



*Parks, Recreation and
Neighborhood Services*

City of San José Youth Commission

District 1 – Deepankar Joshi
District 3 –
District 5 – Elizabeth Plancarte
District 7 – Julia Nguyen
District 9 – Aruni Areti
Citywide – Sarah Dang

District 2 – Katherine Ho
District 4 – Lydia Ma
District 6 – Chris Zazueta
District 8 – Anooshree Sengupta
District 10- Samuel Hirst

ANNUAL RETREAT AGENDA

Friday August 18th – Sunday August 20st 2017

4:30pm – August 21st, 5:30pm

Almaden Community Center
6445 Camden Avenue
San José, CA 95120

I. Call to order and Order of the Day

Check in (Sign-in)
Welcome, retreat overview
Retreat goals and objectives

II. Public Comment *(Members of the Public are invited to speak on any item that does not appear on today's Agenda and that is within the subject matter jurisdiction of the Youth Commission – Speakers are limited to 2 minutes).*

III. Announcements

III. Consent Calendar *(The consent calendar items are considered to be routine and will be adopted by one motion. There will be no separate discussion of these items unless a request is made by a member of the Youth Commission, staff, or public to have an item removed from the consent calendar and considered separately.)*

IV. Reports

V. New & Returning Business

During the Youth Commission retreat, commissioners will participate in the following;

- A. Leadership:
 - a. Identifying leadership style
 - b. Identity circles
 - c. Parliamentary Procedures,
 - d. Brown Act
 - e. Agendas, Minutes and By-laws

- B. Teambuilding Activities
 - a. Youth Commission core values
 - b. The courage of standing up and standing out
 - c. The power of inclusion

- C. Commission structure
 - a. Commission's Mission, Vision, and Core Values
 - b. Youth Commission positions within city government
 - c. Commission's Mission, Vision, and Core Values
 - d. 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

- D. Retreat guest and speakers; Summer interns will present their research projects and recommendations.

- E. Brainstorming activities; in preparation and creation on the 2017/18 work plan, the commissioners will participate in brainstorming activities including the following;
 - a. Identifying and prioritize youth issues to advice and give youth recommendations
 - b. Identify several city wide youth event for implementation
 - c. Youth Ad hoc groups
 - d. Identify city initiatives / programs for analysis, input, and recommendations.
 - e. Identifying collaborative partners
 - f. 2017/2018 presentations and workshops to participate in throughout the year
 - g. YAC structure, development, and inclusion

- F. 2017/2018 Work plan development
 - a. Overview of the 2016/2017 Work plan accomplishments
 - b. Work plan purpose
 - c. Work plan S.M.A.R.T goals and objectives
 - d. Work plan evaluation and final recap

- G. Executive Board Elections, Chair, Vice Chair and 2nd Vice Chair; Commissioners will nominate and elect the 2017/18 Youth Commission Chair, Vice Chair and 2nd Vice Chair through a ballot system.

VII. Adjournment

Sunday, August 20, 2017

The City of San José is committed to open and honest government and strives to consistently meet the community's expectations by providing excellent service, in a positive and timely manner, and in the full view of the public.

You may speak to the Commission about any discussion item that is on the agenda, and you may also speak during Public Comments on items that are not on the agenda and are within the subject matter jurisdiction of the Commission. Please be advised that, by law, the Commission is unable to discuss or take action on issues presented during Public Comments. Pursuant to Government Code Section 54954.2, no matter shall be acted upon by the Commission unless listed on the agenda, which has been posted not less than 72 hours prior to meeting.

Agendas, Staff Reports and some associated documents for the Commission items may be viewed on the Internet at <http://sanjoseca.gov/prns/youthcommission>

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 Office of the City Clerk, 200 East Santa Clara Street, 14th Floor, San José, California 95113, at the same time that the public records are distributed or made available to the legislative body. Any draft resolutions or other items posted on the Internet site or distributed in advance of the commission meeting may not be the final documents approved by the commission. Contact the Office of the City Clerk for the final document.

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

The Youth Commission meets every 4th Monday of each month at 6:30pm, with special meetings as necessary. 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 Americans with Disabilities Act for City-sponsored meetings, events or printed materials, please call (408) 535-1260 as soon as possible, but at least three business days before the meeting.

Please direct correspondence and questions to:

City of San José
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San José, California 95113
Tel: (408) 535-5559
Email: YouthCommission@sanjoseca.gov