



Hamilton

MINUTES
HAMILTON YOUTH ADVISORY COMMITTEE

Tuesday, March 20, 2012

5:00 p.m.

1 Hughson St. North, 3rd Floor Board Room

Present: Co-Chairs: Alex Fiorello
Members: David Boruch, Fan Yang, Alex Ramirez, Lauren Hansen, Fabian Ahmed, Don Mahleka

Absent with Regrets: Councillor Jackson, Zil Nasir, Michael Pratas, Mikayla Zolis, Natascha Del Prete, Jessika Del Prete, Meg Chalmers, Julie Ling Ma, Mohammad Nasir, Michelle Leach

Also Present: René Reid, Mark Weingartner, Samantha Molinaro, Martin Caas, Nashwa Khan, Becky Schmor,

1. CHANGES TO THE AGENDA

Youth Week Hamilton Items 5.2, 5.3, 5.4 were discussed first to ensure sufficient time was allotted for discussion, planning and/or decision making.

2. DECLARATIONS OF INTEREST

None were made

3. APPROVAL OF MINUTES OF PREVIOUS MEETING

3.1 No revisions were required by those in attendance. Minutes from January 2012 and February 2012 were approved. **(Yang/Fiorello)**

4. PRESENTATIONS

4.1 Icebreaker (5-10 Minutes) -deferred

4.2 Membership update- René

René provided the committee with hardcopies of the detailed volunteer recruitment process from Stephanie Paparella, Legislative Coordinator Office of the City Clerk. A copy of this information is included in the appendix of the meeting minutes.

That, as the following members have been absent for 3 or more consecutive meetings and staff have been unable to reach these members regarding continued membership, they be removed from the HYAC membership at this time:

- (a) Zil Nasir
- (b) Mohammad Nasir
- (c) Natascha Del Prete
- (d) Jessica Del Prete

(Yang/Fiorello)

That the following resignation from the HYAC member be received.

- (e) Meg Chalmers

(Yang/Fiorello)

Don Mahleka will remain on the committee

(Yang/Fiorello)

4.3 Website Update-Michelle –deferred

4.4 CAS Conferences- René -deferred

4.5 Youth Engagement Initiative Summit- Everyone

Alex Ramirez informed the committee of the upcoming Youth Engagement Initiative Summit taking place at City Hall, in the Council Chambers, Saturday March 31, 2011, 10am to 4pm. Alex encouraged committee members to attend this event. A discussion took place about what would occur at this event.

4.6 Sponsorship

Alex Ramirez advocated on behalf of the Youth Engagement Initiative Summit to have HYAC sponsor the group by paying for the rental of Council Chambers (\$280.00). Alex feels this would be a way for HYAC to endorse the project. A discussion took place and the following points were raised:

- How does it align with HYAC's mandate?
- Is this something HYAC can do (sponsor an outside event/initiative)?
The Clerk's Department will need to be consulted.
- Is HYAC's role to 'grant' other groups funds out of its limited budget?
- Is this something HYAC should do?
- Does the committee know enough about this project/event and with such short notice and no supporting promotional information to make a decision?

5. DISCUSSION ITEMS

5.1 Organizational structure of HYAC and HYAC accomplishments as of May 2011

Alex Ramirez asked the committee what the HYAC has accomplished since May 2011. A discussion took place regarding what has been accomplished so far and the fact that there continues to be challenges with attendance. Members of the committee acknowledged that it is difficult to do more as a committee when members are committed to 2 hours or less per month on HYAC-related initiatives. Committee members discussed the need for a revised Terms of Reference but are uncertain as to the depth of such a document. René revised HYAC's TOR in August 2010 and sought review from the current committee in May 2011. At the time, the committee requested more time to read it.

5.2 Proposed Change for Keynote Speaker for Youth Week – Everyone

Additional options for a keynote speaker were brought forward to the committee by several committee members and guests. Joel Hilchey and Brandon Love www.joelhilchey.com come highly recommended by those who have seen them speak.

