

**GOLDEN SIERRA WORKFORCE INVESTMENT BOARD  
YOUTH COUNCIL  
REGULAR MEETING  
MINUTES**

**Wednesday, September 17, 2014, 3:00 pm  
El Dorado Health & Human Services  
3057 Briw Road  
Placerville, CA 95667**

I. ROLL CALL AND INTRODUCTION OF GUESTS

Present: Christina Nicholson, Don Huber, Dori Barrett, Janice Petty, Lucia Nicholson, Maura Kent, Parker Troutd, Sarah Damerow, Tiffany Psomas, Valaine Hoffman.

Absent: Diane Ferrari, McKensey Fisher, Melanie Esque

Guests: Lorna Magnussen, Traci Cummings, Lori Henley, Andrea Figuerora,

*Icebreaker introduction conducted during roll call.*

II. APPROVAL OF AGENDA

**Motion** to approve the agenda by Huber, second by L. Nicholson.

**Motion** approved unanimously.

III. CONSENT AGENDA

All matters listed under the Consent Agenda are considered to be routine in nature and will be approved by one blanket motion.

For Approval

A. Approval of Minutes from May 21, 2014 YC meeting (removed)

B. Approval of Minutes from July 16, 2014 YC meeting

Strike Item A. Approval of Minutes from May 21, 2014; not available.

**Motion** to approve consent agenda items B & C, by Barrett, second by, L. Nicholson.

**Motion** approved.

Informational

C. Attendance Log

IV. PUBLIC COMMENT-FOR THOSE ITEMS NOT ON THE AGENDA

Kent announced Oct 5<sup>th</sup> and 6<sup>th</sup> the boutique will be closed due to remodeling for Christmas.

C. Nicholson stated that they are hiring four new positions. There will be three Youth Supportive Coordinators and one Administrative Support position. They have had 200 applicants apply for the positions and may still have to interview more applicants for the Youth Support Coordinator positions.

V. RETREAT PLANNING/BOARD DEVELOPMENT

C. Nicholson conducted a quick brainstorm exercise with the committee members and had members pair up in groups of two. Magnussen gave an introduction outline of the module packet and introduced the tentative schedule for the Youth Council Strategic Planning Meeting. Magnussen asked the committee members what they wanted to accomplish at the retreat. C. Nicholson and Magnussen felt that Module 4 and Module 1 are the strongest tools for starting the conversation for Roles and Responsibilities and Module 2 was more of an operational resource template.

**Tentative Schedule - November 19<sup>th</sup>, 2014 – TBA\***

- 9:00 – 9:30 WIA/WIOA Updates
- 9:30 – 10:30 Roles & Responsibilities
- 10:30 – 12:00 Review Module 2 (templates) & Samples
- 12:00 – 1:00 Working lunch – Get to know you better and team building
- 1:00 – 3:00 Review for Basic Skills Project – Implementations

C. Nicholson gave handouts to the committee members and explained what the Youth Council does. The committee was asked to break up into pairs and discuss the agenda with the following questions in mind:

1. What do you want to get out of this retreat
2. Does the agenda work for you
3. Thoughts on material and input

1. What do you want to get out of the Retreat:

- To accomplish concrete deliverables and complete them within 12 months.
- To have an understanding of the WIA, how the YC aligns with the WIB and the option of having a scheduled combined meeting.
- To understand what the expectations are from the WIB, how do we operate, and what is the partnership within the WIB?
- To create a Resource Guide that is available to everyone and for it to include:
  - a copy of WIA/WIOA
  - a copy of Y.R.G./Brown Act
- To get to know people better and establish relationships.
  - Bio's (Who are we? Why are we here?)
- To have an understanding of the rules and how they work.

- Brown Act
  - Quorums
2. Does the Agenda work for you:
- YES – Unanimously
  - See above Schedule for November 19<sup>th</sup>, 2014\*
  - Barrett will send out a template for Bio's in October.
    - Send in your bio along with a picture so that it can be created and ready to use during the working lunch.
    - What would you like to know about one another? (Specific strengths, expertise and resources. Include something most people would not know about you).
3. Do you have any questions regarding the material or would you like to add or include any additional material:
- Handbook/Resource Guide of the Youth Council.
    - This would be helpful for new board members so they can be prepared and know what is expected.
    - To review the current Mission Statement.
  - Outline of the Rules – Brown Act.
  - Have a description of the matrix. (the new and old)
  - To review the Mission and Vision Statement.
  - To have or create a Generic Template.
  - Hoffmann has a surplus of binders she can donate for Resource Binders. Hoffmann will deliver the binders to Magnussen one month before the next meeting.
  - To receive an organizational chart with contact information (Roster) of the Youth Council Members.

