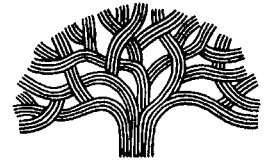


# CITY OF OAKLAND



YOUTH LEADERSHIP & DEVELOPMENT • 150 FRANK H. OGAWA PLAZA, SUITE 4211 • OAKLAND, CA 94612

Department of Human Services  
Oakland Youth Advisory Commission

(510) 238-3245  
Fax (510) 238-3320

## **Youth Advisory Commission**

Thursday, February 20, 2020

150 Frank H. Ogawa Plaza, 4<sup>th</sup> Floor, Conference Room 4

### **Dinner**

4:30-5:00 PM

### **General Meeting**

5:00 – 7:00 PM

### **MINUTES**

Commissioners Present: B. Salop, JiaHui Su, Lee Lee Long, Alessandra Mohar, Kimora Oliver, Ivan Garcia, Francesca Berlow, Jessica Ramos, Harper Valentine, Brandon Frith, Nia McMilan, Yarency Avelar

Absent: Julia Basch, Ahmed Muhammad, Maxwell Stern, Barrett Valentine

Peer Advisors: Natalie Dharmapalan, Rachel Dharamapalan

Adults: Carina Lieu, James Crowe, Falilah Bilal, Carmela Chase

1. Pre-Meeting Dinner
2. Call to Order
3. Roll Call
4. Check-In Question: What's your superpower?
5. Review Commission Agreements
  - a. Be respectful
  - b. Encourage one another
  - c. Listen
  - d. Be responsible
  - e. Don't share confidential info
  - f. Ask questions/seek comprehension
  - g. Ask for what you need
  - h. Step up/step back
  - i. Keep it civil
  - j. Be focused/stay on topic
  - k. Tech check
  - l. Don't yuck my yum
  - m. Have fun!
6. Welcome from Executive Committee, Advisors, & Staff

7. Icebreaker
8. Approval of Minutes from January 23, 2020
  - a. I. Garcia motioned to approve. B. Salop seconded it.
9. Agenda Review/Modifications
10. New Business
  - a. Executive Committee Individual Updates
    - i. Co-Chairs
      1. I. Garcia talked about youth homelessness policy that was previously made and recommends creating a day of awareness of youth homelessness and OYAC should look over the policy.
      2. Motioned to vote for when/how to present Youth Homelessness Policy for questions and comments
      3. Majority voted for I. Garcia to create notes and for OYAC to send questions by Tuesday
    - ii. Government Affairs
      1. Circulated letter of endorsement for "Expand the Youth Vote". Commissioners have until Tuesday, 2/25 to submit revisions.
      2. OYAC to write an email to CC members introducing themselves. Deadline for first draft is March 2nd. Do not contact them until your final draft is approved!
      3. Follow CC members on social media. Connect with them there.
      4. Lele proposed Ad Hoc committees make a short video introducing ourselves and explaining our endorsement of "Expand the Youth Vote" campaign.
        - a. B. Salop motioned for Ad hoc videos
        - b. Lele seconded it
        - c. Videos are agenda item for next week's meeting (2/27)
    - iii. Media Relations
      1. Kimora circulated a draft of the 1st Newsletter. She included website and social medias
      2. Staff: OYAC will updated the list of community contacts that we could send newsletter to, send names to Kimora by next Monday/Wednesday
    - iv. Community Relations
      1. On behalf of Maxwell: email Carina the conferences that we would like to attend
      2. Falilah will send an email about what's the best time for OYAC attending "Experience Sankofa Project"
  - b. Ad Hoc Committee Updates from Reporters
    - i. Public Safety
      1. A. Mohar: Discussed going to different commissions and see how they can be supported or collaborate; talked about doing work with Oakland Police; looking back with other Commissions have done about CSEC and creating a presentation to share with schools about violence in Oakland
    - ii. Housing, Transportation, & the Environment
      1. Discussed affordable transportation, housing, gentrification.

