



AGENDA

IRVINE CHILDREN, YOUTH AND FAMILIES ADVISORY COMMITTEE REGULAR MEETING

Lauren Johnson-Norris
Chair

**November 18, 2020
5:30 PM**

Wendy Bokota
Vice Chair

**Irvine Civic Center
L102 Conference Room
One Civic Center Plaza
Irvine, CA 92606**

Committee Members:
Luz Arellano
Brooke Cazier
Aarta Chopra
Shelby Clatterbuck
Theresa Collins
Dina Eletreby
Lily Freeman
Diane Gale
Christine Ito
Ense Kwan
Zhihai Li
Branda Lin
Jada Ulep

IMPORTANT PUBLIC HEALTH AND SAFETY MESSAGE REGARDING PARTICIPATION IN IRVINE CHILDREN, YOUTH AND FAMILIES ADVISORY COMMITTEE REGULAR MEETING

AS A RESULT OF THE COVID-19 VIRUS, AND RESULTING ORDERS AND DIRECTION FROM THE PRESIDENT OF THE UNITED STATES, AND THE GOVERNOR OF THE STATE OF CALIFORNIA, AND THE ORANGE COUNTY HEALTH CARE AGENCY, AS WELL AS THE CITY OF IRVINE EMERGENCY DECLARATION, THE PUBLIC WILL NOT BE PERMITTED TO PHYSICALLY ATTEND THE IRVINE CHILDREN, YOUTH AND FAMILIES ADVISORY COMMITTEE REGULAR MEETING TO WHICH THIS AGENDA APPLIES.

YOU MAY SUBMIT COMMENTS ON ANY AGENDA ITEM OR ON ANY ITEM NOT ON THE AGENDA, IN WRITING VIA MAIL TO "ATTN: IRVINE CHILDREN, YOUTH AND FAMILIES ADVISORY COMMITTEE REGULAR MEETING," ONE CIVIC CENTER PLAZA, IRVINE, CA 92606 OR BY EMAIL TO MBACKHUS@CITYOFIRVINE.ORG. EMAILS RECEIVED FOR AGENDA ITEMS WILL BE READ INTO THE RECORD AT THE TIME DETERMINED BY THE CHAIRPERSON.

PLEASE NOTE: THE IRVINE CHILDREN, YOUTH AND FAMILIES ADVISORY COMMITTEE REGULAR MEETING IS MAKING EVERY EFFORT TO FOLLOW THE SPIRIT AND INTENT OF THE BROWN ACT AND OTHER APPLICABLE LAWS REGULATING THE CONDUCT OF PUBLIC MEETINGS, IN ORDER TO MAXIMIZE TRANSPARENCY AND PUBLIC ACCESS. IT WOULD BE APPRECIATED IF COMMUNICATIONS OF PUBLIC COMMENTS RELATED TO ITEMS ON THE AGENDA, OR ITEMS NOT ON THE AGENDA, ARE PROVIDED PRIOR TO THE COMMENCEMENT OF THE MEETING AT LEAST 24 HOURS BEFORE THE MEETING, SPECIFIC DETAILS ABOUT HOW TO OBSERVE AND PARTICIPATE, WHICH MAY INCLUDE EITHER TELE-CONFERRING, VIDEO-CONFERRING, OR ANOTHER EQUIVALENT OPTION, WILL BE INCLUDED ON THE CITY'S WEBSITE.

Scan this QR code for an electronic copy
of the Agenda and staff reports.



Speaker's Card/Request to Speak: If you would like to address the Irvine Children, Youth and Families Advisory Committee (ICYFAC) on a scheduled agenda item, please complete the Request to Speak Form. Speaker's Forms are located on the table at the entrance to the Meeting Room. Please identify on the card your name, address and the item on which you would like to speak and return to the Recording Secretary. The Request to Speak Form assists the Chair in ensuring that all persons wishing to address the ICYFAC are recognized Your name will be called at the time the matter is heard.

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

INTRODUCTIONS

- New Committee Member Introductions – Community Services Administrator Adam Buchanan

PRESENTATIONS

1. COVID-19 Impact on Teens – Dr. Jerry Weichman

ANNOUNCEMENTS

Announcements are for the purpose of presenting brief comments or reports, are subject to California Government Code Section 54954.2 of the Brown Act and are limited to 15 minutes per meeting.

