



San Pablo Youth Commission

MEETING MINUTES
April 21st, 2022, 5:00-6:00 P.M
Virtual, Zoom Meeting

CALL TO ORDER

Meeting was called to order at 5:04pm.

ATTENDANCE

YOUTH					
√	Kaitlyn Bordas	√	Tyree Hopkins	√	Cristian Pereda-Zanni
√	Max Granville-Haro	√	Sheila Kariuki	√	Samantha Rodriguez
	Fatima Henriquez	√	Tenoch Lopez		Tyler Thongvanh
	Raymundo Hernandez	√	Jazzy Martinez	√	Ricardo Toledo
√	Keiara Hopkins	√	Maricela Martinez		Daniel Valencia
STAFF		√	Elise Veliz		
PRESENTER					
INTERESTED YOUTH		√	Sheyla Guitierrez Rojas	√	Cassandra Picazo
		√	Gael Lopez		

APPROVAL OF THE MINUTES

- The minutes from the regular meeting on April 7th, 2022 were approved.

VIRTUAL POLICIES AND PROCEDURES

- Commissioners Maricela, Gael, Sheyla, and Tyree read the City policies and procedures for virtual meetings.

PUBLIC COMMENT

- **Mr. Cordell Hindler-** Secretary Ricky read the comment submitted by Mr. Hindler:
 hello Elise, I have some invites for the Record
 1. the Youth Commission is Invited to the Richmond Rotary Club May 6th 12:30 pm Richmond Rotary Club City Manager's Office will Present on Economic Development Measures \$25.00 dollars for Lunch
 2. There will be a Performance of CROWNS the Musical Fridays- Saturdays 7:30 pm Contra Costa Civic Theater 20.00 dollars for Youth.
 Sincerely
 Cordell
- **Robin Wilson-** Chair Kaitlyn read the comment submitted by Mrs. Wilson:
 WCR's Educators Book Depot
 Student Volunteer Job Description

Volunteers will be asked to work 3 – 6 hours per week.

Purpose of Depot: To provide free used and new books to all educators needing classroom libraries for their students. Receive donations when delivered.

How to apply: Contact Robin Wilson at westcountyreads@gmail.com or 510-757-5030

Location: Stege Elementary, 4949 Cypress Avenue, Richmond
Room 21: Portable closest to Potrero Avenue.

Hours of duties: Tuesdays and Thursdays, 3 pm – 6 pm. Flexibility can be provided as needed.

Volunteer's Purpose:

Assist in opening, setting up and closing the Book Depot each day.

Duties:

Set out collection bin outside & bring in at closing.

Welcome visitors and distribute bags for educators.

Monitor line to encourage COVID spacing.

Put out books as needed, refill used book bins and tables with

Input database information: Educator's name, work site, grade taught, number of books taken.

PRESENTATION

- **SPYC Program Feedback-** YSCP Staff, Bertha Romo joined the meeting at 5:40pm. Staff Liaison Elise excused herself as Bertha Romo facilitated SPYC Program surveys.

SUBCOMMITTEE REPORTS

- **SPYC Design 2.0-** Staff Liaison Elise informed the Commission that San Pablo Summer Intern Programs Interviews were last week, and Commissioners should receive an email from the City's HR Team soon. Staff Liaison Elise also informed the Commission that YSCP will be working on launching the San Pablo Scholarship Program Pilot in 2023.
- **Mini Grant Program Design Subcommittee-** Commissioners Kaitlyn asked Commissioners if they could join the next subcommittee meeting, on May 3rd, to continue looking for new names. Commissioners agreed.

OLD BUSINESS

- **Post City Council Appointments-Code of Conduct, Oaths, & Waivers-** Chair Kaitlyn reminded Commissioners to continue to submit their signed and completed forms, letting them know that the forms can be sent in the mail for can be dropped off to Staff Liaison Elise.
- **Spring Eggstravaganza Event-** Event Coordinator Maricela informed the Commission that it was a good experience, seeing the community and handing out the goodies. Maricela also said that it was exciting seeing new faces of Commissioners.

NEW BUSINESS

- **SPYC Meeting Changes-Effective May 5th-** Chair Kaitlyn announced that City Council is postponing the in-person meetings until June 30th. This means that Commissioners can meet, in-person on July 7th.
- **SPYC Earth Day Clean-Up-** Chair Kaitlyn reminded Commissioners of their Earth Day Event, at Davis Park, tomorrow, Friday, April 22nd, from 3:30-5:30pm. Chair Kaitlyn also informed Commissioners that waivers can be submitted at the event.
- **Officer Nominations-** Chair Kaitlyn announced that it is time to nominate new Officers for Chair, Treasurer, Public Relations Officer, and Assistant to the Staff Liaison. Staff Liaison Elise Veliz reviewed the nominations for SPYC Chair. Commissioners voted. Maricela was approved as the new Chair. Ricky confirmed that he will continue as Secretary. Due to time, Chair Kaitlyn continued the vote for the new Public Relations Officer, Treasurer, and Assistant

to the Staff Liaison.

- **SPYC Team Building Date-** Chair Kaitlyn continued the discussion.
- **Recognizing San Pablo Youth Discussion-** Chair Kaitlyn reminded Commissioners of the subcommittee meeting for April 27th, at 5pm, on Zoom.
- **SPYC Recruitment-** Chair Kaitlyn welcomed new recruits Sheyla, Cassandra, and Gael.

ANNOUNCEMENTS

- **City Manager's Weekly Report-** a link to the report was shared, for Commissioners to have information on what is on around the City Public Works projects, Events, and COVID information.
- **CLYLP Bay Area Institute-** Opportunity for a week-long program, on UC Berkeley campus, to learn about leadership. An application link was shared.

NEXT MEETING: May 5th, 2022

- **Suggested Topics-** Senior Center Aloha Night, Officer Elections

MEETING ADJOURNED

The meeting was adjourned at 5:56pm

Minutes brought to you by Secretary Ricardo Toledo and edited by Staff Liaison Elise Veliz

MINUTE APPROVED

Name:

Date:

X
