



San Mateo County Youth Commission



In light of COVID-19, this meeting was held virtually.

EXECUTIVE BOARD MEETING **Minutes**

Thursday, October 7, 2021
7:15 PM - 8:15 PM

Community Agreements

1. Representation
2. Equality
3. Integrity
4. Unity
5. One mic, one voice
6. Respect all people
7. Engaged members
8. Leadership and empowerment
9. Flexible and open to other perspectives
10. Collaborate with other organizations
11. Understand value of diverse lived experiences
12. Include youth in conversations that impact them
13. Keep needs of youth in San Mateo County above personal interests
14. Question decisions and resist complacency
15. Commitment to policies that foster diversity, equity, and inclusion

1. Call to Order

2. Roll Call

3. Public Comment

- *No public comment.*

4. Approve Agenda (Action)

- *Ahmed motion, Nori second.*

5. Review Feedback from 2020-21 Exit Survey

- *Presentations:*
 - *Understanding different parts of the county that tend to be unfamiliar (outreach towards unincorporated counties)*
 - *Make plan for outreach to schools in unfamiliar counties*
 - *Focus on pandemic stress*
 - *Focus on education*
 - *Enjoyed housing presentation from previous year*
 - *Environmental presentations*
 - *Parks department- Tunitas creek beach*
 - *Transformative Justice*
- *Improvements:*

- *Cross committee collaboration- every meeting have updates from subcommittees with 3 main projects*
- *Connecting with other YC (worked with Berkeley and Oakland in past, possible meeting with SF YC-sexual assault resolution)*
 - *Fun team building activities (gift exchange online website from Austin), holiday event in December*
- *Engage with current legislations with other YC- use Board agendas and contact people listed- opportunities to work with County departments on creating agendas (maybe Ellie and Saba can contact supervisors)*
- *Commissioners can view Board of Supervisors (recorded) meetings*
 - *October 19th- passing resolution for domestic violence awareness month (share recording)*
- *Advice for (New) Commissioners:*
 - *Presentation at next meeting about most important advice*
 - *Get to know commissioners- break up into pairs to get to know each other (groups of 2), buddy system new vs. old*
 - *Take advantage of opportunities of YC because we are not legislative body*
 - *Email or share list of advice with commissioners- Instagram post*
- *Feedback from Chairs and Vice chairs:*
 - *No actual role descriptions, create rules and add to bylaws*
 - *How can we hold everyone accountable- currently most committees have good work ethics and no problems- Austin proposes sharing subcommittee meeting minutes to entire commission (keep secretary accountable and keep commission in loop)*
 - *Chair and Vice chairs should be keeping everyone involved*
 - *Vice chairs can serve as substitutes to secretaries if secretary is unable to attend meeting*
- *Attendance issues:*
 - *Last year severe attendance issues*
 - *Use spreadsheet to track attendance*
 - *Certain number of allowed absences- have to email Saba and Ellie*
 - *You may be removed during the year if missing meetings especially if unexcused*
 - *It is not given being asked back- attendance is big factor!*
 - *Bylaws will be updated with attendance rules and distinctions between excused vs. unexcused*
 - *Subcommittees email Saba and Ellie if members are repeatedly missing meetings*

6. Plan Volunteer Program

- *Commission volunteers- youth who may not be eligible to serve on commission yet still be involved as commission volunteers*
- *Not voting members, they can attend public meetings but not mandatory, will attend workgroup meetings*
- *Help subcommittees plan and implement events*
- *Have to create rules for them- need structure*
- *Commitment does tend to be low with volunteers*
- *Question: Do we want to open it up to all youth in county or rejected applicants?*
- *Question: How many volunteers do subcommittees need? What are their roles?*

- *Small subcommittees would like volunteers closer to events- Noah and Ameya have had practice with this*
- *Send out survey to youth to see what they want in events and change (possibly subcommittee specific)*
- *Action: Start small, “put out a feeler”, go back to rejected applicants and contact them asking them if they would like to volunteer with their hopeful subcommittee*
- *Subcommittees can open up their projects to whole committee if they need help*

7. Website Update with Commissioner Profiles

- *Roster is updated*
- *Past years every name had a bio (grade, high school, why you joined)*
- *Need everyone to have a bio or no one*
- *Need people to fill out form with their info (social media team)*
- *Maram needs change to title (Co-Vice Chair instead of Vice Chair)*
- *Noah and social media team create survey*
- *Social media team thinking of doing spotlights on committee members on Instagram (same info as website bios)*
- *Feel free to contact social media team or Saba/Ellie if you have ideas for bio*
- *New idea: Record and archive SMYC meetings (YouTube channel)*
- *Austin and Ameya presentation of commission (any meeting works)*
- *Austin and Ameya having Peer-Court training seminar, please chairs send [posters](#) to committee, post on Instagram*
- *Social media updated: Want subcommittees to be involved in posting process, posting [spreadsheet](#) (if approved) (Monday messages, TikTok Tuesday, Wednesday What’s up, Thoughtful Thursday, calendar and revision process, post request form*

8. Plan October, November & December Meetings

- *October - Equity*
 - *Alumni presentations containing Q and A’s and past projects - tentative move to December*
- *November - Sexual Assault & Human Trafficking of Students o December-Time, location, activities, alumni Q/A*
 - *Provide resources to commissioners working on SA resolution*
 - *Provide resources to trainings*
 - *Speaker for entire commission about SA*
 - *CSW and DV liaisons will help out*
 - *Updated bylaws at November exec meeting*
- *December holiday activity*
 - *White elephant confirmed*
 - *In person vs Online*
 - *Outdoor or indoor*
 - *Retreat experience was great*
 - *Date and time- we could do a Thursday but it would need to be indoor*
 - *Possibly move alumni to meet commissioners in person - Saba email alumni*
 - *Possibly Christmas week meeting with alumni*

9. Announcements

10. Adjournment

Next Meeting: October 14, 2021

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