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

**Meeting Minutes – DRAFT**

Wednesday, May 14, 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), Benita Baines (V), Michael Clay (V)

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

1. **Welcome and Introductions**

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

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

Meeting minutes were not sent in advance of the meeting for review. Will review and approve at June 2025 meeting.

1. **YLF 2025 Budget Updates**

*Project Manager Baker went over current budget updates –*

The current Budget is $320,434. Current funding commitments are $145,691.

There are still some pending sponsors we are waiting to hear from.

We will make a final decision on the budget in June based on projected funding.

1. **YLF 2025 Updates**

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

Both Molina and Sutter have changed their criteria and will not be able to fund this year. We will need to invest more in understanding the criteria to secure funding for next year.

*Program – Danielle Hess, Program Chair*

Finalizing the schedule for the week based on dorms used for YLF 2025.

Handbook and Workbook have been completed for Staff and Delegates, there will be some minor edits for the transition time changes.

Speakers – almost everyone is confirmed, and travel is being finalized.

Resource Fair – in progress.

Logistics team leaders will be meeting on zoom soon to work on the logistics document for all the information we need.

*Travel and Luncheon – Project Manager Baker gave an update as LaJuana was not available to attend.* Travel memos are being drafted for staff and delegates with travel details. Plan to book flights before the end of the month. Luncheon planning and logistics are on target. No outstanding items in this area.

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

*Project Manager Baker gave the update*

All Staff and Delegates have been selected, and forms are being returned. Final counts should be in once all the forms are returned. There are 60 students and around 60 staff members including all support and administrative staff. There were 180 delegate applications and 130 staff applications this year, so great increases on both.

1. **Agenda Items for Future Meetings**

Staff training Agenda

1. **Public Comment**

Question about feedback on Risk Management Plan. Discussed sending questions/feedback on the Risk Management can be sent to the YLF inbox.

1. **Adjournment at 2:30 pm**