



**COUNCIL YOUTH  
SERVICES COMMITTEE**

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**AGENDA**

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**NOTICE AND AGENDA**

SPECIAL MEETING - TUESDAY, DECEMBER 6, 2016  
CITY CLERK'S CONFERENCE ROOM AT CITY HALL - 500 CASTRO STREET  
4:15 P.M.

1. **CALL TO ORDER**
2. **ROLL CALL** – Committee members Clark, McAlister, and Chair Rosenberg.
3. **MINUTES APPROVAL**

Minutes for the Special Meeting of June 7, 2016 have been delivered to Committee members and a copy posted on the City Hall bulletin board. If there are no corrections or additions, a motion is in order to approve these minutes.

4. **ORAL COMMUNICATIONS FROM THE PUBLIC**

This portion of the meeting is reserved for persons wishing to address the Committee on any matter not on the agenda. Speakers are limited to three minutes. State law prohibits the Committee from acting on nonagenda items.

5. **UNFINISHED BUSINESS** – None.

6. **NEW BUSINESS**

- 6.1 **YOUTH ADVISORY COMMITTEE WORK PLAN REVIEW – FISCAL YEAR 2016-17**

The Committee will hear a presentation and discuss the Youth Advisory Committee's Work Plan for Fiscal Year 2016-17.

Action may be taken on this item.

**7. COMMITTEE/STAFF COMMENTS, QUESTIONS, COMMITTEE REPORTS**

No action will be taken on any questions raised by the Committee at this time.

**8. ADJOURNMENT**

GM/5/CSD  
256-12-06-16A-E

## **AGENDAS FOR BOARDS, COMMISSIONS, AND COMMITTEES**

- The specific location of each meeting is noted on the notice and agenda for each meeting which is posted at least 72 hours in advance of the meeting. Special meetings may be called as necessary by the Committee Chair and noticed at least 24 hours in advance of the meeting.
- Questions and comments regarding the agenda may be directed to John Marchant, Recreation Manager, at 650-903-6074.
- Interested persons may review the agenda and staff reports at the City Clerk's Office, 500 Castro Street, Third Floor, beginning the day before each meeting. Staff reports are also available during each meeting.
- **SPECIAL NOTICE – Reference: Americans with Disabilities Act, 1990**  
Anyone who is planning to attend a meeting who is visually or hearing-impaired or has any disability that needs special assistance should call the Recreation Division at 650-903-6331 48 hours in advance of the meeting to arrange for assistance. Upon request by a person with a disability, agendas and writings distributed during the meeting that are public records will be made available in the appropriate alternative format.
- The Board, Commission, or Committee may take action on any matter noticed herein in any manner deemed appropriate by the Board, Commission, or Committee. Their consideration of the matters noticed herein is not limited by the recommendations indicated herein.
- **SPECIAL NOTICE**—Any writings or documents provided to a majority of the Council Youth Services Committee regarding any item on this agenda will be made available for public inspection in the City Clerk's Office, located at 500 Castro Street, during normal business hours and at the meeting location noted on the agenda during the meeting.

## **ADDRESSING THE BOARD, COMMISSION, OR COMMITTEE**

- Interested persons are entitled to speak on any item on the agenda and should make their interest known to the Chair.
- Anyone wishing to address the Board, Commission, or Committee on a nonagenda item may do so during the "Oral Communications" part of the agenda. Speakers are allowed to speak one time on any number of topics for up to three minutes.



COUNCIL YOUTH  
SERVICES COMMITTEE

## MINUTES

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SPECIAL MEETING - TUESDAY, JUNE 7, 2016  
BAYVIEW CONFERENCE ROOM AT CITY HALL - 500 CASTRO STREET  
4:30 P.M.

1. **CALL TO ORDER**

The meeting was called to order at 4:36 p.m. with Chair Rosenberg presiding.

2. **ROLL CALL**

**Present:** Committee members Clark, McAlister, and Chair Rosenberg.

**Absent:** None.

3. **MINUTES APPROVAL** – None.

4. **ORAL COMMUNICATIONS FROM THE PUBLIC** – None.

5. **UNFINISHED BUSINESS** – None.

6. **NEW BUSINESS**

6.1 **YOUTH ADVISORY COMMITTEE APPOINTMENTS**

The Committee reviewed and considered Youth Advisory Committee (YAC) recommended appointments for the 2016-17 term.

**Motion** – M/S Clark/McAlister – Carried 3-0-0 – To approve the YAC-recommended appointments.

7. **COMMITTEE/STAFF COMMENTS, QUESTIONS, COMMITTEE REPORTS**

8. **ADJOURNMENT**

The meeting was adjourned at 4:59 p.m.

Respectfully submitted,

Greg Milano  
Recreation Supervisor

GM/5/CSD  
256-06-07-16mn-E



**MEMORANDUM**

Community Services Department

**DATE:** December 6, 2016

**TO:** Council Youth Services Committee

**FROM:** Ashleigh Branham, Recreation Coordinator  
Greg Milano, Recreation Supervisor  
John R. Marchant, Recreation Manager

**SUBJECT:** Youth Advisory Committee Work Plan Review, Fiscal Year 2016-17

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**RECOMMENDATION**

Approve the Fiscal Year 2016-17 Youth Advisory Committee Work Plan.

**BACKGROUND AND ANALYSIS**

The Youth Advisory Committee (YAC) held their first meeting of the 2016-17 school year on August 22, 2016.

