



**San Francisco Youth Commission  
Executive Committee  
Minutes ~ Draft  
Wednesday, October 30, 2019  
5:00~6:30 PM  
City Hall, Room 345  
1. Dr. Carlton B. Goodlett Pl.  
San Francisco, CA 94102**

*There will be public comment on each item.*

Members: Sarah Cheung (Chair), Josephine Cureton (Vice Chair), Calvin Quick, Amara Santos, Crystal Chan

**1. Call to Order and Roll Call**

The meeting was called to order at 5:03pm. Commissioners present: Sarah Cheung, Josephine Cureton, Calvin Quick, and Amara Santos. Commissioner Chan is absent. Staff Present: Itzel and Kiely.

There was a motion to excuse Commissioner Chan's absence, by Commissioner Santos and Seconded by Commissioner Quick. Public comment was called. Motion was passed by vote of acclamation.

There was quorum.

**2. Approval of Agenda (Action Item)**

Public Comment was called. There was no public comment. Motion to approve the agenda by Commissioner Cureton, Seconded by Commissioner Santos. The motion passes by a vote of acclamation.

**3. Approval of Minutes (Action Item)**

**A. October 16, 2019**  
[\(Document A\)](#)

Public Comment was called. There was no public comment. Motion to approve the agenda by Commissioner Cureton, Seconded by Commissioner Quick. The motion passes by a vote of acclamation.

**4. Public Comment on Items not on Agenda (Discussion Only)**

There was no public comment.

**5. Business (All Items to Follow Discussion and Possible Action)**

**A. Team Building Activity**



Commissioners engaged in a teambuilding activity.

B. Review Group Agreements + Review Roles

- a. Timekeeper
- b. Process Checker
- c. Minutes
- d. Rules of Order

Commissioner Cureton: timekeeper & minutes

Commissioner Santos: process checker

Commissioner Quick: rules of order

C. Review Commission attendance

- a. Full Youth Commission: Sasha, Rome, and Arianna N. all have **one unexcused absence**.
- b. EXEC: Crystal has **one tardy** and **one excused absence**.
- c. CEC: Crystal has **one excused absence**, two tardies; Arianna N. has **one excused absence**; Valentina has one **unexcused absence**; Ariana A. has **one tardy**.
- d. HLU: Maggie and Khatab have one **excused absence**; JoJo and Sasha have one **unexcused absence**
- e. TJ: Rome has **one tardy**.

Commissioners reviewed attendance and concluded they were doing great and don't need to have conversations with anyone.

D. Debrief full YC from October 21, 2019

Commissioners debriefed the last FYC and concluded that participation had changed. The presentations allowed for new Commissioners to jump in and ask more logistical questions. Some Commissioners were intentional and aware of how much speaking they were doing.

Staff input: concur all the observations of the Commissioners. New Commissioners spoke up and were asking more questions. Keep it up!

E. Review committee goals for coming year and ideas for supporting fellow commissioners in coming term

- a. Buddy system, 1:1s

Commissioner Cureton to text group chat with returners to remind them to keep engaging with their buddies.

F. Review of Updates on Commission Outreach and Communications

Presenters: Amara Santos, Communication and Outreach Officer

Commissioner Santos shared that the Comms team has sent out emails to schedule interviews with Commissioners for the social media spotlights. Comms is also asking for Commissioners to send in pictures of themselves to add into their spotlight posts.

The Comms team is thinking about possible socials or outings for all Commissioners.



G. Review of recent youth-related Board of Supervisors legislation  
Presenter: Calvin Quick, Legislative Affairs Officer

Commissioner Quick gave a summary of BOS File No. 191072 [Administrative Code – Budget Approval Process]

This legislation is calling for more public comment hearings during the Budget Approval process. This legislation will allow for more public input for the City budget.

H. Committee reports

a. Civic Engagement Committee

Commissioner Cheung shared that CEC developed their mission statement. They were introduced to new vocabulary that will help them during their Vote16 campaign.

b. Housing and Land Use Committee

Commissioner Quick shared that HLU was working on their YFYI grant, drafted a mission statement, and planning for the November events/meetings with ConnectSF and SFMTA.

c. Transformative Justice Committee

Commissioner Santos shared that Patti Lee gave a presentation to the Commissioners about her experience and current efforts to share knowledge with youth about their rights. Students from USF spoke at public comment about AB1611 that addresses the emergency costs.