The retreat has been moved to November 19<sup>th</sup> and will be an all day meeting. The meeting will be in Placer County and location will be announced at a later date.

Magnussen announced that the CWA is putting on a six hour WIOA training session on October 30, 2014. The cost is \$150.00 per person and there will be more webinars in the future and she will keep everyone updated.

VI. YOUTH COUNCIL GOALS & STRATEGIC PLAN UPDATE

Youth Council Goals & Strategic Plan update is on hold until the retreat. Magnussen will be looking into a printed Resource Guide.

VII. EVENT(S) & COLLABORATIVE PROJECT(S) UPDATE

Hoffmann handed out packets and information for the following events:

1. Sierra College - "Just the Facts"
2. October 17, 2014 - NEW Nontraditional Employment for Women Event – This is the NEW Nontraditional Employment for Women Making Careers: Girls Make a Difference Event. This is for high school girls learning about nontraditional employment opportunities at Sierra College. There will be seven different departments that offer projects that are one and half hours in length. Lisa from Hacker Lab will be the keynote speaker and she will be bringing women that work with her to the event.
3. Sierra College Parent Informational Night – This event is for parents or students that would like to learn more about Sierra College.
4. Sierra College 2014/2015 Degree and Certificate Programs – This is a listing of the Degree and Certificate Programs that Sierra College offers.

December 2, 2014 - This is an In Reach day for Sierra College students that are already enrolled. The Compassion Planning kids are invited because all the career and technical education departments will have booths. They will be able to look around at each booth and see if they can find a career that they can declare. The Fire and Police Departments will be on campus too.

October 3, 2014 - This is an Out Reach Day for high school students. There will be approximately 1200 to 1500 students on campus and they will be shown the CTE information. NEWS received \$6,000 in sponsorships for this big event. The students were chosen by their career counselors. The CET teacher will make announcements in the morning explaining what the NEW project is and will direct the applicants to get their packets and return them. They will be chosen by first come, first serve and there is a Google registration process. There will be five alternates chosen. The girls will get a free t-shirt and have a catered luncheon. After the luncheon, there will be a Speed Dating activity. Each of the sponsors and guest speakers will speak to the girls for about 12 minutes, then a bell will ring, music will play, and they will walk from table to table. When the music stops, the girls will sit down at a table. Each girl will hear from three guest speakers in three different career areas. It will be a great opportunity for the girls to hear and learn about things they thought they could never do.

October 2, 2014 - This is an "In Reach Day" for students that are already enrolled at Sierra College Campus.

October 3, 2014 – "Out Reach Day".

October 17, 2014 – "NEW Day".

October 25, 2014 - Counselor Symposium (Normally in April) Dori and several of Youth Council members attend.

C. Nicholson asked Valaine if she could send a fresh message to Lorna Magnussen with the dates of each event. The dates mentioned are different from the dates on the flyer/handouts given today.

Hensley announced that September 24 & 25, 2014 is Career GPS. Golden Sierra is sponsoring the event and will have a booth at Cal Expo. There will be over 7,500 students from all over Sacramento and over 125 business/organization representatives.

Hoffmann announced that Sierra College is introducing their Construction/Energy Program. They are combining construction and energy tech along with solar. There will be a booth and if anyone knows anyone, or is interested in green building, please let her know because they could use their help.

Magnussen and Hensley announced that Golden Sierra has two new out of school workshops: (Two week commitment)

- Basic Computer Workshop Classes
- Get Hired Series – Two week workshop
  - Skill Assessment
  - What do you do now that you know what you can do?
  - How do you market yourself?
  - How to build your resume
  - How to prepare for an interview.

Hoffmann announced that on October 31, 2014, there will be a Placer County, Golden Sierra Job Training Agency, and Sierra College Job Fair. Last year, over 500 job seekers attended and there were 2,000 job offerings given on that day.

VIII. REPORT OUTS: None

IX. NEW BUSINESS/FUTURE AGENDA ITEMS: None

X. NEXT MEETING:

Wednesday, November 19, 2014 at 9:00 am – 3:00 pm (Location TBA)

XI. ADJOURNMENT

Motion to adjourn by L. Nicholson at 5:02 pm, second by Kent.