



**CITY OF GILROY
YOUTH COMMISSION
REGULAR MEETING AGENDA**



MONDAY, OCTOBER 9, 2023, | 6:00 PM

GILROY SENIOR CENTER
7371 HANNA STREET
GILROY, CA 95020

Chair: Lavender Hwang

Vice Chair: Melanie Reynolds
Treasure: Aiden Francis

Commissioners: Maya Beyret, Sophie Gong, Alfred James, Saed Mustafa, Jaimee Nguyen, Crystal Pablo, Thanmay Sarath

Staff Liaison: LeeAnn McPhillips, Assistant City Administrator, Vince Bautista, Recreation Coordinator, Adam Henig, Recreation Manager



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Materials related to an item on this agenda submitted to the City of Gilroy Youth Commission after distribution of the agenda packet are available with the agenda packet on the City website at www.cityofgilroy.org subject to Staff's ability to post the documents before the meeting.

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PUBLIC COMMENT GUIDELINES:

During the **PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA** portion of the meeting, each person wishing to speak should prepare a presentation of not more than three (3) minutes. Persons wishing to address the Commission are requested, but not required, to complete a Speaker's Card at the entrances. Completion of this speaker's card is voluntary. All persons may attend this meeting and speak, regardless if a card is completed or not. Speaker's slips should be submitted to the Secretary **BEFORE** this meeting portion begins. Anyone wishing to address the Commission on

any other item on this **AGENDA** is requested, but not required, to fill out a speaker's slip and submit it to the Secretary **BEFORE** the Commission takes action on the item.

Materials related to an item on this agenda submitted to the City of Gilroy Youth Commission after distribution of the agenda packet are available for public inspection with the agenda packet in the Recreation Division at Senior Center, 7371 Hanna Street, during normal business hours. These materials are also available with the agenda packet on the City website at www.cityofgilroy.org.
The agenda for this meeting is as follows:

1. **CALL TO ORDER**
2. **FLAG SALUTE**
3. **ROLL CALL**
4. **SECRETARY'S REPORT**
5. **APPROVAL OF MINUTES**
 - 5.1. Thursday, September 28, 2023
6. **PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA**
7. **Update on Youth Commission Apparel**
8. **OLD BUSINESS**
 - 8.1. Discuss Adopt FY2024 and FY2025 Youth Commission Work Plan
 1. Staff Report: Adam Henig
 2. Public Comment
 3. Possible Action: Approve the Fiscal Year 2024 work plan.
9. **AGENDA ITEMS FOR NEXT MEETING**
10. **STAFF COMMENTS**
11. **ADJOURNMENT**

City of Gilroy
Youth Commission Meeting Minutes
Thursday, September 28, 2023, | 6:00 PM

1. **CALL TO ORDER**

The special meeting was called to order at 6:00 p.m. by Chair Nguyen.

2. **FLAG SALUTE**

The flag salute was led by Chair Nguyen.

3. **ROLL CALL**

Attendance	Attendee Name
Present	Maya Beyret, Commissioner Aiden Francis, Commissioner Alfred James, Commissioner Saed Mustafa, Commissioner Jaimee Nguyen, Chair Crystal Pablo, Commissioner Melanie Reynolds, Commissioner Thanmay Sarath, Commissioner Lavender Hwang, Commissioner
Absent	Sophie Gong, Commissioner Winston James, Vice Chair

4. **SECRETARY'S REPORT**

The meeting packet and agenda was posted at the City Hall Kiosk on Monday, September 25, 2023.

5. **APPROVAL OF MINUTES**

5.1. Monday, August 28, 2023

Commissioner Hwang motioned to approve the September 25, 2023 meeting minutes. Pablo seconded. Motion passed 9-0-2.

RESULT: Pass

MOVER: Lavender Hwang, Commissioner

SECONDER Crystal Pablo, Commissioner

AYES: Commissioner Beyret, Commissioner Francis, Commissioner James, Commissioner Mustafa, Commissioner Nguyen, Commissioner Pablo, Commissioner Reynolds, Commissioner Sarath, Chair Hwang

ABSENT: Commissioner Gong, Vice Chair James

6. **INTRODUCTIONS**

None.

