

**DATE:** November 14, 2023

**TO:** Council Youth Services Committee

**FROM:** Lauren Eck, Recreation Coordinator  
Greg Milano, Recreation Supervisor  
Kristine Crosby, Assistant Community Services Director

**SUBJECT:** Youth Advisory Committee Work Plan, Fiscal Year 2023-24

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**RECOMMENDATION**

Review and approve the Youth Advisory Committee Work Plan for Fiscal Year 2023-24.

**BACKGROUND AND ANALYSIS**

The Youth Advisory Committee (YAC) held the first meeting of Fiscal Year 2023-24 on August 21, 2023. Unlike other advisory bodies, the YAC meets during the school year from August through June.

At the meetings held on September 5, 2023, and September 18, 2023, Committee members and members-at-large began to brainstorm ideas about what they would like to accomplish during the current school year. Staff worked with Chair Chan and Vice Chair Luna to create a draft work plan for the YAC to review at the October 16, 2023, meeting. At this meeting, the draft work plan was reviewed and approved with no modification (*Attachment 1*).

The Work Plan approved by the YAC is described as follows:

**Ongoing Work Items**

- A. Advise City Staff on youth and teen issues within the city.  
This item supports the overall charge of the YAC and the Committee will review items related to youth and teen issues on an ongoing basis.
  
- B. Assist, advocate, and volunteer for events that support community building and teen wellness.  
The YAC will support city-wide as well as The View Teen Center events by marketing and volunteering to assist with set-up, leading activities, and clean-up.

**2023-24 Work Plan Items**

- 1. Host Teen Week.  
The YAC will initiate a city-wide Teen Week, where teens and the community can participate in various activities that acknowledge and support teen efforts.

2. Teen Friendly Business Award Program.  
The YAC will award the Teen Friendly Business Award to a local organization(s) that fosters a welcoming and inclusive atmosphere and supports teens.
3. Support Cultural Diversity in the Community.  
The Committee will provide workshops, events, and/or initiatives that support, educate, and/or celebrate cultural diversity.
4. Support Health and Wellness programs for teens.  
The Committee will provide workshops, events, and/or initiatives for teens that support, educate, and/or celebrate physical, emotional, and mental health and wellness.
5. Support Academic, College, and Career programs for teens.  
The YAC will provide workshops, events, and/or initiatives for teens that support, educate, and celebrate academics, learning, college prep, and/or career exploration.
6. Collaborate with nearby cities' Youth Advisory groups.  
The Committee will organize programs or initiatives in collaboration with the Cities of Los Altos and Palo Alto, and the Town of Los Altos Hills' Youth Advisory groups. The YAC will also intend to host a program or initiative with at least one other city's Youth Advisory Group.

## **NEXT STEPS**

After the adoption of the work plan, Committee members and members-at-large were asked which subcommittee they would like to be assigned to, and, at the October 30, 2023, meeting, Committee members were assigned to one of four subcommittees: Cultural Diversity and Health and Wellness, College and Career, Marketing and Outreach, and Teen-Friendly Business Award Program. Based on any Council Youth Services Committee input on the workplan, these subcommittees can be updated as needed. The YAC will begin working in subcommittees this fall to develop action items to accomplish each objective.

## **ALTERNATIVES**

1. Adjust existing work plan recommendations.
2. Provide other direction.

*Attachments: 1. Youth Advisory Committee Work Plan, Fiscal Year 2023-24*