



AGENDA

IRVINE RESIDENTS WITH DISABILITIES ADVISORY BOARD SPECIAL MEETING

Jennifer Kim
Chair

David Gibbons
Vice Chair

Board Members:
Ryan Berger
Katherine Claxton
RJ De Rama
Andrea Drayer
Tala Fazeli
Liza Krassner
Michelle Smith
Pamela Torres
Mimosa Tran

March 29, 2022
6:00 PM

Sweet Shade Ability Center
15 Sweet Shade
Irvine, CA 92606

PARTICIPATION AT IRVINE RESIDENTS WITH DISABILITIES ADVISORY BOARD MEETINGS

MEETINGS ARE AVAILABLE TO ATTEND IN-PERSON IN THE SWEET SHADE ABILITY CENTER OR WATCHED LIVE THROUGH THE "ZOOM" APPLICATION. INFORMATION FOR "ZOOM" CAN BE FOUND ONLINE AT CITYOFIRVINE.ORG/DISABILITY-SERVICES/IRVINE-RESIDENTS-DISABILITIES-ADVISORY-BOARD. YOU MAY SUBMIT COMMENTS ON ANY AGENDA ITEM OR ON ANY ITEM NOT ON THE AGENDA, IN WRITING VIA MAIL TO "ATTN: IRVINE RESIDENTS WITH DISABILITIES ADVISORY BOARD," 15 SWEET SHADE, IRVINE, CA 92606; BY EMAIL TO DISABILITYSERVICES@CITYOFIRVINE.ORG; OR BY E-COMMENT TO CITYOFIRVINE.ORG/DISABILITY-SERVICES/IRVINE-RESIDENTS-DISABILITIES-ADVISORY-BOARD. E-COMMENTS SUBMITTED AT LEAST TWO HOURS PRIOR TO THE COMMENCEMENT OF THE MEETING WILL BE DISTRIBUTED TO THE BOARD AT THE MEETING. YOU MAY ALSO PROVIDE LIVE COMMENTS VIA "ZOOM." FOR MORE INFORMATION, VISIT CITYOFIRVINE.ORG/DISABILITY-SERVICES/IRVINE-RESIDENTS-DISABILITIES-ADVISORY-BOARD.

REQUEST TO SPEAK IN PERSON: IF YOU WOULD LIKE TO ADDRESS THE BOARD ON A SCHEDULED AGENDA ITEM – INCLUDING A REGULAR BUSINESS ITEM, A PUBLIC HEARING ITEM, OR PUBLIC COMMENTS – PLEASE FILL OUT A REQUEST TO SPEAK FORM AND SUBMIT TO THE RECORDING SECRETARY. 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 BOARD ARE RECOGNIZED. IT ALSO ENSURES THE ACCURATE IDENTIFICATION OF MEETING PARTICIPANTS IN THE BOARD MINUTES. YOUR NAME WILL BE CALLED AT THE TIME THE MATTER IS HEARD BY THE BOARD. 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 BOARD 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 949-724-6637, OR VIA EMAIL AT DISABILITYSERVICES@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 Board on a scheduled agenda item, including a Consent Calendar item, please complete a Request to Speak Form. Please identify on the form your name, address (optional) 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 Board are recognized. Your name will be called at the time the matter is heard by the Board. City policy is to limit public testimony to three minutes per speaker (unless extended by Chair) which includes the presentation of electronic or audio visual information.

CALL TO ORDER

ROLL CALL

INTRODUCTIONS

ANNOUNCEMENTS/REPORTS/BOARD MEMBER UPDATES

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.

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 Board meeting.

PUBLIC COMMENTS

Any member of the public may address the Board on items within the Board's subject matter jurisdiction but which are not listed on the 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.

1. BOARD BUSINESS

1.1 IRVINE RESIDENTS WITH DISABILITIES ADVISORY BOARD APPOINTMENT

RECOMMENDED ACTION:

Recommend the Community Services Commission appoint Janie Mulrain to serve as an Irvine Residents with Disabilities Advisory Board Member commencing upon appointment.

