



# AGENDA

## IRVINE CHILDREN, YOUTH AND FAMILIES ADVISORY COMMITTEE REGULAR MEETING

Wendy Bokota  
Chair

Diane Gale  
Vice Chair

Committee Members:  
Phyllis Agran  
Brooke Cazier  
Jen Chiou  
Shelby Clatterbuck  
Dina Eletreby  
Naz Hamid  
Ense Kwan  
Ameer Mody  
Ajay Mohan  
Mila Nenadic  
Bardia Safari  
Jing Sun  
Sahra Tanikawa

**August 25, 2021  
5:30 PM**

**Irvine Civic Center  
One Civic Center Plaza  
Irvine, CA 92606**

**Zoom Meeting**

### **PARTICIPATION IN IRVINE CHILDREN, YOUTH AND FAMILIES ADVISORY COMMITTEE MEETING**

MEETINGS ARE AVAILABLE TO ATTEND IN-PERSON OR WATCHED LIVE THROUGH THE "ZOOM" APPLICATION. INFORMATION FOR "ZOOM" CAN BE FOUND ONLINE AT [IRVINE CHILDREN, YOUTH AND FAMILIES ADVISORY COMMITTEE](#). YOU MAY SUBMIT COMMENTS ON ANY AGENDA ITEM OR ON ANY ITEM NOT ON THE AGENDA, IN WRITING VIA MAIL TO "ATTN: STEVEN STEWART, ONE CIVIC CENTER PLAZA, IRVINE, CA 92606, OR Y EMAIL TO "ATTN: [MBACKHUS@CITYOFIRVINE.ORG](mailto:MBACKHUS@CITYOFIRVINE.ORG). YOU MAY ALSO PROVIDE LIVE COMMENTS VIA "ZOOM." [IRVINE CHILDREN, YOUTH AND FAMILIES ADVISORY COMMITTEE](#).

**REQUEST TO SPEAK IN PERSON:** IF YOU WOULD LIKE TO ADDRESS THE IRVINE CHILDREN, YOUTH AND FAMILIES ADVISORY COMMITTEE ON A SCHEDULED AGENDA ITEM – INCLUDING A REGULAR BUSINESS ITEM OR PUBLIC COMMENTS – PLEASE REGISTER BY COMPLETING THE REQUEST TO SPEAK FORM AVAILABLE AT THE ENTRANCE TO THE MEETING ROOM. PLEASE IDENTIFY ON THE FORM YOUR NAME AND THE ITEM ON WHICH YOU WOULD LIKE TO SPEAK. THE REQUEST TO SPEAK FORM ASSISTS THE CHAIR IN ENSURING THAT ALL PERSONS WISHING TO ADDRESS THE IRVINE CHILDREN, YOUTH AND FAMILIES ADVISORY COMMITTEE ARE RECOGNIZED. IT ALSO ENSURES THE ACCURATE IDENTIFICATION OF MEETING PARTICIPANTS IN THE IRVINE CHILDREN, YOUTH AND FAMILIES ADVISORY COMMITTEE MINUTES. YOUR NAME WILL BE CALLED AT THE TIME THE MATTER IS HEARD BY THE IRVINE CHILDREN, YOUTH AND FAMILIES ADVISORY COMMITTEE. CITY POLICY IS TO LIMIT PUBLIC TESTIMONY TO UP TO THREE MINUTES PER SPEAKER ON AGENDIZED ITEMS, AND THREE MINUTES DURING GENERAL PUBLIC COMMENTS (UNLESS THE TIME LIMIT IS EXTENDED BY THE CHAIR), WHICH INCLUDES THE PRESENTATION OF ELECTRONIC OR AUDIO-VISUAL INFORMATION. SPEAKERS MAY NOT YIELD THEIR TIME TO OTHER PERSONS.

