

A G E N D A
CITY OF DUBLIN YOUTH ADVISORY COMMITTEE MEETING
WEDNESDAY, JULY 25, 2012, 7:00 PM
SHANNON COMMUNITY CENTER 11600 SHANNON AVENUE

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ORAL COMMUNICATIONS**
 - 3.1 **Public Comment**

At this time, the public is permitted to address the Youth Advisory Committee on non-agendized items. The Committee must, however, comply with all State Laws in regard to items not appearing on the posted agenda. The Committee may respond to statements made or questions asked, or may request Staff to report back at a future meeting concerning the matter. Any member of the public may contact the Parks and Community Services Department related to the proper procedure to place an item on a future Youth Advisory Committee agenda. The exceptions under which the Youth Advisory Committee MAY discuss and/or take action on items not appearing on the agenda are contained in GC 54954.2(b)(1)(2)(3).
4. **MINUTES OF THE REGULAR MEETING – June 27, 2012**

STAFF RECOMMENDATION: APPROVE MINUTES
5. **WRITTEN COMMUNICATIONS - NONE**
6. **UNFINISHED BUSINESS – NONE**
7. **NEW BUSINESS**
 - 7.1 **Presentation by the Alameda County Public Health Department**

The Alameda County's Tobacco Control Program will provide Youth Advisory Committee Members an informational presentation on the Surgeon General's Report on Youth and Tobacco.
STAFF RECOMMENDATION: Receive report
 - 7.2 **Youth Advisory Committee Work Plan for 2012-2013**

Youth Advisory Committee Members will review the Youth Advisory Committee work plan for the 2012-2013 term.
STAFF RECOMMENDATION: Receive report and review the Youth Advisory Committee work plan for the 2012-2013 term.
8. **OTHER BUSINESS**
 - 8.1 **Brief Informational Only Reports from Youth Advisory Committee Members, Subcommittees, and/or Staff and Reports by Commission related to Meetings Attended at City Expense (AB 1234).**
9. **ADJOURNMENT**

This NOTICE is posted in accordance with Government Code Section 54954.2(a)

If requested, pursuant to Government Code Section 54953.2, this agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Section 12132), and the federal rules and regulations adopted in implementation thereof. To make a request for disability-related modification or accommodation, please contact the City Clerk's Office (925) 833-6650 at least 72 hours in advance of the meeting.

CITY OF DUBLIN
YOUTH ADVISORY COMMITTEE MEETING
MINUTES OF Wednesday, June 27, 2012

CALL TO ORDER

The June 27, 2012 meeting of the Youth Advisory Committee was called to order at 7:13 p.m. at the Dublin Senior Center by Staff Member Frank Luna.

PLEDGE OF ALLEGIANCE

Pledge of Allegiance was led by Staff Member Luna.

ROLL CALL

Committee Members (CM) Present: Brooke Brunckhorst, Vivian Sung, Ben Sher, Nazineen Kandahari, Tim Elkana, Ianna Fong, Marcos Castro, Callan Jackman, Jenny Dyer, Dilpreet Anand, Angie Wang, Audrey Nunez, Courtney Haubert, Rebecca DeGuzman Staff Present: Henry Siu, Frank Luna

Committee Members Absent: Kush Rastogi, Alexandra Padnos
Liaison Absent: Tristan Elias, Parks and Community Services Commission Liaison
Adult Member Absent: Ashley Wolfe

ORAL COMMUNICATIONS

Mark Duncanson, Recreation Coordinator from the City of Pleasanton, lead Youth Advisory Committee Members and Staff through a variety of team building exercises and games. Mr. Duncanson's expertise in theater and his enthusiasm when coordinating the games and exercises were contagious. The Youth Advisory Committee Members thoroughly enjoyed participating in the team building exercises and it was a great way to start the 2012-2013 term.

MINUTES OF THE SPECIAL MEETING- June 27, 2012

ON A MOTION BY CM SUNG, AND SECONDED BY CM CASTRO THE YOUTH ADVISORY COMMITTEE VOTED TO APPROVE THE MINUTES OF MAY 30, 2012 AS PRESENTED. (THE VOTE WAS TAKEN BY THE COMMITTEE MEMBERS PRESENT WHO WERE ON THE 2011-2012 YOUTH ADVISORY COMMITTEE. THE NEWLY APPOINTED YOUTH ADVISORY COMMITTEE MEMBERS ABSTAINED FROM THE VOTING.)

WRITTEN COMMUNICATIONS - None

UNFINISHED BUSINESS - None

NEW BUSINESS

Youth Advisory Committee Responsibilities

Staff distributed the Bylaws and Rules of Procedure for the Youth Advisory Committee. Staff Member Luna reviewed the responsibilities of the Youth Advisory Committee as contained in the Bylaws and Rules of Procedure with the Youth Advisory Committee Members. Staff recommended that Youth Advisory Committee Members review the Bylaws and Rules of Procedure and if there are any questions bring them to the next scheduled Youth Advisory Committee meeting.

Election of the Youth Advisory Committee Chairperson and Vice-Chairperson

Youth Advisory Committee Members nominated various members for the position of Chairperson and Vice-Chairperson.

