



**CITY OF MONROVIA
COMMUNITY SERVICES COMMISSION
AGENDA REPORT**

DEPARTMENT: Public Services

MEETING DATE: September 13, 2016

PREPARED BY: Lisa Hansberger,
Senior Recreation Supervisor

AGENDA LOCATION: AR-4

TITLE: 2015-2016 Youth Commission Evaluation

OBJECTIVE: To provide the Community Services Commission with an evaluation of the 2015-2016 Youth Commission program.

BACKGROUND: The Youth Commission was established in 1995 and was inspired by Councilmember Mary Wilcox who challenged and empowered local youth to engage in programs and volunteer opportunities. The Youth Commission is comprised of students in grades six through twelve who attend Monrovia High School, Canyon High School, Clifton Middle School, Santa Fe Middle School, Independent Stud, and private schools throughout the community. The primary role of Youth Commission is to serve the community through volunteerism. Members meet monthly to discuss upcoming volunteer opportunities, share program ideas and discuss issues concerning students. The Youth Commission volunteered for various programs and events including Arbor Day, Spring Egg Hunt and YMCA Healthy Kids Day, Make a Difference Day, the Halloween event and the Fountain to the Falls race.

ANALYSIS: Staff recruits new Youth Commissioners in September and throughout the school year. New members complete an application which are distributed to all public, private, middle, and high schools at the beginning of the school year. Completed applications are returned to the Community Center for review by Public Services staff. All interested applicants are interviewed and invited to attend a general meeting at which time they become official members of the Youth Commission. Meetings are held at the Community Center, at 4:30 p.m., the third Wednesday of each month during the school year. Members nominate their peers for Board positions. The Board meets monthly to discuss upcoming projects, assign volunteer hours and develop quarterly programs in cooperation with the Library's Teen Advisory Board (TAB). The board members include a High School Chair, two High School Vice-Chairs, Middle School Chair, Middle School Vice-Chair and a Member at Large.

Enrollment: There were 62 registered Youth Commissioners in 2015-2016, with an average attendance of 20 active members. The information on the next page is a comparison of the 2014-2015 and 2015-2016 grade level enrollments. The 2015-2016 school year experienced a slight increase in enrollment.

Grade	2014-2015 Enrollment	2015-2016 Enrollment
6 th	4	16
7 th	8	8
8 th	7	5
9 th	7	8
10 th	19	12
11 th	8	6
12 th	4	7
TOTAL	57	62

The following is a comparison of each school's student representation for 2014-2015 to 2015-2016.

School Attended	2014-2015 Enrollment	2015-2016 Enrollment
Clifton Middle School	10	18
Santa Fe Middle School	9	5
Home School - Middle School	2	0
Private School	5	8
Monrovia High School	25	28
Mt. Olive Continuation School	3	3
Home School - High School	3	0
Total	57	62

Ethnicity: Statistics indicate that the demographic breakdown of participants shows an increase in the number of African American and Caucasian participants. The following chart compares the 2010 Monrovia census data with the demographic breakdown for the 2014-2015 and 2015-2016 programs.

Ethnicity	2010 Census (%)	2014-2015		2015-2016	
		Attendance	Percentage	Attendance	Percentage
Hispanic	38.4%	43	77%	41	66%
African American	6.4%	8	14%	12	19%
Caucasian	41.1%	3	5%	8	13%
Asian	10.9%	3	4%	1	2%
Other	3.2%	0	0%	0	0%
Total	100%	57	100%	62	100%

Volunteer Assignments: The following volunteer assignments were completed by the Youth Commission for 2015-2016:

2015-2016 Special Events	Youth Commission Volunteers	Hours Worked
Arbor Day (Event and Planning)	10	80
Halloween Event	18	84
Holiday Parade	6	24

2015 Summer Extravaganza	20	726
Make A Difference Day	10	60
State of the City	10	40
Spring Egg Hunt/Healthy Kids Day	10	80
Salute to Service	5	60
MAP Movie Event	5	100
Monrovia Arts Festival	24	121
Youth Sports Program	6	500
Monrovia Reads and Plays	2	300
Mothers Day Home Tour	8	48
Community Center/Indoors	10	416
Fountain to the Falls	5	40
TOTAL	149	2,679

The 2,679 volunteer hours equates to a Staff cost savings of \$32,148. This amount was determined using the following formula; 2,679 volunteer hours X \$12.00 (hourly rate of a Recreation Leader.)

Youth Commission and Teen Advisory Board (TAB) Collaboration: The Youth Commission and TAB continue to work cooperatively in support of city community events and programs. Both groups volunteered at the Spring Egg Hunt, Arbor Day, MOHPG Home Tours, Fountain to the Falls, and Halloween Event.

FISCAL IMPACT: The Youth Commission program has an annual budget of \$2,550 for part-time staff and supplies. Although full-time salaries are built into the Departments budgets, the annual full-time cost to manage this program is \$3,988. This amount is calculated using the following formula.

<u>Position</u>	<u>Percentage of Position Spent on Event</u>	<u>Amount</u>
Senior Recreation Supervisor	2%	\$ 1,535
Recreation Manager	1%	\$ 1,015
Public Services Director	1%	\$ 1,438
TOTAL		\$ 3,988

Program expenses decreased in 2015-2016 due to staff vacancy as well as a decrease in program supplies and equipment. Revenue increased in the 2015-2016 fiscal year to \$1,877, as a result of the growing popularity of the Youth Commission snack bar offered at all Youth Sports games.

STAFF COSTS	2014 - 2015	2015 - 2016
Part Time Staff	\$2,250	\$1,756
TOTAL	\$2,250	\$1,756

PROGRAM EXPENDITURES		
Program Supplies	\$1,675	\$1,258
PROGRAM REVENUE		
Program Revenue	\$1,200	\$1,877
REVENUE TOTAL	\$1,200*	\$1,877*
EXPENSE TOTAL	\$3,925	\$3,014
NET COST	\$2,735	\$1,137

**During the 2014-2015 and 2015-2016 school years, Youth Commission sold snacks during youth sports games and at some citywide special events.*

PROGRAM RECOMMENDATIONS:

1. Staff recommends offering additional field trips (educational, cultural, and social trips) for Youth Commissioners who volunteer a consistent number of hours per week, in recognition for their continued service to the community, which will also increase the number of volunteer hours during the year.
2. Staff will work on furthering the development of Youth Commission by working more closely with individual commissioners and educating them on the potential for future employment as a Recreation Leader, City Employee or other outside employment. Staff will incorporate speakers and trainings to help facilitate the completion of job applications, learning interview techniques and proper business attire.

RECOMMENDATION: Staff recommends that the Community Services Commission accept option number one; Approve the program recommendations as outlined in this report.

COMMISSION ACTION REQUIRED: If Community Services Commission concurs, the appropriate action would be a motion to: ***Provide program feedback and approve the program recommendations as outlined in this report.***