

## **Lakewood Community Relations Advisory Commission Minutes**

October 11, 2018; 6:30 PM; Lakewood City Hall, 12650 Detroit Ave.

**In attendance were:** Rachel Donaldson (Co-Chair), Gary Rick, Tariq Ata, Chitra Walker, Andrew Morris, Bernadette Elston, Barbara Howell, Gabrielle Jackson, Harry Lader (Secretary), and Melissa Garrett (Community Relations Specialist).

**Not present were:** Jessica Sloan (Co-Chair), and Erik Meinhardt. We have a quorum (minimum of six members). Sam Gantous has moved out of Lakewood and is no longer on the committee. There are currently two open positions. Harry's term expires on Dec. 31, 2018, at which time there will be three open positions.

### **OLD BUSINESS**

The minutes from our last meeting on September 17, 2018 were approved unanimously. There was no meeting in August due to lack of a quorum.

### **NEW BUSINESS**

#### **Upcoming LCRAC events in**

**-Welcome to Lakewood:** Rachel has secured the location and everything is all set for Wed. Oct. 17 at 6 - 8 PM at Garfield. Bernadette has sent an article to the Observer and promoted the event on social media; Chitra and Harry have received commitments to donate food from local businesses, Gary will pick up some of the donations, Melissa has confirmed that about 25 confirmed participants and commitments from our faith based community (about four tables), Gabrielle has reached out to council persons and the mayor, children from H2O will donate posters. Setup should be complete by 5:45 PM.

**-Collaboration with LakewoodAlive:** LakewoodAlive will host a community forum "Depression, Anxiety and Teens – Who Cares? A Community Conversation" 7 to 8:30 p.m. on Tuesday, November 13, in the LHS Cafeteria. LCRAC will have an information table in the back.

**-LCRAC Happy Hour:** we will meet once per quarter at each ward at a day that is different from our regular meeting time. Gabrielle is looking to have the meeting at Western Reserve Distillers on Madison Ave. This event will be promoted on Facebook at predetermined dates.

**-LCRAC Leadership Elections:** Chair, vice-chair, and secretary positions are open for election at our next meeting. Jessica and Rachel would be willing to continue as chair and vice chair, respectively, and Chitra would be happy to assume the role of secretary. Voting has been postponed for our next meeting since Jessica is not present today.

**Youth Advisory Council:** Gary, Bernadette, and Tariq put together a presentation based on their research and collaboration with each other. They proposed the following ideas that can be used to establish a YAC: the project's purpose, a mission statement, a tentative timeline of

what needs to be done, a list of who are the potential stakeholders, possible member requirements, and some notes based on our discussion. A copy of their presentation is attached to the minutes.

We discussed that this is an excellent start. We also discussed the importance of having the young people participate in the creation of the framework so they can create a process to address their needs and concerns. We suggested that it would be best to remove the nomination process and select a group of students, about 10 to 12, to form the leadership team who would then create the framework and decide how to select the student committee.

Melissa said that City Council would be able to endorse the creation of this committee in about a month and a half upon presentation of a letter from the mayor which would be referred to a committee. LCRAC would then make a presentation to the committee for discussion.

The subcommittee has reached out to some potential stakeholders and got very positive reactions. The subcommittee has agreed to continue its work pending approval from LCRAC.

***A motion was made to proceed with the implementation of YAC to present to Council for approval. This motion was approved unanimously.***

#### **Upcoming LCRAC meetings**

Next meetings will be on Thursday, November 8, 2018 and Thursday, November 13, 2018.

Meeting adjourned at 8:00 PM.

**Submitted by:** Harry Lader, Secretary, November 8, 2018

Attachments: Preliminary proposal for a Youth Advisory Council.

# City of Lakewood Youth Advisory Council

LKWD YAC Proposal | LCRAC

## **Project Purpose**

- To promote and encourage Lakewood's youth to become effective leaders within their community
- To engage and encourage Lakewood youth to participate in civic duties within Lakewood and their community
- To address concerns, issues, and the affairs facing the youth of Lakewood

## Mission Statement

- The City of Lakewood's Youth Advisory Council assembles to ensure services and support are provided to Lakewood's youth population. Members of LYAC will participate in the city's decision-making process along with the mayor and city-council to address youth related issues and concerns. LYAC will provide recommendations on youth affairs, issues, and to secure and develop programs and activities for the young people in the city of Lakewood.

## Tentative Timeline

- **Oct -18 Propose YAC to LCRAC**
- **Nov -18 Formulate YAC Structure**
- **Dec -18 Meet with Stakeholders**
- **Jan -19 Meet with City Council**
- **Feb -19 Submit Ordinance/By-Laws**
- **Mar -19 Establishing Adult Advisors/Committee**

- **Apr -19 Gaining Support through Student Government**
- **May – 19 YAC City Council Approval**
- **Jun - 19 Create Student Selection Committee**
- **July 19- Distribution of Applications**
- **Aug – 19 Send letters to school for selection**
- **Sep – 19 Interviews**
- **Oct – 19 Acceptance Letters**
- **Nov – 19 First LYAC Meeting**

## **Tentative Timeline**

### **Potential Stakeholders**

- LCRAC
- Mayor
- City of Council
- Lakewood Board of Education
- LHS/St. Edwards/ Einstein Highschool
- PTA
- Social Studies/Government teachers (Joe Lobo)

- RAD Diversity/Inclusion Student Organization
- Lakewood Alive
- H2O
- Guidance Counselors
- Citizens' Academy
- Boy/Girl Scouts

## **Member Requirements**

- 20 High School students in good academic standing (2.0 and above) entering 9<sup>th</sup> through 12<sup>th</sup> grade with vision, community spirit, leadership and ability to deal with City Hall.
- Students submit application to LCRAC for nomination and appointment.
- Must be open minded to varying points of view
- Time commitment is 2 hours per month during the school year. Three unexcused absence may result in removal from commission.

## Member Requirements Con'd

- Nominees can be recommended by someone on LCRAC, a Lakewood Community organization or by the Mayor or City Council.
- Students must have at least two references
- Representation reflects makeup of population in Lakewood (Male and female and geographic, Should be representative of all high schools, private schools, homeschoolers and alternative education, LGBT and others.
- Members must abide by code of conduct (to be created)

## LCRAC Talk Notes

- To take away the nomination process
- Select a group of students to form a leadership team to develop as the founding youth of LYAC
- Can use LCRAC's ordinance to create LYAC