**PLEASE TAKE NOTICE THAT THE ORDER OF SCHEDULED AGENDA ITEMS BELOW AND/OR THE TIME THEY ARE ACTUALLY HEARD, CONSIDERED AND DECIDED MAY BE MODIFIED BY THE CHAIR DURING THE COURSE OF THE MEETING, SO PLEASE STAY ALERT.**

**PLEASE NOTE:** THE IRVINE CHILDREN, YOUTH AND FAMILIES ADVISORY COMMITTEE 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. FOR QUESTIONS OR ASSISTANCE, PLEASE CONTACT THE COMMUNITY SERVICES DEPARTMENT AT 949-724-6600, OR VIA EMAIL AT [MBACKHUS@CITYOFIRVINE.ORG](mailto:MBACKHUS@CITYOFIRVINE.ORG). IT WOULD BE APPRECIATED IF WRITTEN 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.

**Speaker's Form/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 Youth Action Team Committee Member Introductions – Ryan Painter, Community Services Supervisor

**PRESENTATIONS**

**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.

**COMMITTEE UPDATES**

- High School Youth Action Team report

**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 three minutes per person. If you wish to speak, please complete a Speaker's Form and submit it to the Recording Secretary.

**ADDITIONS AND DELETIONS TO THE AGENDA**

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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.

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**1. COMMITTEE BUSINESS**

**1.1 APPROVAL OF IRVINE CHILDREN, YOUTH AND FAMILIES ADVISORY COMMITTEE MINUTES FOR MEETING HELD MAY 26, 2021**

**RECOMMENDED ACTION:**

Approve the minutes of the regular meeting of the Irvine Children, Youth and Families Advisory Committee held May 26, 2021.

**1.2 REVIEW OF NEXT STEPS FOR POTENTIAL UPDATED STRATEGIC PLAN FOR CHILDREN, YOUTH AND FAMILIES**

**RECOMMENDED ACTION:**

Review and discuss next steps needed for an updated Strategic Plan for Children, Youth and Families, and determine if any further action is necessary.

**1.3 IRVINE CHILDREN, YOUTH AND FAMILIES ADVISORY COMMITTEE PROPOSED MEETING SCHEDULE FOR CALENDAR YEAR 2022**

**RECOMMENDED ACTION:**

Approve the Irvine Children, Youth and Families Advisory Committee Proposed Meeting Schedule for calendar year 2022.

**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) 724-6644.

**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 AND ELECTRONIC DEVICES**

To minimize distractions, please be sure all personal communication and electronic devices are turned off or on silent mode.

**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. Agendas are available at the following locations:

- Police Department
- Front Entrance of City Hall
- City's web page at [cityofirvine.org](http://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 August 20, 2021 by 5:30 p.m. as well as on the City's website.

  
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Committee Liaison

# **COMMITTEE BUSINESS**

## **ITEM 1.1**

### **MINUTES**



# MINUTES

## IRVINE CHILDREN, YOUTH AND FAMILIES ADVISORY COMMITTEE REGULAR MEETING

May 26, 2021

Middle School Programs Office  
14321 Yale Avenue  
Irvine, CA 92604

Zoom Meeting

### CALL TO ORDER

A regular meeting of the Irvine Children Youth and Families Advisory Committee was called to order at 5:32 p.m. at the Irvine Middle School Programs Office via Zoom, 14321 Yale Avenue, Irvine by Vice-Chair Bokota.

### ROLL CALL

Present: 11

Committee Member	Phyllis Agran
Committee Member	Jen Chiou
Committee Member	Shelby Clatterbuck*
Committee Member	Dina Eletreby
Committee Member	Diane Gale
Committee Member	Naz Hamid
Committee Member	Ameer Mody
Committee Member	Ajay Mohan
Committee Member	Jing Sun
Committee Member	Jada Ulep
Vice Chair	Wendy Bokota

Absent: 4

Committee Member	Brooke Cazier
Committee Member	Lily Freeman
Committee Member	Ense Kwan
Committee Member	Sahra Tanikawa

*Arrived at \*6:05 p.m.*

### PLEDGE OF ALLEGIANCE

Vice Chair Bokota led the Pledge of Allegiance.

## **INTRODUCTIONS**

Deputy Director Lakin introduced our new Members-at-large, Diane Gale, a returning member, and Dr. Ameer Mody, a new committee member.