Going deeper into discussing these issues next meeting

- iii. Civic Engagement
  - 1. Discussed organizing a meeting with youth and Oakland school board members to discuss student issues
- iv. Health & Wellness
  - 1. Supporting each committee, taking bonding trip, maintaining the mental health of OYAC
  - 2. Staff: All committees must complete a Backwards Action Plan at the next Ad Hoc meeting in the beginning of March and report back on 3/12/2020
- 11. Old Business
  - a. Expand the Youth Vote
    - i. Endorsement Letter Draft Update
  - b. Staff Updates:
    - i. Open vacancies: recruiting one more Commissioner for District 7
    - ii. Next meeting on 2/27/2020
    - iii. Ad hoc committees' agenda and minutes documentation
- 12. Public Comments/Open Forum
- 13. Items for New Agenda
  - a. OFCY Update 2/27
  - b. Homelessness and Oakland Unite Updates 3/12
  - c. Meeting with Councilmember Nikki Bas 3/26
- 14. Announcements
- 15. Appreciations
- 16. Meeting Adjourned

## AGENDA MEETING INSTRUCTIONS

Procedures for Public/Community Comment: The public may speak on any item appearing on the agenda for up to three minutes. To do so, you must raise your hand and be acknowledged by the chairperson.

Where to Obtain Agenda Related Materials: Copies of the agenda package are available by contacting the commission at (510) 238-3245, [youthcommission@oaklandnet.com](mailto:youthcommission@oaklandnet.com), or 150 Frank Ogawa Plaza, Suite 4211, Oakland, CA 94612. You may also find copies online at <https://www.oaklandca.gov/boards-commissions/youth-leadership-and-development>.

Information About Special Access or Policies: In compliance with the Americans with Disabilities Act, if you need special assistance to attend and participate in the Youth Advisory Commission meetings or its committees, please contact Carina Lieu, Youth Leadership & Development Coordinator at (510) 238-3245, [clieu@oaklandca.gov](mailto:clieu@oaklandca.gov), or 150 Frank Ogawa Plaza, Suite 4211, Oakland, CA 94612. You will need to notify us at least two full business days in advance. Late requests will be honored, if possible.

Estimated Time: Please note that the estimated time is just that, an estimate. The Youth Advisory Commission does not guarantee that the timeline will be strictly followed. If you wish to comment on a specific item, it is important to always come as early as possible or attend the full meeting to guarantee time to speak.



# Action Plan Template

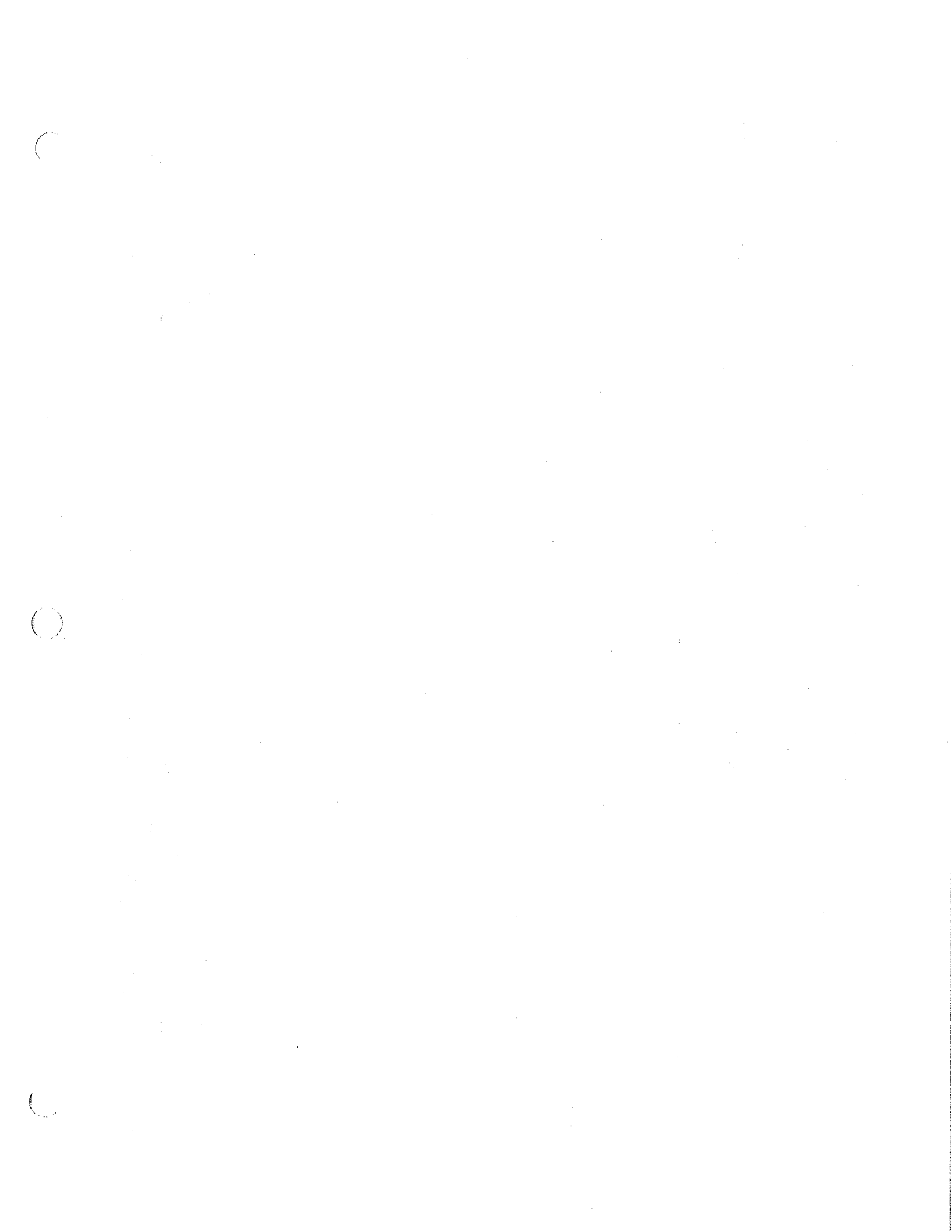
Goal / Expected Outcome:

What task will be done?	Who will do it?	By when?	What do you need to complete this step? (People, money, tools, etc.)	What could get in the way of task completion? How will you overcome them?	What is the outcome of the task?

Workings backwards, identify all the things that need to be done to accomplish the goal or achieve the expected outcome. Then put each of those items in the Action Steps column and fill out the fields for that row. Make sure you break the goal into simple, specific action steps.

## TIMELINE

- Plan backwards from the following dates 1) Annual Report due, end-April 2) term over, end-June
- You can also use the following steps: **STEP 1: IDENTIFY YOUR GOAL** **STEP 2: IDENTIFY YOUR END DATE** **STEP 3: IDENTIFY YOUR OBJECTIVES** **STEP 4: IDENTIFY YOUR RESOURCES & NEEDS** **STEP 5: CREATE YOUR TIMELINE**



## Email to Councilmember

Now that you have already done research about your Councilmember, you will now write them an email to introduce yourself as a Youth Commissioner. Tools you'll need:

- A professional email account!
- Elected research slides
- Professional Etiquette & Time Management slides
- This template
- A professional picture of yourself in .jpg format that you will attach to the email

**Send Carina a draft of your email no later than Monday, March 2 at 6 PM.**

Subject line:

Greeting line

Introduce yourself & provide context

Hello, my name is \_\_\_\_\_. I am a member of the Oakland Youth Advisory Commission, representing District \_\_\_\_\_. I am \_\_\_\_\_ about this one thing you are working on. I would like to introduce myself to you and hope that we can set-up a meeting in the near future to discuss solutions for Oakland youth.

Talk about yourself (limit it to no more than 3 sentences!):