- iSUCCEED Initiative
- Personal Impacts from COVID-19

COMMITTEE UPDATES

- High School Youth Action Team report

ADDITIONS AND DELETIONS TO THE AGENDA

Additions to the agenda are limited by California Government Code Section 54954.2 of the Brown Act and for those items that arise after the posting of the Agenda and must be acted upon prior to the next Committee meeting.

PUBLIC COMMENTS

Any member of the public may address the Committee on items within the Committee's subject matter jurisdiction, but which are not listed on this Agenda during PUBLIC COMMENTS. However, no action may be taken on matters that are not part of the posted agenda. PUBLIC COMMENTS are scheduled for 30 minutes and are limited to 3 minutes per person. If you wish to speak, please complete a Speaker's Form and submit it to the Recording Secretary.

COMMITTEE BUSINESS

2. APPROVAL OF IRVINE CHILDREN, YOUTH AND FAMILIES ADVISORY COMMITTEE MINUTES FOR MEETING HELD FEBRUARY 26, 2020

RECOMMENDED ACTION:

Approve the minutes of the regular meeting of the Irvine Children, Youth and Families Advisory Committee held February 26, 2020.

3. IRVINE CHILDREN, YOUTH AND FAMILIES ADVISORY COMMITTEE PROPOSED MEETING SCHEDULE FOR CALENDAR YEAR 2021

RECOMMENDED ACTION:

Approve the Irvine Children, Youth and Families Advisory Committee Proposed Meeting Schedule for calendar year 2021.

ADJOURNMENT

NOTICE TO THE PUBLIC

At 11:00 p.m., the Irvine Children, Youth and Families Advisory Committee (Committee) will determine which of the remaining agenda items can be considered and acted upon prior to 12:00 midnight and will continue all other items on which additional time is required until a future Committee meeting. All meetings are scheduled to terminate at 12:00 midnight.

STAFF REPORTS

As a general rule, staff reports or other written documentation have been prepared or organized with respect to each item of business listed on the agenda. Copies of these materials are on file with the Committee liaison and are available for public inspection and copying once the agenda is publicly posted, (at least 72 hours prior to a regular Committee meeting).

If you have any questions regarding any item of business on the agenda for this meeting, or any of the staff reports or other documentation relating to any agenda item, please contact the Committee liaison at (949) 724-6642.

SUPPLEMENTAL MATERIAL RECEIVED AFTER THE POSTING OF THE AGENDA

Any supplemental writings or documents distributed to a majority of the Committee regarding any item on this agenda after the posting of the agenda will be available for public review in the Community Services Department, One Civic Center Plaza, Irvine, California, during normal business hours. In addition, such writings or documents will be made available for public review at the respective public meeting.

SUBMITTAL OF INFORMATION BY MEMBERS OF THE PUBLIC FOR DISSEMINATION OR PRESENTATION AT PUBLIC MEETINGS

Written Materials/handouts:

Any member of the public who desires to submit documentation in hard copy form may do so prior to the meeting or at the time he/she addresses the Committee. Please provide 15 copies of the information to be submitted and file with the Recording Secretary at the time of arrival to the meeting. This information will be disseminated to the Committee at the time testimony is given.

CITY SERVICES TO FACILITATE ACCESS TO PUBLIC MEETINGS

AMERICANS WITH DISABILITIES ACT: It is the intention of the City of Irvine to comply with the Americans with Disabilities Act (ADA) in all respects. If, as an attendee or a participant at this meeting, you will need special assistance beyond what is normally provided, the City of Irvine will attempt to accommodate you in every reasonable manner. Please contact the Committee liaison at 949-724-6647 at least 48 hours prior to

the meeting to inform us of your particular needs and to determine if accommodation is feasible. Please advise us at the time if you will need accommodations to attend or participate in meetings on a regular basis.

COMMUNICATION DEVICES

To minimize distractions, please turn off or silence all personal communication devices.

MEETING SCHEDULE

Regular meetings of the Committee are held quarterly on the last Wednesday of every third month at 5:30 p.m. unless otherwise noted. The Committee agenda is posted in the Police Department for public viewing. Meeting agendas and approved minutes are kept current on the City website at www.cityofirvine.org.

