



CITY OF OREGON CITY YOUTH ADVISORY COMMISSION AGENDA

**Abernethy Conference Room, Oregon City Engineering and Operations Center, 13895
Fir St, Oregon City, OR 97045
Monday, June 10, 2024 at 7:00 PM**

CALL TO ORDER

ROLL CALL

CITIZEN COMMENTS

DISCUSSION ITEM

- [1.](#) Youth Advisory Commission Ordinance and Bylaws
2. High School Clothing Drive/Shopping Event Recap
3. Senior Send-Off

COMMUNICATIONS

- [4.](#) Staff Report

MINUTES

- [5.](#) April 8, 2024 Youth Advisory Commission Meeting
- [6.](#) April 15, 2024 Youth Advisory Commission Clothing Drive Planning Subcommittee Meeting
- [7.](#) May 2, 2024 Youth Advisory Commission Clothing Drive Planning Subcommittee - PTA Clothes Closet Tour
- [8.](#) May 8, 2024 Youth Advisory Commission Planning Subcommittee Meeting
- [9.](#) May 13, 2024 Youth Advisory Commission Meeting

ADJOURNMENT

PUBLIC COMMENT GUIDELINES

Complete a Comment Card prior to the meeting and submit it to the clerk. When the Mayor/Chair calls your name, proceed to the speaker table, and state your name and city of residence into the microphone. Each speaker is given three (3) minutes to speak. To assist in tracking your speaking time, refer to the timer on the table.

As a general practice, the commission does not engage in discussion with those making comments.

Electronic presentations are permitted but shall be delivered to the clerk 48 hours in advance of the meeting.

ADA NOTICE

The location is ADA accessible. Hearing devices may be requested from the City Recorder prior to the meeting. Individuals requiring other assistance must make their request known 48 hours preceding the meeting by contacting the City Recorder's Office at 503-657-0891.

Agenda Posted at City Hall, Pioneer Community Center, Library, City Website.

Youth Advisory Commission Bylaws

DRAFT – edits from YAC Meeting on 04/08/2024

1. Creation

- a. The Oregon City Youth Advisory Commission (YAC) was established under Ordinance No. 22-1006 and subsequently modified by Ordinance No. 23-1003.
- b. The purpose of the YAC is to “provide local students a voice in their municipal government, build an understanding of governance and leadership and to provide opportunities to engage and serve the community. The youth advisory commission shall be guided by the belief that local involvement at a young age is crucial to ensuring a well informed and engaged citizenry in the future and to provide an opportunity for members to become equipped with the knowledge and leadership skills necessary to become active contributors in the community now and in the future.” (Ord. No. 22-1006, OCMC 2.62.015)

2. Membership

- a. The YAC membership criteria are described in the Oregon City Municipal Code (OCMC) 2.62.020.
- b. The term of service is officially considered from September through June, but the existing YAC members may continue to meet informally from June through September as needed.

3. Officers

- a. The YAC shall elect a chairperson and vice chairperson at the beginning of each term. The YAC have the option to elect a secretary who would be responsible for taking meeting minutes at the YAC meetings.
 - i. The staff liaison will be responsible for supplementing the meeting minutes at the YAC meetings to ensure sufficient Minutes are recorded.
- b. The chairperson shall act as the chair of the YAC, unless unavailable. If the chairperson is unavailable, the vice chairperson shall act as chair of YAC meetings.
- c. If an officer submits a resignation from their position of chairperson or vice chairperson, the YAC members may immediately vote to appoint a new officer.
- d. If neither the chairperson nor vice chairperson are present at a certain meeting, the YAC shall select a chair pro tem from the members present.

4. YAC Goals and Updates

- a. The YAC may from time to time adopt goals, work plans, or priorities. These goals must not conflict with the City Commission’s goals and budget allocations.

- b. Each year, the YAC chairperson and vice chairperson shall provide an update to the City Commission on the YAC's activities and plans or at other appropriate times.
- c. The YAC shall table at least three community events per session to help promote their goals and events.

5. Date, Time, and Locations of Meetings

- a. Regular meetings of the YAC shall be held on the second Monday of each month from September through June.
- b. Summer meetings of the YAC shall be held on the second Monday of each month, or at a time convenient to enable maximum participation determined by the staff liaison.
- c. Special meetings may be called as needed for tours, activities, or to address other issues that could not be discussed at a regular meeting.
- d. YAC meetings shall be held at 7:00 PM, unless another time is selected for a specific meeting.
- e. YAC meetings shall be typically held at Oregon City – City Hall located at 625 Center St, Oregon City, OR 97045. This rule does not prevent the YAC from meeting at another location for a special purpose or for the convenience of its members.

