



County Executive Office

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NEVADA COUNTY BOARD OF SUPERVISORS

BOARD AGENDA MEMO

MEETING DATE: August 8, 2023

TO: Board of Supervisors

FROM: **Alison Lehman, County Executive Officer**

SUBJECT: Resolution to create and establish the Nevada County Youth Commission with an effective date of August 8, 2023, and ratifying the bylaws of the Nevada County Youth Commission

RECOMMENDATION: Adopt the attached Resolution

FUNDING: The Youth Commission program is in the County Executive Office (CEO) budget. For the current year, \$67,000 is budgeted for FY 23/24. After further planning as described below, it is anticipated that the total costs will be approximately \$91,000. The gap will be filled first by looking for savings in the CEO and Human Resource budgets in related programs such as training or internship program costs. If a gap remains toward the end of FY 23/24, a budget amendment will be requested in the CEO budget.

BACKGROUND: The County of Nevada's Vision, Mission, and Values statements adopted February 7, 2023, via Resolution 23-069 directs the development of budget and management of county operations, programs, and services. The County's mission is "to work with the community to develop sound and innovative public policy, provide strong leadership and deliver excellent services in a fiscally responsible manner." In furtherance of the County's mission and under the direction of two adult advisors with deep ties to youth development and education within Nevada County- Jeff Dellis and Karyn Mueller; the Youth Commission Founders have identified a need for increased representation of youth within the County of Nevada with an opportunity for a youth commission to help support and promote the County's mission.

When the need for representation of youth at the county level was identified, an Ad Hoc subcommittee was formed with Supervisors Swarthout and Bullock. From the Ad Hoc came the Youth Commission Founders. A group of 14 paid student interns guided by two adult advisors. The goal of the Youth Commission Founders was to create an outline of what a Nevada County Youth Commission would look like, and then create documents to present to the BOS for approval. These documents included a set of bylaws, presentation, staff report, and a resolution to be voted on. The Founders group has worked three days a week four hours a day since June 15, 2023, to create these documents. While working towards the creation of these documents, the YC Founders were also able to gain valuable skills like communication, teamwork, and professionalism.

In the State of California there are eight existing County Youth Commissions. Tracked by

the Institute for Local Government; these youth commissions have proved a valuable resource to the Nevada County Youth Commission Founders and given unique insight into the process behind running a youth commission. Marin, Placer, Riverside, Sacramento, San Diego, San Mateo, Santa Barbara, and Santa Clara County have established youth commissions to provide insight into issues facing youth within their counties. According to the Institute for Local Government, youth commissions can make recommendations to the Board of Supervisors; and are encouraged to initiate educational campaigns, organize conferences, and plan community activities around youth issues facing their county.

Compared to other counties with established youth commissions, the County of Nevada is vastly different in terms of geo population. One issue the youth commission founders identified when using established youth commissions as guidance, was the fact that their plans for outreach and representation, were typically not feasible within our county. One of the most pressing issues when setting the foundation for the youth commission was finding a way to include as many youth stakeholders as possible. The most effective means of representation that the Founders have identified is to require that each supervisorial district have at least one youth commissioner. Along with the requirement of having at least one youth commissioner per district, there must be at least two at large commissioners, with a maximum of nine. With these requirements it is ensured that youth in the county will have equal and fair representation.

The needs and requirements of a Nevada County youth commission were identified through a thorough process; providing all 14 Founders with the chance to have input and produce measurable and meaningful work. With such a fast-approaching turnaround time, sub committees were made to ensure that all work could be accomplished in a timely and concise manner. There were three sub committees formed: Bylaws, Government Liaison/Outreach, and Rollout. They were each tasked with different and diverse duties to create the outline for a youth commission and produce the documents necessary for a Board of Supervisors vote.

The Bylaws subcommittee has worked diligently to ensure that the final copy of bylaws left little to no room for questions or interpretation. Many considerations and options have been looked through in order to create the most effective and inclusive set of bylaws for the Nevada County Youth Commission. Numerous employees of the County, including but not limited to Jeff Thorsby, Jamie Hogenson, Alison Lehman, Sara Holyhead, and Martin Polt have assisted the Youth Commission Founders in arriving to the final bylaws document.

The Government Liaison/ Outreach subcommittee was tasked with communication between the YC Founders, county departments, and stakeholder groups within the county such as school districts, nonprofits, and businesses. The most common and effective means for communication was interviewing stakeholder groups and employees of the county and asking about their visions for a Nevada County Youth Commission. After a basic outline for the youth commission was set, the subcommittee was then able to work on plans for community outreach, pathways of communication within the county offices, and a presentation to be used at the BOS meeting on August 8, 2023.

The Rollout subcommittee was tasked with an unusual and difficult job. To plan for something that may or may not be approved. Throughout the process of forming the youth commission, the Rollout team has drafted several documents including waivers, surveys, applications, flyers, social media pages, and even a website. If the Resolution to form the Nevada County Youth Commission were to pass, the Rollout team has all of the resources required to start the commission as soon as necessary.

The work accomplished along the way of creating the youth commission was fueled by a collective passion for representation of youth within Nevada County. Within the Youth Commission Founders group, you will find youth from all walks of life willing to put themselves in sometimes uncomfortable or unfamiliar situations to ensure that all youth in our county, have a chance to be heard.

We request that you approve the resolution establishing and ratifying the bylaws of the Youth Commission.

Item Initiated by: Jeff Dellis, Project Coordinator
Approved by: Alison Lehman, County Executive Officer
Submittal Date: 7/26/2023