1.2 IRVINE RESIDENTS WITH DISABILITIES ADVISORY BOARD SUBCOMMITTEES

RECOMMENDED ACTION:

Establish subcommittees for the Irvine Residents with Disabilities Advisory Board.

ADJOURNMENT

Next Meeting: Irvine Residents with Disabilities Advisory Board regular meeting, **Tuesday, May 3, 2022, 6 p.m., Sweet Shade Ability Center, 15 Sweet Shade, Irvine.**

NOTICE TO THE PUBLIC

At 7:30 p.m., the Irvine Residents with Disabilities Advisory Board will determine which of the remaining agenda items can be considered and acted upon prior to 8 p.m. and will continue all other items on which additional time is required until a future Irvine Residents with Disabilities Advisory Board meeting. All meetings are scheduled to terminate at 8 p.m.

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 Irvine Residents with Disabilities Advisory Board liaison and are available for public inspection and copying once the agenda is publicly posted (at least 72 hours prior to a regular Board 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 Irvine Residents with Disabilities Advisory Board liaison at (949) 724-6633.

SUPPLEMENTAL MATERIAL RECEIVED AFTER THE POSTING OF THE AGENDA

Any supplemental writings or documents distributed to a majority of the Board 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 Irvine Residents with Disabilities Board. 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 Irvine Residents with Disabilities Board 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 Board liaison at 949-724-6633 at least 48 hours prior to the meeting to inform staff of your particular needs and to determine if accommodation is feasible. Please advise at the time of call 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 Irvine Residents with Disabilities Advisory Board are held quarterly on the first Tuesday of February, May, August, and November.

I hereby certify that the agenda for the Irvine Residents with Disabilities Advisory Board meeting was posted on the City's website, 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 March 25, 2022 by 5 p.m., as well as on the City's web page.


Board Liaison

BOARD BUSINESS

ITEM 1.1 BOARD APPOINTMENT



REQUEST FOR IRVINE RESIDENTS WITH DISABILITIES ADVISORY BOARD ACTION

MEETING DATE: MARCH 29, 2022

TITLE: IRVINE RESIDENTS WITH DISABILITIES ADVISORY BOARD
APPOINTMENT

Director of Community Services

RECOMMENDED ACTION

Recommend the Community Services Commission appoint Janie Mulrain to serve as an Irvine Residents with Disabilities Advisory Board Member commencing upon appointment.

EXECUTIVE SUMMARY

The Irvine Residents with Disabilities Advisory Board (Board) serves as an advisory body to the Community Services Commission (Commission) recommending programs and services that meet the social, physical, and emotional needs of residents who have disabilities, regardless of age.

In accordance with Board Bylaws (Attachment 1), the Board shall consist of no more than 14 voting members. All Board Members must live or work in Irvine, and the majority of the Board must be either 1) a person with disabilities or 2) an immediate family member of a person with a disability. Board Members shall be selected through a public recruitment process conducted by City staff and interviewed by a panel designated by the Board, consisting of its Board Members. The Board's recruitment process is continuous and qualified applicants are placed on an eligibility list to fill future vacancies.

A public recruitment to fill Board vacancies was held in fall 2021. After the selection of new Board Members, an eligibility list of qualified applicants was created. Upon the resignation of Board Member Chockalingam in November 2021, the Board expressed interest in filling the vacancy from the existing eligibility list.

In December 2021, Janie Mulrain, the top applicant on the eligibility list, accepted the invitation to fill the present vacancy. The application for appointive position for Janie Mulrain is presented as Attachment 2. The Commission has the authority for final approval and appointment.

ANALYSIS

In 2021, a public recruitment was conducted to fill Board vacancies. Qualified applicants were invited to participate in an oral interview by a panel designated by the Board, consisting of its Board Members. Applicants were rated on experience and awareness of disability-related issues and ability to assess, articulate, and advocate for the concerns and needs of persons with disabilities. With more qualified applicants than available positions, select candidates were placed on an eligibility list for future vacancies.