## **PRESENTATION**

### **COMMITTEE REORGANIZATION**

#### **ACTION:**

**Moved by Committee Member Eletreby, seconded by Committee Member Hamid, to approve Wendy Bokota as Chair of the Irvine, Children, Youth, and Families Advisory Committee.**

Nomination vote carried as follows:

Ayes: 11 Bokota, Agran, Chiou, Clatterbuck, Eletreby, Gale, Hamid, Mody,  
Mohan, Sun, Ulep  
Absent: 4 Cazier, Freeman, Kwan, Tanikawa

**ACTION: Moved by Committee Member Gale, seconded by Committee Member Mohan, to approve Dina Eletreby as the Vice Chair of the Irvine, Children, Youth and Families Advisory Committee.**

Nomination vote carried as follows:

Ayes: 8 Bokota, Agran, Clatterbuck, Eletreby, Gale, Hamid, Mohan, Ulep  
Noes: 3 Chiou, Mody, Sun  
Absent: 4 Cazier, Freeman, Kwan, Tanikawa

#### **ACTION:**

**Moved by Committee Member Sun, seconded by Committee Member Eletreby, to approve Diane Gale as the Vice Chair of the Irvine, Children, Youth and Families Advisory Committee.**

No vote was taken.

## **ANNOUNCEMENTS**

Deputy Director Lakin announced the following:

- Drive-thru vaccinations are available at the Orange County Great Park.
- Smaller vaccination POD's will take place at the Southcoast Chinese Cultural Center on Thursday, May 27, and the Diamond Jamboree Shopping Center on Sunday, June 6.

## **COMMITTEE MEMBER UPDATES**

Youth Action Team Project Updates:

Committee Member Ulep provided an update on High School Youth Action Teams (HSYAT) Spring programming:

### Community Service

- HSYAT wrapped up their programming for the school year; although they were almost 100 percent virtual, they had a successful year, exceeding expectations, and surpassed participation in many areas from previous years. Over 400 students are currently volunteering with HSYAT and have completed over 2,500 hours of service since the start of the school year.
- Youth Action Team (YAT) volunteers completed 11,714 hours of community service which was the most ever in a single year. This year, they are currently at 11,766 hours of community service, and that does not include hours from May and June. They anticipate being over 14,000 hours. YAT is an approved Presidential Volunteer Service Award program. They had over 40 students receive the award this year. The award is presented to students who complete over 50-100 hours of service with YAT, depending on their age.
- YAT selected 15 new students to serve as representatives on next year's High School Youth Action Team

### Events

- YAT hosted 54 online teen forums with 3,210 students attending. Moving online this year allowed for students from all high schools to attend. Hosting them after school without the conflict of sports and other extracurriculars played a role in their growth. Additional benefits to hosting teen forums online were the ability to secure speakers from all over the country and world.
- YAT's biggest event of the year, their 27th Annual Teen Summit, was held on April 10, and had 415 students in attendance online.
- This year, YAT put addressing student's mental health as their top priority. YAT also hosted:
  - Over 25 online teen forums addressing mental health topics such as: Stress, Importance of sleep, suicide prevention, staying active during Covid 19, Zoom fatigue, self-love, social anxiety, and building resiliency, to name a few;
  - Hosting online Bi-monthly Wellness Wednesdays, which included interactive mental health activities, strategies, or speakers;
  - Hosting online yoga and tai chi classes throughout the year;
  - Creating social media campaigns during Suicide Prevention Month in September, Substance Abuse Prevention during Red Ribbon Week, and Mental Health Awareness Month of May; and
  - Consistently posted positive messaging, resources, and strategies on social media.



## **ADDITIONS AND DELETIONS TO THE AGENDA**

There were no additions or deletions.

## **PUBLIC COMMENTS**

There were no public comments.

