

**City of South San Francisco**  
**Youth Commission**  
**Meeting Minutes: Monday, August 5, 2024**  
6:30 pm

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**Call to Order:**

Meeting called to order at 6:33 PM

**Roll Call:**

Committee Members: Jasmine Ho, Nataly Quinteros, Giancarlo Ray, Edward Tian, Julia Tsuei, Ally Tunque, Alex Lau, Alejandra Ramirez.

Staff Members: Adam Elsholz, Assistant Library Director; Anita Palafox, Administrative Assistant; Erika Madriz, Administrative Assistant.

Absent: Aaron Adriano, Danielle Leong, Claudia Miller, Sara Vides, Nika Mariano, Vivek Narratom, Julia Tsuei.

**Public Comments:**

No public comments were made.

**Agenda Review:**

No changes to the agenda.

**Items from Staff Members:**

*Review and approval of Draft Minutes from July 8, 2024 Youth Commission Meeting.*

Jiancarlo Ray called motion to approve July 8, 2024 minutes. Motion was approved.

*Reactivate the Youth Commission Instagram account*

Adam Elsholz has attempted to retrieve login credentials for the Youth Commission Instagram account from the Social Media Manager, but the credentials have not been located. All members of the Commission agreed on creating a new Instagram account. Adam Elsholz suggested using a City email for the Youth Commission.

*Youth Commission Presentation to City Council*

Members suggested presenting on past events, goals for the new year, challenges and how to overcome them, and ideas for increasing attendance. If possible, they would like to present at the October 9<sup>th</sup> City Council meeting.

*Discussion of August 2025 visit from students of Kishiwada, Sister Cities program.*

Commissioners suggested the following ideas for the visit: hosting a field day (picnic with games), tour of Genentech, and visiting both South San Francisco high schools.

## **Matters for Consideration**

### *Discussion on meeting dates, times and location*

Commissioners agreed to keep the meetings at the South San Francisco Library on Mondays at 6:30pm.

### *Ways to Incentivize Attendance*

Commissioners suggested creating a Zoom option for commissioners and offering half-pay for Zoom attendance to meetings. They also suggested enforcing attendance rules more strictly. Adam Elsholz reviewed the by-laws and said he could check with the City regarding the policies for absences and would inquire regarding the removal of agenda members at the next City Council meeting.

### *Youth Commission Projects (Sub-Committee)*

Commissioners suggested the creation of a voter registration/civic engagement sub-committee and social media engagement sub-committee. Two sub-committees were formed: Voter Registration and Social Media.

## **Agenda Building**

Draft Youth Commission guidelines for approval by City Attorney

Renewal of Commissioners

Social Media Guidelines

Add sub-committee structure (reports / follow up)

Amending By-Laws (receive reminders after 1<sup>st</sup> absence)

Zoom attendance allowed?

## **Next Meeting**

Monday, September 9, 2024, 6:30 pm

## **Adjournment**

Chair Giancarlo Ray adjourned the meeting at 7:30 PM.