



# AGENDA

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

Wendy Bokota\*  
Chair

Dina Eletreby, MD\*  
Vice Chair

Committee Members:  
Phyllis Agran, MD, MPH\*  
Mariana Bosch\*  
Diane Gale\*  
Naz Hamid\*  
Branda Lin\*  
Robert Petrosyan\*  
Mia Phelps\*  
Valerie Sanchez\*  
Jing Sun\*  
Sahra Tanikawa\*  
Kristie To\*  
Jennifer Wang\*  
Bill Bingham, Ex Officio

\*Voting members

May 24, 2023

5:30 PM

Irvine Civic Center  
Conference and Training Center  
1 Civic Center Plaza  
Irvine, CA 92606

### **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 [CITYOFIRVINE.ORG/CHILD-CARE-DEVELOPMENT/IRVINE-CHILDREN-YOUTH-AND-FAMILIES-ADVISORY-COMMITTEE](https://CITYOFIRVINE.ORG/CHILD-CARE-DEVELOPMENT/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: IRVINE CHILDREN, YOUTH AND FAMILIES ADVISORY COMMITTEE," 1 CIVIC CENTER PLAZA, IRVINE, CA 92606, OR BY EMAIL TO [CS@CITYOFIRVINE.ORG](mailto:CS@CITYOFIRVINE.ORG). YOU MAY ALSO PROVIDE LIVE COMMENTS VIA ZOOM. FOR MORE INFORMATION, VISIT [CITYOFIRVINE.ORG/CHILD-CARE-DEVELOPMENT/IRVINE-CHILDREN-YOUTH-AND-FAMILIES-ADVISORY-COMMITTEE](https://CITYOFIRVINE.ORG/CHILD-CARE-DEVELOPMENT/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 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 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 [CS@CITYOFIRVINE.ORG](mailto:CS@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.

**CALL TO ORDER**

**ROLL CALL**

**PLEDGE OF ALLEGIANCE**

**1. PRESENTATION**

**1.1 STRATEGIC PLAN FOR CHILDREN, YOUTH AND FAMILIES:  
STAKEHOLDER ENGAGEMENT PLAN**

**PUBLIC COMMENTS – NON-AGENDIZED ITEMS**

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Public Comments on non-agendized items will be heard no sooner than 5:30 p.m. Any member of the public may address the Irvine Children, Youth and Families advisory Committee on items within the Irvine Children, Youth and Families Advisory Committee’s subject matter jurisdiction but which are not listed on this agenda. If 20 or fewer requests to provide public comments are submitted, each speaker shall be limited to three minutes. If between 21 and 30 speakers submit public comments, each speaker shall be limited to two minutes. If more than 30 speakers submit public comments, each speaker shall be limited to 90 seconds. The time limit per speaker shall be established based on the number of requests to speak submitted to the Recording Secretary before the first speaker is called. Requests to speak submitted after the first speaker is called shall receive 90 seconds. These time limits may be shortened or extended, or a cumulative limit on the time for all public speakers may be imposed, at the discretion of the Chair or by a majority vote of the Irvine Children, Youth and Families Advisory Committee.

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**INTRODUCTIONS**

**Welcome new members:**

- Jennifer Wang, Vice Mayor Kim’s appointee
- Diane Gale, returning Committee Member-at-Large
- Valerie Sanchez, new Committee Member-at-Large
- Phyllis Agran, MD, MPH, Councilmember Agran’s appointee

**ANNOUNCEMENTS/COMMITTEE REPORTS/COMMITTEE UPDATES**

- Recognize outgoing High School Youth Action Team members.

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Announcements and Board Reports 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 3 minutes per member of the Irvine Children, Youth and Families Advisory Committee. In addition, the Chair shall receive any necessary additional time to deliver announcements of community events and opportunities.

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## **2. COMMITTEE REPORTS**

### **2.1 HIGH SCHOOL YOUTH ACTION TEAM REPORT**

## **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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## **3. COMMITTEE BUSINESS**

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Public comments on Irvine Child Care Committee items will be heard at the time the matters are considered. If 10 or fewer requests to speak are submitted, each speaker shall be limited to three minutes per item. If between 11 and 15 speakers submit requests to speak, each speaker shall be limited to two minutes per item. If 16 or more requests to speak are submitted, each speaker shall be limited to 90 seconds per item. The time limit per speaker shall be established based on the number of requests to speak submitted to the Recording Secretary before the first speaker is called. Requests to speak submitted after the first speaker is called shall receive 90 seconds. These time limits may be shortened or extended, or a cumulative limit on the time for all public speakers may be imposed, at the discretion of the Chair or by a majority vote of the Irvine Child Care Committee.