To fill the Board vacancy created in November 2021, Janie Mulrain, the next qualified candidate, accepted the invitation to join the Board. Mrs. Mulrain has lived in Irvine since 2003 and is a parent of two children with disabilities. Mrs. Mulrain's professional experience includes working for the Orange County Financial Abuse Specialist Team as a legal consultant. Mrs. Mulrain is a member of the Orange County Bar Association and is interested in bringing her knowledge of disability rights and her familiarity of working with government agencies to help the Board provide meaningful support to Irvine residents with disabilities. If approved, the Board's recommendation for appointment will be presented to the Commission for approval at its April 20, 2022 meeting.

ALTERNATIVES CONSIDERED

The Board may consider not recommending the candidate to the Commission and request a new recruitment be conducted to fill the vacancy.

FINANCIAL IMPACT

There are no fiscal impacts associated with a Boardmember recommendation to the Commission for appointment.

REPORT PREPARED BY Ryan McGraw, Community Services Supervisor

ATTACHMENTS:

1. Irvine Residents with Disabilities Advisory Board Bylaws
2. Candidate Application



IRVINE RESIDENTS WITH DISABILITIES ADVISORY BOARD BYLAWS

Community Services Resolution Number: 18-05
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 Residents with Disabilities Advisory Board (hereinafter "Board").

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 Board's purpose is to serve as an advisory body of the City of Irvine, reporting to the Community Services Commission (hereinafter "Commission"). The Board shall represent residents with disabilities in their deliberations and actions.
- 3.2 Mission - The Board's mission is to identify and recommend programs and services that would meet the social, physical and emotional needs of residents who have disabilities, regardless of age.
- 3.3 Duties - The Board's duties include, but shall not be limited to, providing advocacy and support for programs related to its mission; assessing community needs and providing appropriate recommendations to City departments; working collaboratively with organizations within Irvine and the surrounding areas that have an impact on Irvine residents with disabilities by informally sharing information learned at meetings, promoting City events for individuals with disabilities and sharing questions, concerns and ideas from the community with the Commission.

The Board shall have all the primary powers and authorities necessary and convenient to carry out the business and affairs of the Board, including the power to invite City residents to serve on ad hoc committees and non-voting participants. The Board 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 Board 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 authority of the City of Irvine, the City Council and/or its properly appointed delegate.

5.0 MEMBERSHIP

The Board shall consist of no more than fourteen (14) voting members ("Board Members"). All Board Members must live or work in Irvine. The majority (i.e. greater than 50 percent) of the Board must be either 1) a person with disabilities or 2) an immediate family member of a person with a disability.

5.1 Member Appointments and Terms

Board Members shall be selected through a public recruitment process conducted by City staff. All interested persons shall submit written applications and applicants that meet one of the two criteria discussed above will be invited to participate in an oral interview conducted by a panel designated by the Board consisting of its Board Members.

Recommendations of the panel shall be presented to the Board for consideration, and the Board's nominations shall be forwarded to the Commission for their review, at which point such a nominee may be formally appointed by the Commission.

The Board's recruitment process will be continuous and qualified applicants will be placed on a list for future vacancies should the need arise. Appointed Board Members shall serve unlimited terms, subject to the constraints of these Bylaws.

5.2 Resignation, Vacancies, and Removal

5.2.1 Resignation - Any Board Member or officer may resign at any time by giving written notice to the Chair or Vice Chair.

5.2.2 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 Board.

5.2.3. Removal - Absence from five (5) meetings per calendar year may constitute the removal of the member. In the event a Board Member fails to attend five meetings in a calendar year, the Board may, by motion, move to remove the Board Member from the Board. A majority vote of the Board Members present at the duly constituted meeting shall be required to carry such a motion.

6.0 VOTING

6.1 One Vote Per Member - Board Members shall be entitled to one vote.

6.2 Proxy Votes - No proxy votes are permitted.

7.0 OFFICERS

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

7.1 Election - Regular election of officers shall be held every other year, at the Board's November meeting of even-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 Board. The Chair shall preside over all meetings and represent the Board 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 Board.