6. Agendas, Minutes, and Decisions

- a. The staff liaison or designee shall prepare agendas in consultation with the YAC members and City Commission liaison as needed.
- b. Standard YAC agendas shall generally take the following form. Variations from this standard agenda may be utilized as convenient.
 - i. Roll Call
 - ii. Discussion Items
 - iii. Communications
 - iv. Minutes
 - v. Adjournment
- c. Minutes shall be prepared for each meeting which shall contain at least the members present at the meeting, the substance of any discussion, all motions and votes taken, and a reference to any documents discussed at the meeting.
 - i. Minutes shall not be verbatim and contain only a summary of the primary points and arguments raised in the discussion.
 - ii. Minutes shall be approved at a subsequent meeting by a vote of the YAC. If amendments are requested by any member of the YAC, those amendments must also be approved by the YAC at the time of adoption. The YAC may request the minutes returned after any amendments are incorporated for further review and approval.

- d. The YAC may make decisions in the follow ways:
 - i. Consensus – no vote is taken, but specific issues may be decided leading to a final decision.
 - ii. Acclamation vote – a vote is taken by all members being asked if they favor, are against, or abstain from a decision. In such case as the decision is not unanimous, the YAC shall conduct a roll call vote.
 - iii. Roll Call – Each member’s vote is recorded in the record.
- e. Official Actions - YAC may utilize the following methods of making formal actions (reports, recommendations, requests, recognitions)
 - i. Letters to be signed by the chairperson
 - ii. Approval of the document in question
 - iii. Resolution (possibly incorporating exhibits) – resolutions approved by the YAC shall be titled “YAC Resolution” followed by the four-digit year and an assigned number. (e.g. 2023-01)

7. Accessibility

- a. Meetings of the YAC shall not be broadcast or live streamed online. Remote participation in the meetings shall be provided to the extent required by ORS 192 and existing city resources.
- b. The staff liaison will attempt to accommodate any other accessibility issues as they arise to improve access and participation for all community members.

8. Code of Conduct

Members of the youth advisory commission shall be held to the highest standards of citizenship, scholarship and participation.

- a. It is considered inexcusable for YAC members to have ANY unexcused absences and may have no more than 3 excused absences. An absence shall be considered excused provided advanced notice of 24 hours is provided to the chairperson and staff liaison or is determined to be excused by the chairperson and staff liaison.
- b. Absences may be made up for by attending a City of Oregon City commission, advisory board, or committee meeting within 30 days of the absence.
- c. Members shall remain in good standing at their school by maintaining passing grades and abiding by the school code of conduct.
- d. Violations of the code of conduct and expectations of this section shall be reviewed by the member, chairperson, vice chairperson, city commission member, staff liaison and the mayor with a goal of improving the performance and participation of the member.
- e. The mayor shall have the sole discretion to determine if a member shall be removed from the YAC.

- f. YAC members may speak with the staff liaison or the City Commission representative if a member has any questions or concerns with the Code of Conduct.

9. Interpretation and Authority

- a. Any issues not addressed by these bylaws shall be resolved by considering city policies, the OCMC, the board and committee orientation manual, other pertinent documents or policies, or the Robert's Rules of Order.
- b. These bylaws shall not be interpreted to supersede and are subordinate to any prior or subsequently adopted changes to documents referenced in Section 9(a) above.

10. Revisions to the Bylaws

From time to time, the YAC may review and recommend changes to its bylaws.

Chapter 2.62 – Youth Advisory Commission

2.62.010 – Created.

There is hereby created a Youth Advisory Commission for the City of Oregon City having the duties and responsibilities provided in this chapter.

2.62.015 – Purpose.

The Oregon City Youth Advisory Commission is created to provide local students a voice in their municipal government, build an understanding of governance and leadership and to provide opportunities to engage and serve the community. The Youth Advisory Commission shall be guided by the belief that local involvement at a young age is crucial to ensuring a well-informed and engaged citizenry in the future and to provide an opportunity for members to become equipped with the knowledge and leadership skills necessary to become active contributors in the community now and in the future.

2.62.020 – Membership.