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### **3.1 MINUTES**

#### **RECOMMENDED ACTION:**

Approve the minutes of the Irvine Children, Youth and Families Advisory Committee meeting held February 22, 2023.

### **3.2 IRVINE CHILDREN, YOUTH AND FAMILIES ADVISORY COMMITTEE REORGANIZATION**

#### **RECOMMENDED ACTION:**

- 1) Selection of Chair: Chair or Designee declares nominations open for Chair and calls for Committee vote.
- 2) Selection of Vice Chair: Newly-elected or reappointed Irvine Children, Youth and Families Advisory Committee Chair declares nominations open for Vice Chair and calls for Committee vote.

## **ADJOURNMENT**

### **ADJOURNMENT**

At 11 p.m., the Irvine Children, Youth and Families Advisory Committee will determine which of the remaining agenda items can be considered and acted upon prior to 12 midnight and will continue all other items on which additional time is required until a future Irvine Children, Youth and Families Advisory Committee meeting. All meetings are scheduled to terminate at 12 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 Irvine Children, Youth and Families Advisory Committee liaison and are available for public inspection and copying once the agenda is publicly posted (at least seven days prior to a regular Irvine Children, Youth and Families Advisory Committee meeting). Staff reports can also be downloaded from the City's website at [cityofirvine.org](http://cityofirvine.org) at least 7 days prior to the scheduled Irvine Children, Youth and Families Advisory 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 Irvine Children, Youth and Families Advisory Committee liaison at (949) 724-6749.

**SUPPLEMENTAL MATERIAL RECEIVED AFTER THE POSTING OF THE AGENDA**

Any supplemental writings or documents distributed to a majority of the Irvine Children, Youth and Families Advisory Committee regarding any item on this agenda after the posting of the agenda will be available for public review in the Community Services Department, 1 Civic Center Plaza, Irvine, California, during normal business hours. In addition, such writings or documents will be made available for public review on the City's website and at the respective public 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 Irvine Children, Youth and Families Advisory Committee liaison at (949) 724-6749.

**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 Children, Youth and Families Advisory 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 Irvine Children, Youth and Families Advisory Committee at the time testimony is given.

**CITY SERVICES TO FACILITATE ACCESS TO PUBLIC MEETINGS**

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 Irvine Children, Youth and Families Advisory Committee liaison at 949-724-6647.

Assisted listening devices are available at the meeting for individuals with hearing impairments. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. (28 DFR 35. 102-35. 104 ADA Title II)

**COMMUNICATION AND ELECTRONIC DEVICES**


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

**MEETING SCHEDULE**

Regular meetings of the Irvine Children, Youth and Families Advisory 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:

- Community Services Department
- Quail Hill Community Center
- 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 of City Hall, 1 Civic Center Plaza, Irvine, California on May 17, 2023 by 5:30 p.m. as well as on the City's web page.

 \_\_\_\_\_, Committee Liaison

# **1. PRESENTATION**

## **ITEM 1.1**

### **STRATEGIC PLAN FOR CHILDREN, YOUTH AND FAMILIES: STAKEHOLDER ENGAGEMENT PLAN**

(There is no report associated with this item.)





## Development of a Strategic Plan for Children, Youth and Families

CITY OF IRVINE



ICYFAC Meeting

May 24, 2023

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# AGENDA



Process overview/update



Review of stakeholder engagement activities



Proposed plan for developing strategy recommendations



Discuss alignment of this and other City-level planning efforts

# PROCESS UPDATE



## Project Goal: Produce an updated five-year Strategic Plan for Children, Youth and Families in Irvine

- Goals and strategies (FY 2023-2024 through FY 2027-2028)
- Implementation matrix and action plans
- Outcome measures to monitor progress in addressing goals
- Budgets for implementation, funding resources beyond City funding
- Mechanism for routinely updating plan as new information becomes available

### City's Vision

To create and maintain a safe community where children, youth and families thrive emotionally, physically, academically, and socially

# Project Timeline



\*Pending finalization of event dates

## Phase 1: Landscape Assessment

- Collect and review data resources →
- Design and plan stakeholder engagement
  - **Qualitative:** Focus groups, interviews, meeting presentations, Town Halls
  - **Quantitative:** Student Survey, Community Survey

### Most recent data from:

Annual Report on the Conditions of Children in Orange County  
Kindergarten Readiness Results – Early Development Index  
California Healthy Kids Survey

### Other key sources:

OC Community Indicators Report  
OC Equity Map  
OC Child Care Landscape Analysis  
OC Health Care Agency, Mental Health Services Act Needs and Gaps Analysis  
CHOC Community Health Needs Assessment  
California Healthy Places Index  
California Health Interview Survey  
California Department of Education, DataQuest

