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

**Meeting Minutes – DRAFT**

Wednesday, April 9, 2025

2:00 p.m. – 4:00 p.m.

Zoom Video and Teleconference

This meeting was held via teleconference within the meaning of Government Code Section 11123.5. Members can be in-person or virtual (V).

**Committee Members**: Dani Anderson (V), Catherine Campisi (V) Danielle Hess (V), Charlie Kaplan (V), Angelina Walker (V)

**CCEPD Staff Members:** Matt Baker (V), Margaret Balistreri, (Posted Location), and Haylie Manzo (V)

**Members of the Public:** Lorena Murray, Adrian Lujan, Jem Moore, Iliana Jones, and Kelly Kivlahan

1. **Welcome and Introductions**

Chair Anderson began the meeting at 2:00 p.m.

1. **Approval of February 2025 Meeting Minutes**

Motion to approve (Kaplan, Hess) to approve meeting minutes. (Yes – 4 Anderson, Campisi, Hess, and Walker); (No – 0); (Abstain votes – 1 Kaplan) Motion passes 4-0-1.

1. **YLF 2025 Budget Updates**

*Project Manager Baker went over current budget updates –*

The current Budget is $342,264. Current funding commitments are $144,691. Private donations are continuing to be solicited. Anthem committed to $10,000 up from $8000 last year. Scott Richmond also donated more this year with a commitment of $5000.

1. **YLF 2025 Updates**

*Fund Development – Catherine Campisi, Charlie Kaplan, Fund Development Co-Chairs*

Still awaiting funding commitments from longtime donors Sutter and Molina. Members are asked to contact anyone they could put in a good word with to support private funding efforts.

Question about DOR funding commitment –

As of right now DOR Leadership is still committed to supporting students at the rate they committed to.

*Program – Danielle Hess, Program Chair*

There are plans for two workbooks. One for the students with programming activities, and one for logistics and resources. Speakers are still being confirmed. Once staffing is completed, we should have a better idea of potential speakers who will be on-site all week. New DOR Director Kim Rutledge has been requested to deliver opening remarks. American River Courtyard continues to be offline; programming and housing will be in Riverview Hall like 2024.

*Travel and Luncheon – Project Manager Baker gave an update as LaJuana was not available to attend.*

Due to the new Southwest Airlines policy change no longer offering free bags, Business Select tickets will be purchased for staff and delegates requiring Airfare travel to YLF. This will ensure no additional costs to participants for checked bags.

Discussion of how to communicate the Real ID requirements for travelers over the age of 18.

Luncheon gifts for donors are being scouted.

1. **YLF 2025 Student/Staff Selection Update**

*Project Manager Baker gave the update*

Delegate Interviews completed. Final Delegate selection will take place on Monday, April 14. Selecting the top 50 students with a waitlist of 20. Additional delegates will be added if funding and staffing support allows for it. Staff interviews are being conducted this month. Staff selection should occur by the end of the month.

1. **YLF 2025 Risk Management Policy Updates**

*Project Manager Baker gave the update*

Updates include new Incident reporting system and form that may be used by staff and delegates. Anonymous reporting phone line has been added for those who wish to report anonymously. New staff and delegate expectations. New title 9 language added. Updated Mandated Reporter Training. New training for staff in Risk Management policies to be completed prior to YLF 2025.

1. **Agenda Items for Future Meetings**

No new items suggested at this time

1. **Public Comment**

No public comments

1. **Adjournment at 2:25 pm**