The Youth Advisory Commission shall consist of at least nine youth members and one non-voting city commissioner to be appointed by the Mayor:

- A. Members of the Youth Advisory Commission shall be high school students at the time of swearing in and shall reside within the city limits of Oregon City.
- B. Any vacancy shall be filled by the mayor, at their sole discretion, for the unexpired portion of the vacated term.
 - A vacancy can be filled by the discretion of the commission liaison but must be filled if the total number of Youth Advisory Commission members drops below nine.
- C. The term of service shall be considered from September through June and there are no term limits.
- D. Appointed Youth Advisory Commission members may be re-appointed for a second term without an interview at the discretion of the mayor. A Youth Advisory Commission member must participate in a recommitment interview with the mayor after serving two consecutive terms.
- E. The chairperson, vice chairperson and all new members shall be sworn in by the Youth Advisory Commission city commissioner at the first regular meeting of the term.

2.62.030 – Election of officers.

The Youth Advisory Commission, at the beginning of each term, shall elect a chairperson and vice chairperson, who shall hold the positions for one term of service. The chairperson and the vice chairperson shall be a junior or senior in high school.

2.62.040 – Chairperson

The chairperson is responsible for running the Youth Advisory Commission meetings, assigning tasks, and working with the staff to set the upcoming agendas.

2.62.050 – Vice Chairperson.

The vice chairperson is responsible for taking meeting minutes and providing financial updates as applicable.

2.62.060 – Quorum and Meetings.

- A. A majority of appointed members shall constitute a quorum.
- B. If a quorum is present, all matters shall be decided by a vote of the majority present.
- C. The Youth Advisory Commission shall meet at least once a month.
- D. All meetings shall be open to the public and public meeting laws shall apply.

2.62.070 – Youth Advisory Committee Member Responsibilities.

- A. Review and prepare strategies addressing issues of interest to students in the greater Oregon City community, including topics such as drug and alcohol abuse, bullying and driver safety or any other topic determined to be of importance by the Youth Advisory Commission.
- B. Members shall participate in an annual goal alignment session at the beginning of each term.
- C. Members shall be responsible for completing tasks and projects as assigned.
- D. Individual members of the Youth Advisory Commission shall attend at least three community service events per session.
- E. The Youth Advisory Commission shall organize a minimum of one community event or project to engage the larger Oregon City youth community.
- F. The Youth Advisory Commission shall prepare an annual report at the end of the term to present to the city commission detailing the accomplishments, challenges, areas for improvement and goals for the future.

2.62.080 – Code of Conduct and Expectations

Members of the Youth Advisory Commission shall be held to the highest standards of citizenship, scholarship, and participation. The Code of Conduct details shall be stipulated in the Youth Advisory Commission Bylaws.

2.62.091 – Expenditures

The Youth Advisory Commission shall have no authority to make any expenditure on behalf of the city or to obligate the city for payment of any sums of money unless the city manager or city commission, as appropriate, authorizes such expenditure.



CITY OF OREGON CITY

Staff Report

625 Center Street
Oregon City, OR
97045
503-657-0891

To: Youth Advisory Commission
From: Community Engagement Specialist
Hannah Schmidt

Agenda Date: June 10, 2024

SUBJECT: STAFF LIASON UPDATES

1. End of Term Evaluation Survey

Below is a link to the Youth Advisory Commission End of Term Evaluation:

<https://forms.office.com/g/EViaFFAV36>

This anonymous survey simply asks for feedback on your experience on the 2023-2024 Youth Advisory Commission. I am requesting your input to help make improvements in the future and potentially get an idea of what project the Youth Advisory Commission would want to work on next term. I encourage ALL members of the Youth Advisory Commission to take the survey, but your input is not required.

2. Recruitment

Youth Advisory Commission applications will be open May 6 - June 28. This timeline allows for the Mayor and Commissioner Marl to arrange visits to the High Schools during the remaining school year and for interviews to take place over an extended period in July/August. The first Youth Advisory Commission meeting to take place next term will be on September 9, 2024.

All current Youth Advisory Commission Members have served two terms on the Commission. Based off the current Youth Advisory Commission ordinance:

“Appointed youth advisory commission members may be re-appointed for a second term without an interview at the discretion of the mayor. **A youth advisory commission member must participate in a recommitment interview with the mayor after serving two consecutive terms.**”

Please keep this in mind as we advance into a new term beginning in September 2024.

Advertising:

- Scheduling visits to Oregon City public and private high schools?
- An announcement has been made on the City's social media accounts. Subsequent posts will be generated based off the number of applications received.
 - The first social media post was made on May 6, 2024.
- Flyer distribution to Oregon City charter, private, and public HS's including OCSD.

