

IMPLEMENTATION PLAN

The following is a draft structure for a group to provide leadership in achieving the goals of our Youth Master Plan. The Youth Master Plan executive committee with input from the community via open community meetings created this implementation plan.

Name of Group: Lakewood Youth Commission

Responsibilities and Purposes:

1. Act as an ongoing planning and advocacy body.
2. Act as a champion for youth and youth involvement in city and community planning processes.
3. Act as a forum for collaborative resolution of community needs and issues as they impact youth and families.
4. Establish progress indicators and devise an evaluation tool that will guide future actions and keep the community informed about the plan's progress.
5. Monitor short term and long term youth master plan implementation goals and revise the plan as needed.
6. Seek external funding sources.

Membership

The group shall consist of 19 members: Eight appointed representatives, nine at-large members and two ex-officio members. The Community Chair, chosen from within the group, will only vote in the case of a tie.

A. Appointments (8)

The following authorities will each have two appointments, one youth and one at-large: Superintendent of Lakewood Schools, Lakewood City Council, Mayor of Lakewood, Lakewood School Board.

The Youth Master Plan Executive Committee will work with the authorities above to make recommendations for potential appointments. Reasonable efforts will be made to include Community Action Team members, NGO (non-governmental organizations), faith-based representatives and whenever possible an H₂O representative and private school representative.

B. Selected At-Large (9)

The existing Youth Master Plan Executive Committee will select four youth and five adult at-large members through an application process

Reasonable efforts will be made to include Community Action Team members, NGO (non-governmental organizations), faith-based representatives and whenever possible an H₂O representative and private school representative.

C. Ex-Officio Appointments: (2)

The City of Lakewood Department of Human Services and the Lakewood City Schools will each have one ex-officio member.

Leadership:

1. Officers shall be: Community Chair, Vice-Chair, Community Action Chairs and Secretary. The Community Chair shall be selected and approved by a joint effort from the Mayor, Superintendent of Schools and City Council.
2. Officers and Representatives shall be elected for a one-year renewable term.
3. The Commission will form subcommittees in order to complete their work. Those committees should include but are not limited to: Executive, Action (Recreation, Families, Health & Safety, Education), Monitoring, By-laws and Selection.

Application Process:

1. The Youth Master Plan Executive Committee shall act as the selection committee for the initial creation of the Youth Commission
2. Individuals will complete the written application.
3. Each applicant will subject to a background check, have their application reviewed by a selection committee and undergo a formal panel interview.
4. Once selected, all Commission members will sign the Agreement of Commitment to the Youth Commission
5. Once the initial Commission is formed one of their first charges will be to establish guidelines for selecting future members through an application process including selection of the Community Chair.
6. Upon completion of the selection process the commission will structure its own by-laws based on the recommendations in this implementation plan and set a timeline for meetings.