8.0 MEETINGS

All meetings shall be open 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 Board 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 Board Members shall constitute a quorum. A majority vote of the Board Members at a duly constituted meeting shall be required to carry a motion, proposal and/or resolution.

8.4 Regular Meetings - The Board shall meet on the first Tuesday of the month as noted on the annual schedule approved by the Board. 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 Board, 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 of the members present at a duly constituted meeting of the Commission.



APPLICATION FOR APPOINTIVE POSITION IRVINE RESIDENTS WITH DISABILITIES ADVISORY BOARD

INSTRUCTIONS: A separate application is required for each appointive position for which you apply. Applications should be filled out completely so that the City may fully evaluate your qualifications. Per Board bylaws, the recruitment process will be continuous and qualified applicants will remain on a list to fill future vacancies should the need arise.

APPLICANT INFORMATION

FIRST NAME		MIDDLE NAME		LAST NAME
Janie				Mulrain
ADDRESS*				HOW LONG HAVE YOU LIVED IN IRVINE?
[REDACTED]				since 2003
CITY	STATE	ZIP	HOME PHONE*	
Irvine	California <input type="checkbox"/>	92620	[REDACTED]	
BUSINESS ADDRESS				WORK PHONE
[REDACTED]				
CITY	STATE	ZIP	TITLE	
Irvine	California <input type="checkbox"/>	92618		

HAVE YOU EVER BEEN CONVICTED OF ANY CRIME OR VIOLATION, OTHER THAN MINOR TRAFFIC VIOLATIONS? If YES, provide explanation below.

YES NO

EDUCATION INFORMATION

NAME AND LOCATION OF HIGH SCHOOL/COLLEGES/UNIVERSITIES ATTENDED	MAJOR	DEGREE
CSU Fullerton	Business Administration	BA
UC Irvine	paralegal studies	Paralegal Certifica

APPLICATION FOR APPOINTIVE POSITION IRVINE RESIDENTS WITH DISABILITIES ADVISORY BOARD

CIVIC EXPERIENCE

LIST PRIOR OR CURRENT CIVIC EXPERIENCE (Include membership(s) in professional, charity, or community organizations)

NAME OF ORGANIZATION	DATES SERVED		OFFICE HELD (If any)
	START DATE	END DATE	
Orange County Fin Abuse Specialist Team	2017	current	consultant member
Orange County Bar Association	2013	current	associate member
see attached for add. membership listing			

OCCUPATIONAL HISTORY

LIST OCCUPATIONAL HISTORY BEGINNING WITH YOUR PRESENT OR MOST RECENT POSITION (List all positions held for the last five (5) years)

FIRM OR ORGANIZATION	EMPLOYMENT		TYPE OF BUSINESS	TITLE
	START DATE	END DATE		
Ethos Fiduciary Services	2013	current	Fiduciary Services	CA Lic Prof Fiduciary
O'Connor Southwest Securities	2004	2013	Muni. Invest. Banking	Investment Banker
Fieldman Rolapp & Associates	1999	2003	Municipal Advisory	Financial Advisor

REFERENCES


INCLUDE NAMES OF AT LEAST TWO (2) RESIDENTS OF IRVINE WHO ARE NOT OFFICIALLY CONNECTED WITH THE CITY

NAME	ADDRESS*	PHONE*
Han Doan-Mye	[REDACTED]	[REDACTED]
Marissa Rumison	[REDACTED]	[REDACTED]

BOARD SERVICE SUMMARY

BRIEFLY SUMMARIZE WHY YOU WISH TO SERVE ON THIS BOARD. INCLUDE ANY SPECIAL QUALIFICATIONS WHICH ARE PARTICULARLY APPROPRIATE TO THE POSITION FOR WHICH YOU ARE APPLYING (Attach additional sheet if necessary).

I have two children with special needs as well as being an advocate for elderly and special needs. I would like to leverage my knowledge and experience with disability rights and issues as well as experience collaborating with governmental agencies and ad-hoc committees in order to contribute towards meaningful support and collaboration for special needs residents of Irvine.