- Flyers will be posted at Oregon City Public Library, City Hall, Pioneer Community Center, and Oregon City Pool.
- An advertisement was placed in the summer edition of Trail News and will be announced in the June E-Trail News. The summer edition of Trail News should have hit mailboxes on May 22, 2024.

3. TAC and YAC Meet n' Greet

I sent out a Calendar invite to the Youth Advisory Commission for **Sunday, June 9 from 2 p.m. – 3:30 p.m.** to have a Meet n' Greet with the Library's Teen Advisory Committee. This event will consist of snacks and games and the opportunity for you all to present your roles and accomplishments as Youth Advisory Commission members and vice versa for the Library's Teen Advisory Committee. This event will be an opportunity for you to mingle with the Library's TAC and share experiences as youth leaders in the Oregon City community. So far, I have the following members signed up for the event:

- Julian Guerra Molina
- Myles Kinney
- Justin Evers
- Landon Lu
- Hannah Granderson – maybe
- Henry Cardona Gameros – maybe

4. Oregon City Together

You were sent an email on March 19th asking for your input on the Oregon City Together Youth Mental Health Campaign. Thank you to those who participated in the survey. Those who participated are listed below and will be given a Dutch Bros gift card:

- Brianna Nizic
- Bella Bone
- Landon Lu
- Bailey Brown

5. Clackamas County Youth Action Board

If you are graduating this summer and still want to stay involved in youth action, read the information about the Youth Action Board below. They accept members ranging from 14-25 years in age.

Purpose

The Youth Action Board (YAB) is an advisory board of Clackamas County, offering consultation to the County and local organizations on elevating youth voice, combatting adultism, and implementing equitable youth services. The Youth Action Board can also help youth connect with resources regarding homelessness, mental health, and related issues.

Mission Statement

The Clackamas County Youth Action Board (YAB) aims to empower young people to practice self-advocacy, exercise their rights, utilize community resources, and to bring relevant youth issues and their effects to the public eye through outreach, engagement, and education. The

YAB strives to lower barriers, improve accessibility, and encourage youth-serving agencies to implement equitable practices to accommodate diverse abilities and experiences.

Vision Statement

The Clackamas County Youth Action Board envisions a community where youth from all backgrounds are empowered to take action and easily access appropriate and timely support services. We envision a community where youth voice is heard, rights are respected, needs are met, and experiences are validated. We believe everyone has a right to achieve their goals regardless of ability, identity, or circumstances.

Paid Stipends:

Youth that apply will have a two-week shadow period to join meetings and see what YAB is all about. Youth are compensated \$25 an hour for their time spent on projects, meetings, and other approved YAB activities. Please note that this is not considered employment. We don't have set hours for youth but we do have regular meetings.

You can apply at <https://www.clackamasyab.com/apply>

6. Community Events/Volunteer Opportunities

Oregon City Sponsored Cultural Events

- Oregon City Juneteenth at OC Library Park and Pioneer Center, June 15th from 2:00 p.m. to 5:00 p.m.



Clackamas River Basin Council

- 6/17 mussel survey at a private restoration site [sign up here](#)
- [General Clackamas River Basin Council Events](#)

Clackamas County PTA Clothes Closet

On Thursday, June 20 from 5:30 p.m. – 7:30 p.m. the PTA Clothes Closet of Clackamas County will be having a Summer Gear Up Shopping Event. Please contact Erienne Bolsinger, erienne.quentner@gmail.com, if you are interested in volunteering for the event.

Clackamas Community College Summer Connections:

This year the City of Oregon City has donated to the Clackamas Community College (CCC) Foundation as a Silver Sponsor for their Summer Connections Celebration on June 21. CCC's Summer Connections Celebration will be celebrating Juneteenth and Pride Month while showcasing local cultural and community events planned for this summer. A variety of community organizations will be sharing their information to the public at this free community event. **The event will be hosted at CCC's Oregon City Campus from 5 p.m. – 7 p.m. on June 21** and will feature music, special guest speakers, food, and more! Oregon City Parks & Recreation has tabled this event in the past, but as a Silver Sponsor this year, Oregon City will be having a larger presence at the event with a "premier" tabling location. I will be sure to advertise the Youth Advisory Commission's open applications at this event! If you attend the event, be sure to stop by and say hello!

Oregon City Ivy League

Old Canemah Park Ivy Pull on Saturday, June 22 from 8:30 a.m. – 12 p.m.



Only 30 volunteer spots are available for this event. Please email Oregon City Community Engagement Specialist, Hannah Schmidt at hschmidt@orc.org to RSVP.

