



*Parks, Recreation and  
Neighborhood Services*

## City of San José Youth Commission

Citywide – Erica Lin

District 1 – Alvin Fan  
District 3 – Karly Vaughn  
District 5 – Jessie Quijada  
District 7 – Leady Valencia  
District 9 – Jaesung Kim

District 2 – Kim Hoang Do  
District 4 – Rose Hoang  
District 6 – Spencer Day  
District 8 – Siddharth Venkatraman  
District 10 – Parniya Khosravi

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### Meeting Minutes August 24, 2015

The San José Youth Commission convened their monthly meeting on August 24, 2015 at 6:35pm in the City Hall Council Chambers.

#### **I. Call to Order & Orders of the Day**

- a. All Commissioners were present and aquarium was established
- b. Commission Chair announced that Edwin Cortez, Suzanne Wolf and Richard McCoy would not be attending tonight's meeting due to circumstances beyond their control.

#### **II. Consent Calendar**

- a. Approve 2015/16 retreat meeting minutes

**M/S – Upon motion by Commissioner Hoang, seconded by Commissioner Kim Retreat meeting minutes were approved.**

#### **III. Open Forum – None**

#### **IV. Ceremonial Items**

Commission Chair announced that Mr. Cortez was unable to attend this months meeting.

**M/S - Upon motion by Commissioner Lin, seconded by Commissioner Do, ceremonial item was tabled for next month. Motioned carried unanimously.**

#### **V. Reports**

- a. Council Liaison report – Ms. Jackie Joanino presented on behalf of Ms. Hyde and gave an overview of the council liaison's role to the commission and offered to support the commission through resources and assistance. She continued to update the commission on the city councils stance on the Oil Philips 66 issue.

- b. San José Public Library report – Mr. Erik Berman updated the commission on the library activities. He announced that the all the libraries are now open six days a week Monday – Saturday and mentioned that the South-East Branch is on schedule to be open on time. The libraries have mover-maker space programming throughout the difference branches and have partnered with Creat.v to support eastside resident in creating their visual stories. Program is called “Yo Soy San Jose.”
- c. Senior Citizen Commission report – None
- d. PRNS Department Deputy Directors – None

## VI. Executive Board Report

- a. Retreat Debrief – Commission Chair Fan reported that the commission’s retreat was held at San Jose Family Camp. Retreat activities and accommodations were very nice and they accomplished their goals which were to have a greater understanding of their roles, teambuilding and update their 2015/16 Youth Commission work-plan.
- b. Ad Hoc working team Announcement – Commissioner Lin announced and explained how the Ad Hoc working teams will be structured. Ad Hoc meetings will take place before the commission meeting every 4<sup>th</sup> Monday of each month from 5pm to 6pm with the first meeting to be held in September. Teams will be responsible for policy recommendation research. Commissioners were given the opportunity to sign up for their Ad Hoc teams.  
Ad Hoc teams are:
  - i. Environment: Commissioner Day, and Do
  - ii. Safety: Commissioner Quijada, Venkatraman, and Valencia
  - iii. Education/Resources: Commissioner Fan, Hoang, and Khosravi
  - iv. Health: Commissioner Kim and Vaughn
- c. Commission Liaisons assignments - Commission Chair Fan gave an overview of the assignments to the following Commissions:
  - i. Parks Commission meets 1<sup>st</sup> Wed. of month at 5:30pm in the Wing rooms
  - ii. Early Child and Library 3rd Wed. at 7pm at different Library locations.
  - iii. Independence Policy Auditors Teen Leadership – not available due to the Judge retirement.

Assignments are:

- i. Parks Commission – Commissioner Kim and Commission Quijada

**M/S - Upon motion by Commissioner Do, seconded by Commissioner Khosravi to approve commissioners Kim and Quijada to be the official Youth Commission liaison to the Parks Commission. Motioned carried unanimously.**

- ii. Early Child and Library Commission Liaisons – Commissioner Vaughn  
Commissioner Quijada and Commissioner Do

**M/S – Upon motion by Commissioner Lin, seconded by Commission Hoang. Commissioners Vaughn, Quijada and Do was approved to be the Youth Commission Liaisons to the Early Child and Library Commission. Motion**

carried unanimously.

**VII. Informational Items**

a. Commission Chair Fan informed the commission that informational items would be presented by the commission staff under Commission Staff Report.