SIGNATURE  DATE 8/31/2021

Janie Mulrain
Application for Appointive Position
Irvine Residents with Disabilities Advisory Board

Additional prior volunteerism continued:

Name	Date Served	Office Held
Professional Fiduciary Association of CA	2013 – current	General Member
National Guardian Association	2013 – current	Member
Orange County Paralegal Association	2013-2015	Member and past co-chair of EP/Probate/Elder Law section
IUSD – SELPA	2013	parent legislative representative and attend Special Education Legislative Day on 5/1/2013 at the request of IUSD and Director Mary Bevernick
IUSD – Special Education Community Advisory Committee	2012-2013	parent Member
Irvine Child Development Center	2011-2012	board member, treasurer, and vice chair
Cub Scout	2011-2012	Treasurer
IUSD – Early Childhood Learning Center	2010-2011	PTA Treasurer, PTA Auditor
City of Fullerton – Investment Advisory Committee	2001	citizen member
Committee on Assessments, Special Taxes and Other Financing Facilities	2001 – 2013	Private Sector Industry Professional Member

I also volunteer my time as speaker or panel participant on topics of Estate Planning, Special Needs Trust, Conservatorship and Guardianship Issues. Most recently, I've created a 3-part transition workshop for the Center for Autism covering planning, administration, and financial aspects for our special needs love ones.

BOARD BUSINESS

ITEM 1.2 BOARD SUBCOMMITTEES



REQUEST FOR IRVINE RESIDENTS WITH DISABILITIES ADVISORY BOARD ACTION

MEETING DATE: MARCH 29, 2022

TITLE: IRVINE RESIDENTS WITH DISABILITIES ADVISORY BOARD
SUBCOMMITTEES

A handwritten signature in cursive script that reads "Pamela Beard".

Director of Community Services

RECOMMENDED ACTION

Establish subcommittees for the Irvine Residents with Disabilities Advisory Board.

EXECUTIVE SUMMARY

The Irvine Residents with Disabilities Advisory Board (Board) serves as an advisory body to the Community Services Commission (Commission) recommending programs and services that meet the social, physical, and emotional needs of residents who have disabilities, regardless of age.

In June 2018, the Board approved a three-year Work Plan to help guide Board activities. The Work Plan, presented as Attachment 1, identifies four priority areas. The Work Plan was set to expire at the close of Fiscal Year 2020-21. Due to the cancellation of several Board meetings during the COVID-19 pandemic, the Board extended Year 3 activities to Fiscal Year 2021-22. The Work Plan will sunset on June 30, 2022.

ANALYSIS

The Board's Work Plan established strategies and activities to encourage collaboration among Board members in four priority areas:

1. Communication and community awareness;
2. Input to City departments and programs on accessibility issues and programs;
3. Special projects and collaborations; and
4. Board development.

With the Work Plan set to expire in June 2022, the Board may choose to continue with the Work Plan's initiatives and establish subcommittees based on areas of interest. The following three subcommittees are provided for the Board's consideration and presented as Attachment 2:

1. Community Advocacy and Outreach Subcommittee

Purpose: To increase awareness of the Board as a community resource through outreach and information sharing.

2. Access and Functional Needs Subcommittee

Purpose: To serve as material experts to City departments and partner agencies on matters of accessibility and functional needs of residents with disabilities.

3. Special Projects and Collaboration Subcommittee

Purpose: To raise awareness of the Board through collaborative efforts with City departments and partner agencies.

The establishment of subcommittees will assist to guide Board activities and provide task oversight. Subcommittee reports will be added to each regular meeting agendas to provide updates, as necessary.

ALTERNATIVES CONSIDERED

The Board could bypass the establishment of subcommittees or choose to create alternative subcommittees.

FINANCIAL IMPACT

There are no financial impacts associated with establishing Board subcommittees.

