

2018 Conference Delegate Guide

Background

The New York State YMCA Youth & Government Conference in Albany is the culmination of months of preparation on legislative pieces and other work by participants in their local clubs. It is a time to debate issues, discover new information, and make new friends...we are the oldest Youth & Government Program in the United States, and as we progress we will only get bigger, stronger, and better!

YMCA OF THE USA MISSION STATEMENT

To put Christian principles into practice through programs that build healthy spirit, mind, and body for all.

YMCA DIVERSITY MISSION STATEMENT

The Y is made up of people of all ages and from every walk of life working side by side to strengthen communities. Together we work to ensure that everyone, regardless of ability, age, cultural background, ethnicity, faith, gender, gender identity, ideology, income, national origin, race or sexual orientation has the opportunity to reach their full potential with dignity. Our core values are caring, honesty, respect and responsibility—they guide everything we do.

National & State Overview

National YMCA Youth & Government

YMCA Youth and Government is a Teen Leadership program established in 1936 with the motto of "Democracy Must be Learned by Each Generation."

Currently, the program is held in 40+ States involving more than 55,000 each year.

- The program's goal is to help young people gain a greater appreciation and understanding of the democratic process while teaching vital leadership skills.
- The National YMCA conducts a Youth Governor's Conference each year in Washington, DC where Youth Governors from around the country actually meet with governmental officials where they cultivate their understanding of servant leadership during the second week in June.
- The Montgomery YMCA also hosts a Conference On National Affairs (CONA) in North Carolina where over 600 of the brightest and the best Youth and Government delegates from each state come together the first week in July for a week to discuss proposals of national and international concerns.
- The YMCA of the USA also hosts a National Judicial Conference program in Chicago the third week in July bringing together both appellant and Mock Trial teens in a competitive three day program.

New York State YMCA Youth and Government

- The New York program began in 1936 founded by the Albany YMCA Director Clement P. Duran with the intention "that if we can get them into the capitol we could teach them about government in a big way."
- Leadership teens meet four times in advance of the Conference nurturing the programs growth during the year.

- Spring Conference is held in April to prepare our CONA delegates and provide each with copies of our work over the past year where teens lobby legislators for the major issues they would like to see addressed.
- The State Conference is held annually at the State Capitol in March. Delegates and advisors stay at the Desmond Hotel and spend the majority of their stay performing their governmental responsibilities.

Purpose of the Conference

This program offers unusual opportunities for young people to do research in the area of statewide concerns; to organize this information into legislation or other forms; to engage in intensive discussions; and to debate these pieces of legislation with other outstanding young people from all over New York State. The experience of the Albany conference makes a vital contribution to helping young people and adults learn more about the democratic form of government. In addition to the above, goals for the program include:

- + To provide training and experience in understanding the legislative process
- + To provide active participation in the legislative process
- + To provide awareness of social issues and their possible resolution
- + To foster the development of leadership and communication skills
- + To provide opportunities to hear and respect varying viewpoints
- + Develop public speaking, reading comprehension, and analytical skills
- + Character development including the drive to complete long term projects

Delegate goals should include:

- + To understand the American/New York State heritage of civil and personal liberties
- + To search for the facts and truth of public questions
- + To vote with intelligence and conscience
- + To participate actively in political and public affairs
- + To practice tolerance, cooperation and goodwill in making democracy work

Qualifications

Each young person desiring to participate in the Albany conference must have participated in their local New York State YMCA Youth & Government program and attend their local District conference.

Ground Rules

All advisors and delegates participating in New York State YMCA Youth & Government must be willing to take the YMCA challenge:

To accept and demonstrate values such as caring, honesty, respect and responsibility.

This does not mean that YMCA Youth & Government delegates must be perfect in their behavior. An important aspect of the YMCA challenge is always to strive to improve, regardless of past attitudes and actions.