At the meeting held August 29, 2016, Committee members and members-at-large began to brainstorm ideas about what to accomplish during the current school year. Staff took the ideas and input from the Committee and crafted a draft work plan for the YAC to review at the September 26, 2016 meeting. At the October 10, 2016 meeting, the final draft work plan was reviewed and approved without modification (Attachment 1). The approved work items include implementing YAC-organized events and programs; increasing YAC visibility in the community; sponsoring the 2017 Summer Outdoor Movie Night Series; becoming involved in community service projects; supporting health and wellness programs for teens; and supporting academic, college, and career aspirations for teens.

The work plan items are described as follows:

**Ongoing Work Items**

1. Host YAC-Sponsored Events for Teens and the Community—Plan and execute YAC-sponsored events, including Teen Open Mic Nights, the Summer Outdoor

Movie Night Series, cultural events, high school mixers, and other community events.

2. Increase YAC Visibility in the Community—Increase YAC presence in the community by volunteering at Recreation Division events, increasing presence on social media, and creating collaborations with other committees.

### **Fiscal Year 2016-17 Work Items**

1. Organize and Execute Community Service Projects—Implement and participate in at least two community service projects and recruit local teens to assist.
2. Support Health and Wellness Programs for Teens—Provide workshops on topics such as stress reduction and health awareness, and promote support systems to Mountain View Teens.
3. Support Academic, College, and Career Aspirations for Teens—Organize events and develop support for teen academics, college, and career, including test preparation classes, money management, YAC Tutoring, and college preparation workshops.

After the adoption of the work plan, Committee members and members-at-large were asked which subcommittee they would like to be assigned to, and at the October 24, 2016 meeting, Committee members were assigned to subcommittees.

The Committee has already made progress on several of the work plan items. The Committee successfully implemented the 2016 Summer Outdoor Movie Night Series, and provided input to select movies for the 2017 series. YAC members also assisted the Recreation Division at the Halloween Monster Bash event by volunteering on October 28, 2016. Several YAC members also volunteered at the 20th Annual Cops and Gobblers event on November 20, 2016.

AB-GM-JRM/3/CSD

256-12-06-16M-E

Attachment: 1. Youth Advisory Committee Work Plan, Fiscal Year 2016-17

**YOUTH ADVISORY COMMITTEE WORKPLAN**  
**Fiscal Year 2016-17**

Title & Description	Key Milestones	Date (per milestone)	Current Status Notes
<b><i>On-going Work Items</i></b>			
<p><b>A. Host YAC Sponsored Events for Teens and the Community</b>            Plan and execute YAC sponsored events, including Teen Open Mic Night, the Summer Outdoor Movie Night Series, Cultural events, high school mixers, and other community events.</p>	<p>Select dates for Teen Open Mic Nights.</p> <p>Plan and implement Teen-Friendly Business program.</p> <p>Choose movie selections for the 2017 Movie Night Series.</p> <p>Brainstorm ideas for additional events.</p> <p>Plan and implement Teen Open Mic Night Event.</p>	<p>October 2016</p> <p>Fall 2016</p> <p>Fall 2016</p> <p>Fall 2016</p> <p>Winter 2017</p>	<p>YAC members successfully implemented the Summer Outdoor Movie Night Series in Summer 2016, and completed evaluation with suggestions for next year.</p>
<p><b>B. Increase YAC Visibility in the Community</b>            Increase YAC presence in the community through volunteering at Recreation Division events, social media, and collaborations with other committees or commissions.</p>	<p>Set volunteer calendar of dates for special events.</p> <p>Increase visibility through social media platforms.</p> <p>Work with City staff to refresh and update the YAC's city webpage.</p> <p>Contact school newspapers to find opportunities to increase YAC visibility</p> <p>Participate in Annual Spring Parade</p>	<p>October 2016</p> <p>November 2016</p> <p>Fall 2016</p> <p>Fall 2016</p> <p>Spring 2017</p>	<p>YAC members to volunteer at the Monster Bash event to be held October 28, 2016.</p>

**YOUTH ADVISORY COMMITTEE WORKPLAN**  
**Fiscal Year 2016-17**

Title & Description	Key Milestones	Date (per milestone)	Current Status Notes
	Assist the Recreation Division with YAC recruitment for the next term.	Spring 2017	
<b><i>FY 2016-17 Work Items</i></b>			
<b>1. Organize and execute Community Service Projects</b> Implement community service projects including; food drives, princess project, and other community based needs.	Brainstorm specific projects to begin in Fall 2016.  Implement first project by December 2016.  Implement second project.	October 2016  Dec. 2016  Spring 2017	
<b>2. Support Health and Wellness Programs for Teens</b> Provide workshops on topics such as stress reduction, health awareness, and promote support systems to Mountain View teens.	Brainstorm workshops or programs to offer.  Review community resources to partner with and determine best location for programs  Implement first workshop or program.  Implement second workshop or program.	October 2016  Nov. 2016  January 2017  Spring 2017	
<b>3. Support Academic, College, and Career Aspirations for Teens</b> Organize events and develop support for teen academics, college, and career, including; test preparation classes, money management, YAC Tutoring, college preparation workshops, and money management workshops.	Meet with The View Teen Center and AVID/College Bound staff, to discuss ideas.  Implement first workshop or program.  Implement second workshop or program.	Nov. 2016  Dec. 2016  Spring 2017	