



## Youth Commission Meeting Minutes

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**Operations Service Center, 3333 Busch Road, Pleasanton, CA  
November 9, 2022 – 7 p.m.**

### **CALL TO ORDER**

The meeting was called to order at 7:01 p.m. by Vice Chairperson Ashwin Sriram.

### Pledge of Allegiance

The Pledge of Allegiance to the flag was recited.

### Roll Call

Commissioners Present: Kimberly Chew, Warren Lam, Shalin Madabhavi, Ella Min, Kelly Mokashi, Karishma Parikh, Mirika Pohray, Anya Saxena, Abnee Shah, Carys Shannon, and Vice Chair Ashwin Sriram.  
(Commissioner Tejas Prakash arrived at 7:08 p.m.)

Commissioners Absent: Nikita Jadhav and Chairperson Zaynah Shah.

Staff Present: Nicole Thomas, Recreation Supervisor; and Edith Caponigro, Recording Secretary.

### **AGENDA AMENDMENTS**

None.

### **MINUTES**

#### **1. Approve Special Meeting Minutes of September 21, 2022**

Correction: Page 1 - Roll Call: ~~Kimberley~~ Kimberly Chew

Motion made by Commissioner Chew, seconded by Commissioner Shannon, to approve the Special Meeting Minutes of September 21, 2022 as corrected. **The motion was approved unanimously.**

## **2. Approve Regular Meeting Minutes of October 12, 2022**

Motion made by Commissioner Mokashi, seconded by Commissioner Parikh, to approve the Regular Meeting Minutes of October 12, 2022. **The motion was approved unanimously.**

### **MEETING OPEN TO THE PUBLIC**

#### **3. Public Comment from the audience regarding items not listed on the agenda.**

None.

### **MATTERS FOR THE COMMISSION'S REVIEW / ACTION / INFORMATION**

#### **4. Review Fiscal Year 2020/21 Community Grant Final Performance Reports**

Ms. Thomas informed commissioners that per the 2020/2021 Community Grant and Contract Service Agreement, recipients of the grants were all required to submit a Mid-term Report and a Final Report by July 19, 2022. She noted that because of the Covid pandemic this was an extended reporting date for FY 2020/2021 approved by the City Council at their May 19, 2020 meeting.

Commissioners were advised by Ms. Thomas that Hively had not submitted any invoices by the filing deadline, and that Valley Children's Museum did not use their funds and the agency closed for business in 2020.

Vice Chair Sriram discussed with Ms. Thomas the closing of the Valley Children's Museum and questioned whether the returned funds would be carried over until the next grant cycle. Ms. Thomas advised that the \$2,000 funds returned by the Valley Children's Museum funds and the \$7,000 of unused Hively funds would be carried over to the next fiscal year.

#### **5. Review Fiscal Year 2021/22 Community Grant Final Performance Reports**

Ms. Thomas reviewed with commissioners the 2021/22 Community Grant Final Performance Reports noting that \$2,657.85 in funds was not expended and would be carried over to the next fiscal year.

Commissioners had questions about the Go Green Initiative Final Report being provided as the agency's Mid Term Report.

Commissioner Mokashi discussed with Ms. Thomas steps taken by the City for agencies who did not provide the required reports. She felt it was important that some reprimand steps be taken. Ms. Thomas suggested it be something the commission consider during the grant cycle if an agency is reapplying for funding. Commissioner Mokashi agreed and felt it was disappointing that an agency would not meet required reporting deadlines.

## **6. Approve Funding Criteria for Fiscal Year 2023/24 Community Grant Program – Youth Category**

Commissioners were advised by Ms. Thomas that each year the Youth Commission reviews the previous year's funding criteria for the youth category of the Community Grant Program to help them better evaluate and allocate grant funds to qualifying applicants. She reviewed with them the funding criteria for 2023/24 and asked them to discuss and recommend any changes they would like to make for Fiscal Year 2023/24. Commissioners were advised that the criteria details are included in the grant application package and is something that needs to be considered by applicants.

Commissioner Prakash asked about criteria for the Civic Arts Category and whether it was something that needed to be considered by the Youth Commission. Ms. Thomas provided details about the mandatory meeting of applicants in December 2022 making it too late for the Youth Commission to make changes that would bring them in line with the funding criteria determined by the Civic Arts Commission. She commented on the possibility of a future joint meeting of the two commissions to discuss possible modifications to the Community Grant program.

Commissioner Mokashi discussed the mandatory reporting requirement and felt the commission should consider an agency ineligible for funding if they have previously not met this requirement. Ms. Thomas indicated this was something that needed to be discussed with the Civic Arts Commission and Commissioner Mokashi stated she would like to request that a meeting of the Youth and Civic Arts Commissions be planned so this and other matters could be discussed. Commissioner Chew advised that joint meetings of the two commissions have been held in the past but have not taken place during the pandemic. Ms. Thomas indicated a joint meeting could be planned for 2023 and Commissioner Mokashi felt such a meeting should be planned.

Commissioner Chew questioned if agencies could be requested to provide information about the age groups they are serving so this could be considered by the commission when approving grant applications. Ms. Thomas indicated this was something she would check.

A motion was made by Commissioner Prakash, seconded by Commissioner Saxena, to approve and retain the FY 2022/23 Funding Criteria for FY 2023/24.

### **ROLL CALL VOTE:**

AYES: Commissioners Chew, Lam, Madabhavi, Min, Mokashi, Parikh, Pohray, Prakash, Saxena, Shannon, and Vice Chair Sriram.

NOES: None.

ABSENT: Commissioner Jadhav and Chairperson Shah.

ABSTAIN: None

## **COMMISSION REPORTS**

### **7. Recreation Programs Update**

No update

### **8. Public Policy Subcommittee Update**

Commissioner Prakash provided information about the vision for the Youth in Government Day event scheduled for March 23, 2023 advising that the hope is to get youth involved and the committee is putting together some ideas with the goal of improving the previous event. Ms. Thomas provided details and requirements about the job shadowing that takes place.

### **9. Health & Wellness Subcommittee Update**

Commissioners Pohray provided details about the work of the subcommittee including infographics that were created and ready to distribute. Ms. Thomas indicated help was needed to distribute items at the schools.

### **10. Ptownlife Website Subcommittee Update**

No report. Vice Chair Sriram advised that a report should be provided at the next commission meeting and Ms. Thomas provided information about redesigning the website with assistance being provided by a team of students from Amador Valley. Commissioner Lam commented on a website club at his school.

### **11. Bicycle, Pedestrian & Trails Committee Update**

No report. Ms. Thomas discussed the need for a representative from the Youth Commission for the Bicycle, Pedestrian and Trails Committee. Commissioner Prakash and Vice Chair Sriram provided information about the subcommittee and the work they are involved in relating to bicycle, pedestrian and trails needs within the city. Commission Lam questioned if it was a required meeting and Ms. Thomas provided information about the meeting times of the committee and the need for a Youth Commission representative and Alternate to be designated.

## **ADJOURNMENT**

There being no further business a motion was made and seconded to adjourn the meeting at 7:35 p.m.

## **NEXT MEETING**

The next meeting is scheduled for Wednesday, December 14, 2022 at 7 p.m.