PARKING/CARPOOLING

There is limited parking at this project site so unless you are a local resident, please meet at Oregon City Hall Parking Lot, 625 Center Street at 8:30. We will be carpooling and caravanning to Old Canemah Park.

AGE RESTRICTION

You must be 13 years or older to volunteer for this event. Those under the age of 18 must be accompanied by their guardian.

WHAT TO BRING:

This event is BYOT (Bring Your Own Tools). The City will have extra resources provided on site but it is suggested that you bring:

- Loppers
- Clippers
- Iron and wire rakes
- Tarps
- Water bottle

8:30 AM - 12 PM

22
JUNE

**OLD
CANEMAH
PARK
IVY PULL**



Concerts in the Park: 4th of July

The individuals below have shown interest in tabling the 4th of July event:

- Bella Bone
- Hannah Granderson
- Denyse McGriff

Please confirm at our meeting on June 10 whether you can commit to tabling the 4th of July Concerts in the Park/Laser Light Show event from 5:30-8:30 p.m. Once attendance is confirmed, I will connect you with the City's Event Coordinator, Taylor Miller for further information.

Volunteer Appreciation Awards

The City of Oregon City invites the CIC to the 2024 Volunteer Appreciation Awards which will be held on July 30 from 6:30 p.m. – 8 p.m. at the Pioneer Community Center, 615 5th Street. Join us in an evening of tropical delights with vibrant decorations, refreshing drinks, island-inspired hors d'oeuvres, and awards, of course! Please RSVP by July 15 to secure your spot! Volunteers are encouraged to bring one guest to join them at the event. To RSVP, please select the number of tickets needed and fill out the accompanying information through the [Eventbrite link](#).

The City of Oregon City will be acknowledging five distinct volunteers for their remarkable service to Oregon City and their community. This year, we are seeking your assistance in nominating volunteers for the following awards:

- Social Impact Volunteer
- Emerging Volunteer
- Outstanding Committee Member
- Volunteer Organization of the Year
- Individual Volunteer of the Year

You can submit your nominee/s by filling out the survey link here: [Volunteer Award Nomination \(office.com\)](#).

National Night Out – Youth Advisory Commission Booth

The individuals below have shown interest in tabling at the National Night Out Event on August 6:

- Bella Bone
- Justin Evers
- Brianna Nizic
- Denyse McGriff

Please confirm at our meeting on June 10 whether you can commit to tabling at the National Night Out Event. Once attendance is confirmed, I will be able to provide more information.

National Night Out – Bicycle Rodeo

The individuals below have shown interest in volunteering for Public Works Bicycle Rodeo at the National Night Out Event on August 6:

- Bella Bone
- Landon Lu
- Brianna Nizic
- Alana Plaisance

Please confirm at our meeting on June 10 whether you can commit to volunteering to assist with the Bicycle Rodeo. Once attendance is confirmed, I will connect you with the Assistant Public Works Director, Vance Walker for more information.



CITY OF OREGON CITY

YOUTH ADVISORY COMMISSION - REVISED

DRAFT MINUTES

Commission Chambers, 625 Center Street, Oregon City
Monday, April 08, 2024 at 7:00 PM

This meeting will be held online via Teams as well as in person at City Hall Chambers in Oregon City; please contact hschmidt@orc.org for the meeting link.

CALL TO ORDER

Call to order by Chair Brianna Nizic at 7:00 p.m.

ROLL CALL

PRESENT: 12

Alana Plaisance, Bella Bone, Brianna Nizic, Hannah Granderson, Henry Cardona Gameros, Landon Lu, Myles Kinney, Julian Guerra Molina, Justin Evers, Adam Marl, and Denyse McGriff.

STAFF: *Hannah Schmidt*

EXCUSED: *Bailey Brown and Melanie Gabriel*

ABSENT: *None*

CITIZEN COMMENTS

None provided.

DISCUSSION ITEM

1. Special Guest Speaker, Representative Annessa Hartman presented about her background in politics and current role as State Representative for House District 40. Representative Hartman answered questions from the Youth Advisory Commission and discussed a variety of topics from her campaign strategy to being appointed Vice Chair of the Agriculture, Land Use, Water, and Natural Resource Committee for the Oregon House of Representatives. Representative Hartman's staff also introduced themselves and their responsibilities.
2. PTA Clothes Closet of Clackamas County is willing and able to partner with the Youth Advisory Commission on a Youth Clothing Drive. PTA Clothes Closet of Clackamas County offered to assist with the Clothing Drive efforts and help host a free shopping event for high school students at the gymnasium of Jennings Lodge Elementary School. The Youth Advisory Commission discussed ideas on how to get the target audience (high school students) to Jennings Lodge for the free shopping event. Hannah

