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

**Meeting Minutes – DRAFT**

Wednesday, October 11, 2023

2:00 p.m. – 4:00 p.m.

Zoom Video and Teleconference

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

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

**Members of the** **public:** Brandon Raveling, Jonny Vallin, and Blair Webb

1. **Welcome and Introductions**

Chair Hess began the meeting at 2:03 p.m.

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

Motion to approve Kaplan/Burrell (Yes votes- 4) Baines, Burrell, Kaplan, Hess, (No votes – 0) (Abstain votes – 1) Anderson.

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

Motion to approve Burrell/Hess

(Yes votes - 3), Baines, Burrell, Hess, (No votes – 0) (Abstain votes – 2) Anderson, Kaplan. Passes 3-0-2

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

Motion to approve Kaplan/Burrell

(Yes votes - 4), Baines, Burrell, Kaplan, Hess, (No votes - 0) (Abstain votes – 1) Anderson. Passes 4-0-1

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

Motion to approve Anderson/Kaplan

It was brought to the attention of the group that the consensus to approve the new chair included Clay but not Kaplan and that needs to be corrected. (Yes votes-5), Aderson, Baines, Burrell, Hess, Kaplan (No votes - 0) (Abstain Votes – 0) Passes 5-0-0

1. **Confirmation of YLF 2024 Chair and Members**

Motion/second Hess/Kaplan for Anderson to be the new YLF Governance Chair (Yes votes -5), Anderson, Baines, Burrell, Hess, Kaplan (No votes-0) (Abstain Votes – 0) Passes 5-0-0

1. **YLF 2023 Budget Update**

New Chair Anderson next asked Project Manager Baker to go over the budget updates.

* Estimated current cost $147,390.
* Received $200,996
* Projection of $245,994
* Carry over of $59,746 with current funding received. If all projected funding is received, carry overestimate for 2024 is $95,616.
* State money is used first as private funding can be carried over.
* There were some adjustments from last estimate where additional costs were added for luncheon and stipends for alumni to partake in Governance and other YLF tasks. This will eventually be carried over into DOR budget but for now it is included in our budget.

1. **Approval of YLF 2024 Format and Next Steps**

Project Manager Baker next went over the 2024 format including budget.

2024 Proposed Budget

* Estimated budget with 50 delegates is 210,700 for a 6-day program with an extra day for staff.
* Going on the assumption that we will receive the same funding as 2023 we should have enough to cover the cost.

A question was asked about the storage unit. The unit has been cleaned out slowly and consolidated to the point where we can move to a smaller unit. We are currently on an annual contract so changes will have to be made when the next renewal time comes up. Some items can be moved to CCEPD storage also. Medical supplies were consolidated and cut in half.

The Marketing and Outreach amount is much higher than previous years, so it was asked what might be planned that would require more money. Some of the planned events might be to attend opportunities to attend youth events and this would help with any travel or other costs.

It was asked for a motion/second Hess/Kaplan to approve the 2024 budget.

(Yes votes-5), Aderson, Baines, Burrell, Hess, Kaplan (No votes - 0) (Abstain Votes – 0) Passes 5-0-0

2024 Proposed Week-At-A-Glance

* A basic outline of the Week-At-A-Glance was laid out.
* First day is a little lighter than usual so there is some free time.
* Second day activities start at 9 with hopefully a presentation from Rosie and BBQ dinner that evening.
* Moving past High School panel, campus tour, resource fair and probably a Crip Camp movie night.
* Living Independently – Living on my own self advocacy panel. Mentoring luncheon will probably be planned on campus with catering. Talent show will be this day also.
* There is still a possibility of having a luncheon in the fall with speakers, delegates, and partners.
* Capitol Day – there will be extra time allocating for this day with some Capitol Tours, legislative visits, and lunch in between. Dance will be in the evening. Legislative visits can take a lot of prep time, is it possible to work on an impressive presentation in there instead? Also, after the renovation it is not known where the legislation will be. The speaker could incorporate some time for Q and A.
* There will be opportunity to help work on material for the groups.

The goal is to be more creative with the legislative visits and give the students more information on how it works and how to get involved. Point on those that are working on disability issues that could even get involved virtually.

* Last day will be a long breakfast, small group and a long lunch with graduation and closing session.

Motion/second Hess/Anderson to adopt this as our starting point for the Week-At-A-Glance.

(Yes votes-5), Aderson, Baines, Burrell, Hess, Kaplan (No votes - 0) (Abstain Votes – 0) Passes 5-0-0

Speakers and Presenters

The Speakers and Presenters have not yet been identified besides Rosie so this will be postponed until the next meeting.

1. **YLF 2.1 and Regional YLF Updates**

* Sacramento will be holding its first Regional YLF at Sacramento City College with 22 students next week.
* Los Angeles is exploring an event for February 2024.
* San Diego is working on the last week of June 2024
* All are three-day programs.
* After the three events have happened, we can look at lessons learned and reach out to some additional regions.

1. **Agenda Items for Future Meetings**

* If everyone can suggest one or two speakers that would be helpful.
* More feedback on the legislative visits or more things to see downtown.

1. **Public Comments**

There were no public comments.

1. **Adjournment**

Meeting was adjourned at 2:52.