REPORT PREPARED BY

Ryan McGraw, Community Service Supervisor
Sandra Salcedo, Community Services Superintendent

ATTACHMENTS:

1. Irvine Residents with Disabilities Advisory Board Work Plan adopted June 5, 2018
2. Proposed Irvine Residents with Disabilities Advisory Board Subcommittees 2022

IRVINE RESIDENTS WITH DISABILITIES ADVISORY BOARD WORK PLAN – ADOPTED JUNE 5, 2018

GOAL 1: COMMUNICATION AND AWARENESS				
WHAT? THE STRATEGIES	HOW? THE ACTIVITIES TO ACCOMPLISH THE STRATEGIES	WHO? WHO WILL LEAD/PARTICIPATE IN ACTIVITIES	WHEN? YEAR 1 (FY 2018-19) YEAR 2 (FY 2019-20) YEAR 3 (FY 2020-21)	NOTES
1. Increase awareness of IRDAB as a community resource.	<ul style="list-style-type: none"> Participate in developing an Irvine TV spot to inform the community about City's Disability Services, including IRDAB. Invite community members to attend IRDAB meetings when there are relevant informational speakers. 		<p align="center">Year 2</p> <p align="center">All years</p>	Example: participants from the Needs Assessment community meeting
2. Outreach to the community to raise awareness of disability services and resources.	<ul style="list-style-type: none"> Participate in community events to provide information about City services. Help facilitate outreach to individuals with limited English proficiency through IRDAB and other community networks. 		<p align="center">All years</p> <p align="center">All years</p>	Examples: Special Olympics, Resource Fairs, Global Village
3. Strengthen relationships between IRDAB and local agencies to share information about services and resources and raise awareness amongst providers and residents.	<ul style="list-style-type: none"> Develop a list of agencies to invite to present at IRDAB meetings. Develop a list of agencies that may share information about Irvine Disability Services (e.g. DS website link). 		<p align="center">All years</p> <p align="center">Year 2</p>	Examples: Regional Center, Irvine Unified School District, Irvine Valley College, Irvine Police

IRVINE RESIDENTS WITH DISABILITIES ADVISORY BOARD WORK PLAN – ADOPTED JUNE 5, 2018

GOAL 2: PROVIDE INPUT TO CITY DEPARTMENTS AND PROGRAMS				
WHAT? THE STRATEGIES	HOW? THE ACTIVITIES TO ACCOMPLISH THE STRATEGIES	WHO? WHO WILL LEAD/PARTICIPATE IN ACTIVITIES	WHEN? YEAR 1 (FY 2018-19) YEAR 2 (FY 2019-20) YEAR 3 (FY 2020-21)	NOTES
1. Inform Community Services Commission of matters related to disability services.	<ul style="list-style-type: none"> Update Community Services Commission on board activities and other matters related to disability services through an annual presentation. 	Chair and/or Co-Chair	All years	
2. Continue to provide input on accessibility and suitability of infrastructure and facility projects, including parks.	<ul style="list-style-type: none"> Receive presentations and provide input on City infrastructure and facility projects, as needed (i.e. through public works) 	All	All years	
3. Advise Community Services on programs to ensure they meet community needs.	<ul style="list-style-type: none"> Meet with Special Events staff to provide input on how to make City events more accessible and inclusive for individuals with disabilities. Meet with Youth Outreach staff to discuss ideas for peer buddy programs for children and/or teens. Receive updates and provide input on: <ul style="list-style-type: none"> - Changes to the Adaptive Swim program - Disability Services programming at Sweet Shade park - TRIPS transportation program Submit proposals to Disability Services to recommend activities for consideration (e.g. Adaptive Sports Day, Disability Resource Fair) 	All	Year 1 Year 2 Year 1 All years	Examples for Special Events: representation among performers; accommodations; accessibility issues; early entrance periods, etc.

