



Memorandum

TO: HONORABLE MAYOR AND
CITY COUNCIL

FROM: Julie Edmonds-Mares

SUBJECT: PRNS YOUTH COMMISSION

DATE: May 20, 2011

Approved

Date

5-27-11

The purpose of this memorandum is to respond to concerns that were raised by the public and the City Council during the 2011-2012 Proposed Operating Budget Study Sessions regarding the elimination of dedicated staff for support of the Youth Commission effective July 2011.

ANALYSIS

As part of the 2010-2011 Adopted Budget, Youth Commission support from the Parks, Recreation and Neighborhood Services Department (PRNS) was funded on a one-time basis. Also, the City Council approved for meetings to be held quarterly versus monthly, and the commission to develop an annual workplan and year-end report.

Currently, 1.50 PRNS staff assigned to the Youth Commission supports and facilitates the Youth Commission in the following areas:

- Development and delivery of the Youth Commission's strategic plan
- Organization of priority trainings
- Support to the Commissioners' Youth Advisory Councils
- Ongoing recruitment for new commissioners
- Timely development and posting of agendas/minutes
- Production of the annual Citywide Youth Conference

In preparation for the elimination of dedicated staffing, PRNS has worked with the City Clerk's office and City Council staff to support recruitment of new Commissioners as vacancies arise and worked diligently to prepare the Youth Commission for greater independence and leadership opportunities including the organization of the Citywide Youth Conference. Starting with 2011-2012, PRNS staff, on a collateral assignment basis, will support the Youth Commission by focusing on development of annual workplans and year-end reports (using the new citywide workplan template), rather than longer-term strategic plans.

/s/

JULIE EDMONDS-MARES
Assistant Director of Parks, Recreation and
Neighborhood Services

For questions, please contact Angel Rios, Jr., Deputy Director, at (408) 535-3576.