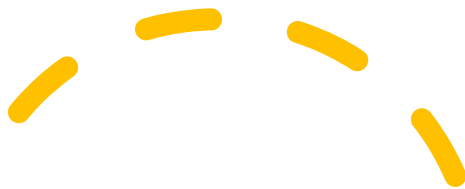
# STAKEHOLDER ENGAGEMENT UPDATE

# Stakeholder Engagement Update

Summary of efforts to gather *qualitative* input regarding the needs of children, youth, and families

Activity	Total	Stakeholders
Focus Groups	10	Students (Middle and High School), Healthcare Providers City Staff, Nonprofit Organizations, Childcare Committee Faith-based/Cultural Leaders*, Parents of Children with Special Needs*
Town Halls	3	Students, Community Members
Meetings	3	IUSD Representatives, Councilmember Agran, City Manager, ICYFAC
Interviews	6	Select Community Leaders

*\* Pending activities*



# Community Town Hall & Data Walk

April 27, 2023





# Stakeholder Engagement Update

## Summary of Survey Responses as of May 17, 2023

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	Total Completed	Notes
Students	1851	--
Community	440	<ul style="list-style-type: none"><li>• 95% completed in English</li><li>• Of completed, nearly 50% are missing information</li></ul>

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### Final Outreach (through the first week of June):

- Students: Additional, targeted survey promotion to increase response rates within underrepresented schools
- Community: Requesting support from faith-based and cultural leaders in promoting outreach

# **MOVING FROM DATA COLLECTION TO STRATEGY DEVELOPMENT**

## Proposed process for developing strategy recommendations

- HMA to finalize quantitative and qualitative data and summarize key findings
  - Findings to be grouped thematically (e.g., early childhood, mental health and wellbeing, college and career readiness)
- HMA to facilitate meetings with Core Group (June – August) to: (1) elicit feedback and ideas emerging from the data and (2) develop recommendations related to plan goals and strategies
- Work through a process in late summer/early fall to vet recommendations with key stakeholders (e.g., City leadership, IUSD leadership, ICYFAC)

## Core Group – Seeking 3-4 ICYFAC Volunteers

- **Role:** Review and respond to data findings; discuss emergent questions, opportunities, and issues; make recommendations around strategic priorities; and share information back to colleagues on ICYFAC
- **Composition:** 8-10 members representing City departments and ICYFAC members
- **Meeting Cadence:** 3-4 meetings between June – October, contingent on timing of and coordination with other city efforts
  - Mix of fully in-person or virtual sessions
- **Anticipated Time Commitment:** 2 hours per session with limited time for materials review between sessions

# **ALIGNING WITH OTHER CITY PLANNING EFFORTS**

## Aligning with Other City Planning Efforts

- Strategic planning for new Health and Wellness Division
  - Will oversee prevention and wellness services, ensure appropriate programs are accessible to the community, strengthen partnerships to expand collaborations in advocating for social services and acquiring funding for future sustainability
- Strategic plan for Irvine seniors
  - Goal is to identify strategies that address healthy aging; housing and emergency preparation; social well-being and reduction of isolation; marketing and communication; and transportation



## Next Steps: May - August



Finalize stakeholder engagement  
(surveys, focus groups, interviews)



Complete data analyses and highlight key findings



Meet with Core Group



Develop initial strategic plan framework

## **2. COMMITTEE REPORTS**

### **ITEM 2.1**

#### **HIGH SCHOOL YOUTH ACTION TEAM REPORT**

(There is no report associated with this item.)

## **3. COMMITTEE BUSINESS**

### **ITEM 3.1**

### **MINUTES**



# MINUTES

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

**February 22, 2023**  
**Irvine Civic Center**  
Conference and Training Center  
1 Civic Center Plaza  
Irvine, CA 92606

### CALL TO ORDER

The regular meeting of the Irvine Children, Youth and Families Advisory Committee (ICYFAC) was called to order at 5:33 p.m. on February 22, 2023, at Irvine Civic Center, Conference and Training Center, 1 Civic Center Plaza, Irvine, California via Zoom: Vice Chair Dina Eletreby presiding.

### ROLL CALL

Present: 10	Vice Chair:	Dina Eletreby
	Committee Member:	Mariana Bosch
	Committee Member:	Brooke Cazier
	Committee Member:	Diane Gale
	Committee Member:	Naz Hamid **
	Committee Member:	Elaine King
	Committee Member:	Ameer Mody*
	Committee Member:	Robert Petrosyan*
	Committee Member:	Mia Phelps***
	Committee Member:	Kristie To

\*Arrived at 5:38 a.m.

\*\*Arrived at 5:45 p.m.

\*\*\*Left meeting at 7:03 p.m.