IRVINE RESIDENTS WITH DISABILITIES ADVISORY BOARD WORK PLAN – ADOPTED JUNE 5, 2018

GOAL 3: SPECIAL PROJECTS AND COLLABORATIONS				
WHAT? THE STRATEGIES	HOW? THE ACTIVITIES TO ACCOMPLISH THE STRATEGIES	WHO? WHO WILL LEAD/PARTICIPATE IN ACTIVITIES	WHEN? YEAR 1 (FY 2018-19) YEAR 2 (FY 2019-20) YEAR 3 (FY 2020-21)	NOTES
1. Co-host and promote safety awareness workshops.	<ul style="list-style-type: none"> Work with Public Safety to cohost and promote safety awareness workshops for individuals with disabilities and their families. 		Year 1	Topics to include how to interact with law enforcement, social media safety, etc. (similar to program at Legacy).
2. Conduct a disability services provider meeting to foster information sharing and collaboration among partner agencies.	<ul style="list-style-type: none"> Help plan and participate in a City-hosted disability services provider meeting. 	Chockalingam, McLaughlin	Year 1 and 3	
3. Continue to promote exemplary efforts of community members who are supportive of individuals with disabilities.	<ul style="list-style-type: none"> Continue to provide awards to outstanding community members and explore ways to increase recognition opportunities. 	All	All years	
4. Promote public safety community activities and events to encourage relationships between law enforcement and individuals with disabilities.	<ul style="list-style-type: none"> Help promote Public Safety events to residents with disabilities through IRDAB and various online social networks. 	All	All years	Example: Meet and greet opportunities

IRVINE RESIDENTS WITH DISABILITIES ADVISORY BOARD WORK PLAN – ADOPTED JUNE 5, 2018

GOAL 4: BOARD DEVELOPMENT				
WHAT? THE STRATEGIES	HOW? THE ACTIVITIES TO ACCOMPLISH THE STRATEGIES	WHO? WHO WILL LEAD/PARTICIPATE IN ACTIVITIES	WHEN? YEAR 1 (FY 2018-19) YEAR 2 (FY 2019-20) YEAR 3 (FY 2020-21)	NOTES
1. Remain informed and up to date on Disability Services programs.	<ul style="list-style-type: none"> Receive annual updates on the City's DS programs. 	All	All years	
2. Review and modify work plan as appropriate.	<ul style="list-style-type: none"> Continue to refine work plan, including identifying priorities, timelines and responsible parties. Conduct annual review of work plan progress and make modifications as desired. 	All All	Ongoing All years	
3. Review Board Roles and Procedures.	<ul style="list-style-type: none"> Review roles and responsibilities of chair and vice chair, including outlining the specific tasks performed by the positions. Provide new Board Member onboarding orientation that details expectations, history, etc. Receive a review presentation on the Brown Act. 	All City Staff/Chair All	Year 1 and 3 Upon new member appointments Year 2	
4. Identify Board strengths and expertise.	<ul style="list-style-type: none"> Each board member completes a summary sheet outlining his/her areas of interest and expertise. 	All	Year 1; and upon new member appointments.	

Proposed Irvine Residents with Disabilities Advisory Board Subcommittees 2022

GOAL 1: Community Advocacy and Outreach Subcommittee

Purpose: *To increase awareness of Board as a community resource through outreach and information sharing.*

Examples of activities:

- Communicate and share legislative updates that impact individuals with disabilities in Irvine
- Participate on other boards, committees, and groups to raise awareness of City resources and needs in the areas of housing, transportation, and employment
- Promote safety awareness by working with City Emergency Operations Center and Public Safety

GOAL 2: Access and Functional Needs Subcommittee

Purpose: *To serve as material experts to City departments and partner agencies on matters of accessibility and functional needs of residents with disabilities.*

Examples of activities:

- Provide input on sustainability and accessibility of infrastructure and facility projects in Irvine
- Inform Community Services Commission on matters related to Disability Services
- Remain informed of trends in the disability services arena; advise Community Services on programs to ensure they meet community needs

GOAL 3: Special Projects and Collaboration Subcommittee

Purpose: *To raise awareness of Board through collaborative efforts with City departments and partner agencies.*

Examples of activities:

- Invite presenters and guest speakers to Board meetings
- Represent Board at service provider events
- Share information about Board and City programs with partner agencies
- Coordinate the granting of awards to outstanding community members and explore ways of increasing recognition opportunities
- Create strong relationships with Irvine public safety
- Inspire community involvement through fundraising efforts to help offset the cost of programs and services