

Policy Advisory Committee

Contact Information

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Purpose

The Policy Advisory Committee is comprised of a representative and diverse group of youth, volunteers and staff to discuss policy issues related to the UC ANR 4-H Youth Development Program. The committee examines:

- Policy issues to determine if new or revised policies are needed
- Drafts new policies/recommendations for policies
- Identifies appropriate review for policy changes

Goals

The committee provides leadership and guidance regarding implementation of new or revised policies. This includes:

- Developing a plan and timeline for policy implementation and follow-up
- Developing FAQ sheets and other supporting documents
- Providing training on policy and processes

Committee Member Responsibilities

- Gather input on agenda items before meetings
- Attend all scheduled Policy Advisory Committee meetings
- Provide input on various policy or procedure issues facing the UC ANR 4-H Youth Development Program
- The committee makes recommendations to the Statewide 4-H Director, who with the Director of Administrative Policies and Business Contracts will take the recommendations to the appropriate decision-making body (Vice President, Controller, etc.)
- Express ideas and input of constituents and stakeholders
- Complete action items assigned at meetings
- Hold discussions confidential, so that decisions can be disseminated using appropriate protocol

Committee Membership

The Policy Advisory Committee includes a core set of members, including but not limited to:

- 1 Senior Youth member (for youth-specific topics)
- 1 4-H Adult Volunteer and/or Program Partner
- 2 County 4-H Youth Development Program Staff
- 3 State 4-H Youth Development Program Staff
- Ad-Hoc Subcommittees will also be formed and filled by additional ANR staff as needed to address specific policy issues

Meetings

Must be able to participate in virtual conference call meetings throughout the year. Members will also participate in designated ad-hoc and subcommittee conference calls as needed. Meetings are held during weekdays business hours only. Additional conference calls may be scheduled, when issues arise that cannot wait until the next scheduled meeting.

Participation

In consultation with and upon approval of the State 4-H Director, committee members who consistently do not attend and participate in required PAC meetings and work will be excused from their committee appointment.