



# San Mateo County Youth Commission



\*\*\*HYBRID MEETING - IN-PERSON AND BY VIDEOCONFERENCE\*\*\*

Meeting Location: 500 County Center Building,  
Manzanita Hall, First Floor,  
Redwood City, CA 94063

## **EXECUTIVE MEETING** **Minutes**

Thursday, October 9, 2025  
5:00 PM – 5:45 PM

1. **Call to Order:** The meeting was called to order at 5:04 PM
2. **Roll Call:** All commissioners were present.
3. **Public Comment:** There was no public comment.
4. **Approve Agenda (Action):**
  - Motion: Commissioner Wohlbeck
  - Second: Commissioner Saywell
  - Motion passes.*
5. **Roles and Expectations:** Commissioners discussed the role of the executive board, including the responsibilities of Chairs and Vice Chairs (Youth Commission-wide and subcommittee-wide), as well as the Communication Officers and Staff Liaisons.
6. **Fall Retreat Debrief:**
  - General consensus was that the discussions, onboarding, and icebreakers were both meaningful and productive.
  - More time for subcommittee brainstorming and discussion time would be helpful, as in-person meetings are slightly more efficient.
  - The ending of the retreat could have been slightly less abrupt as well.
  - For new commissioners, the ice breaker and talks went well.
7. **BOS Agenda Review:** Staff Liaison Allan shared instructions for interpreting, researching on LegiStar, and presenting on the Board of Supervisors' agendas. Commissioner Saywell volunteered to share out her findings at the next Executive Board meeting.
8. **Planning**
  - a. **Goals for Commission:** Goals that Commissioners brought up included increasing in-person time, greater collaboration between subcommittees, additional outreach and presence in the community through volunteering.
  - b. **Topics for upcoming meetings:** Some topics for upcoming meetings could include different groups that present, such as child services, bike safety, etc. Commissioners also talked about potentially bringing in youth leaders or recipients/clients of county services.
  - c. **Winter Retreat:** Commissioner Saywell volunteered to support with planning for the Winter Retreat.
9. **Administrative Items:** The next executive meeting is on November 13.
10. **Announcements:** The meeting was adjourned at 5:50 PM.

### Upcoming Meetings:

- 12/11 Winter Retreat

**Next Meeting: November 13, 2025**