CARING

- Accept others as they are
- Choose positive rather than negative
- Avoid put-downs

HONESTY

- Tell the truth
- Speak for yourself

RESPECT

- Treat others as you would have them treat you
- Do try to keep the "under current to a minimum
- Respect others and yourself

RESPONSIBILITY

- Do what you know is right
- Meet deadlines and commitments
- Be responsible for your own learning

Code Of Conduct

The Code of Conduct extends to all areas of the conference, including the Legislative Buildings and the hotel. During the night hours, participants are expected to behave in a mature manner, while having fun. Loud and rowdy behavior and disturbance to other hotel guest **will not be tolerated**. Communication between rooms will be shut off during the night (1/2 hour after curfew), and will resume in the morning. While in the hotel, rooms will not have phone lines which can be used to call outside the building (only room to room operation), pay-per-view movies will also be unavailable and room service is **not an OPTION!** Each participant must abide by the program Code of Conduct during the conference weekend. The Code of Conduct is as follows:

1. **BASIC PHILOSOPHY OF RESPONSIBLE CONDUCT:** Essential to the Youth & Government program is the concern and respect for the rights of every individual. Being responsible for your own behavior and attitude at all times is an essential element of self-government benefiting not only ourselves, but fellow delegates and the New York State YMCA Youth and Government Program. All facilities placed at the disposal of the Youth & Government program are to be given the greatest care and attention. It is a PRIVILEGE to use them; treat them with respect.

GENERAL RULES: Infractions of the following general rules shall result in expulsion from the YMCA Youth & Government program functions and conferences. In addition local law enforcement agencies may be contacted and the participant/advisor/staff member turned over to them as appropriate:

- a. Laws of the State, County and City are always observed.
 - b. State Capitol Chamber rules restrict all beverages, food, gum, including phone limitations that we will follow.
 - c. Possession or consumption of weapons, alcoholic beverages or non-prescribed drugs are not permitted
 - d. Any act of vandalism, destruction of property, or misuse of a facility may be a crime and will be treated as such.
 - e. Attendance and punctuality is mandatory at all work sessions
 - f. Those who decide to be present when a violation occurs shall, by their own choice, be considered a participant in the violation. In this program there are no "innocent bystanders."
 - g. *This is a full tobacco free event.* There will be **no smoking**, chewing, use of e-cigarettes etc. in the Government buildings, in the hotel or any other facility where Youth & Government activities take place.
 - h. Badges shall be worn by individuals whose name is on the badge. **BADGE SWITCHING OR SHARING IS STRICTLY PROHIBITED.** Participants will wear their assigned badges at all times when they are not in their sleeping rooms, and must be able to produce their badges at all times. Badges are to be worn above the waist and must be visible. Badges are not to be defaced, decorated, or altered in anyway. Only advisors can request replacement badges.
 - i. Young women will be expected to wear conservative business dresses, skirt or pants outfits – no bare legs, spaghetti straps, low cut top, short dresses. Young men will be expected to wear a suit and tie, or sports combinations with collared shirt, tie and dress shoes – no paten sneakers.
 - j. Delegates are required to be in the hotel after the night sessions. It is assumed that the conduct in the hotel will reflect the principles of self-control as outlined in this Code of Conduct
 - k. Curfew and quiet hours must be observed with each delegate in her/his own room defined by the official schedule
 - l. No participant shall be in the room of the opposite gender during the conference.
 - m. Participants are not permitted to drive vehicles to or from an event sponsored by the statewide program. **THERE ARE NO EXCEPTIONS.**
 - n. For the safety of all each delegate's advisor will check their luggage, carry-on bags, coat pockets prior to departure similar to the security check process at an airport.
 - o. In the interest of our health high energy or high caffeinated beverages are not allowed such as Jolt or Monster.
 - p. While a variety of dance styles exist, recognize that this is a YMCA event, not a club or dance party event. Inappropriate dancing is in violation of the code of conduct jeopardizing your participation and Premier District standing.
3. **Disciplinary Action:** This code of conduct is considered binding on all participants, advisors and staff. Each YMCA and its advisors shall be held accountable for all actions and conduct of their participants. The intent is to hold each participant accountable for his/her own actions

<p>THE STATE DIRECTOR, and your advisor, HAVE THE AUTHORITY TO INTERPRET THE CODE OF CONDUCT AND ADMINISTER ANY DISCIPLINARY ACTION DEEMED NECESSARY.</p>
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Preliminary Conference Schedule