Granderson emphasized that Oregon City School District would not let the Youth Advisory Commission advertise the Mental Health Fair and she is hesitant to assume that they would be willing to supply transportation to and from a free shopping event. Hannah Schmidt reiterated that employees from the Oregon City School District presented her with the idea that the school could perhaps assist with bus transportation for the event. Hannah Schmidt and the Mayor also emphasized the importance of not having students stigmatized for attending the free shopping event during school hours. Julian Guerra Molina inquired about distributing free METRO bus passes for the day of the event. A Youth Advisory Commission Clothing Drive Planning Subcommittee was created to meet with individuals from the PTA Clothes Closet of Clackamas County and have further discussions about planning for the High School Clothing Drive and the free shopping event. Members of the Youth Advisory Commission Clothing Drive Planning Subcommittee include:

- Julian Guerra Molina
- Bella Bone
- Brianna Nizic
- Justin Evers
- Henry Cardona Gameros

Friday, May 24 is the suggested date for the shopping event. April 29 – May 24 is the suggested timeline for the Clothing Drive. Drop off locations would be at City Hall and Jennings Lodge.

3. Youth Advisory Commission Ordinance and Bylaws were overviewed by the current Youth Advisory Commission. The Bylaws never went before the City Commission for approval, so Hannah Schmidt is presenting the opportunity for the Youth Advisory Commission to make any edits to the Ordinance and Bylaws before they go before the City Commission for approval. A lengthy discussion about edits to the Youth Advisory Commission Ordinance and Bylaws took place and all edits will be presented to the Youth Advisory Commission at their next meeting set for May 13, 2024.
 - 13 Youth Advisory Commission members max.
 - Members shall participate in an annual goal alignment session at the beginning of each term.
 - Youth Advisory Commission members shall be present in at least three community events per session AND the Youth Advisory Commission should table at least three community events per session as an organization.
 - Move code of conduct to into the bylaws.
 - Add the option for the Youth Advisory Commission to elect a secretary to take meeting minutes.
 - State that the city liaison is responsible for supplementing meeting minutes.
 - Date and time of meetings are the second Monday of the month starting at 7:00 p.m.
 - Agenda schedule should have minutes towards the end of the meeting rather than the beginning.
 - No unexcused absences.
 - No more than three excused absences.

COMMUNICATIONS

4. The Youth Advisory Commission was advised to read the Staff Liaison Updates on their own time due to limited time left in the meeting. Hannah Schmidt announced that the Youth Advisory Commission applications for next term will open on Monday, May 6 and close on Friday, June 28. Mayor McGriff emphasized that there should be a visit made to OCSLA and CAIS.

MINUTES

5. Justin Evers moved to approve the March 11, 2024 Youth Advisory Commission Meeting Minutes. Landon Lu seconded the motion. Unanimous approval.

ADJOURNMENT

Brianna Nizic adjourned the meeting at 9:03 p.m.



CITY OF OREGON CITY

YOUTH ADVISORY COMMISSION CLOTHING DRIVE PLANNING SUBCOMMITTEE

DRAFT MINUTES

Virtual Meeting
Monday, April 15, 2024 at 3:30 PM

This meeting will take place virtually and NOT in person.

Please contact the Community Engagement Specialist, Hannah Schmidt at hschmidt@orc.org for the virtual meeting login information.

CALL TO ORDER

The meeting was called to order at 3:40 p.m.

ROLL CALL

PRESENT: 5

Justin Evers, Henry Cardona Gameros, Julian Guerra Molina, and Denyse McGriff

STAFF: *Hannah Schmidt*

EXCUSED: *Bella Bone, Brianna Nizic, and Adam Marl*

ABSENT: *None*

CITIZEN COMMENTS

None were provided.

DISCUSSION ITEM

1. The Clothing Drive Planning Subcommittee met virtually with Rian Hood, OCSD Community Education Supervisor at Jennings Lodge where the PTA Clothes Closet of Clackamas County is housed. Rian Hood introduced herself and her role at OCSD as well as her connection to the PTA Clothes Closet of Clackamas County. Students and Rian Hood discussed what a collaboration with PTA Clothes Closet for a clothing drive would look like. The following decisions were made by the Planning Subcommittee for the 2024 Youth Advisory Commission High School Clothing Drive:
 - The Clothing Drive will be focused on the needs of High School Students, with adult S – 2XL as the suggested donation size range.
 - The start of the Clothing Drive will be on Monday, April 22nd to allow more time for the public to donate clothes.
 - Jennings Lodge will be accepting clothing donations, and another drop-off location will be at City Hall.