## **COMMITTEE BUSINESS**

### **1. APPROVAL OF IRVINE CHILDREN, YOUTH AND FAMILIES ADVISORY COMMITTEE MINUTES FOR MEETING HELD FEBRUARY 24, 2021**

#### **ACTION:**

**Moved by Committee Member Gale and seconded by Committee Member Eletreby to approve the minutes as corrected of the regular meeting of the Irvine Children, Youth, and Families Advisory Committee held February 24, 2021.**

The motion carried as follows:

Ayes: 10 Bokota, Agran, Chiou, Eletreby, Gale, Hamid, Mody, Mohan, Sun,  
Ulep  
Absent: 5 Cazier, Clatterbuck, Freeman, Kwan, Tanikawa

### **2. REVIEW OF IRVINE CHILDREN, YOUTH AND FAMILIES ADVISORY COMMITTEE PURPOSE, MISSION, AND DUTIES**

#### **ACTION:**

**Receive and file report.**

### **3. REVIEW OF 2013-18 STRATEGIC PLAN FOR CHILDREN, YOUTH AND FAMILIES UPDATE AND 2020-2021 IRVINE CHILDREN, YOUTH AND FAMILIES ADVISORY COMMITTEE WORK PLAN**

#### **ACTION:**

**Review and discuss the Strategic Plan for Children, Youth, and Families Update 2013-18 (Strategic Plan) and the 2020-2021 Irvine Children, Youth and Families Advisory Committee Work Plan, and determine if any further action is necessary.**

#### **ACTION:**

**Establish a task force to look at the strategic plan for the Irvine Children, Youth, and Families update, and the FY 2020-21 Irvine Children, Youth, and Families Advisory Committee work plan.**

The motion carried as follows:

Ayes: 10 Bokota, Agran, Chiou, Eletreby, Gale, Hamid, Mody, Mohan, Sun,  
Ulep  
Abstain: 1 Clatterbuck  
Absent: 5 Cazier, Freeman, Kwan, Tanikawa

**ADJOURNMENT**

Moved by Committee Member Hamid, seconded by Committee Member Mohad, to adjourn the meeting at 7:09 p.m.

\_\_\_\_\_  
WENDY BOKOTA  
CHAIR

Date Approved: \_\_\_\_\_

\_\_\_\_\_  
MARCY BACKHUS  
RECORDING SECRETARY

## **ITEM 1.2**

# **REVIEW OF NEXT STEPS FOR POTENTIAL UPDATED STRATEGIC PLAN**



# REQUEST FOR IRVINE CHILDREN, YOUTH AND FAMILIES ADVISORY COMMITTEE ACTION

**MEETING DATE:** AUGUST 25, 2021

**TITLE:** REVIEW OF NEXT STEPS FOR POTENTIAL UPDATED STRATEGIC PLAN FOR CHILDREN, YOUTH AND FAMILIES

  
\_\_\_\_\_  
Director of Community Services

## RECOMMENDED ACTION

Review and discuss next steps needed for an updated Strategic Plan for Children, Youth and Families, and determine if any further action is necessary.

## EXECUTIVE SUMMARY

At its last meeting on May 26, 2021, the Irvine Children, Youth and Families Advisory Committee (ICYFAC) reviewed the Strategic Plan for Children, Youth and Families Update 2013-18 (Strategic Plan Update), and the 2020-2021 Irvine Children, Youth and Families Advisory Committee Work Plan (Work Plan). After reviewing the Strategic Plan and Work Plan, ICYFAC requested to establish a task force to determine the best way to move forward. The task force is recommending an updated Strategic Plan and would like staff to recommend next steps.

## ANALYSIS

### Background

An extensive community planning process that began in 2007 resulted in the creation of the Strategic Plan for Children, Youth and Families 2008-13 (2008-13 Strategic Plan), which was approved by the City Council in May 2008. The 2008-13 Strategic Plan provided a guide for development and maintenance of programs and policies, and effective allocation of resources. The Strategic Plan Update built upon the previous plan, and was the result of community input, City staff recommendations, and feedback from the Advisory Committee. The Strategic Plan Update included five goals and 12 strategies to accomplish those goals.

### 2008-13 Strategic Plan Process

Prior to the development of the 2008-13 Strategic Plan, two Indicators Reports were developed by a consultant from "Children and Family Futures" in 2005 and 2007. Each Indicators Report provided quantitative tracking of children, youth and family well-being over time as well as presented data and trends that guided the formulation of the 2008-

2013 Strategic Plan. An Executive Summary of the 2007 Indicators Report is attached. Although the data for the 2008-2013 Strategic Plan was gathered by “Children and Family Futures”, it was written and formulated by a different consultant, “Gibson & Associates”.