ON A MOTION BY CM BRUNCKHORST, SECONDED BY CM CASTRO AND BY MAJORITY VOTE, THE YOUTH ADVISORY COMMITTEE APPROVED THE ELECTION OF YOUTH ADVISORY COMMITTEE MEMBER VIVIAN SUNG TO THE POSITION OF CHAIRPERSON FOR THE 2012-2013 TERM.

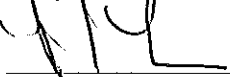
ON A MOTION BY CM SUNG, SECONDED BY CM BRUNCKHORST, AND BY MAJORITY VOTE, THE YOUTH ADVISORY COMMITTEE APPROVED THE ELECTION OF YOUTH ADVISORY COMMITTEE MEMBER MARCOS CASTRO TO THE POSITION OF VICE-CHAIRPERSON FOR THE 2012-2013 TERM.

OTHER BUSINESS - None

ADJOURNMENT

Being no further business, the meeting was adjourned at 8:51 p.m. by Chairperson Sung.

Respectfully submitted:



Frank Luna
Recreation Supervisor

APPROVED:

Chairperson



**AGENDA STATEMENT
YOUTH ADVISORY COMMITTEE
MEETING DATE: JULY 25, 2012**

SUBJECT: Presentation by the Alameda County Public Health Department
Report Prepared by Frank Luna, Recreation Supervisor

ATTACHMENTS: None

RECOMMENDATION: Receive report.

FINANCIAL STATEMENT: None

DESCRIPTION: The Alameda County Public Health Department's Tobacco Control Program will provide the Youth Advisory Committee Members an informational presentation on the Surgeon General's report on Youth and Tobacco. The Tobacco Control Program provides tobacco education, prevention services, and technical assistance to government agencies, community-based organizations, law enforcement, hospitals, clinics, businesses and residents of Alameda County.

RECOMMENDATION:
Staff recommends the Youth Advisory Committee receive the report.

COPIES TO:

ITEM NO.: 7.1



**AGENDA STATEMENT
YOUTH ADVISORY COMMITTEE
MEETING DATE: JULY 25, 2012**

SUBJECT: Youth Advisory Committee Work Plan for 2012-2013
Report Prepared by Frank Luna, Recreation Supervisor

ATTACHMENTS: None

RECOMMENDATION: Receive report and review the Youth Advisory Committee Work Plan for the 2012-2013 term.

FINANCIAL STATEMENT: None

DESCRIPTION: The Youth Advisory Committee provides input to Staff on youth services and teen programming in the community through participation in the program planning and the decision making process.

A work plan is established so Youth Advisory Committee Members can describe what they want to achieve and how to get it done. A work plan is a way for Youth Advisory Committee Members to stay on task and accomplish what is most important to the group. A work plan provides a framework for scheduling and planning activities. It serves as a guide during a specific time period for carrying out the work. The work plan may include a schedule of events, responsibilities that details the action to be taken to accomplish the goals, and objectives that lay out the plan. The following is the work plan for the Youth Advisory Committee for the 2012-2013 term:

WORK PLAN

- GOAL 1** Establish a Youth Mini Grant program that provides funds to help Dublin High School organizations or programs that provide financial assistance to programs that relate to youth interest or activities.
- Objective 1.1 Establish a program plan for the Youth Mini Grant program which includes fundraising, creating an application and proposal form.
 - Objective 1.2 Establish a timeline to advertise and market the mini grant program beginning in the fall 2012.
 - Objective 1.3 Begin receiving applications February 2013.
 - Objective 1.4 Interview applicants mid February 2013

COPIES TO:

ITEM NO.: 7.2

Objective 1.5 Awards grants March on or before 1, 2013.

GOAL 2

Volunteer at scheduled City Special Events. Assist Staff with various planned activities at the events.

Objective 1.1 September 22, 2012– Splatter Emerald Glen Park- Assist Staff with an activity booth at the new City event

Objective 1.2 December 6, 2012 Dublin Tree Lighting Ceremony. Assist staff with event activities as assigned.

Objective 1.3 March 9, 2013 - Tri-Valley Teen Job Fair San Ramon Senior Center. Youth Advisory Committee Members will assist staff with various event duties.

Objective 1.4 March 16 & 17, 2012 St. Patrick's Day Festival - Assist staff with the coordination and scheduling of a Youth Advisory Committee booth. Youth Advisory Committee Members will cover shifts; promote Parks and Community Services programs and booth activities.

Objective 1.5 April 2013 All-America Car Show. Youth Advisory Committee Members will cover shifts at the event and distribute information on Youth Advisory Committee events, and Parks and Community Services Department activities.

GOAL 3

Establish monthly fundraising activities to raise money for the Youth Fee Assistance Program.

Objective 1.1 Establish monthly fundraising activities.

Objective 1.2 Contact local businesses and schedule special fundraising nights.

Objective 1.3 Create a monthly calendar to distribute. Fundraising activities scheduled to begin October 2012.

RECOMMENDATION:

Staff recommends the Youth Advisory Committee receive the report and review the Youth Advisory Committee work plan for the 2012-2013 term.