I hereby certify that the agenda for the Irvine Children, Youth and Families Advisory Committee meeting was posted at the main entrance of City Hall and in the posting book located in the Public Safety Lobby, One Civic Center Plaza, Irvine, California on November 13, 2020 by 5:30 p.m. as well as on the City's website.


Committee Liaison

PRESENTATION – ITEM 1
COVID-19 Impact on Teens
Dr. Jerry Weichman

BIO:
JERRY WEICHMAN, PH.D

Dr. Jerry Weichman is a licensed clinical psychologist, adolescent specialist and parenting expert. In almost 20 years in practice, Dr. Jerry has counseled more than 6000 children and their families. He is passionate about helping teens and parents communicate better and build strong, positive relationships. He is a popular public speaker and a published author.

Dr. Jerry is also the founder of The Weichman Clinic, a group of pediatric and adolescent mental health specialists including neurologists, psychiatrists, psychologists, psychological testers and therapists who diagnose and treat children ages 5 and up with issues like anxiety, depression, defiance and behavioral issues, sports therapies, substance abuse and low motivation or self-esteem issues. The Weichman Clinic also provides gold-standard testing and treatment for spectrum-related learning disorders.

A popular and well respected media resource, Dr. Jerry has been interviewed by the New York Times, Washington Post and LA Times and has been asked to appear on major networks, ABC, NBC and Fox. He also sits on the Advisory Board for the Crisis Text Line, a subsidiary of DoSomething.org and is a regular contributing expert at award winning parenting website KidsInTheHouse.com.

COMMITTEE BUSINESS – ITEM 2



MINUTES

IRVINE CHILDREN, YOUTH AND FAMILIES ADVISORY COMMITTEE REGULAR MEETING

February 26, 2020

Irvine Civic Center
L102 Conference Room
One Civic Center Plaza
Irvine, CA 92606

CALL TO ORDER

A regular meeting of the Irvine Children, Youth and Families Advisory Committee was called to order at 5:39 p.m. by Chair Johnson-Norris.

ROLL CALL

Present: 9	Committee Member	Theresa Collins
	Committee Member	Dina Eletreby
	Committee Member	Lily Freeman
	Committee Member	Ense Kwan
	Committee Member	Zihai Li
	Committee Member	Branda Lin
	Committee Member	Christina Liu
	Vice Chair	Wendy Bokota
	Chair	Lauren Johnson-Norris

Absent: 6	Committee Member	Luz Arellano
	Committee Member	Brooke Cazier
	Committee Member	Shelby Clatterbuck
	Committee Member	Diane Gale
	Committee Member	Christine Ito
	Committee Member	Dayna Money

PLEDGE OF ALLEGIANCE

Chair Johnson-Norris led the Pledge of Allegiance.

INTRODUCTIONS

There were no introductions.

PRESENTATIONS

1. 40 Developmental Assets

Lisa Osmanian Weinfurter, Community Services Specialist and Committee Member Lily Freeman, High School Youth Action Team Department Aide provided a presentation on Developmental Assets and Youth Programming. The presentation included an overview of the developmental assets framework and identified how the City uses the framework to strengthen its youth programming.

Committee discussion included: how staff engage students who typically do not participate in structured clubs and activities; teachers' knowledge of the developmental assets framework and past trainings provided; frequency of data collection by the Search Institute on developmental assets among young people in the United States; and new areas/assets that City programs may incorporate into program implementation.

ANNOUNCEMENTS

- Committee Member Li identified two programs based out of UC Irvine that may be of interest to the Committee. One program focuses on using music to enhance mental development, and the other (THINK: Philosophy for Early Adolescents) focuses on building critical thinking skills in youth by introducing philosophical discourse.
- Administrator Buchanan distributed and reviewed a handout listing topics of interest that the Committee identified for future internal meetings and community forums/workshops.
- Committee Member Liu announced that the High School Youth Action Team will be hosting the 26th Annual Teen Summit on March 7, 2020 at Lakeview Senior Center. This youth development conference will feature seven workshops on topics including Leadership, Building Resiliency, Overcoming Hardships, Being Brave and Taking Risks, College Experience Q & A Panel, and Tai Chi. Approximately 400 students are expected to attend the event.
- Administrator Buchanan announced that Irvine Unified School District (IUSD) held a parent night on substance use and vaping dangers on February 4, in collaboration with Hoag Hospital. This was the second forum held by IUSD on this topic this school year.
- Administrator Buchanan informed the group that he has reached out to IUSD to learn more about their Language Support Services, as the topic was identified as an area of interest by the Committee. He is hoping to have updates from IUSD at the next Committee meeting.

