**Youth Leadership Forum (YLF) Governance Committee**

**Meeting Minutes – DRAFT**

Wednesday, March 8, 2023

2:00 p.m. – 4:00 p.m.

Zoom Video and Teleconference

**Committee Members**: Ashley Burrell, Catherine Campisi, Julia Edwards, Danielle Hess, and Sam Kuykendal

**CCEPD Staff Members:** Maria Aliferis-Gjerde, Margaret Balistreri, Matt Baker

**Members of the** **public:** Michael Clay, Vinh Nguyen

1. **Welcome and Introductions**

Co-chair Hess began the meeting at 2:03 p.m. Meeting etiquette was reviewed, and introductions were made. Executive Aliferis-Gjerde announced Matt Baker as the new YLF Project Manager.

1. **Approval of February 23, 2023, Meeting Minutes**

Co-chair Edwards asked for a motion/second to approve the February meeting minutes. **There was no further discussion.** It was moved/seconded (Burrell/Campisi) to approve the February meeting minutes. Motion passed 4-0-1. (Yes: Edwards, Hess, Burrell, Kuykendal), (No: none), (Abstain: Campisi).

1. **2023 YLF Budget**

Project Manager Baker gave the budget updates –

* Hybrid approach budget for 40 delegates and 60 staff plus supporting staff.
* Pledged amount $112,575.
* Estimated expense $149,528.
* Funding to be raised $36,953.
* Funding from previous donors still to be determined includes California Community Colleges Chancellors Office, DOR and a few private donors.
* Fund development met earlier in the week and discussed some strategies.
* Prices have increased for ASL interpreters and text captioners.
* Sacramento State Contract is in progress.
* The luncheon estimated costs could change from the current estimate of $24,038.
1. **2023 YLF Workgroup Updates**

Workgroup Chairs and Co-Chairs

Program Workgroup – Danielle Hess

* Additional help would be appreciated in this workgroup.
* Some changes were made to the program. The first day was shortened a bit.
* Next meeting Friday at 2:00 p.m.
* Speakers will be discussed.
* The luncheon workgroup will be added to the Program workgroup.

Student Selection – Danielle Hess/ Elizabeth Pope

* 25 applicants’ information for 21 has been shared to begin interviews.
* Acceptance letters should be sent by first week of May.
* Application deadline is March 17.
* There have been some different methods of recruitment happening.

Personnel – Matt Baker

* Project Manager Baker is working on Personnel for now.
* Once delegates have been selected, the staff recruitment will proceed.
* Background checks/requirements will be through DOJ/FBI per our new contract agreement with CDE.

Post-YLF Activities – Jonny Vallin

* The 2023-2024 workshop calendar is being worked on.
* Topics have been chosen and speakers are being looked at.

Fund Development – Catherine Campisi

* There are requests pending for regular funders that have not responded yet.
* Meeting with a representative from the University to see if there might be support from the SSWD office by sponsoring or offering staff assistance during the week of YLF.
1. **YLF 2.1 and Regional YLF Updates**

Project Manager Baker gave the updates –

There have been ongoing meetings with the different regions on the Regional YLF events.

* LA has made progress and still looking for a venue.
* Budget is about 18000 and partners have agreed to fund themselves to no have to pull from state event funding.
* Looking for fiduciary agents.
* Sacramento is further along with tentative dates for October 20-22.
* Sacramento budget is $15,000.
* San Diego working to secure space and a date for late August/Early September.
* Possibly looking at hosting at a local library.
* About $18,000 budget.
* Program is further along.
1. **Agenda Items for Future Meetings**

No further items were discussed.

1. **Public Comment**

There was a brief recognition of Judy Heumann who recently passed away.

It was suggested to find a way to have something in her honor at the event. Possibly something in the lines of “lessons learned from Judy” could also be used as a post-YLF event.

1. **Adjournment**

The meeting was adjourned at 2:47 p.m.