Districts will be assigned times when they should arrive at the Desmond Hotel. This staggering of arrivals will ensure that registration will not become a congested activity and that all will arrive in time for the conference to begin **ON TIME!** The tentative arrival schedule is, as follows **(DO NOT ARRIVE BEFORE YOUR SCHEDULED TIME!)** (If there is inclement weather, please follow plans as designated in the emergency procedures of your Youth & Government Handbook)

District 1	12:30 pm
District 2	12:00 pm
District 3	12:15 pm
District 4	11:45 am
District 5	12:00 pm
District 6	12:15 pm
District 7	12:30 pm

TENTATIVE FRIDAY SCHEDULE (official schedule will be placed in Bill Book and available upon arrival)

1:00 – 3:30 Judicial Case Review

Case C Fort Orange 7

Case D Fort Orange 9 1:00 – 2:30

Case A Town Hall

Case B Fort Orange 5 2:30 – 4:00

Judicial Case A & B Run through Town Hall

1:00 – 1:40 PM Legislative, Lobbyists, and Press Orientation King Street 4,6,8 (All Non-Judicial Delegates)

1:15 – 1:40 PM First Year Delegates will be led to a separate Orientation King Street 2

1:45 – 4:30 PM Committee Hearings

What your Program Fees Cover

(in whole or in part)

Two Nights lodging at the Desmond Hotel in Albany

Transportation to and from the Capitol on both days

Handouts and Materials

Saturday Night Dance, and snacks

Friday Night Snacks at mixer

Saturday morning breakfast and catered lunch

Saturday night dinner

Sunday meal

Conference pin, notepad w/ pen

Conference T-shirt*

*(portion is a donation to the Fosdick-San Antonio Scholarship Fund)

Note that the Senate provides our Bill Book, Candidate Profile Book, Placard, Passed Legislation Book

** Sunday is an optional continental cash breakfast at the hotel at a cost of around \$5.00 per person.

Premier District

Those Districts who have met the following criteria will be recognized as Premier District during the Closing Banquet at the close of the State Conference. All Premier District winners will receive a pin. Criteria for selection are:

1. Be present and on time at all sessions.
2. Adhere to Code of Conduct at all times (in and out of sessions).
3. Have all Bills, Briefs, Press Articles, Lobbyist Statements, submitted on-time and in proper form.
4. Have all money, registration material and papers submitted on time
5. All district delegates must demonstrate behavior reflective of professional young adults, one delegate may adversely influence their opportunity for selection.

In recognition of outstanding participation, various delegates are recognized by the State and their peers through awards. The awards given during the conference are:

- ◆ Outstanding Debater (Senate and Assembly)
- ◆ Best Brief
- ◆ Outstanding Bill (Senate and Assembly)

Outstanding (Best) Participants

Best Brief

Best Attorney

Courtroom 1
Courtroom 2
Courtroom 3
Courtroom 4

- ◆ Best Press
- ◆ Best Attorney
- ◆ Best Lobbyist
- ◆ Outstanding Statesperson

Best Firm

Gold Team

Case "A" Appellants
Firm Head: Kayla Guarino

Silver Team

Case "D" Appellants
Firm Head: Rahsaan Douglas

Bronze Team

Case "C" Appellants
Firm Head Bethanie Viele

Fosdick-San Antonio Memorial Scholarship

In late January 1992, Meegan Fosdick and Shannon San Antonio from the Silver Bay Association, YMCA Conference and Training Center tragically lost their lives in a car accident.

These active participants in the New York State YMCA Youth & Government Program demonstrated qualities that all young people should emulate: they were involved in other community activities/organizations, other school and/or YMCA activities, coupled with a demonstrated passion of serving others.

In memory of their spirit and enthusiasm, The New York State YMCA has established a memorial scholarship fund. Proceeds from the fund will be used to award annual scholarships to the YMCA Youth & Government Albany Conference defraying a teens State Program fee expense.

District Coordinators and Advisors are asked to nominate teens from their district for this award. Teens must currently be Juniors in High school. Final selection will be made in consultation with the State Director and the award committee based on applicants meeting the award criteria that is not restricted to financial need. Announcement of the award winners will be made at the closing banquet of the annual March Conference in Albany.

