

Arlington Partnership for Children, Youth & Families

CHARTER

Introduction

The Arlington Partnership for Children, Youth & Families (APCYF) was created as an advisory body jointly appointed by the County Board of Arlington County, Virginia (the “County Board”), and the Arlington County School Board (the “School Board”), (jointly the “Boards”).

Mission (Purpose): To improve the health, well-being, and safety of children, youth, and families in Arlington through researching young people’s needs, advocating for improved policies and programs to meet those needs, and engaging all members of our community as part of the solution.

Governing Documents

- 2019 Community Report
- Data from Virginia Youth Survey
- Data from Your Voice Matters Survey

Functions and Scope

APCYF shall keep the Boards, other county and school officials, and the community apprised of issues and actions regarding children, youth and families’ health and well-being.

Identify Community Needs

The APS Data Specialist assigned to APCYF, working with the Data Committee and other community members:

- Collect survey data in direct collaboration with APS
- Current survey instruments are Virginia Youth Survey and Your Voice Matters
- Monitor regional, state and national data for comparison
- Report data in the Community Report
- Identify, develop and monitor goals for the health, well-being and safety of children, youth, and families

Engage the Community

- Disseminate data to the Boards, APCYF’s working committees, county and school staff, and the general public
- Facilitate collaboration among the community, residents, public and private service providers, schools, non-profit organizations, local businesses, the faith community, and other persons interested in the APCYF’s mission
- Convene community groups to develop and implement strategies, programs, and services to meet the goals

Advocate

- Base our positions on our data analysis
- Bring matters to the Boards’ attentions related to existing or new policies
- Inform the Boards of the community’s needs through written reports, presentations or meetings

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Membership

The APCYF shall be comprised of 24 members. These members are drawn from the community (16 people), ACG (6 people), and APS (2 people). All meetings are open to the public.

Appointed Community Members (16):

- APCYF appointed members are expected to serve as a liaison to interested parties in Arlington.
- All members serve at the pleasure of the Boards. Members will be appointed for two-year terms, with potential for reappointment. The appointees shall reflect the racial, ethnic, cultural, religious and geographic diversity of Arlington County.
- Two (2) members shall be identified to be Chair and Vice Chair. They shall serve 1 year, renewable terms in these roles.
- An appointed member who fails to attend three (3) APCYF meetings in a calendar year shall be advised to review their roles and responsibilities commitment with the Chair or Vice-Chair.

Arlington County Government (ACG) and Arlington Public School (APS) shall provide no less than (8) eight designate members:

- These members shall be ongoing members of APCYF and will not be appointed for terms.
- ACG: Senior-level staff or their designee from the departments of Libraries, Police, Juvenile Courts, Parks and Recreation, Human Services Divisions of Child and Family Services and Public Health
- APS: Senior-level staff or their designee from Student Services and Administrative Services

Committee Membership

APCYF has several ongoing committees that focus on areas around Planning and Development, Early Childhood, Mental Health, and Substance Use. Additional committees may form as necessary, to accomplish specific APCYF missions. Committee membership may include persons who are not appointed members of APCYF.

Staff Liaison

The County Manager through DHS shall hire a Coordinator to act as liaison between APCYF and the ACG and APS Staff. The Superintendent of APS share hire a Data Specialist to administer surveys and manage data.

Meetings

APCYF shall meet as needed to adequately fulfill its roles and responsibilities outlined in this charter. The full APCYF shall meet monthly while additional committees and workgroups meet as needed and report to the full APCYF. All meetings will comply with Virginia Open Meeting requirements and the Freedom of Information Act. Agendas and meeting minutes shall be made available on the APCYF website to the public in a timely manner.

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Remote/Electronic Attendance

Whenever an individual member wishes to participate from a remote location, the law requires a quorum of APCYF to be physically assembled at the primary or central meeting location, and there must be arrangements for the voice of the remote participant to be heard by all persons at the primary or central meeting location. This policy shall apply to the entire membership and without regard to the identity of the member requesting remote participation or matters that will be considered or voted on at the meeting.

Reporting to the Boards

APCYF shall provide recommendations to the County and School Boards about Arlington's children, youth and families. APCYF shall submit an annual report to the Boards after consultation with the APCYF Board Liaison. APCYF may, from time to time, be asked to provide comment at a regular Board meetings or Board work sessions. Testimony from advisory groups such as APCYF on budget and capital spending priorities is always welcome. The APCYF Chair should consult with the staff liaison and review the published public hearing schedules.

Update of this Charter

APCYF shall review this charter to assure that it meets commission policies whenever new data and/or issues arise that may warrant new priorities. Any requests for changes must be processed through the Board Liaison.