COMMITTEE MEMBER UPDATES

Youth Action Team Project Updates

Committee Members Freeman and Liu provided an update on High School Youth Action Team programs held from December 2019 through February 2020, including:

On-Campus Activities

- Fifteen high school lunchtime forums on topics including test anxiety, stress management, eating disorders, building character, self-love, redefining failure, and healthy teen relationships

Off-Campus Activities

- Acoustic Music Concert with 35 students performing and more than 150 students in attendance
- Two college campus tours

Community Service

- Seventy community service projects, bringing total volunteer hours to more than 5,000 for the fiscal year to date

Committee Members Freeman and Liu also announced several upcoming events including the Battle of the Bands, the 26th Annual Teen Summit, and on-campus forums. They also announced the opening of a recruitment for students to apply for next year's Youth Action Team staff.

ADDITIONS AND DELETIONS TO THE AGENDA

There were no additions or deletions to the agenda.

PUBLIC COMMENTS

There were no public comments.

COMMITTEE BUSINESS

2. APPROVAL OF IRVINE CHILDREN, YOUTH AND FAMILIES ADVISORY COMMITTEE MINUTES

ACTION: Moved by Chair Johnson-Norris and seconded by Committee Member Collins to approve the minutes of the regular meeting of the Irvine Children, Youth and Families Advisory Committee held November 13, 2019.

The motion carried as follows:

Ayes: 7 Committee Members: Bokota, Collins, Eletreby, Freeman, Kwan, Li, Liu

Absent: 6 Committee Members: Arellano, Cazier, Clatterbuck, Gale, Ito, Money

Abstain: 2 Committee Members: Johnson-Norris, Lin

ADJOURNMENT

Moved by Committee Member Lin, seconded by Committee Member Collins, and unanimously carried by those members present, to adjourn the meeting at 6:36 p.m.

LAUREN JOHNSON-NORRIS
CHAIR

Date Approved: _____

LAURIE GRUSCHKA
RECORDING SECRETARY

COMMITTEE BUSINESS – ITEM 3



REQUEST FOR IRVINE CHILDREN, YOUTH, FAMILIES ADVISORY COMMITTEE ACTION

MEETING DATE: NOVEMBER 18, 2020

TITLE: IRVINE CHILDREN, YOUTH AND FAMILIES ADVISORY
COMMITTEE PROPOSED MEETING SCHEDULE FOR
CALENDAR YEAR 2021



Manager of Community Services

RECOMMENDED ACTION

Approve the Irvine Children, Youth and Families Advisory Committee Proposed Meeting Schedule for calendar year 2021.

EXECUTIVE SUMMARY

The Irvine Children, Youth and Families Advisory Committee (Committee) is an advisory body to the Community Services Commission and provides ongoing review and evaluation of the City's children, youth, and family-related initiatives.

Each year the Committee sets an annual meeting schedule in accordance with Committee Bylaws (Attachment 1). A proposed meeting schedule for calendar year 2021 (Attachment 2) is submitted for Committee review and approval.

ANALYSIS

The Committee meetings are held quarterly, on the fourth Wednesday of designated months, at 5:30 p.m. at the Irvine Civic Center, unless otherwise noted. The proposed 2021 meeting schedule is presented for Committee review and approval.

The proposed 2021 meeting schedule is prepared for Committee approval in accordance with the Brown Act, which requires a 72-hour public notice posting of the Committee meeting agenda and location.

ALTERNATIVES CONSIDERED

The Committee may choose to amend the proposed 2021 meeting schedule to change regular meeting dates, add additional meetings, and/or change meeting locations.

FINANCIAL IMPACT

There is no financial impact to approving and/or amending the proposed Committee meeting schedule for 2021.