**Youth Advisory Commission Clothing Drive Planning
Subcommittee Minutes**

April 15, 2024

- Hannah Schmidt will oversee keeping an eye out on the donations at City Hall and will transport donations to Jennings Lodge when necessary.
- Julian Guerra Molina will reach out to Oregon City School District/Student Council to see if they can have a drop-off location at the school as well.
 - If Oregon City HS allows for a drop-off location at the HS, Rian Hood has a contact for a maintenance worker named John who could assist with transporting donations to Jennings Lodge.
- The “Shopping” Event will take place on a Thursday evening in May from 5:30 pm – 7 pm
- May 23rd or May 30th will be the date of the “Shopping” Event. Rian Hood is taking the dates to PTA Clothes Closet Chair for approval.

ADJOURNMENT

The meeting was adjourned at 4:20 p.m.



CITY OF OREGON CITY

YOUTH ADVISORY COMMISSION CLOTHING DRIVE PLANNING SUBCOMMITTEE - PTA CLOTHES CLOSET TOUR

DRAFT MINUTES

Jennings Lodge Campus, 18521 SE River Rd, Milwaukie, OR 97267
Thursday, May 02, 2024 at 4:00 PM

CALL TO ORDER

The meeting was called to order at 4:00 p.m.

ROLL CALL

PRESENT: 5

Bella Bone, Julian Guerra Molina, Denyse McGriff, and Adam Marl

STAFF: *Hannah Schmidt*

EXCUSED: *Brianna Nizic, Henry Cardona Gameros, and Justin Evers*

ABSENT: *None*

CITIZEN COMMENTS

None provided.

DISCUSSION ITEM

1. Erienne Bolsinger, volunteer Chair of the PTA Clothes Closet of Clackamas County, and Rian Hood, OCSD Community Education Supervisor, met with the Planning Subcommittee and gave them a tour of the facilities at Jennings Lodge Campus. A list of the current donation requests were given to Erienne Bolsinger and she will get back to the Youth Advisory Commission with any updates that need to be made to the list. The PTA Clothes Closet has about 2 full racks of high school clothing donations – which is low compared to their other youth inventory.

Hannah Schmidt told the group that she received an email from the Oregon City Super Thrift assistant manager last week indicating that Super Thrift is interested in supporting the Youth Advisory Commission in their clothing drive. Hannah Schmidt has attempted to get in contact with Super Thrift multiple times but has not heard back. Hannah Schmidt will try to reconnect by the end of the week again.

2. Erienne Bolsinger and Rian Hood gave a tour of the Clothes Closet and the Jennings Lodge gymnasium to the group and everyone discussed the shopping event for the clothing drive. Erienne Bolsinger confirmed that Thursday, May 30 from

**Youth Advisory Commission Clothing Drive Planning Subcommittee - PTA Clothes Closet
Tour Minutes May 02, 2024**

5:30 – 7 p.m. will be the date and time of the shopping event. Erienne Bolsinger expressed that it would be helpful to have an organizing work party before the event to help prepare for the event. Erienne Bolsinger proposed Saturday, May 25 from 9 a.m. – 12 p.m. as the work party date. Rian Hood is confirming if that date is suitable for the buildings schedule.

Hannah Schmidt proposed having another Planning Subcommittee meeting where there would be a quorum. At the next Planning Subcommittee meeting the following items must be discussed:

- Scope of free shopping event (all youth or only high school clothing offered?)
- Food offered at the event
- Tabling/booth opportunities for other community-based organizations
- Advertisement plan for shopping event
- Involvement of the Clackamas County Youth Action Board

ADJOURNMENT

The meeting adjourned at 4:55 p.m. with the next Youth Advisory Commission Clothing Drive Planning Subcommittee meeting scheduled for Wednesday, May 8 from 4 p.m. – 5 p.m.



**CITY OF OREGON CITY
YOUTH ADVISORY COMMISSION CLOTHING
DRIVE PLANNING SUBCOMMITTEE MEETING
DRAFT MINUTES**

**Virtual Meeting
Wednesday, May 08, 2024 at 4:00 PM**

This meeting will be held online via Teams; please contact Community Engagement Specialist, Hannah Schmidt, at hschmidt@orc.org for the meeting link.

CALL TO ORDER

The meeting was called to order at 4:05 p.m.