I. Review + Next Steps for DCYF Oversight and Advisory Committee Youth Seat Vacancy

Commissioners understood their responsibility to recommend a young person to the Youth Advisory Committee for DCYF. They agreed to the proposed timeline of

J. Approve Agenda for November 4th, 2019 Full YC Meeting

Commissioner Quick, Seconded by Commissioner Santos motioned to approve the agenda with the amendment of tabling BOS File No. 191072 [Administrative Code – Budget Approval Process] to the November 18<sup>th</sup> meeting. Motion was passed by a vote of acclamation.

There was no public comment.

**6. Staff Report**

- Xyza News is looking to interview Commissioners
  - Commissioners Santos, Cheung, Cureton, and Quick are interested
  - Staff will share during next FYC 11/4

**7. Adjournment**

The meeting was adjourned 6:33pm



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City Hall, Room 345  
1 Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102  
Phone: (415) 554-6446, Fax: (415) 554-6140  
Email: [youthcom@sfgov.org](mailto:youthcom@sfgov.org)  
[www.sfgov.org/yc](http://www.sfgov.org/yc)

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Sunshine Ordinance Task Force  
City Hall, Room 244  
1 Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102-4689  
Phone: (415) 554-7724, Fax: (415) 554-5784  
Email: [sotf@sfgov.org](mailto:sotf@sfgov.org)

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The ringing and use of cell phones, pagers, and similar sound-producing electronic devices are prohibited at this meeting. The Chair may order the removal from the meeting room of any person responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic device.

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help the City accommodate these individuals.

To obtain a disability-related modification or accommodation, including auxiliary aids or services to participate in the meeting, please contact Kiely Hosmon, Youth Commission Director [phone: 415-554-6464 email: Kiely.hosmon@sfgov.org] at least 48 hours before the meeting, except for Monday meetings, for which the deadline is 4:00 p.m. the previous Friday. Full Commission Meetings are held in Room 416 at City Hall, 1 Dr. Carlton B. Goodlett Place in San Francisco. City Hall is accessible to persons using wheelchairs and other assistive mobility devices. Ramps are available at the Grove, Van Ness and McAllister entrances.

LANGUAGE INTERPRETERS: Requests must be received at least 48 hours in advance of the meeting to help ensure availability. Contact Peggy Nevin at (415) 554-5184.

AVISO EN ESPAÑOL: La solicitud para un traductor debe recibirse antes de mediodía de el viernes anterior a la reunion. Llame a Derek Evans (415) 554-7702.

Paunawa: Ang mga kahilingan ay kailangang matanggap sa loob ng 48 oras bago mag miting upang matiyak na matutugunan ang mga hiling. Mangyaring tumawag kay Joy Lamug sa (415) 554-7712.

翻譯 必須在會議前最少四十八小時提出要求  
請電 (415) 554-7719

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Members: Sarah Cheung (Chair), Josephine Cureton (Vice Chair), Calvin Quick, Amara Santos, Crystal Chan

**1. Call to Order and Roll Call**

The meeting was called to order at 5:06pm. Commissioners present: Sarah Cheung, Josephine Cureton, Calvin Quick, Amara Santos. Commissioner Chan is running late. Staff present: Kiely and Itzel. There was quorum.

**2. Approval of Agenda (Action Item)**

Commissioner Quick, seconded by Commissioner Cureton, moved to approve the agenda. There was no public comment. The motion was approved by acclamation.



### **3. Approval of Minutes (Action Item)**

#### **B. October 2, 2019** [\(Document A\)](#)

Commissioner Cureton, seconded by Commissioner Quick, moved to approve the minutes with an amendment to remove “excused” from YC absences. There was no public comment. The motion was approved by acclamation.

### **4. Public Comment on Items not on Agenda (Discussion Only)**

There was no public comment.

### **5. Business (All Items to Follow Discussion and Possible Action)**

#### **A. Team Building Activity**

Commissioners engaged in a team building activity. Commissioner Chan arrived at 5:10pm.

#### **K. Review Group Agreements + Review Roles**

- a. Timekeeper
- b. Process Checker
- c. Minutes
- d. Rules of Order

Commissioner Cureton-timekeeper  
Commissioner Santos-Process/Vibe check  
Commissioner Chan-scribe  
Commissioner Quick-rules of order

#### **L. Review Commission attendance**

Commissioners reviewed bylaws and revisited the rules on tardiness, 2 tardies are equivalent to 1 absence.

Commissioner Hirji and Jones still stand with 1 unexcused absence for full Youth Commission. Commissioner Chan was late to Civic Engagement Committee and Commissioner Nassiri has an excused absence from the last CEC meeting.

#### **M. Debrief full YC from October 7th, 2019**

Commissioner observations: younger YCers not participating as much (but still better than last year), legislation piece went well although there is a gap between knowing it, understanding it, then asking questions about it is a comfortability issue, context is needed in order for newer YCers to step into the conversation (“what are we doing?” as common theme), new YCers maybe not feeling as helpful or don’t want to come across as asking “dumb” questions, how do we move quickly through a meeting AND give context/reflect to the new Commissioners?

Staff shared the following observations: As a new staff member, it was unclear who are the people who Chair the Commission. Most of the people who were speaking during the meeting were returners and moved through the agenda very quickly. As a Commission who is diverse



and focuses on inclusion, it is important that we pause and reflect on the ways that returning Commissioners can share their power. How can the Commission focus on creating more equity within the group, knowing that city hall is inherently inaccessible to young people? The YC got bogged down in the logistics and rules of the No New SF Jail piece and missed the request that was focused on advocacy and the community, missed opportunity to add in comments/questions/recommendations for legislation referred.

Sharing power: youth checking in with their buddies (text, call, ask to questions/ask for support), have this conversation at the full YC (power, privilege, leadership), conversation after a full YC meeting.

To do: create an opportunity for discussion on power, privilege and leadership. Give resource to the YCers on how they can respond to legislation referred and past examples.

- N. Review committee goals for coming year and ideas for supporting fellow commissioners in coming term

- a. Buddy system, 1:1s

To do: Returning Commissioners will be asked by Chair Cureton to check-in with their buddies by the end of next week.

- O. Review of Updates on Commission Outreach and Communications  
Presenters: Crystal Chan and Amara Santos, Communication and Outreach Officers

Commissioner Chan and Santos gave updates on their work within the Comms team. They highlighted one upcoming event:

- Coleman Advocates youth-led District Attorney Forum on October 25<sup>th</sup>, 2019

Commissioner Santos and Chan also gave updates on their new roles. Commissioner Santos will be taking lead on Twitter posts and Commissioner Chan will be taking over the Instagram account.

The Comms team is also thinking about hosting a Youth Commissioner social sometime this year.

- P. Review of recent youth-related Board of Supervisors legislation  
Presenter: Calvin Quick, Legislative Affairs Officer

Commissioner Quick gave updates, no new legislation has been put out by the Board of Supervisors. He shared the upcoming Hearings that will be taking place and will notify the Commission of when and where those will take place.

- Q. Committee reports

- a. Civic Engagement Committee

Commissioner Chan and Chueng shared that the CEC successfully completed their grant application for YFYI. The CEC also discussed an article written by the SF Chronicle where the state efforts to lower the voting age were highlighted but did not include the Youth Commission's efforts.



b. Housing and Land Use Committee

Commissioner Quick gave update on HLU's partnerships with Connect SF, the event will be taking place at Mission High School. HLU is also working on their grant application for YFYI.

c. Transformative Justice Committee

Commissioner Santos updated the committee on TJ's research for a "Know Your Rights" effort to educate youth of their rights when engaging with law enforcement.

R. Approve Agenda for October 21st, 2019 Full YC Meeting

Commissioner Quick, seconded by Commissioner Santos motioned to approve the October 21<sup>st</sup>, 2019 agenda. The motion was approved by acclamation.

**6. Staff Report**

-Head count needed for Coleman Advocates youth led DA forum on October 25<sup>th</sup>. Youth who can attend:

- Quick
- Cureton

**7. Adjournment**

The meeting was adjourned at 7:07pm