



**YOUTH COMMISSION  
AGENDA  
MEETING OF January 25, 2021**  
Regular Meeting  
Regular Meeting - 4:00 P.M.

[www.bakersfieldcity.us](http://www.bakersfieldcity.us)

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**AGENDA**

**1. ROLL CALL**

**SPECIAL NOTICE**

**Public Participation and Accessibility  
January 25, 2021 Bakersfield Youth Commission Meetings**

On March 18, 2020, Governor Gavin Newsom issued Executive Order N-29-20, which includes a waiver of Brown Act provisions requiring physical presence of the Council or the public in light of the COVID-19 pandemic.

Based on guidance from the California Governor's Office and Department of Public Health, as well as the County Health Officer, in order to minimize the potential spread of the COVID-19 virus, the City of Bakersfield hereby provides notice that as a result of the declared federal, state, and local health emergencies, and in light of the Governor's order, the following adjustments have been made:

1. The meeting scheduled for **January 25, 2021 at 4:00 p.m.** will have limited public access.
2. Consistent with the Executive Order, Councilmembers may elect to attend the meeting telephonically and to participate in the meeting to the same extent as if they were physically present.
3. The public may participate in each meeting and address the City Council as follows:
  - If you wish to comment on a specific agenda item, submit your comment via email to the City Clerk at [City\\_Clerk@bakersfieldcity.us](mailto:City_Clerk@bakersfieldcity.us) **no later than 1:00 p.m. prior to the Youth Commission meeting.** Please clearly indicate which agenda item number your comment pertains to.
  - If you wish to make a general public comment not related to a specific agenda item, submit your comment via email to the City Clerk at [City\\_Clerk@bakersfieldcity.us](mailto:City_Clerk@bakersfieldcity.us) **no later than 1:00 p.m. prior to the date of the Youth Commission meeting.**
  - Alternatively, you may comment by calling **(661) 326-3100** and leaving a voicemail of no more than 3 minutes no later than **1:00 p.m. prior** to the Youth Commission meeting. Your message must clearly indicate whether your comment relates to a particular agenda item, or

is a general public comment. If your comment meets the foregoing criteria, it will be transcribed as accurately as possible.

All comments received during the meeting **may not be read, but will be included** as part of the permanent public record of the meeting.

**2. PUBLIC STATEMENTS**

**3. SUMMARY REPORT**

- a. Adoption of the January 25, 2021 Youth Commission Minutes

**4. NEW BUSINESS**

**a. Discussion & Vote on Bylaw Amendment**

Staff recommends vote to adopt bylaw amendment to change the regular meeting date of the Youth Commission to a date and time that is mutually agreeable to the Youth Commission and City staff.

**b. Discussion on Youth Commission PSA project**

**5. STAFF COMMENTS**

**6. COMMISSION COMMENTS**

**7. ADJOURNMENT**

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# ADMINISTRATIVE REPORT

MEETING DATE: 1/25/2021 1.

TO: Bakersfield Youth Commission

FROM: Nathan Gutierrez

CREATED BY: Nathan Gutierrez

DATE: 1/15/2021

WARD:

SUBJECT: **SPECIAL NOTICE  
Public Participation and Accessibility  
January 25, 2021 Bakersfield Youth Commission Meetings**

On March 18, 2020, Governor Gavin Newsom issued Executive Order N-29-20, which includes a waiver of Brown Act provisions requiring physical presence of the Council or the public in light of the COVID-19 pandemic.

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**STAFF RECOMMENDATION:**

**BACKGROUND:**



# ADMINISTRATIVE REPORT

**MEETING DATE:** 1/25/2021 3. a.

**TO:** Bakersfield Youth Commission  
**FROM:** Nathan Gutierrez  
**CREATED BY:** Nathan Gutierrez  
**DATE:** 1/15/2021  
**WARD:**  
**SUBJECT:** Adoption of the January 25, 2021 Youth Commission Minutes

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**STAFF RECOMMENDATION:**

**BACKGROUND:**

**ATTACHMENTS:**

Description	Type
<input type="checkbox"/> Youth Commission Minutes 12-07-2020	Backup Material



# YOUTH COMMISSION Minutes

## MEETING OF December 7, 2020

Conference Room A, City Hall North, 1600  
Truxtun Avenue

Regular Meeting - 4:00 P.M.