7. **PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA**

None.

8. NEW BUSINESS

8.1. Treasurer's Report for the Youth Commission as of September 22, 2023.

Commissioner Francis shared the 801 balance reserves for the 2023-2024 term. The Commission will be strategic with the funds available. An expected expense will be a Youth Commission T-shirt for the commission and staff. The Commissioners requested a darker color t-shirt using the Youth Commission State of California logo. Staff will contact vendors and provide a quote at the next meeting.

9. OLD BUSINESS

9.1. Election for Vice Chair on 2023-2024 Youth Commission

Commissioner Pablo announced that she was pulling herself out from becoming a nominee for Vice Chair, which enabled Commissioner Reynolds to run unopposed. Commissioner Hwang motioned to select Reynolds as the vice chair. Pablo seconded. Motion passed 9-0-2.

RESULT: Pass

MOVER: Lavender Hwang, Commissioner

SECONDER Crystal Pablo, Commissioner

AYES: Commissioner Beyret, Commissioner Francis, Commissioner James, Commissioner Mustafa, Chair Nguyen, Commissioner Pablo, Commissioner Reynolds, Commissioner Sarath, Chair Hwang

ABSENT: Commissioner Gong, Vice Chair James

9.2. Discuss and Adopt FY2024 and FY2025 Youth Commission Work Plan

Staff provided examples of other Youth Commission issue-focused projects. The information included short videos and a slide of each city's accomplishment. The examples included:

- *City of Cupertino:* Developed a political forum for teens and run by teens prior to an actual election.
- *City of Gonzalez:* Created a survey for young residents during the pandemic to determine what is the state of mental health among youth and teens. Worked with CSU Monterey Bay and received a grant.
- *City of South Pasadena:* Recognized that older adults in their community needed assistance with technological devices such as an iPhone or iPad.

The Commission discussed several potential topics to incorporate into their work plan, but narrowed the list to the following:

- *OpportuniTEEN fair*
 - Host a day-long event featuring local community-based organizations tabling to promote teen-focused job opportunities, internships, volunteering, and resources.

- Develop and maintain a website year-round dedicated to providing job and volunteer opportunities for local youth and teens.
- *Usage of racial slurs among youth & prevention of violence in schools/youth settings*
 - Citywide Fun Run event. Potential fundraiser component, with money raised donated to like-minded organizations.
 - Host speaker(s) and community organizations at the event.
- *Tech Day*
 - Support older residents with technology tutorials while bridging intergenerational digital divide.
 - Create a sense of community.

It is important that the Youth Commission come prepared to the next meeting and share ideas about what they would like to focus on this year. Commissioner Mustafa motioned to table adopting the proposed work plan until the next regular meeting on October 9. Francis seconded. Motion passed 8-0-3 (Commissioner Pablo left).

RESULT: Pass

MOVER: Saed Mustafa, Commissioner

SECONDER Aiden Francis, Commissioner

AYES: Commissioner Beyret, Commissioner Francis, Commissioner James, Commissioner Mustafa, Commissioner Nguyen, Commissioner Reynolds, Commissioner Sarath, Chair Hwang

ABSENT: Commissioner Gong, Vice Chair James, Commissioner Pablo

10. **AGENDA ITEMS FOR NEXT MEETING**

The following items will be added to the October regular meeting agenda:

1. Discuss and adopt 2023-24 Youth Commission Work Plan
2. Update on Youth Commission Apparel

11. **STAFF COMMENTS**

Recreation Coordinator Bautista reminded commissioners about the upcoming commission appreciation event.

12. **ADJOURNMENT**

Chair Nguyen adjourned the meeting at 7:34 p.m.

I HEREBY CERTIFY that the foregoing minutes were duly adopted at a regular meeting of the Youth Commission of the City of Gilroy.