#### 2013-2018 Strategic Plan Update Process

As mentioned above, the Strategic Plan Update built upon the previous 2008-2013 plan. No new Indicators Reports were completed. Instead, the 2008-13 Strategic Plan was updated by a full-time Senior Management Analyst in the Community Services Department. A consultant, “WestEd,” helped with the logistics of gathering information from community forums and other sources.

#### Work Plan

At the November 28, 2018 Irvine Children, Youth and Families Advisory Committee (ICYFAC) meeting, Committee members participated in a goal-setting discussion which resulted in the development of a Work Plan. The Work Plan defines the committee’s goals and establishes a framework to measure accomplishments. Annually, new Work Plans were developed during ICYFAC meetings for FY 2019-20 and FY 2020-21.

#### Next Steps

The following next steps are required to move forward:

- ICYFAC should determine if they want to develop a new FY 2021-22 Work Plan and/or recommend to the Community Services Commission (CSC) that the City Council authorize funding for an updated Strategic Plan.
- If ICYFAC recommends developing a new Work Plan, an item can be created for the next meeting to create the Work Plan.
- If ICYFAC recommends to the CSC that they recommend the City Council authorize funding for an updated Strategic Plan, ICYFAC should provide direction regarding its preferred process for the update. Given the background information above, there are two options:
  - Seek funding to develop a new Indicators Report first in order to gather updated and new data. This data would serve as a baseline for the Strategic Plan and would determine new goals based on the needs of the community. Then funding to develop the new Strategic Plan would need to be sought.
  - Utilize the framework from the Strategic Plan Update without the need for a new Indicators Report. ICYFAC could update the goals based on the previous goals, available data, expertise of ICYFAC members, ICYFAC subcommittees, subject matter experts, City staff, and possibly a consultant.
- A consultant and/or additional staff support will be necessary for another update to the Strategic Plan, depending on the depth of the update.
- Based on the direction given at the August 25 ICYFAC meeting, staff will identify the process to move forward and will begin working on next steps.

## **ALTERNATIVES CONSIDERED**

Alternatives to consider are:

- 1) Receive and file.
- 2) Make a recommendation to the Community Services Commission.

## **FINANCIAL IMPACT**

The fiscal impact associated with recommending a Strategic Plan Update is unknown at this time, until further direction is given.

**REPORT PREPARED BY** Kristin Auer, Community Services Manager

## **ATTACHMENT**

Executive Summary: The Second Indicators Report on the Conditions of Children, Youth and Families 2007

Executive Summary:

The Second Indicators Report on the  
Conditions of Children, Youth and Families  
2007

Prepared by:

Mr. Sidney Gardner  
President, Children and Family Futures

## **Executive Summary: The Second Indicators Report on the Conditions of Children, Youth, and Families in Irvine 2007**

The 2007 Indicators Report summarizes the conditions of children, youth, and families in Irvine using 36 indicators that measure progress and problems in Irvine. The majority of these indicators are generally positive, and nearly all are higher than those in surrounding communities and in the State. This report builds on prior reports dating back to 2003, and continues the commitment made by the Council in 2005 to a biennial review of these measures of progress. Based on these indicators, the two surveys conducted, and the consultation process of the past two years, this report highlights five areas of programmatic options as possible priorities and five areas of infrastructure options.

### **Key Indicators Summarized**

As in 2005, most of the trends are positive in tracking the indicators that are available over time. For some indicators that have been derived from the resident survey, only one year of data is available, so trend lines do not yet exist. Academic test scores, general reactions to community services for children and families, parents' time spent reading to preschoolers, and community service by adults and youth were all positive. In those areas where comparisons are possible with county-wide and state-wide averages, Irvine's totals are generally much higher.