[www.bakersfieldcity.us](http://www.bakersfieldcity.us)

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### 1. ROLL CALL

**Present:** Commissioners Dewey, Dison, Mizar, Baldovinos, Kakarla, Yum, Burrow, Calley, Morgan Present at 4:06 p.m.

**Absent:**

### SPECIAL NOTICE

#### Public Participation and Accessibility

#### December 7, 2020 Bakersfield Youth Commission Meetings

On March 18, 2020, Governor Gavin Newsom issued Executive Order N-29-20, which includes a waiver of Brown Act provisions requiring physical presence of the Council or the public in light of the COVID-19 pandemic.

Based on guidance from the California Governor's Office and Department of Public Health, as well as the County Health Officer, in order to minimize the potential spread of the COVID-19 virus, the City of Bakersfield hereby provides notice that as a result of the declared federal, state, and local health emergencies, and in light of the Governor's order, the following adjustments have been made:

1. The meeting scheduled for December 7, 2020, at 4:00 p.m. will have limited public access.
2. Consistent with the Executive Order, Councilmembers may elect to attend the meeting telephonically and to participate in the meeting to the same extent as if they were physically present.
3. The public may participate in each meeting and address the City Council as follows:
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is a general public comment. If your comment meets the foregoing criteria, it will be transcribed as accurately as possible.

All comments received during the meeting may not be read, but will be included as part of the permanent public record of the meeting.

**2. PUBLIC STATEMENTS**

None

**3. SUMMARY REPORT**

- a. Adoption of the November 2, 2020 Youth Commission Minutes

**Motion by Commissioner Dison to Approve.  
Seconded by Commissioner Baldovinos.  
Motion is unanimously approved.**

**4. NEW BUSINESS**

- a. Presentation by Jasmine Ochoa, Senior Health Educator, Kern County Public Health Department.

Alejandra Quezada with the Kern County Public Health Department, made a presentation regarding Vaping/Tobacco and Health related issues.

- b. Presentation by Officer Chris Peck, Bakersfield Police Department  
Officer Chris Peck also gave a presentation on Vaping/Tobacco from law enforcement perspective and discussed applicable penal codes.

- c. Discussion regarding regular meeting date change and bylaw amendment.

Staff and Commissioners discussed changing the regular Youth Commission Meeting from the second Monday of the month to the third or fourth Monday of the month.

Commissioner and staff decided to continue discussion at the next meeting.

No action was taken.

**5. STAFF COMMENTS**

None

**6. COMMISSION COMMENTS**

None

**7. ADJOURNMENT: 4:59 p.m.**



# ADMINISTRATIVE REPORT

**MEETING DATE:** 1/25/2021 4. a.

**TO:** Bakersfield Youth Commission  
**FROM:** Nathan Gutierrez  
**CREATED BY:** Nathan Gutierrez  
**DATE:** 1/15/2021  
**WARD:**  
**SUBJECT:** Discussion & Vote on Bylaw Amendment

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## STAFF RECOMMENDATION:

Staff recommends vote to adopt bylaw amendment to change the regular meeting date of the Youth Commission to a date and time that is mutually agreeable to the Youth Commission and City staff.

## BACKGROUND:

In November 2020, City staff met with the City Manager's Office to discuss alternate meeting dates for the Youth Commission due to scheduled meeting conflicts. It is at the request of the City Manager's Office that the Youth Commission move the regularly scheduled monthly meeting date to another day. Meetings will continue to be held via telephonic conference call, with a designated staff member from the City Clerk's Office to be present until it is deemed safe to resume in-person meetings for the entire Youth Commission and City staff in the Council Chambers at City Hall South.

