



**San Pablo Youth Commission
MEETING MINUTES
December 15, 2022, 5:00-6:00 P.M
Virtual, Zoom Meeting San Pablo Youth Commission**

CALL TO ORDER

Meeting was called to order at 5:04

ATTENDANCE

YOUTH					
	Anh Duong Cao	X	Tenoch Lopez	x	Cassandra Picazo
x	Sheyla Gutierrez Rojas	x	Jazzy Martinez		Tyler Thongvanh
x	Sheila Kariuki		Maricela Martinez		Ricardo Toledo
x	Gael Lopez	x	Samriddhi Pakhrin		Daniel Valencia
STAFF		x	Jora Atienza Washington		
PRESENTERS					
INTERESTED YOUTH			Madeleine Lozada		Katherine Ochoa
			Genesis Ventura		

VIRTUAL POLICIES AND PROCEDURES

Commissioners read the City policies and procedures for virtual meetings.

APPROVAL OF THE MINUTES

The minutes from the regular meetings on November 17 & December 1, 2022 were approved unanimously.

PUBLIC COMMENT

- **Comment from Cordell Hindler:** Hello Jora. I have an invitation for the record. The Youth Commission is invited to the Contra Costa Mayors conference on January 5th, 2023 at 6:30 pm. Hosted by the City of Hercules. Franklin Canyon

Golf Course, Highway 4, Hercules, CA 94547. Clarisse Saechao, Administrative Specialist, ACSaechao@ci.hercules.ca.us, \$55.00. Sincerely, Cordell

SUBCOMMITTEE REPORTS

- Letters to Santa: *Almost 200 letters to Santa have been collected from youth in the community. About 30 were answered by Commissioner Sheyla and the rest will be answered by City staff. Acting Chair Sheila facilitated a discussion on how Commissioners can better communicate if they can't meet commitments that the group has voted on.*

OLD BUSINESS

- Student-Led Unity Grant (SLUG) Mini-Grant Pilot Program
 - Discuss marketing strategies in early January: *The application was released in late November and has been sent out to community and school partners. The group discussed other ways to market and share with youth and schools starting early January.*
 - Discuss and schedule training for grant scoring: *The group voted unanimously to form a subcommittee to do initial review of all grant applications with staff and bring all qualified applications to a full SPYC meeting for review and approval to forward to the City Council. Staff Liaison Jora will conduct a training in January with 2-4 Commissioners interested in being the grant review subcommittee.*

NEW BUSINESS

- SPYC recruitment for Spring 2023: *Discussion about upcoming recruitment for the next SPYC term starting March 2023. The group shared strategies to market the application and who to contact at local schools. The group agreed to continue discussion at an upcoming SPYC January meeting*
- SPYC Winter/Spring Newsletter: *Discussion about a potential SPYC newsletter this year. There was some interest expressed by the group and Commissioners agreed to continue discussion at an upcoming SPYC January meeting. Staff Liaison Jora will email examples of previous newsletters for the Commission to review.*

NEXT MEETING: Thursday, January 5, 2023

- Presentation: City of San Pablo General Plan and Requested SPYC Outreach Support
- Other Suggested Topics
 - *Continue discussion of SPYC recruitment for Spring 2023*
 - *Continue discussion potential SPYC Winter/Spring 2023 newsletter*

ANNOUNCEMENTS

- SPYC December Birthdays: *The group greeted Acting Chair Sheila on her birthday this month*

Staff Liaison Jora reviewed the following documents and announcements with the group and will email the links to Commissioners after the meeting.

- [City Manager Weekly Report](#)
- [Students Rising Above – Rising Star Program](#)
- [Assistance League Scholarships](#)
- [Teens in Health](#)

MEETING ADJOURNED

The meeting was adjourned at 5:43

Minutes brought to you by Staff Liaison Jora Atienza Washington

MINUTE APPROVED

Name:

Date: