

**Minutes**  
**Alhambra Youth**  
**Commission April 12, 2022**

The Alhambra Youth Commission was called to order at 6:00 pm on April 12, 2022 at the Alhambra Public Library Conference Room, 101 S. First Street, Alhambra, CA.

Commission Members Present: D. Andrade, B. Gonzalez, T. Hernandez, Z. Oliva, M. Webster, J. Quach, N. Quach

Commission Members Absent: J. Cooper, A. Gutierrez, M. Munson, L. Tran

Also present: Director of Parks & Recreation - Michael Macias, Deputy Director - Brie Houghton, Program Coordinator - Frank Reyes

Flag Salute

**Approval of Minutes**

President N. Quach moved to approve the Minutes of March 8th, 2022 Adjourned Regular Meeting. Motioned by Commissioner Z. Oliva and Seconded by Commissioner M. Webster the motion carried by unanimous vote.

**Nomination and Election of President and Vice President of the Youth Commission**

President N. Quach started the elections by self nominating for President. Commissioners Z. Oliva and M. Webster followed with self nonminating for Vice President. Deputy Director Houghton, had the Commissioner vote. The voting results were that N. Quach was named as President and Megan Webster as Vice President of the Youth Commission.

**Bunny Hop Walk, Arbor, and Other City Events**

President N. Quach opened up by discussing the Bunny Hop event. An issue was mentioned that some of the volunteers were not pleased with how they were treated by a City Staff. Both Deputy Director Brie Houghton and Program Coordinator Frank Reyes expressed their empathy and concern for the matter. Frank Reyes elaborated on the matter, by expressing his gratitude toward the volunteers. He also shared the expectations of the volunteers as some volunteers did not stay for the entirety of the event which resulted in City Staff and the volunteers compensating for the lack of coverage. Overall the issue was resolved, the Commission specified going forward there would be better communication regarding how roles will be delegated and what's expected of the volunteers. The Arbor Day event was discussed including the revised time. Also mentioned was the 626 Golden Streets event on May 1, 2022, which is from 7 AM to 4 PM operated by Active SGV. The Commission was extended an opportunity to attend. A headcount was taken on who was going to attend the event. Director Macias gave his thoughts and input on how the event could aid in promoting the 2022 Youth Summit.

**Community Engagement with the Seniors and Tech Talk**

President N. Quach led the discussion on the importance of keeping Tech Talk for the senior citizen community and how it has helped and how it's led to engagement with the commissioners and community. Deputy Director Houghton expressed how the seniors value the time spent in Tech talk. The Commission discussed possible future events with the seniors. Deputy Director Houghton asked if Youth Commission would be interested in assisting in any future programs and events that the city holds for the Senior Citizens.

**Youth Summit**

President N. Quach had put together a timeline for the Youth Summit which was to be finalized by March 25, 2022. Consisted of keynote speakers, and donors' recommendations. Alvin Lee of Generation Up, Superintendent of Los Angeles County Office of Education, and the Student Board Member of the California Board of Education.

President Quach also mentioned how some guest speakers would be participating from local Organizations and businesses as well as Councilmembers, highlighting Sasha Renee Perez. President N. Quach stated that Councilmember Perez would be a great representation of the Youth Summit being that she was the youngest Mayor in the history of the city. Commission Oliva emphasized the importance of having a stable timeline as well as a description of what will be occurring during the Youth Summit. Commission Webster proposed having all the Documents for the Summit saved on Google Drive so that all Commission Members have easier access to the files. Director of Parks & Recreation Macias gave the Commission a few suggestions on how to divide the workload. Director Macias suggested having a lead on specific tasks that can be assigned to individuals would help towards creating a program for the Youth Summit. Commission Oliva discussed how the Youth Survey should be distributed at the Summit itself as long as a member of the commission takes the lead on said task to make sure it is completed. Commission Gonzalez suggested using a QR code for the survey for the attendees to scan and complete when they have time. Program Coordinator Frank Reyes gave some suggestions to the Commission on how they could organize the activities in the Event including handing out the Survey to the attending Youth. He also suggested using a Responsibility Matrix that could be presented as a flow chart of all the tasks, who's leading them, and what deadlines need to be met if necessary. Deputy Director Houghton mentioned that having a group text chat for the Commission would be useful in updating the members with the completed task and any pertinent information regarding the event. Commission Andrade stated that she had created a google drive for the event and that she had shared it with the other members of the Commission. She also volunteered to create a group chat for the members of the Commission to keep updated with any pertinent information regarding the event. Commission Webster presented that now would be the best time to assign the tasks and the rest of the committee members agreed. The task was assigned to the Commission members for the Youth Summit as follows: N. Quach – Program and Agenda, Z. Oliva – Booths and Outreach, J. Quach and B. Gonzalez – Survey and QR code, Z. Oliva and N. Quach – Layout, T. Hernandez – Donations, D. Andrade – Flyer and Publicity, M. Webster & D. Andrade – Volunteers, All Members Youth of the year Award, Leads on Day of Event – D. Andrade and M. Webster.

### **Oral Communications**

None

### **Commision Orals**

Program Coordinator Frank Reyes read two emails written by Alhambra High School students speaking highly of President N. Quach's abilities, accomplishments and their hope he will be reelected to the same position. President N. Quach continued to Commission Orals where Commission B. Gonzalez asked if there was any update with the Alhambra Skate Park. President N. Quach stated funding for the Skate Park at this moment was diverted. He also thanked the City staff for all their help and support to the Commission.

### **Adjournment**

President N. Quach motioned adjournment at 7:27 PM