TOWN OF Herndon VIRGINIA

Town Council Work Session
Agenda Item 2.e.

Agenda Item: **Herndon Youth Advisory Committee Structure Discussion [item rescheduled to the August 12, 2025, Town Council meeting]**

Meeting Date: August 6, 2025

Category: Discussion

Prepared by: Amanda Kertz, Town Clerk

Description:
[Note: due to the lateness of the hour, with the consensus of Council, this item was rescheduled to the August 12, 2025, Town Council meeting].

Discussion and request for Council direction on the future structure of the Herndon Youth Advisory Committee (HYAC), as part of the Town's standard ad hoc committee review process.

Background:
The Herndon Youth Advisory Committee (HYAC) was relaunched in September 2024 to support increased youth engagement with Town government. The committee consisted of up to 12 middle and high school students, who served a term aligned with the academic school year. The most recent term concluded on June 13, 2025.

Per current Town policy, ad hoc advisory committees are reviewed at the beginning of each Council term. At the January 21, 2025, work session, staff advised that a review of HYAC would occur following the end of the school-year term.

The attached summary provides an overview of FY 2025 HYAC activities, including meeting topics, member input, and structural recommendations shared at their meeting on June 5, 2025.

Timing Impact:
As noted at the January 21 work session, this review is timed to follow the completion of the current HYAC term. Action at this point in the year allows for Council direction before the start of the 2025–2026 academic calendar.

Strategic Focus Area:
Good Governance

Fiscal Impact:

N/A

Legal Impact:
The Town Council may confirm, revise, or disband HYAC in accordance with procedures outlined in Resolution 08-G-142 and Town Clerk SOP TC 1.3 governing ad hoc committees. The Town Council may revise any ad hoc committee's mission, purpose, composition, or objectives at any time by resolution.

Staff Recommendation/Next Steps:
There is no formal staff recommendation. Town Council is requested to review the purpose, mission, and composition of HYAC, as staff is seeking direction in planning for youth engagement initiatives for the upcoming school year.

Attachments:
1. HYAC Establishing Guidelines
2. Summary of 24-25 HYAC Activities