Dodge/Duran Memorial Awards

Annually the New York State Executive Committee makes two additional Awards during the New York State YMCA Youth & Government Conference. These are the "Clement A. Duran Teen Delegate Award," and the "Cleveland E. Dodge Memorial Award for Collegiate Advisor." Each is a cash award, presented at the closing banquet of the State Conference.

CRITERIA:

Youth Participant (Clement A. Duran Memorial Awards)

- A senior in High School
- Participation in the Youth & Government program for a minimum of two years
- a participant who has exemplified the conduct expected as spelled out in the Code of Conduct
- Leadership involvement in local community and the Youth & Government program
- Qualify as a participant to the Youth & Government Spring Leadership Conference
- Assure the State Executive Committee that the award will be used for educational expenses.

Collegiate Advisor (Cleveland E. Dodge Memorial Award)

- A former delegate that has participated in a Youth & Government State Conference.
- A college volunteer who exemplifies servant leadership to the Youth & Government program in areas of program implementation, program development, or leadership development.
- Demonstrated leadership with the local or State program endorsed by a YMCA Director.
- The cash award is intended to assist with educational expenses being presented at the closing banquet of the State Conference.

Selection Process

- District coordinators will "advertise the scholarship fund throughout their districts. Coordinators must encourage advisors to nominate teens from their clubs who meet the scholarship eligibility; teens must be encouraged to nominate advisors who meet the award criteria.
- Nomination forms must be submitted when all other material is due.
- Winners will be announced at the Closing Banquet on Sunday.

Committee Procedures

Time limits are recommended to ensure each bill a fair hearing. The committee chair should take the total allotted time and determine the approximate amount of time that can be spent on each bill (e.g.: if you have 4 bills to cover in one hour, each bill can be discussed in approximately 15 minutes). Total time must include ranking after each bill.

If running behind schedule, it is the responsibility of the Chair to interrupt: ("time for discussion of the bill has expired. We will now proceed to the ranking of this bill."), and set new time limits. A member may make a motion to suspend the rules to allow additional time for debate.

After the Chair calls the meeting to order the members of the committee introduce themselves. After all introductions are complete, it may be necessary for the Chair to explain any procedures (ranking...etc.)

- ◆ The chair will appoint one member of the committee to serve as clerk. The clerk is responsible for reading bills and recording the outcome on the bill. Amendments may be made at any time after the clerk reads the bill [THERE IS A LIMIT OF 2 PROPOSED AMENDMENTS PER BILL]
- ◆ The bill sponsor is asked to speak on the purpose and major provisions of his/her bill (OPENING STATEMENT)
- ◆ Committee members in turn question the bill sponsor about the bill asking for specific information, background information and any other pertinent information necessary to make a decision. (TECHNICAL QUESTIONS)
- ◆ The Chair asks if there is anyone present wishing to speak against (con) the bill and if there is, invites him or her to speak. Chair asks if there is anyone present wishing to speak for (pro) the bill. (This goes back and forth - for and against until all speakers wishing to speak have spoken or the Chair rules the time allotted has expired) Chair calls on bill sponsor to give a summation speech. (After author's summation, committee may consider the bill for Consent calendar) [CLOSING STATEMENT]
- ◆ After its sponsors have presented each bill, committee members will go into a period of ranking the bill they have just heard. Once ranking is complete, the next bill will be presented
- ◆ PROCEDURE REPEATS ITSELF UNTIL EACH BILL HAS BEEN HEARD!

Flow of Committee Hearing

1. Bill is read by Clerk
2. Sponsor's Opening Remarks
3. Technical Questions*
4. Period of pro/Con Debate [amendments can be made during the beginning of pro/con debate for a limited time]
5. Sponsor's Closing Remarks
6. Possible consideration for Consent Calendar**
7. Bill ranking form is completed. Ranking sheets for this bill are distributed.***
8. All ranking sheets are collected
9. REPEAT STEPS 1-9 until all bills are heard

TECHNICAL QUESTIONS

Technical questions are a series of questions requested of the Bill sponsors for clarification of their bill presented. The Bill sponsor is given a period to answer all the questions.