**VIII. New Business – (Action Items)**

a. [2015/16 Youth Commission Work Plan approval](#) – Commission Chair Fan reviewed the 2015/16 Youth Commission work plan and opened the floor for discussion. Clarifying changes were made to the work plan.

**M/S – Upon motion by Commissioner Do, seconded by Commissioner Vaughn to clarify action item number one under Environmental Sustainability by adding the words Proper Toxic Waste Removal to the item. Motioned carried unanimously.**

**M/S – Upon motion by Commissioner Lin, seconded by Commissioner Do, to move the statement, “teen access to local mass transportation” to Productive Partners, item Six. Motioned carried unanimously.**

**M/S – Upon motion by Commissioner Hoang, seconded by Commissioner Day to reallocate action item three of Environmental Sustainability to Quality Services. Motion carried unanimously.**

**M/S – Upon motion by Commissioner Hoang, seconded by Commissioner Lin, the word collectively was added to the action item number three under Quality Services. Motioned carried unanimously.**

**M/S – Upon motion by Commissioner Do, seconded by Commissioner Fan, Environmental Services Department and Teen Leadership Council was strike from action item one of Productive Partnerships. Motion carried unanimously.**

**M/S – Upon motion by Commissioner Do, seconded by Commissioner Vaughn, Soft deadline in October and hard deadline in November was added to action item four of Productive Partnership. Motion carried unanimously.**

**M/S – Upon motion by Commissioner Hoang, seconded by Commissioner Vaughn, Ad Hoc Titles were added and the word perspective YAC members were strike and Executive Board YAC members were added to action item five to Productive Partnerships. Motion carried unanimously.**

**M/S – Upon motion by Commissioner Kim, seconded by Commissioner Valencia, to strike the date of February 2016 of Action item seven and add June 2016. Motion carried unanimously.**

**M/S – Upon motion by Commissioner Hoang, second by Commissioner Day, March 2016 of Action Item two of section ‘Other’ was removed and the working On going was added to the timeframe. Motion carried unanimously.**

- b. 2015/16 District Specific YAC workplan deadline - Commissioner Lin reviewed the timeline for district specific workplans to be presented to the commission for approval. Soft deadline will be October and head deadline in November.
- c. 2015/16 Youth Commission training schedule - Commissioner Hoang reviewed the Commission's training schedule to be every first Saturday of each month from 10:00a.m to 1:00p.m. Starting on Sept 5<sup>th</sup>, 2015

**M/S – Upon motion Commission Chair Fan, seconded by Commissioner Quijada the [training schedule was approved](#). Motion carried unanimously.**

- d. [2015/16 By-laws](#) – Commission Chair Fan reviewed the 2015.16 By-laws and requested to strike the wording 72 hours from Article 8. Section 2 and add 24 hours.

**M/S – Upon motion by Commissioner Hoang, seconded by Commission Lin to strike 72 hours from the by-laws article 8 Section 2 and add replace it with 24 hours. Motion carried unanimously.**

- e. Review and approve the new Youth Commission Logo - After view and discussion of the new Youth Commission Logo's, Commissioner Hoang proposed to table this item for next month to allow for more designs to be taken in consideration.

**M/S – Upon motion Commission Chair Fan, seconded by Commissioner Vaughn to table the Commission Logo item to the September meeting. Motioned carried unanimously.**

### **VIII. Commissioners Reports**

District 1	Commissioner Fan
District 2	Commissioner Do
District 3	Commissioner Vaughn
District 4	Commissioner Hoang
District 5	Commissioner Quijada
District 6	Commissioner Day
District 7	Commissioner Valencia
District 8	Commissioner Venkatraman
District 9	Commissioner Kim
District 10	Commissioner Khosravi
City Wide	Commissioner Lin

Commissioner gave an overview of their district specific activities.

### **IX. Staff Report** – Staff reported on the summer internship evaluation report and the 2015

Youth Conference evaluations. She also announced volunteering opportunities specifically Viva Calles San Jose.

**X. Adjournment – Meeting adjourned at 8:36p.m.**

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On occasion the Commission may consider agenda items out of order.

The Youth Commission meets every fourth Monday of the month at 6:30p.m. and unless otherwise noted. If you have any questions, please direct them to the Commission staff. Thank you for taking the time to attend today's meeting. We look forward to seeing you at future meetings.

**To request an accommodation or alternative format under the American with Disabilities Act for City-sponsored meetings, events or printed materials, please call (4080 793-5559 as soon as possible, but at least three business days before the meeting.**

**Please direct correspondence and questions to:**

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