



# SARATOGA YOUTH COMMISSION SPECIAL MEETING

**AUGUST 18, 2020**

## **Teleconference/Public Participation Information to Mitigate the Spread of COVID-19**

This meeting will be entirely by teleconference. All Commission members, staff, and public will only participate via the Zoom platform using the process described below. The meeting is being conducted in compliance with the Governor's Executive Order N-29-20 suspending certain teleconference rules required by the Ralph M. Brown Act. The purpose of this order was to provide the safest environment for the public, elected officials, and staff while allowing for continued operation of the government and public participation during the COVID-19 pandemic.

Members of the public view and participate in the meeting by using the Zoom website <https://us02web.zoom.us/j/89879371357> or App (Webinar ID 898 7937 1357) and using the tool to raise their hand in the Zoom platform when directed by the Chair to speak on an agenda item.

The public will not be able to participate in the meeting in person.

As always, members of the public can send written comments to the Commission prior to the meeting by commenting online at [www.saratoga.ca.us/yc](http://www.saratoga.ca.us/yc) prior to the start of the meeting. These emails will be provided to the members of the Commission and will become part of the official record of the meeting.

During the meeting the Chair will explain the process for members of the public to be recognized to offer public comment.

In accordance with the Americans with Disabilities Act and the Governor's Executive Order, if you need assistance to participate in this meeting due to a disability, please contact the City Clerk at [debbieb@saratoga.ca.us](mailto:debbieb@saratoga.ca.us) or calling 408.868.1216 as soon as possible before the meeting. The City will use its best efforts to provide reasonable accommodations to provide as much accessibility as possible while also maintaining public safety.

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## **5:30 PM YOUTH COMMISSION SPECIAL MEETING**

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**Call To Order (5:35 pm)**

**ROLL CALL** Bradley, Hicks, Huang, Jain, Leung, Liu, Lu, Madhan, Raamkumar, Wang, Zhai.

### **ORAL COMMUNICATIONS ON NON-AGENDIZED ITEMS**

*Any member of the public may address the Youth Commission for up to three (3) minutes on matters not on the Agenda. The law generally prohibits the Youth Commission from discussing or*

taking action on such items. However, the Youth Commission can schedule the item for discussion at a future meeting.

## AGENDA ITEMS:

### 1. Youth Commission Minutes

**Recommended Action:** Review and approve the minutes from the June 19, 2020 meeting.

Liu motioned to approve the minutes. Zhai seconded the motion. AYES: Bradley, Hicks, Huang, Jain, Leung, Liu, Lu, Madhan, Raamkumar, Wang, Zhai. NOES: none. ABSTAIN: none. PASSED 11-0

### 2. Commissioner Handbook

**Recommended Action:**

Review the handbook, roles and expectations of a Youth Commissioner.

### 3. Brown Act & Communications

**Recommended Action:** Receive presentation from staff about the Brown Act and communications.

Possible Violations:

- using a shared google document
- an email chain that ends up linking to a majority of the commissioners
- making decisions outside of meetings

Other Guidelines:

- websites must be on Saratoga website due to access to archives later on, make sure it goes through official city channels
- no stories because stories disappear and cannot be made a record of
- cannot post about Youth Commission on personal social media account

### 4. Work Plan 2020-2021

**Recommended Action:** Discuss ideas to include in the 2020-21 Youth Commission work plan that will be further discussed in September 2020.

- teen stress, motivation, fitness, mental health, inclusion,
- collaborate with nonprofits
- anecdote writing competition
- cookbook
- fitness challenge (similar to an Apple event)
- nature photography competition
- art event (accepting more types of mediums)
- expanding on SED Talks
- games like Skribbl.io, Kahoot.it, Spyfall, Mafia,

- film-making competitions on social issues, comedy, and other categories. (Think of details such as time limit, topics etc.)
- reading, running and audiobooks, addressing social issues, book club, supplies drive
- send letters to seniors, covid patients, pen pals,

5. Pizza & Politics 2020

**Recommended Action:**

Receive potential formats for the Pizza & Politics 2020 event from the staff liaison.

6. Youth Commission Positions

**Recommended Action:** Discuss the process and roles and responsibilities of each Youth Commission position.

Liu motioned for Michelle to be chair, Alex to be vice chair, Nicole to be secretary, Nivi to be treasurer, and Nicita to be Marketing Chair. Wang seconded the motion. AYES: Bradley, Hicks, Huang, Jain, Leung, Liu, Lu, Madhan, Raamkumar, Wang, Zhai. NOES: none. ABSTAIN: none. PASSED 11-0

7. Future Agenda Items

**Recommended Action:** Consider agenda items for upcoming meetings. The next regular Youth Commission meeting is scheduled for September 8, 2020.

Liu motioned to adjourn the meeting, Raamkumar seconded the motion. AYES: Bradley, Hicks, Huang, Jain, Leung, Liu, Lu, Madhan, Raamkumar, Wang, Zhai. NOES: none. ABSTAIN: none. PASSED 11-0

**ADJOURNMENT (9:14pm)**

**CERTIFICATE OF POSTING OF THE AGENDA, DISTRIBUTION OF THE AGENDA PACKET, COMPLIANCE WITH AMERICANS WITH DISABILITIES ACT**

I, Kayla Nakamoto, Analyst for the City of Saratoga, declare that the foregoing agenda for the meeting of the Youth Commission was posted and available for review on August 14, 2020 at the City of Saratoga, 13777 Fruitvale Avenue, Saratoga, California and on the City's website at [www.saratoga.ca.us](http://www.saratoga.ca.us).

Signed this 14th day of August 2020 at Saratoga, California.

Kayla Nakamoto, Analyst

In accordance with the Ralph M. Brown Act, copies of the staff reports and other materials provided to the Youth Commission by City staff in connection with this agenda, copies of materials distributed to the Youth Commission concurrently with the posting of the agenda, and materials distributed to the Youth Commission by staff after the posting of the agenda are available on the City Website at [www.saratoga.ca.us](http://www.saratoga.ca.us). Following removal of State and local shelter in place orders these materials will be available for review in the office of the City Clerk at 13777 Fruitvale Avenue, Saratoga, California.

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*soon as possible before the meeting. The City will use its best efforts to provide reasonable accommodations to provide as much accessibility as possible while also maintaining public safety.*  
[28 CFR 35.102-35.104 ADA title II]