Areas of concern included the perceived availability of alcohol and drugs, problems accessing child care, academic outcomes for a small but significant group of students, fitness and active recreation, and safety on the Internet. Small but significant decreases in measures of low family income suggest that the relative number of low-income families in Irvine is decreasing, and overall population increases relative to school population suggest that the proportion of children to total population is also declining, although the total number of children is increasing.

### *Key Data Trends*

- Test scores are at the highest levels in the county, continuing to show increases
- Reductions in arrests of Irvine youth as the total population of the City has increased
- Fitness scores are well above county averages, but only 1/3 of fifth graders pass all six fitness tests
- Food stamp enrollments in the schools have declined over the past two years, at a rate considerably sharper than the decline in the County



- Improvements are evident in the Healthy Kids survey of student attitudes and self-reported risky behavior, with less improvement at the 9<sup>th</sup> grade level and no improvement in self-reported symptoms of depression (31%)

### *Key Survey Findings<sup>1</sup>*

- A very large majority are satisfied with most city services to children and youth, with 58% of the sample expressing no suggestions for improvement. Large majorities expressed agreement with the statements that “Irvine is a good place for kids to grow up” [95%] and “most residents have positive attitudes toward youth” [82%]. 97% of parents with school-aged children felt their children’s schools were very safe [75%] or fairly safe [22%].
- On time devoted to voluntary activities, 52% of respondents had volunteered for an organization or cause within the last year; the bulk of this activity occurred in Irvine for most types of organizations. The organization types that received the most volunteer time were those with a religious base [58%], those helping the poor or elderly [52%], and school or youth programs [49%]. A total of 39% of respondents said they would be interested in increasing the amount of time that they volunteer.
- Among parents, 59% said their school-aged children were involved in organized sports, 44% said they were involved in religious organizations or clubs, and 40% said they were involved in volunteer work for a cause, group, or the community in general.
- A significant minority of parents expressed concern that their child may not be able to pass the high school exit exam [10 %] or “may lack the skills needed to earn a good wage or salary in today’s economy” [17 %].
- In assessing students’ leisure time activities, parents estimated that their school-aged children spent an average of 2 hours and 45 minutes a day playing video games, watching TV, on the Internet other than for homework, and talking on the phone. Parents estimated their children were physically active an average of 83 minutes a day and involved in sports 58 minutes a day.
- Only 7% of parents believed that their own teenagers occasionally used alcohol; 2% mentioned tobacco or marijuana and only 1% mentioned hard drugs or prescription drug abuse. However, 24% of parents agreed that their teenagers socialized with others that use alcohol (tobacco was 17% and marijuana 14%). A large majority—74%—of parents agreed with the statement “it is easy for teenagers in Irvine to get alcohol or drugs if they want them,” 51% agreed that “underage drinking is common in Irvine,” (33% disagreed); 28% agreed that “use of narcotics and illegal substances

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<sup>1</sup> These findings are based on a phone survey in January 2007 by True North of 1089 residents of the city, including 430 parents.

is common among Irvine youth” (52% disagreed and 20% were not sure or did not respond).

- Of the parents surveyed, 12% of the children aged 5-18 were in private school; 85% were in public school, and 1% were in home school.
- Of the parents of preschool-aged children (0-5) surveyed, 46% had sought child care services in Irvine for their children. Of this group, 43% said they had difficulty obtaining suitable child care services in Irvine, mentioning availability/waiting lists [38%], cost [33%], quality [13%], and hours of care [12%] as the most significant barriers. A total of 82% of parents said their 0-5 year old children were likely to attend public school, 8% said private school, 2% said home schooling, and 6% were not sure (1% indicated a mix of these options).
- 10% of respondents said that a member of their household had wanted to participate in some youth-related activity in Irvine but had not been able to do so. The major reasons given were lack of time [23%], limited program availability [19%], lack of money [16%], and ineligible to participate [12%].

