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

**Meeting Minutes – DRAFT**

Wednesday, December 2023

2:00 p.m. – 4:00 p.m.

Zoom Video and Teleconference

**Committee Members**: Dani Anderson, Benita Baines, Ashley Burrell, Catherine Campisi, Michael Clay, Danielle Hess, Charlie Kaplan, and

Blair Webb

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

**Members of the** **public:** Logan Pendergraft, Ava H, and Bela Singh

1. **Welcome and Introductions**

Chair Anderson began the meeting at 2:02 p.m.

1. **Approval of November 2023 Meeting Minutes**

Motion to approve Campisi/Hess (Yes votes- 5) Anderson, Baines, Burrell, Hess, Campisi (No votes – 0) (Abstain votes – 2) Kaplan, Clay Passes 5-0-2

1. **YLF 2023/2024 Budget Updates**

Project Manager Baker gave current budget updates:

2023

* There were not many changes from our last meeting.
* Last minute expenditures on some travel reimbursements and audio visual for the 2023 summary video.
* This will be the last invoice to close out 2023.
* All partners have paid pledged funding except Department of Developmental Services which should come soon.
* Discussed funding from California Department of Education (CDE) and how funding will not be used for 2023 because there is a TB test requirement. There are discussions to allow funding through an interagency agreement with Department of Rehabilitation (DOR) and CDE.
* Without the CDE funds there is still a 74,000 carry over for 2024.

2024

* Some expenses have gone up slightly due to cost information from Sacramento State.
* Current estimated costs are $243,700.
* Pledged funding so far is $19,998 from California Department Social Services and California Workforce Development Board.
* The DOR figure will be about $4,874 for each DOR consumer that participates.
* Many of the delegate applicants for YLF 2024 are currently connected with DOR, which will help with funding.
* The expenses will increase in every area because we are budgeting for 50 delegates and entire week in-person.
* Fund Development will work to reach out to our current supporters and funders to get commitments for YLF 2024. We have a new contact at Sutter Health which will hopefully result in a commitment for YLF 2024.

1. **YLF 2024**

Project Manager Baker next went over the following planning for 2024:

Student Outreach and Marketing

* The application period is still open until the end of January.
* We currently have 89 applications.
* Dani and Ashley have helped with the interview process, so interviews are happening as they come in.
* 15 students have been offered to attend and all have accepted so far.
* We are always open to new marketing ideas, so members are welcome to send any suggestions.
* Will there be more targeted outreach now? Yes, especially in the Deaf and Hard of Hearing community. Some additional contacts will be sent for outreach.

Volunteer Staff Outreach and Marketing

* The online application will be live from around the third week in January until the end of March, it can be extended until the target number of staff is found.
* A new position was added for younger alumni that is a peer mentor position. Only alumni can apply for that position within a certain age limit.
* When the application is ready, an email will be sent to former alumni and partners.
* Social Media currently has new posts weekly for students and why should you apply, and this will also be done for staff recruiting.

Week-At-A-Glance (speakers/logistics)

* There were not many changes since our last meeting, Wednesday evening was going to be free time and will now be Alumni Sharing.
* Partners have been met with to discuss Capitol Activities. Some Activities will be planned along with the photo and there will be more meetings to discuss logistics. More legislatures will hopefully be involved.
* Mentoring luncheon will be on Campus on Thursday. Resource Fair may also be moved to Thursday so it easier for partners logistically to also attend luncheon.
* Alumni wanted to share a technique for pausing and will send to Project Manager Baker for potential use at YLF.

Speaker Updates

Hess shared the potential speakers and the session goals for each Session.

* Discussed Opening Session.
* Should include alumni: Sarah Triano and or Christina Mills.
* Local comedian or comedian group or possible alumni doing comedy can be invited.
* Video welcome from partners will also be shown.
* A disabled comedian from Oakland named Jade was recommended.
* Chair Anderson recommended sharing the document of potential speakers with members to review before the next meeting and discuss speakers then.
* Member Hess will share the document.

1. **Regional YLF Updates**

Project Manager Baker shared the following updates:

* Still having conversations with Los Angeles and San Diego partners for an early 2024 event.
* New regions will be added in 2024.

1. **Agenda Items for Future Meetings**

* Bagley Keene requirements are changing in 2024.
* Members will be reached out to with the new requirements.

1. **Public Comment**

None

1. **Adjourn at 3:02.**