## ATTACHMENTS:

Description	Type
<input type="checkbox"/> Youth Commission Bylaws- Amendment Redline	Backup Material
<input type="checkbox"/> Youth Commission Bylaws- Amendment	Backup Material



**BYLAWS**  
**OF THE**  
**BAKERSFIELD YOUTH COMMISSION**

**ARTICLE I – THE COMMITTEE**

**Section 1. Name of Committee**

This Committee shall be called the Bakersfield Youth Commission.

**Section 2. Mission Statement**

The Bakersfield Youth Commission serves to engage and empower local youth in having a voice on relevant issues pertaining to municipal policies, programs and projects.

**Section 3. Business Office**

This Committee's business office shall be located at the City of Bakersfield, City Clerk's Office, 1600 Truxtun Avenue, Bakersfield, California 93301.

**Section 4. Powers and Duties**

The Committee is formed to recommend to the City Council, policies and specific programs which promote the mission statement of the Bakersfield Youth Commission as reflected above, and to actively participate in the discussion of various programs and projects to achieve the Bakersfield Youth Commission's mission statement.

**Section 5. Committee Members**

This Committee shall consist of eight (8) voting Committee Members, eight (8) Alternate Committee Members (having voting rights only in the event that their respective Committee Members are absent from a Bakersfield Youth Commission vote), and a non-voting Committee Coordinator. The Committee Coordinator, Committee Members and Alternate Committee Members shall be appointed and serve terms as set forth in Bakersfield Municipal Code Chapter 2.60.

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**ARTICLE II – OFFICERS**

**Section 1. Chairperson and Vice-Chairperson**

This Committee shall elect, from its members, a chairperson and vice-chairperson to serve a one-year term. The Committee shall hold the election during the August meeting of the calendar year, which will coincide with the start of the school year. If the position of chairperson or vice-chairperson becomes vacant during the course of the year, the committee members shall elect a replacement to serve for the balance of the year.

**Section 2. Duties of Chairperson**

The chairperson shall preside at all meetings of the Committee and perform the duties necessary or incidental to the office. This includes calling special meetings and signing documents or instruments on behalf of the Bakersfield Youth Commission.

**Section 3. Duties of Vice-Chairperson**

The vice-chairperson, in the absence of the chairperson, or when the chairperson is unable to act, shall perform the duties of the chairperson.

**Section 4. Temporary Chairperson**

If both the chairperson and vice-chairperson are absent or unable to act, the Committee shall elect one of its members to act as temporary chairperson to serve until a replacement is elected, if necessary.

**Section 5. Secretary and Administrative Staff**

The City Clerk, or its designee, shall serve as secretary to the Bakersfield Youth Commission. The secretary shall keep minutes of each meeting, record the official actions taken, record the vote of all official actions, certify each official act and resolution of the Bakersfield Youth Commission, maintain records of the operations and perform such other duties as the Bakersfield Youth Commission or Committee Coordinator assigns.

**Section 6. Committees/Task Forces**

Committees and/or Task Forces shall perform such duties as shall be prescribed at the time of creation or from time to time by the Board or the Chairperson.

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## ARTICLE III – MEETINGS

### **Section 1. Regular Meetings**

Bakersfield Youth Commission shall hold its regular meetings at a date and time that is mutually agreeable to the Youth Commission and City staff ~~on the first Monday of each month at 4:00 p.m.~~ at City Council Chambers. The Committee may hold its meetings at another place within the City upon recommendation from the Committee Coordinator and approval by the Committee Chairperson.

### **Section 2. Quorum**

Five (5) Committee Members constitutes a quorum. Alternate Committee Members may only vote in the event that their respective Committee Members are absent from a Bakersfield Youth Commission vote.

### **Section 3. Notice/Conduct of Meetings**

All meetings of the Board shall be called, noticed, held and conducted subject to the provisions of the Ralph M. Brown Act [Chapter 9] (commencing with Section 54950) of Part I of Division 2 of Title 5 of the Government Code of the State of California.