### *Supporting Assets*

Irvine has many assets that affect the environment for its children, youth, and families, as revealed by the data collection, the responses to the surveys, the interviews, and discussions with local organizations. These assets include

- Thousands of resident volunteers who work with children and families in a variety of roles, from coaches to mentors to child care workers
- A broad-based prevention coalition
- A biennial survey by IUSD of at-risk behavior and protective factors that has established clear baselines and trends over time
- School readiness programs that work with hundreds of children and families
- An openness to serving families who work in the City but do not live here
- Diversity of ethnic, cultural, and religious demographics and institutions that help equip Irvine residents and their children to function in a global society
- A cadre of articulate, diverse youth leaders who have acquired skills in working with adults and with their peers
- Overall academic performance and public safety institutions that sustain Irvine’s major attractions to families: good schools in safe neighborhoods
- A rich park and recreational infrastructure that provides numerous opportunities for healthy living
- School-based programs that address risky behavior in both targeted and universal initiatives
- A policy commitment to affordable housing
- The extraordinary asset of the Great Park
- A fiscal foundation that allows new initiatives and long-term planning

In addition, in each of the five priority program areas, the City and its partners have initiatives already under way, addressing the needs of lower-income families, community service, school readiness, underage drinking, and health problems. The challenges come in building on these assets and linking them more closely together with stronger accountability for results.

### **Priority Programmatic Goals**

1. To support families in need in Irvine
2. To enhance and expand community service by adults and youth in Irvine, through both youth-oriented and intergenerational programs
3. To reduce underage drinking in Irvine
4. To expand early care and educational opportunities for the parents and children least likely to be able to benefit from the highest-quality care
5. To improve health outcomes and fitness among children and youth in Irvine, including using the opportunities provided by the Great Park for healthy activities by children and families

### **Priority Infrastructure Goals**

1. Invest in staffing the updates of indicators on a continuous basis, including data on participation in programs by all segments of Irvine children and families and data on indicators sought but not available
2. Strengthen investments in effectiveness measures for youth prevention programs and track the annual shifting of resources from the least effective to the most effective programs, based upon a process of planning and evaluation supervised by a joint committee of the Council and School Board(s)
3. Develop a full children and youth section of the annual budget that would enable review of total spending decisions that affect children and families, and compile an updated, on-line inventory of the full range of programs serving children and families in Irvine to which all agencies could contribute
4. Expand on the work of existing organizations and coalitions that address diversity
5. Establish a formal network of research organizations able to increase the flow of relevant information to local decision-makers, including contacts with local colleges and universities

**ITEM 1.3**

**ICYFAC PROPOSED MEETING SCHEDULE  
FOR CALENDAR YEAR 2022**



# REQUEST FOR IRVINE CHILDREN, YOUTH, FAMILIES ADVISORY COMMITTEE ACTION

**MEETING DATE:** AUGUST 25, 2021

**TITLE:** IRVINE CHILDREN, YOUTH AND FAMILIES ADVISORY COMMITTEE PROPOSED MEETING SCHEDULE FOR CALENDAR YEAR 2022

  
\_\_\_\_\_  
Director of Community Services

## RECOMMENDED ACTION

Approve the Irvine Children, Youth and Families Advisory Committee Proposed Meeting Schedule for calendar year 2022.

## 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 2022 (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 2022 meeting schedule is presented for Committee review and approval.

The proposed 2022 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 2022 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 2022.

**REPORT PREPARED BY** Kristin Auer, Community Services Manager

**ATTACHMENTS**

1. Irvine Children, Youth and Families Advisory Committee Bylaws
2. Irvine Children, Youth and Families Advisory Committee Proposed Meeting Schedule for calendar year 2022



**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 6<sup>th</sup> 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

  
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SECRETARY OF THE COMMUNITY SERVICES  
COMMISSION FOR THE CITY OF IRVINE

  
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CHAIR OF THE COMMUNITY SERVICES  
COMMISSION FOR THE CITY OF IRVINE

## Irvine Children, Youth, and Families Advisory Committee (ICYFAC)

### Proposed 2022 Meeting Schedule

<b>DATE</b>	<b>DAY</b>	<b>TIME</b>	<b>LOCATION</b>
February 23	Wed	5:30 p.m.	Civic Center, CTC
May 25	Wed	5:30 p.m.	TBD
August 24	Wed	5:30 p.m.	Civic Center, CTC
November 30	Wed	5:30 p.m.	TBD