REPORT PREPARED BY Adam Buchanan, Community Services Administrator

ATTACHMENTS

1. Irvine Children, Youth and Families Advisory Committee Bylaws
2. Irvine Children, Youth and Families Advisory Committee Proposed Meeting Schedule for calendar year 2021



**IRVINE CHILDREN, YOUTH AND FAMILIES
ADVISORY COMMITTEE
BYLAWS**

Community Services Resolution Number: 18-07
Community Services Commission Approved: 06/06/2018


Director of Community Services

1.0 NAME

The name of this advisory body of the City of Irvine shall be the Irvine Children, Youth and Families Advisory Committee (hereinafter "Committee").

2.0 LOCATION

The principal office for the transaction of business is hereby fixed and located at One Civic Center Plaza in Irvine, California.

3.0 PURPOSE, MISSION, AND DUTIES

3.1 Purpose – The purpose of the Committee is to serve as a public advisory body of the City of Irvine, reporting to the Community Services Commission (herein after "Commission). The Committee's purpose is to be achieved in accordance with the goals and objectives of City Council and the Commission.

3.2 Mission – The Committee's mission is to provide ongoing review and evaluation of the City's children, youth and family-related initiatives.

3.3 Duties – The Committee's duties include reviewing progress of children, youth and family-related services and programs and integrating community input on an ongoing basis.

The Committee shall have all the primary powers and authorities necessary and convenient to carry out the business and affairs of the Committee, including the power to invite City residents to serve on ad hoc committees as nonvoting participants. The Committee shall recommend to the Commission such actions as they deem appropriate, and the Commission can convey such recommendations to the City Council as it deems appropriate.

The Committee shall report annually to the Commission on its goals and accomplishments.

4.0 GENERAL STATEMENT OF POLICY

Provisions of the Irvine Municipal Code, Title I, Division 4-Commissions and Committees, are applicable to all commissions and committees appointed by, or otherwise operating under, the authority of the City of Irvine, City Council and/or its properly appointed delegate.

5.0 MEMBERSHIP

The Committee shall consist of no more than fifteen (15) voting members ("Committee Members"). All Committee Members must either be a resident of, or employed in, the City of Irvine, and shall serve pursuant to Section 5310 of the California Organizations Code.

Membership on the Committee is comprised of representatives meeting the following requirements:

- 5.1 Five (5) City Council-appointed Members – Each member of the City Council shall appoint one member to serve on the Committee for a term expiring upon the expiration of the Council member's term.
- 5.2 Two (2) Members of the Community Services Commission – Community Services Commission elects two (2) members to serve two-year terms.
- 5.3 Two (2) Members-at-Large – Members-at-Large are selected through a public recruitment to serve two-year terms.
- 5.4 Two (2) Youth Members – Youth High School Members are selected through the City of Irvine Youth Action Team to serve one-year terms.
- 5.5 Five (5) Agency Representatives – The following groups will be asked to appoint one (1) person to represent the interests of their respective constituencies to serve at the pleasure of their organization:
 - 5.5.1 Irvine Unified School District
 - 5.5.2 Tustin Unified School District
 - 5.5.3 Irvine Prevention Coalition
 - 5.5.4 Irvine Child Care Committee
 - 5.5.5 Irvine Public Safety (Ex-Offico)

5.6 Resignation, Vacancies, and Removal

- 5.6.1 Resignation – Any Committee Member or officer may resign at any time by giving written notice to the Chair or Vice Chair.
- 5.6.2 Vacancies – In the event a vacancy is created, it shall be filled by the same method by which the vacancy was previously filled, at a timeline established by the Committee.
- 5.6.3. Removal – Absence from three (3) consecutive meetings may constitute the removal of the member. In the event a Committee Member fails to attend three consecutive meetings, the Committee may, by motion, move to remove the Committee Member from the Committee. A majority vote of the Committee Members present at the duly constituted meeting shall be required to carry such a motion.
- 5.6.4 Liabilities and Property Rights of the Committee - No member of the Committee shall be personally responsible for any indebtedness or liability, and any and all creditors shall look only to the City of Irvine's assets for payment.

6.0 VOTING

- 6.1 One Vote Per Member – Committee Members shall each be entitled to one vote.
- 6.2 Proxy Votes – No proxy votes are permitted.

7.0 OFFICERS

Officers of the Committee shall include a Chair and a Vice Chair, each of whom shall be a member of the Committee. The officers shall be elected by the Committee every other year.