Absent: 3	Chair	Wendy Bokota
	Committee Member:	Jing Sun
	Committee Member:	Sahra Tanikawa

### PLEDGE OF ALLEGIANCE

Vice Chair Eletreby lead the Pledge of Allegiance.

**PARTICIPATION IN BOARD MEETING**

Rebecca Parmer, Recording Secretary, provided instructions on how to participate in the meeting virtually.

**1. PRESENTATION**

**1.1 STRATEGIC PLAN FOR CHILDREN, YOUTH AND FAMILIES: STAKEHOLDER ENGAGEMENT PLAN**

Christina Altmeyer, Iliia Rolon, and Robin Odendahl, with HMA, provided an update to ICYFAC regarding the development of the Strategic Plan for Children, Youth and Families. They presented a progress and timeline review, Stakeholder Engagement Plan, Landscape Analysis Update, and the next steps for the Strategic Plan.

**PUBLIC COMMENTS – AGENDIZED ITEMS**

- Phyllis Agran, MD, MPH, spoke on Item 3.2, Selection of a Subcommittee for Irvine Children, Youth and Families 2023-2028 Strategic Plan Process.

**PUBLIC COMMENTS – NON-AGENDIZED ITEMS**

There were no requests to speak.

**INTRODUCTIONS**

Staff made the following introductions:

- Branda Lin, Councilmember Treseder’s appointee
- Robert Petrosyan, Councilmember Carroll’s appointee
- Lieutenant Bill Bingham, Irvine Police Department, serving as Ex Officio Member

**ANNOUNCEMENTS/COMMITTEE REPORTS/COMMITTEE UPDATES**

- Steve Knollmiller, Program Coordinator, High School Youth Action Team (HSYAT) announced the HSYAT signature event, 29<sup>th</sup> Annual Teen Summit, will be held on March 4, 2023 at Lakeview Senior Center.
- Corey Adams, Program Coordinator, Middle School Youth Action Team (MSYAT) announced MSYAT will be holding its Middle School Annual Conference on March 17, 2023 at Civic Center.

**2. COMMITTEE UPDATES**

**2.1 Committee Members Phelps and To provided an update on HSYAT programs:**

HSYAT completed over 600 hours of service since November 2022, supporting over 450 volunteer projects for local nonprofits and City programs and events.

HSYAT continues to host mental health activities on every high school campus to promote mental health awareness and wellness, along with numerous social events.

**ADDITIONS AND DELETIONS TO THE AGENDA**

There were no additions or deletions.

**3. COMMITTEE BUSINESS**

**3.1 MINUTES**

**ACTION:** Moved by Committee Member Hamid, seconded by Committee Member Lin, to approve the minutes of the Irvine Children, Youth and Families Advisory Committee meeting held November 30, 2022.

The motion carried as follows:

AYES: 9 Bosch, Eletreby, Gale, Hamid, King, Mody, Petrosyan, Phelps, To

NOES: 0

ABSENT: 3 Bokota, Sun, Tanikawa

ABSTAIN: 1 Lin

**3.2 SELECTION OF A SUBCOMMITTEE FOR IRVINE CHILDREN, YOUTH AND FAMILIES 2023-2028 STRATEGIC PLAN PROCESS**

**ACTION:** Moved by Committee Member Lin, seconded by Committee Member Mody, and unanimously carried by those members present (Committee Members Bokota, Phelps, Sun, and Tanikawa absent), to select Chair Bokota, Committee Members King, Gale, and Hamid to serve on the subcommittee as a part of the 2023-2028 Irvine Children, Youth and Families Strategic Plan process.

**3.3 IRVINE CHILDREN, YOUTH AND FAMILIES ADVISORY COMMITTEE MEMBERT-AT-LARGE RECRUITMENT**

**ACTION:** Moved by Committee Member Petrosyan, seconded by Committee Member Lin, and unanimously carried by those members present (Committee Members Bokota, Phelps, Sun, and Tanikawa absent), to appoint Irvine Children, Youth and Families Advisory Committee Members Eletreby, Lin, and Petrosyan to serve on a selection committee to fill expiring Member-at-Large positions.



**ADJOURNMENT**

**Moved by Committee Member Petrosyan, seconded by Committee Member Lin, and unanimously carried by those members present (Chair Bokota, Committee Members Phelps, Sun, and Tanikawa absent), to adjourn the meeting at 7:10 p.m.**

\_\_\_\_\_  
DINA ELETREBY  
VICE CHAIR

\_\_\_\_\_  
RECORDING SECRETARY

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

## **ITEM 3.2**

### **IRVINE CHILDREN, YOUTH AND FAMILIES ADVISORY COMMITTEE REORGANIZATION**

(There is no report associated with this item.)