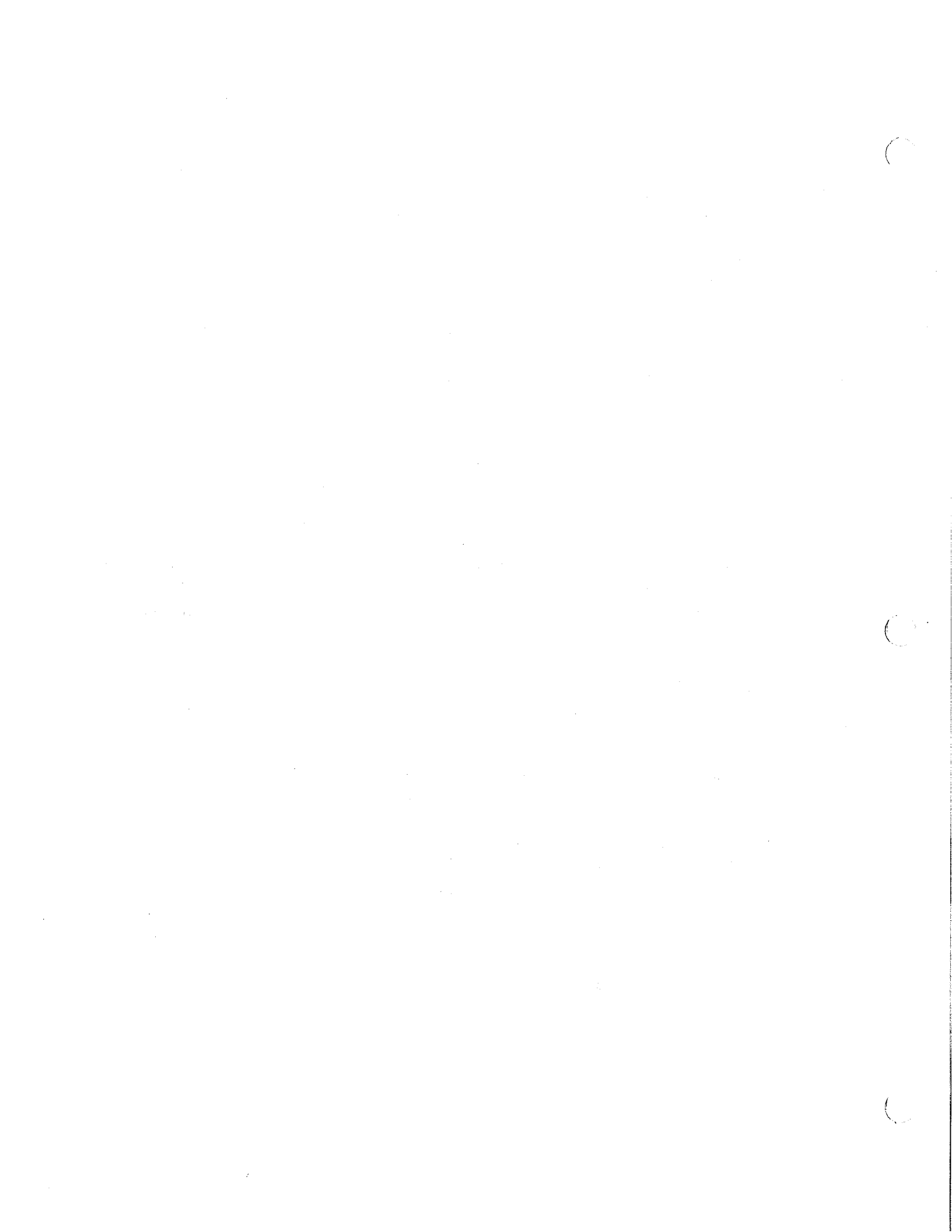
- What school do you attend?
- What grade are you in?
- What is your favorite subject? What are your hobbies?
- What issues in your community are you passionate about?
- Attached is a picture of me doing blah blah

Talk about the Commission's work this year.

- This year, our Commission has selected the following ad hoc committees...
- Since you are on the \_\_\_\_ committee / since your interests are in \_\_\_\_ topic, I would like to invite you to attend the ad hoc committee's meetings or attend an OYAC meeting. We meet on the second and fourth Thursdays from 5-7 PM in Hearing Room 2.
- Our staff coordinator is CC'd in this email, please reach out to her to schedule a visit.

I look forward to hearing from you.

Sincerely,





## Letter of Endorsement



18th, February 2020

**Oakland Youth Advisory Commission**

150 Frank H Ogawa Plaza - 4th Floor

Oakland, CA 94612

RE: Lowering The Voting Age Campaign

To Whomever This Concerns:

The Oakland Youth Advisory Commission of the City of Oakland advocates for the inclusion and representation of young people in Oakland politics. The commission believes that with the current political climate, it is essential for the young residents of the City of Oakland to be involved advocates in their community. Either being an advocate in public comment, rallies, community forums, voting, and other forms of civic engagement. We believe it is critical that all residents of the City of Oakland, including young people, should be allowed to vote in regards to their education.

During the past year Oakland Unified School District (OUSD) has proposed to close schools down, cut funding and positions that are vital to the future are vital to the future of the community. If OUSD intends to cultivate creative, motivated, and hard working students, then these irrational and irresponsible budget cuts are not the way to help students. We believe that this should be done when elections for the Board Members of Oakland Unified School District (OUSD) are upcoming. Students and the parents of those students, should be allowed to vote for the OUSD Board Members. Here in California, voters in the City of Berkeley approved a charter amendment, Measure in November 2016, that would allow the City Council to lower the voting age to 16-years old for elections for school director. We believe that the City of Oakland should follow this example and provide a platform for civic engagement for Oakland youth.

We the Oakland Youth Advisory Commission, hereby endorse All City Council's effort to lower the voting age for school district board elections. We believe that young people know what's best for young people and as a unified voice, with the support of adult allies, we can and will be heard. We believe that participating in civic engagement at the local level is one of the surest pathways to influence positive lasting change in our community and we are committed to identifying and providing opportunities for youth to better understand and engage in local government.

Sincerely,