Town Council
Work Session
Agenda Item 2.d.

Agenda Item: **Herndon Youth Advisory Committee Structure Discussion (rescheduled from the August 6 and August 12, 2025, work sessions)**

Meeting Date: September 9, 2025

Category: Discussion

Prepared by: Amanda Kertz, Town Clerk

Description:
Due to the lateness of the hour, the item was rescheduled from the August 6, 2025 work session, to the August 12 meeting. At the August 12 work session following the regular meeting, the discussion was continued to the September 9, 2025, work session.

This item is a request for the Council to discuss and provide direction on the 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.

Timing Impact:
This discussion item is continued from the August 6 and August 12 Town Council meetings. Action on this item will provide direction for youth engagement during the 2025–2026 school year.

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:
This is a discussion item; staff has no recommendation.

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