



*Parks, Recreation and
Neighborhood Services*

YOUTH COMMISSION ANNUAL RETREAT

**Erica Lim, Alvin Fan, Kim Hoang Do, Karly Vaughn, Rose Hoang, Jessie Quijada,
Spencer Day, Ledy Valencia, Siddharth Venkatraman, Jaesung Kim, and
Parniya Khosravi**

Youth Commission Annual Retreat
Friday August 14th – Sunday August 17th
4:00pm – 7:30pm
San Jose Family Camp
11401 Cherry Lake Road
Groveland, CA 95321

1. CALL TO ORDER AND ROLL CALL

Check in (Sign-in)

2. WELCOME AND RETREAT OVERVIEW

Welcome commissioners
Retreat overview
Retreat goals and objectives

3. ICE BREAKER ACTIVITIES

Commissioners will participate in several ice breaker activities throughout the retreat

4. LEADERSHIP AND TRAININGS

Commissioners will participate in following leadership trainings throughout the retreat

- a. Identifying leadership style
- b. Identity circles
- c. Parliamentary procedures
- d. 21 Indispensable qualities of a leader

5. TEAMBUILDING ACTIVITIES

Commissioner will participate in the following teambuilding activities

- a. Youth commission core values
- b. The courage of standing up and standing out
- c. The power of inclusion

6. COMMISSION STRUCTURE

Commissioners will review the Youth Commission structure

- a. Youth Commission positions within city government
- b. Commission's Mission, Vision and Core Values
- c. Commission guiding tools
 - i. Work plan
 - ii. Commission By Laws
 - iii. Meeting structure
 - iv. Reporting template
 - v. The process of making a recommendation
 - vi. Reports and one on one meetings
 - vii. Executive board role and responsibilities

7. RETREAT GUEST AND SPEAKERS

Commissioners will be addressed by the following guest;

- a. Parks, Recreation and Neighborhood Services Superintendant, Ed Solis
- b. Youth Commission Summer Interns, Jack Pelose

7. BRAINSTROMING ACTIVITY

In preparation and development of the 2015/2016 Youth Commission Work Plan, commissioners will brainstorm the following,

- a. Identifying and prioritize youth issues to advice on and give recommendations on
- b. Identify several city wide youth event for implementation during the 2015/16 year
- c. Youth issues Ad Hoc working teams
- d. Identify city initiatives / programs for analysis, input and recommendations.
- e. Identifying collaborative partners
- f. YAC structure, development and inclusion

8. 2015/2016 WORK PLAN DEVELOPMENT

- a. Overview of the 2014/2015 Work plan accomplishments
- b. Work plan purpose
- c. Work plan S.M.A.R.T goals, objectives and timelines
- d. Work plan evaluation and final recap

9. 2015/2016 Youth Commission Elections

- a. 2015/16 Commission nominations and elections

10. ADJOURNMENT

All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body will be available for public inspection at the Department of Parks, Recreation & Neighborhood Services, 200 E. Santa Clara Street, 9th Floor, San José, CA 95113 at the same time that the public records are distributed or made available to the legislative body.

To arrange an accommodation under the Americans with Disabilities Act to participate in this public meeting, please call (408) 535-1260 or the TTY number, (408) 294-9337, at least two business days before the meeting.