Our current format will have questions being asked, and then an immediate response from the bill sponsor. So the flow will be a quick question/answer series. The proposed format will confine the question to more factual questioning by the legislators, and force the bill sponsors to give a factual immediate answer to their questions, as opposed to answering all questions in an almost monologue fashion. This type of questioning will illustrate the bill sponsor's actual knowledge of his/her material, and not just a "re-hashing" of their opening statement.

The Bill sponsor should respond if they do not know the answer to a question ("I am unable to answer that question at this time) or they can reserve to answer a question in their closing statement.

BILL RANKING SYSTEM : Refer to the Web site for specific bill ranking criteria.

YMCA Youth Conference On National Affairs (CONA)

Purpose

The purpose of sending a delegation of teens from the New York State YMCA Youth & Government program to National Affairs is to allow outstanding student leaders from New York to share in an extraordinary national teen leadership experience.

Philosophy

The State office of the New York State YMCA Youth & Government program believes it is a great honor to attend the National Affairs conference. The committee of advisors that choose the delegates strive to send from New York only the most committed teen leaders who exemplify the values upon which the New York YMCA Youth & Government program is based. It is the intention to send delegates to National Affairs who want to be there and who are willing to put forth the effort necessary to demonstrate their leadership abilities at the North Carolina conference.

Selection Committee

The National Affairs selection committee shall select the New York State delegation to the YMCA Youth Conference on National Affairs held in North Carolina. The delegates will be observed at the State conference and recommendations are received from all youth committee chairpersons, adult committee advisors, chamber participants and Presiding Officers in the selection consideration process. District Coordinators will make the final decisions for their district. The delegation, in addition to the alternates will be announced at the Closing Banquet. And all National Affairs delegates must be able to attend a **MANDATORY** training April at Camp Greenkill.

Criteria for selection

1. State Conference Participation: knowledge of topics, decorum during sessions, ability to speak in public.
2. Knowledge and use of parliamentary procedure.
3. Contribution to the political process and interaction with other delegates.
4. Evidence of preparation for the conference.
5. Ability to quickly assimilate as a team member with a commitment to personal responsibility and integrity.
6. Strict adherence to the Code of Conduct during the entire conference. (Youth who cannot conduct themselves properly during social hours will not be considered).

Conference Fashion Survival Tips / Dress Code

1. Do try to look your very best for all Youth & Government activities
2. Do not wear shorts or short skirts, they need to reach your fingertips
3. **Do dress as you would for working in the business world, not out for an evening.**
4. Do not wear new shoes or sneakers even if black, Only dress shoes.
5. Always bring a coat (it is still cold in March!)
6. Do not wear sheer clothing
7. Don't forget to bring casual clothes for the evening activities

DAILY CLOTHING NEEDS

Definitions

Code #1

Best Youth & Government attire. This would include coat and tie for men and dresses, suits or the equivalent for women. Denim articles would not be appropriate. When in doubt, dress up rather than down. This would not be the proper area to test the system. PLEASE NOTE: For women, flip-flops or capris (no matter how dressy) are NOT APPROPRIATE FOR CODE #1

Code #2

Nice Casual. Casual clothes that are comfortable but look nice enough for you to represent this prestigious national conference. Shorts and collared shirt or long pants and collared shirt for men would be fine but worn jeans/shorts and clothes with advertising wouldn't be appropriate.

Code #3

Whatever Casual= "Whatever" as long as it would represent well the YMCA Youth & Government program. The "grung" look would not be appropriate. Remember that we will be living in the Desmond Hotel, not a Motel 6 or the local campground.

SCHEDULE OF DRESS

Thursday	Work Teams 3-5 PM	Code #2
	Training Sessions 7:30 – 11:30	Code #3
Friday	Morning Training Sessions	Code #1
	Registration (11:45-1:00 PM)	Code #1
	First Committee (1:00 PM) Through Dance	Code #1
Saturday	Bus (7:30 AM) through Elections Dinner	Code #1
	Dance/ evening	Code #3
Sunday	Bus (7:30 AM) through Banquet	Code #1
	Bus ride home	Code #3