ROLL CALL

PRESENT:

Bella Bone, Justin Evers, Henry Cardona Gameros, and Julian Guerra Molina

STAFF: *Hannah Schmidt*

EXCUSED: *Brianna Nizic*

ABSENT: *None*

CITIZEN COMMENTS

No comments provided.

DISCUSSION ITEM

The Planning Subcommittee discussed details of the High School Shopping Event. Julian Guerra Molina was tasked with reaching out to the Pioneer Pantry about tabling the event and Justin Evers was tasked with reaching out to SuperThrift to table the event. Erienne Bolsinger gave insight on how free shopping events have worked in the past. Hannah Schmidt will post flyers on PeachJar and reach out to North Clackamas Christian HS. Members will be tasked with advertising the event on their personal social media within at least a week of the event.

ADJOURNMENT

The meeting was adjourned at 4:55 p.m.



CITY OF OREGON CITY YOUTH ADVISORY COMMISSION DRAFT MINUTES

Commission Chambers, 625 Center Street, Oregon City
Monday, May 13, 2024 at 7:00 PM

This meeting will be held online via Teams; please contact Community Engagement Specialist, Hannah Schmidt, at hschmidt@orc.org for the meeting link.

CALL TO ORDER

Brianna Nizic called the meeting to order at 7:01 p.m.

ROLL CALL

PRESENT:

Brianna Nizic, Henry Cardona Gameros, Myles Kinney, Justin Evers, Melanie Gabriel, Denyse McGriff, and Adam Marl.

STAFF: *Hannah Schmidt, Kendall Reid*

EXCUSED: *Alana Plaisance, Bailey Brown, Bella Bone, Hannah Granderson, Landon Lu, and Julian Guerra Molina.*

ABSENT: *None.*

CITIZEN COMMENTS

No citizen comments were provided.

DISCUSSION ITEM

1. Parks and Recreation Director, Kendall Reid introduced Neelay Bhatt from Next Practice Partners to present an update on the City of Oregon City's Parks Master Plan. Neelay Bhatt provided a summary of the public input provided on the Parks Master Plan and reported on the levels of service and equity maps related to current facilities and the future needs that the public has requested from Oregon City Parks and Recreation Department. Neelay Bhatt also spoke about the vision and mission of the Parks and Recreation Department and touched on the big moved, implementation steps and next steps moving forward in this process. Members engaged in questioning the presenters and expressed their opinions regarding the Parks Master Plan.
2. Justin Evers and Hannah Schmidt gave an update on behalf of Youth Advisory Commission High School Clothing Drive Planning Subcommittee:

- A work session for the Shopping Event will be held on Saturday, May 25 from 9 a.m. – 12 p.m. to help prepare for the event. Erienne Bolsinger will be leading this event as Hannah Schmidt will not be available to attend.
- The High School Clothing Drive was extended from May 23 – May 28.
- There are three locations for the Clothing Drive
 - Jennings Lodge Elementary School
 - Oregon City Hall
 - Oregon City High School
 - Front office (open to the public)
 - Student Council Room (only open to students)
- The Youth Advisory Commission High School Event will be held on Thursday, May 30 from 5:30 – 7 p.m.
 - Free pizza will be provided at the event while supplies last.
 - Myles Kinney is responsible for selecting the pizza restaurant to order from.
 - This event will be catered to Oregon City high school students.
 - Youth Advisory Commission members are responsible for advertising the Shopping Event to high school-aged audience a week in advance of the event.
- Justin Evers emailed SuperThrift to see if they would be interested in tabling at the Shopping Event but has not heard anything back yet.
- Julian Guerra Molina was tasked with contacting the Pioneer Pantry about tabling the Shopping Event.
- Melanie Gabriel was tasked with contacting the Clackamas County Youth Action Board about tabling the event.

3. Due to a lack of quorum present at the meeting, the Youth Advisory Commission was unable to vote on the Ordinance and Bylaws. Members will be expected to review the Ordinance and Bylaws before their next meeting on Monday, June 10 and can vote on any needed edits to the documents at the last meeting of the term.

COMMUNICATIONS

4. Hannah Schmidt presented the Staff Report for the month with information on upcoming events and other relevant information.

MINUTES

5. Due to a lack of quorum present at the meeting, the Youth Advisory Commission was unable to vote on the approval of any Meeting Minutes. Members will be expected to review these Meeting Minutes before their next meeting on Monday, June 10 and can vote on any needed edits to the documents at the last meeting of the term.

ADJOURNMENT

The meeting was adjourned at 8:21 p.m.