



San Mateo County Youth Commission



HYBRID MEETING - IN-PERSON AND BY VIDEOCONFERENCE

This meeting of the San Mateo County Youth Commission will be held in 455 County Center Building, Room 101, First Floor, Redwood City, CA 94063. Members of the public will be able to participate in the meeting remotely via the Zoom platform or in person in 455 County Center Building, Room 101, First Floor, Redwood City, CA 94063. For information regarding how to participate in the meeting, either in person or remotely, please refer to the instructions at the end of the agenda.

Members of the public are welcome to join the meeting:

Join by Device: <https://smcgov.zoom.us/j/9404686015>
Join by Phone: **+1 669 900 6833**, Meeting ID: **940 468 6015**
Meeting Location: 455 County Center Building,
Room 101, First Floor,
Redwood City, CA 94063.

EXECUTIVE BOARD MEETING **Minutes**

Thursday, October 12, 2023
5:00 PM - 5:45 PM

Community Agreements

Diversity, Equity, Inclusion, Accessibility
Be true to yourself.
Step in, step out.
Communicate efficiently and proactively.
Accountability- be honest about what you can do and follow through with it.
Community advocacy and empathy.
Use your voice and strength, represent.

1. **This meeting was called to order @5:05**

2. **Roll Call**

Commissioner Chavez-Franco, Commissioner Watson, Commissioner Chowdhary, Commissioner Zou, Commissioner Handel, and Commissioner Sarana were present. Commissioner Aharwal and Commissioner Shah were absent.

3. **Public Comment**

Members of the public may address the commission on youth related issues and concerns that are not currently on the agenda. The public is welcome to speak on Agenda items throughout the meeting. Please use the raise hand feature if you would like to make a public comment. If you are attending by phone, you may press *9 to raise your hand.

There were no public comments given

4. **Approve Agenda (Action)**

i. **M: Commissioner Liu // S: Commissioner Handel** to approve the agenda. The motion (passed/didn't pass) unanimously.

5. **Executive Board Meeting Format**

a. **Roles and Responsibility**

Went over the meeting format. Established that the quorum is 6 at executive meetings. Representatives from each subcommittee must be present to provide the executive board with updates. Discussed creating a shared calendar that would show everyone's schedules. Recurring meeting for subcommittees.

Civic Engagement- Will meet Fridays from 5-6PM on the 2nd of every month

6. **Planning**

a. **Review Annual Calendar**

- Discussed subcommittees selecting a speaker to represent their committee at regular meetings. Subcommittee members would pick which day their speaker would present.

Upcoming Major Events: October 19th “Resolution Presentation”, November 7th “Board and Commission Celebration”, November 9th “Presentation of Work Plan”, November 16th “Presentation of Work Plan”, December 14th “Winter Retreat”, April 25th, May 23rd “Showcase”

b. **Requests**

Discussed if we wanted to add anything to the calendar. No additions yet.

7. **Subcommittee Updates**

Health and Wellness -

-Study nutrition, continue mental health Mondays,

Civic Engagement -

-Not going to continue voter registration this year. Taking involvement of subcommittee to local or state law.

Educational Equity -

-Advocating for continuation of ethnic studies education in high schools. Creating a mentorship program to give access to _____. Planning to collaborate with mentorship programs. Hosting the literacy event.

Immigrant Youth -

-Continuing the Immigrant youth scholarship. Distributing red cards in more than just community colleges. Program called “Alas” is considering collaborating. Getting in touch with the farmworker commission.

Environmental Justice -

-Nobody was here to represent the subcommittee and give updates.

8. **Announcements**

Media release forms

9. **Meeting adjourned @5:38 P.M**

Upcoming Topics

Next Meeting: November 9, 2023

***Instructions for Public Comment During Hybrid Meetings**

During hybrid meetings of the San Mateo County Youth Commission, members of the public may address the Members of the San Mateo County Youth Commission as follows:

***Written Comments:**

Written public comments may be emailed in advance of the meeting. Please read the following instructions carefully:

1. Your written comment should be emailed to YouthCommission@smcgov.org.
2. Your email should include the specific agenda item on which you are commenting or note that your comment concerns an item that is not on the agenda or is on the consent agenda.
3. Members of the public are limited to one comment per agenda item.
4. The length of the emailed comment should be commensurate with the two minutes customarily allowed for verbal comments, which is approximately 250-300 words.
5. If your emailed comment is received by 5:00 p.m. on the day before the meeting, it will be provided to the Members of the San Mateo Youth Commission and made publicly available on the agenda website under the specific item to which your comment pertains. If emailed comments are received after 5:00p.m. on the day before the meeting, the Commission Staff will make every effort to either (i) provide such emailed comments to the San Mateo Youth Commission and make such emails publicly available on the agenda website prior to the meeting, or (ii) read such emails during the meeting. Whether such emailed comments are forwarded and posted, or are read during the meeting, they will still be included in the administrative record.

***Spoken Comments**

In person Participation:

1. If you wish to speak to the San Mateo Youth Commission, please email YouthCommission@smcgov.org. If you have anything that you wish distributed to the San Mateo County Youth Commission and included in the official record, please hand it to Commission Staff who will distribute the information to the San Mateo County Youth Commission members and staff.

Public records that relate to any item on the open session agenda for a regular or special meeting of the Youth Commission are available for public inspection. Those records that are distributed less than 72 hours prior to the meeting are available for public inspection at the same time they are distributed to all members, or a majority of the members of the Commission. Those public records are available to be sent electronically by emailing YouthCommission@smcgov.org.

IN COMPLIANCE WITH THE CALIFORNIA GOVERNMENT CODE AND THE AMERICANS WITH DISABILITIES

ACT: The meetings of the Youth Commission are accessible to individuals with disabilities. Contact

YouthCommission@smcgov.org as soon as possible prior to the meeting, if (1) you need special assistance or a disability-related modification or accommodation, including auxiliary aids or services, in order to participate in this meeting; or (2) you have a disability and wish to receive the meeting notice, agenda packet or other writings that may be distributed at the meeting in an alternative format. Notification in advance of the meeting will enable the Youth Commission to make reasonable arrangements to ensure full accessibility to this meeting and the materials related to it.