Vince Bautista, Jr.
Secretary



City of Gilroy Youth Commission

STAFF REPORT

Agenda Item Title: Discuss and Adopt FY2024 Youth Commission Work Plan
Meeting Date: October 9, 2023
From: Adam Henig, Recreation Manager

RECOMMENDATION

Approve the Fiscal Year 2024 work plan.

BACKGROUND

The purpose of the work plan is to provide a guide for the Commission to determine what are their goals and how they will achieve them. Staff informed the Commission that their current work plan will need to be in alignment with City Council's direction, which was focusing more on in-depth issues and/or policies affecting youth.

Under Council's direction, at the September meeting the Commission discussed various topics they wanted to incorporate onto their work plan. Although there were several ideas mentioned, the Commission narrowed it to the following:

OpportuniTEEN Fair

This could entail hosting a community event featuring local community-based organizations and businesses tabling to promote teen-focused job, internship, and volunteer opportunities. The event would be held on the Civic Center Paseo or at Wheeler Gym and publicized through the schools. The Gilroy Library would be a key partner. Furthermore, to continue the momentum of the event, the Commission would also be responsible for developing and maintaining a year-round website dedicated to providing job and volunteer opportunities for local youth and teens.

Action to reduce/eliminate usage of racial slurs among youth and prevention of violence in schools/youth settings

To celebrate tolerance and all forms of diversity, the Commission would host a Fun Run event that would be open to all residents but focused primarily on youth and teens. The event would serve to educate young community members about the negative impact of racial slurs, and how it can often lead to violence, affecting not only youth and teens, but the greater community. There can also be a fundraising component too, where the

monies would be donated to organizations that promote violence prevention and racial tolerance and diversity.

Tech Day(s)

The Commission would visit the Gilroy Senior Center (or another similar venue) when older adults are present and offer their services to assist them with navigating their cellular phones and tablets. Older residents often feel isolated because they are unfamiliar with how a cell phone works. They may need support on texting, increasing the screen's font size, or how to surf the web. The Commissioners can offer technology tutorials. In addition, Tech Day also offers an opportunity to create a greater sense of intergenerational community. It can be an ongoing activity or a large-scale special event where you have several teen digital helpers ready to provide services for seniors.

Event Support

In addition, the Commissioners should decide which community youth-focused events they would like to participate in this year. These could include:

- Breakfast with Santa at the Senior Center on Saturday, December 9, 2023
- Day of the Child/Kids Discover Arts – Spring 2024
- Bike to Wherever Day – May 2024
- Uvas Creek Cleanup – May 2024

ANALYSIS

Commissioners should take into consideration what each topic entails when making their decision and how much impact they can have on the community. For example, the OpportuniTEEN fair can potentially reach hundreds of local teens, however, it will require a lot of logistical planning, promotion, and additional duties that will likely occur outside of commission meetings.

Whereas Tech Day may not require as much planning, it could become an ongoing event where commissioners will have to find time to set aside to visit the Senior Center when older adults are present.

Similar to the OpportuniTEEN fair, the Fun Run will require lots of logistical planning including securing sponsors, recruiting speakers, creating/ordering an event shirt, and mapping a course.

No matter the topic, each of these ideas will require consistent participation from all commissioners during and outside commission meetings.

Attachments:

1. Youth Commission Workplan Draft - FY24

<i>FY24 Youth Commission Workplan*</i>	
Workplan Item	Description
Research Issues in Support of Gilroy's Youth	Identify areas of need or concern regarding Gilroy's youth that are in the perview of the City of Gilroy; perform research and data collection; prepare report to share information with City Council, City staff, or others as appropraite. As an example, provide input to City Council and City staff when requested related to a future Community/Youth Center.
OpportuniTEEN Fair	Plan a resource fair to conduct outreach and a meet and greet opportunity for City Youth residents. Inform residents about the Commission and the Commissioners' role.
Participate in youth-focused community events	Participate in events centered around youth and teens such as Breakfast with Santa (December), Day of the Child (Spring), Bike to Wherever Day (May) and/or Uvas Creek Clean-up (May 2024).

**DRAFT - to be reviewed and then adopted by Youth Commission at October 2023 regular meeting*