### **Section 4. Order of Business**

In the absence of approval of an agenda to the contrary, Bakersfield Youth Commission shall pursue the following order of business:

- A. Roll Call
- B. Public Statements
- C. Approval of Minutes
- D. Deferred Business
- E. New Business, including Standing Subcommittee Reports
- F. Committee Member Statements
- G. Adjournment

### **Section 5. Public Statements**

At regular meetings, the chairperson shall allow any member of the public to address the Committee on items within the jurisdiction of the Bakersfield Youth Commission. No individual speaker shall speak for more than two (2) minutes. The chairperson, in his or her discretion, may, for good cause, increase the time allowed for public statements.

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**Section 6. Cancellation of Meetings**

If the Bakersfield Youth Commission has no business, or if the secretary determines a quorum is not available, the chairperson may cancel a regular meeting. The secretary shall make reasonable efforts to give timely notice of cancellation to all members and to all other persons to whom the secretary normally gives notices of meetings.

**Section 7. Public Holidays**

If a regular meeting falls on a public holiday, the Bakersfield Youth Commission shall not meet on that date. The chairperson may reschedule or cancel the meeting and the secretary shall arrange for delivery of proper notice.

**Section 8. Adjourned Meetings**

The Bakersfield Youth Commission may adjourn a meeting to another date, time and place.

**Section 9. Special Meetings**

The chairperson may call a special meeting of the Bakersfield Youth Commission. The secretary shall give notice of a special meeting, as required by law. In a special meeting, the Bakersfield Youth Commission may only deal with matters recited in the notice.

**ARTICLE IV – AMENDMENTS TO BYLAWS**

**Section 1. Procedure to Amend**

These bylaws may be amended by an affirmative vote of at least five (5) BYC members at a regularly scheduled meeting.

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I **HEREBY CERTIFY** that the foregoing Bylaws were passed and adopted by the Bakersfield Youth Commission of the City of Bakersfield at the regular meeting held on \_\_\_\_\_ by a majority vote:

AYES	:	_____
NOES	:	_____
ABSTAINING	:	_____
ABSENT	:	_____

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**CHAIRPERSON**, Bakersfield Youth Commission

APPROVED : \_\_\_\_\_  
**NATHAN GUTIERREZ, Management Assistant**  
CITY MANAGER

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**CHRISTINA J. OLESON**  
GENERAL COUNSEL  
Bakersfield Youth Commission

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ABSENT	:	_____

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**CHAIRPERSON**, Bakersfield Youth Commission

APPROVED : \_\_\_\_\_  
**NATHAN GUTIERREZ, Management Assistant**  
CITY MANAGER

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**CHRISTINA J. OLESON**  
GENERAL COUNSEL  
Bakersfield Youth Commission

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# ADMINISTRATIVE REPORT

**MEETING DATE:** 1/25/2021

4. b.

**TO:** Bakersfield Youth Commission  
**FROM:** Nathan Gutierrez  
**CREATED BY:** Nathan Gutierrez  
**DATE:** 1/15/2021  
**WARD:**  
**SUBJECT:** Discussion on Youth Commission PSA project

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**STAFF RECOMMENDATION:**

**BACKGROUND:**

The Youth Commission is tasked with conducting a project each year in alignment with issues that affect local teens in Bakersfield. At the December 7, 2020 Youth Commission meeting, several potential project topics were discussed including forming a partnership with Keep Bakersfield Beautiful to conduct a collaborative clean up project at a local park, provide outreach materials and information for homeless youth or to create a public service announcement regarding the dangers of teen vaping. Upon a majority consensus, it was determined that the Youth Commission would plan and produce a Public Service Announcement in coordination with the Bakersfield Police Department and Kern County Department of Public Health on the dangers of teen vaping. The project will allow the Youth Commission to work collaboratively while adhering to social distancing protocols as the City continues to navigate through the COVID-19 pandemic. It is expected that the project will be finalized by June 30, 2021.