STATEMENT OF PROCEEDINGS
FOR THE REGULAR MEETING OF THE
LOS ANGELES COUNTY YOUTH COMMISSION
OPERATIONS COMMITTEE
KENNETH HAHN HALL OF ADMINISTRATION
500 WEST TEMPLE STREET, ROOM 374-A
LOS ANGELES, CALIFORNIA 90012
https://youthcommission.lacounty.gov

Monday, July 21, 2025

6:30 PM

Video for the entire meeting. (25-4183)

Attachments: VIDEO

I. ADMINISTRATIVE MATTERS

1. Call to Order, Roll Call and Land Acknowledgment. (25-1555)

Operations Chair, Joshua Elizondo, called the meeting to order at 6:34 p.m., and welcome new Commissioner Jessica Castillo to the Operations Committee (OPS). County Staff conducted Roll Call. Commissioner Evelyn K. Rodriguez read the County's Land Acknowledgement.

Present: Co-Chair Joshua Elizondo, Commissioner Jessica Castillo, Commissioner Martine Jones and Commissioner Evelyn Karina Rodriguez

Absent: Commissioner Clarissa Peña

2. Approval of minutes from the regular meeting of January 27, 2025. (25-1563)

On motion of Commissioner Martine Jones, seconded by Commissioner Jessica Castillo, and duly carried, the minutes from the regular meeting of January 27, 2025, were approved by the following vote:

Ayes: 3 - Co-Chair Joshua Elizondo, Commissioner Jessica Castillo and Commissioner Martine Jones

Abstentions: 1 - Commissioner Evelyn Karina Rodriguez

Absent: 1 - Commissioner Clarissa Peña

Attachments: SUPPORTING DOCUMENT

II. DISCUSSIONS

3. Discussion on video production of onboarding videos. (25-1569)

Operations Chair, Joshua Elizondo, opened the floor to discussion regarding the video production of onboarding videos.

Commissioner Evelyn K. Rodriguez reported that an appropriate animation software is being considered and provided detail on the ability of the software. Commissioner Rodriguez and Max Weltz, Communication Liaison, have been reviewing animated software.

Chair Elizondo provided background on the three videos in production:

- **The Youth Commission - What is it?**
- **How to Apply to become a commissioner**
- **Commonly Asked Questions**

Commissioner Rodriguez reported that they have the last iteration of the three scripts and will identify the software. Discussion ensued regarding funding for the animation project.

Mr. Weltz provided information regarding funding and indicated that he will provide an update after his meeting with Executive Director, Tiara Summers.

4. Discussion on the future vacancy roadmap to address term endings and Commissioner reflections. (25-1576)

Operations Chair, Joshua Elizondo, reported on the process for filling upcoming vacancies. Three candidates were approved at the last Youth Commission meeting: David DeLeon, Joshua Roa, and Josh Boykin. The Candidates have been submitted to the Board of Supervisors (BOS) and are scheduled for approval on their agenda the first Tuesday in August. Working through several applicants and interviews, the nominations met all impending deadlines, and the new Commissioners will be seated timely upon BOS approval.

Chair Elizondo then opened the floor to discussion addressing term endings and the process of having commissioners reflect on their time and work as they near their term ending. It will serve as an opportunity for commissioners to reflect on their contributions to the Commission and

community and define future efforts if they are reappointed. The process will be scheduled approximately four months prior to the end-of-term to allow time for recruitment if a commissioner should decide not to return.

Commissioner Evelyn K. Rodriguez and Martine Jones offered their personal thoughts on how the process might work and what the intended outcomes ought to be. Discussion ensued regarding the bylaws, the importance of attendance, and who ought to be present during the reflection process i.e., Chair, sub-committee Chairs, Executive Director, or the community at large. During discussion the following ideas were offered:

- **Open the reflection process to the community to instill accountability.**
- **Use the Annual Retreat or other venue where reflections will take place by sub-committees and individually.**
- **Define the frequency of the reflection process, and who will take part.**
- **Consider a different name than reflection such as guidance or literacy opportunity.**

5. Discussion on a mentorship program for newly onboarded Commissioners. (25-1588)

Chair Joshua Elizondo opened the floor to discussion regarding a mentoring program for onboarded commissioners. Commissioner Evelyn K. Rodriguez led the discussion regarding mentorship and what it looks like for newly appointed commissioners, and discussion ensued. During discussion, the following points were made:

- **The Mentorship Program would be a guidance program for new commissioners.**
- **Assistance of alumni commissioners might be helpful.**
- **Mentorship ought to be based on outreach, onboarding, and ongoing.**

Angela Park, County Counsel, informed that the Operations Committee tasks are outlined in the bylaws and a new task would need to be taken to the full Commission for approval.

Discussion continued as to how the mentorship program would be implemented and function. Chair Elizondo indicated that further discussion would take place before the mentorship program is finalized and taken to the full Commission for approval.

III. MISCELLANEOUS

6. Opportunity for members of the public to provide comments to the Commission on item(s) not on the agenda, that are within the subject matter jurisdiction of the Commission. (25-1582)

No members of the public addressed the Operations Committee.

7. Adjournment. (25-1587)

The next meeting is scheduled for Monday, September 22, 2025 at 6:30 p.m.

On motion of Commissioner Evelyn K. Rodriguez, seconded by Commissioner Martine Jones, there being no objection, the meeting was adjourned at 7:43 p.m.