- Alex Ramirez is to contact Joel to confirm fees and to have Joel contact Mark/René directly on or before March 30th.
- Everyone is reminded that Mark and René need to be included in all communications concerning Youth Week. Only City staff can enter into contracts with external partners.
- The group agreed that if Joel is available for the launch and within the \$300 price range that he should be booked as the keynote speaker.

5.3 Youth Week Opening Ceremonies Update - Everyone

- Youth Week Hamilton's Kick-off event schedule was reviewed by everyone in attendance. Some details still need to be finalized. The following deadlines were agreed to.
- **René** informed the group that she has filled out the necessary applications and has booked the forecourt of City Hall.
- **René** to finalize hot dogs / BBQ's on or before March 30th
- **René** to finalize YWH'12 poster (aim @ youth) on or before March 30th
- **Alex Ramirez** is to confirm the attendance of the McMaster football team on or before March 30th
- **Alex Ramirez** is to confirm the attendance of the McMaster Marching Band on or before March 30th
- **Alex Ramirez** is to confirm the attendance of a dance group on or before March 30th
- **Alex Ramirez & Fan Yang** to confirm DJ on or before March 30th
- **Michael Pratas** is to confirm the attendance of the Glee Club on or before March 30th
- **Mark** is to confirm the attendance of the Mayor and or member of Council on or before March 30th
- **Mark** to complete media advisory on or before March 30th

- Alex Ramirez motioned to have 1 male and 1 female do the opening remarks. The motion was seconded by Fan.
- **Alex Fiorello, Lauren Hansen and Fabian Ahmed** are to have a draft of their 'Opening Remarks' etc. to Mark and René on or before March 30th. At the meeting in April, they will do a run through before the committee.

5.4 Youth Week Promotional Update

René provided the info sent by Mikayla and examples of promotional items sent by 4Imprint. No decision was made by the committee as to what promo items to get for YWH'12 however a decision must be made in the next week or two so that items can be ordered and delivered in time. René will send out an e-mail with the options for HYAC members to provide feedback on or before March 30th.

6. GENERAL INFORMATION & OTHER BUSINESS

6.1 Invite Nashwa Khan to a future meeting to share experience chairing the Oakville Youth Advisory Committee and her participation in the Toronto Youth Cabinet – deferred until after YWH'12

6.2 Invite students who participated in the Beanstalk Conference to provide highlights at a future meeting - deferred until after YWH'12

7. ADJOURNMENT

That, there being no further business, the meeting was adjourned at 7:00p.m.

(Fiorello/Ahmed)

Appendix

The Volunteer Recruitment Process:

- Near the end of each term of Council (or at the very beginning of the new term, whichever time allows) an advertisement is placed in the Hamilton Spectator, local area newspapers, libraries, schools, the City's web site, etc. advising that the City is looking for citizens to participate on its various volunteer committees.
- At that time, existing members of the volunteer committees are also required to re-apply to for a continued position on the committee, should they wish to do participate for another term.
- Once the application deadline has passed, the applications are presented to the Interview Sub-committee (to the appropriate Standing Committee), which consists of members of Council. The Committee may choose to short-list and/or interview the applicants.
- Upon final approval, of the Interview Sub-committee's recommendations, by Council the newly appointed members are notified in writing by the Clerk's Office. The appointment begins upon Council's approval and continues until the end of that Council term or until such time as successors are appointed by Council. Often, the existing members are required to stay on for a few extra months, should the recruitment process take longer than anticipated.
- Should a member resign, prior to the end of the term, and a new member(s) be required, the Clerk's Office is notified by the Staff Liaison, and the Clerk's Office arranges for the recruitment and appointment of new members.
- Applicants who were not appointed during the first round, will be asked to attend a second interview if they are still interested in participating for the balance of the term. As well, an advertisement may be placed if there are not enough original applicants (who were not previously appointed) who are interested and/or qualified to fill the positions. A combination of former applicants and new applicants may also be utilized to appropriately fill the empty positions.
- From that point, the Legislative Coordinator would arrange for the interviews and the Council approved appointments of the new members, and the above process begins again.