- 7.1 Election – Regular election of officers shall be held at the Committee's spring meeting of odd-numbered years. The term of office shall be two (2) years, commencing upon election.
- 7.2 Chair – The Chair shall be responsible for the general supervision, direction, and control of the business and affairs of this Committee. The Chair shall preside over all meetings and shall represent the Committee to the Commission, the City Council and City staff.

- 7.3 Vice Chair – In the absence or resignation of the Chair, the Vice Chair shall perform all of the duties of the Chair, and in so acting, shall have all of the authority of the Chair. The Vice Chair shall have such other powers and perform such other duties as may be prescribed by the Committee.

8.0 MEETINGS

All meetings shall be opened to the public and shall conform to the provisions of the “Ralph M. Brown Act”.

- 8.1 Agenda – Agenda items may be submitted thirty (30) days in advance by any Committee Member upon notification to the Chair or City liaison. The agenda shall be established with items as coordinated by the Chair and City liaison.
- 8.2 Procedures – Robert’s Rules of Order shall govern the general conduct of meetings.
- 8.3 Quorum – A majority of the Committee Members shall constitute a quorum. A majority vote of the Committee Members present at a duly constituted meeting shall be required to carry a motion, proposal and/or resolution.
- 8.4 Regular Meetings – The Committee shall meet four (4) times each year per an annual schedule approved by the Committee at the last meeting of the previous year. All regular meeting agendas shall be posted in a location accessible to the public at least 72 hours before the time of the meeting and must describe the business to be transacted.
- 8.5 Special Meetings – A special meeting may be called at any time by the Chair or by a majority of the members of the Committee, by delivering personally, by mail, or by email written notice to each member and by circulating the agenda as required by law, and by posting the agenda in a location freely accessible to the public at least 24 hours before the meeting. The special meeting notice must specify both the time and the place of the meeting and the business to be transacted.

9.0 BYLAWS

Amendments to these bylaws are subject to approval and adoption by the Commission by a majority vote of the members present at a duly constituted meeting of the Commission.

COMMUNITY SERVICES COMMISSION RESOLUTION NO. 18-07

A RESOLUTION OF THE COMMUNITY SERVICES COMMISSION OF THE CITY OF IRVINE, CALIFORNIA, AMENDING THE BYLAWS OF THE IRVINE CHILDREN YOUTH AND FAMILIES ADVISORY COMMITTEE

WHEREAS, the City Council authorized the Community Services Commission to serve as the governing body of the Irvine Children, Youth and Families Advisory Committee; and

WHEREAS, the Irvine Children, Youth and Families Advisory Committee has approved revisions to its Bylaws to assure relevance to its mission; and

WHEREAS, the Bylaws amended are consistent with the City Council direction as to the mission of the Committee; and

NOW, THEREFORE, the Community Services Commission of the City of Irvine, DOES HEREBY RESOLVE as follows:

SECTION 1. That the above recitals are true and correct and are incorporated herein.

SECTION 2. Based on the above findings, the Community Services Commission of the City of Irvine, DOES HEREBY RECOMMEND the adoption of the amended Bylaws of the Irvine Children, Youth and Families Advisory Committee, attached hereto as Exhibit A.

SECTION 3. The Secretary to the Community Services Commission shall certify to the passage of this Resolution and enter it into the book of original Resolutions.

PASSED AND ADOPTED by the Community Services Commission of the City of Irvine at a regular meeting held on the 6th day of June 2018 by the following roll-call vote:

AYES:	5	COMMISSIONERS:	Trussell, Schultz, Johnson-Norris, Konte, and Owens
NOES:	0	COMMISSIONERS:	None
ABSENT:	0	COMMISSIONERS:	None
ABSTAIN:	0	COMMISSIONERS:	None



SECRETARY OF THE COMMUNITY SERVICES
COMMISSION FOR THE CITY OF IRVINE



CHAIR OF THE COMMUNITY SERVICES
COMMISSION FOR THE CITY OF IRVINE

PROPOSED
**Irvine Children, Youth, and Families Advisory
Committee (ICYFAC)**

2021 Meeting Schedule

DATE	DAY	TIME	LOCATION
February 24	Wed	5:30 p.m.	Civic Center, L102
May 26	Wed	5:30 p.m.	Civic Center, L102
August 25	Wed	5:30 p.m.	Civic Center, L102
November 10	Wed	5:30 p.m.	Civic Center, L102