had discussed: 1) the Old Vineyard Avenue Trail and had received input from neighbors in that area; and 2) the Iron Horse Trail Extension from Santa Rita Road to the BART station.

10. Parks and Recreation Master Plan Steering Committee

No report.

11. Cultural Arts Master Plan Steering Committee

Commissioner Wu advised a rough draft of the Master Plan had been reviewed and discussions included how to improve and provide art for youth.

12. Brief reports on any meetings, conferences, and/or seminars attended by the Commission members

There were none.

COMMISSION COMMENTS

None.

STAFF COMMENTS

13. Community Services Update

Ms. Mariscal provided information about: 1) the reopening of the Aquatic Center; 2) the Commissioners invitation to the Mayor's Dinner from 5:30-8:30 p.m. on September 27th; and 3) a Youth Master Plan presentation on "Goals and Strategies".

14. Library Liaison Update

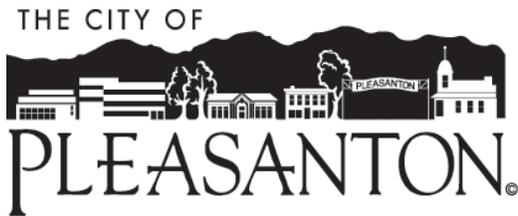
Ms. Parham provided information about the upcoming book sale that will be taking place at the Pleasanton Library, and information about "Banned Books Week". Additionally, information about Shmoop.com was provided and Commissioners were advised that students could do practice AP tests at the site after they had signed-up on the Pleasanton website.

16. Police Liaison Update

No report.

ADJOURNMENT

There being no further business, a motion was made to adjourn the meeting at 8:25 p.m.



Youth Commission Agenda Report

October 9, 2013
Item 5

**SUBJECT: SELECTION OF FOUR (4) YOUTH COMMISSIONERS TO SERVE ON THE
YOUTH IN GOVERNMENT DAY COMMITTEE**

SUMMARY

The City of Pleasanton, in partnership with the Pleasanton Unified School District (PUSD), annually presents Youth in Government Day. The City Council/School Board Joint Advisory Committee has requested that the Youth Commission assist in planning and implementing Youth in Government Day 2014.

Committee meeting dates and times will be determined once the committee is established.

RECOMMENDATION

It is recommended that the Commission designate four (4) Youth Commissioners to serve on the Youth in Government Day Committee.

FINANCIAL STATEMENT

There is none.

BACKGROUND

The Youth in Government Day is presented by the City of Pleasanton and Pleasanton Unified School District (PUSD). The goal of the day is to stimulate interest in community governance and assist in the understanding of the democratic process. Pleasanton high school students are selected by their teachers and administrators to spend a day job shadowing, participating in staff meetings and learning about the City and School District leadership.

Youth in Government day will be held on February 20, 2014, at the Firehouse Arts Center. Committee Members will be required to attend one monthly meeting from October through February providing feedback and suggestions to staff regarding details of the event including but not limited to; afternoon topic, activities and what to serve for lunch. The Committee Members will also be the hosts for the event and announce speakers and presenters.

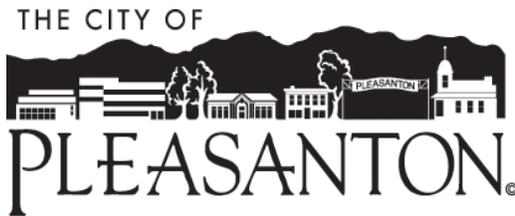
ALTERNATIVE ACTION

Any other action as determined by the Youth Commission.

Submitted by:

/s/

Rachel Mariscal
Recreation Coordinator



Youth Commission Agenda Report

October 9, 2013
Item 6

**SUBJECT: SELECTION OF FOUR (4) YOUTH COMMISSIONERS TO SERVE ON THE TEEN
JOB FAIR COMMITTEE**

SUMMARY

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. It has been requested that the Youth Commission assist in planning and implementing the 2014 Teen Job Fair, as the City of Pleasanton will be hosting the event at the Pleasanton Senior Center.

Committee meeting dates and times will be determined once the committee is established.

RECOMMENDATION

It is recommended that the Commission designate four (4) Youth Commissioners to serve on the Teen Job Fair Committee.

FINANCIAL STATEMENT

There is none.

BACKGROUND

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 2014 Teen Job Fair will be hosted by the City of Pleasanton. 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.

Committee Members will be required to attend one monthly meeting from October 2013 through March 2014 providing feedback and suggestions to staff regarding details of the event and are required to attend the event on March 1, 2014. Committee Members may be asked to help with marketing of the event, introducing guest speakers on the day of the event, assist in collecting event evaluations and assist in creating a summary report of the event.

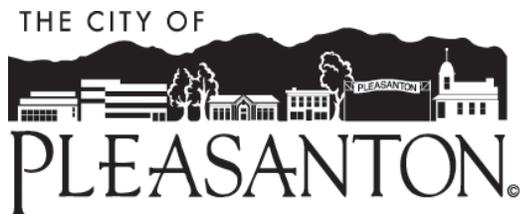
ALTERNATIVE ACTION

Any other action as determined by the Youth Commission.

Submitted by:

/s/

Rachel Mariscal
Recreation Coordinator



Youth Commission Agenda Report

October 9, 2013
Item 7

SUBJECT: DISCUSSION OF YOUTH COMMISSION'S PILOT PROJECT

SUMMARY

On April 16, 2013, the City Council adopted its Bi-Annual Work Plan for 2013 – 2015 that includes the development and implementation of a “pilot project” that will be a vehicle to implement a goal or strategy of the Youth Master Plan.

On September 11, 2013, staff presented the Youth Commission with some projects for their review and consideration. After some discussion, the Commission requested that staff gather additional information and continue the item to their meeting on October 9, 2013.

RECOMMENDATION

It is recommended that the Youth Commission review and select a pilot project that will be a vehicle to implement a goal or strategy of the Youth Master Plan.

FINANCIAL STATEMENT

None.

BACKGROUND

On April 16, 2013, the City Council adopted its Bi-Annual Work Plan for 2013 – 2015 that includes the development and implementation of a “pilot project” that will be a vehicle to implement a goal or strategy of the Youth Master Plan.

On September 11, 2013, staff presented the Youth Commission with some projects for their review and consideration. After some discussion, the Commission requested that staff gather additional information and continue the item to their meeting on October 9, 2013.

DISCUSSION

The items that are listed below are those that have been suggested by the Youth Commission, community or generated by the Youth Master Plan. The Commission should consider each item and/or add to the list and prioritize from “highest” to “lowest” priority.

To assist the Commission with its review, staff has provided supplemental information which identifies and provides basic information for each project. Commissioners are encouraged to come to tonight’s meeting prepared to review, discuss, and prioritize the identified projects. If desired, Commissioners may also use this opportunity to introduce new projects to be added to the list. Staff will then forward the Commission’s recommendations to the City of Pleasanton and Pleasanton Unified School District Joint Liaison Committee for their review and consideration.

Project Ideas:

- Clean Water Utility Project
- Partner with a non-profit organization from the City of Pleasanton’s Youth and Family website, Ptownlife.org, to implement a project or service that meets the identified needs of the Youth Master Plan.
- Have an active role in the implementation of the City of Pleasanton’s “Spring into Wellness Fair” scheduled for spring 2014.
- Begin a campaign that focuses on health and wellness of youth and teens in Pleasanton.

ALTERNATIVE ACTION

Any other action as determined by the Youth Commission.

Submitted by:

/s/
Rachel Mariscal
Recreation Coordinator