



# Minutes

## IRVINE CHILD CARE PROJECT REGULAR MEETING

May 10, 2021  
8:30 AM

Adam Buchanan  
President

Cyril Yu  
Vice President

Alan Battenfield  
Clerk

Board Member:  
Stephanie Bynon  
Tammy Kim

Irvine Child Resource Center  
14341 Yale Avenue  
Irvine, California

**Zoom Meeting**

### CALL TO ORDER

A regular meeting of the Irvine Child Care Project (ICCP) was called to order on Monday, May 10, 2021 at 8:34 a.m. by Vice President Yu.

### ROLL CALL

Present:	BOARD MEMBER:	Stephanie Bynon
	BOARD MEMBER:	Tammy Kim*
	CLERK:	Alan Battenfield
	VICE PRESIDENT:	Cyril Yu
	PRESIDENT:	Alternate Member Corey Lakin

\*Stepped out of meeting at 8:55 and returned at 9:05 a.m.

### PLEDGE OF ALLEGIANCE

Supervisor Stubler led the Pledge of Allegiance.

### INTRODUCTIONS

Supervisor Stubler introduced Denise Chang, Program Assistant with the City of Irvine. Denise joined the City of Irvine on May 3, 2021 and is looking forward to supporting the Irvine Child Care Project.

### ANNOUNCEMENTS

There were no announcements.

**PRESENTATIONS**

There were no presentations.

**ADDITIONS AND DELETIONS TO THE AGENDA**

There were no additions or deletions to the agenda.

**PUBLIC COMMENTS**

Ellen England, Director at Stone Creek Creekers' Club expressed gratitude to the ICCP Board, the Irvine Children's Fund, and its Executive Director Sharon Wellikson for the financial support during the COVID-19 pandemic, as well as the yearly fundraising that Sharon does for the ICCP scholarship program. She also shared her concern for the coming school year and how reduced capacity limitations as a result of the pandemic will affect her ability to enroll new and returning students.

Jennifer Willis, Administrative Director with Rainbow Rising, expressed the gratitude of her entire organization to the ICCP Board for the financial support via rent relief throughout the COVID-19 pandemic. Rainbow Rising is also very thankful for the daily support provided by City of Irvine and IUSD staff, especially the assistance securing expanded access on IUSD campuses over the previous months and scholarship support for families in need.

**CONSENT CALENDAR**

**Moved by Clerk Battenfield, seconded by Board Member Bynon, and unanimously carried to approve Consent Calendar items 1 through 11.**

The motion carried as follows:

Ayes: Battenfield, Bynon, Kim, Lakin, Yu

**1. APPROVAL OF IRVINE CHILD CARE PROJECT (ICCP) MINUTES**

**ACTION:**

Approved the minutes of a regular meeting of the Irvine Child Care Project held on March 8, 2021.

**2. WARRANT REQUEST – CATALYST FAMILY INC.**

**ACTION:**

Approved payment of \$36,501.79 to Catalyst Family Inc. for child care development services for March 1-31, 2021.

**3. WARRANT REQUEST – ICCP PROVIDERS IRVINE CHILDREN’S FUND SCHOLARSHIPS**

**ACTION:**

Approved payments totaling the amount of \$6,898.38 to ICCP providers for child care services for March 1-31, 2021 funded by ICF Scholarships.

- \$ 5,587.50 to Rainbow Rising
- \$ 00.00 to Kids Stuff
- \$ 1,310.88 to Catalyst Family Inc.
- \$ 00.00 to Dolphin Club
- \$ 00.00 to Creekers Club

**4. WARRANT REQUEST – IRVINE UNIFIED SCHOOL DISTRICT (IUSD)**

**ACTION:**

Approved payment of \$72,423.34 for Facilities and Financial Support Services, Utilities, Custodial Services, Custodial Equipment Amortization and payment for sale of IUSD-owned portables to ICCP for the month of March 2021.

- \$46,674.67 for Custodial Services
- \$ 675.00 for Custodial Equip Amortization
- \$10,589.42 for Payment of Portable Purchase
- \$ 7,625.92 for Utilities
- \$ 6,858.33 for Facilities & Financial Support

**5. WARRANT REQUEST – CITY OF IRVINE**

**ACTION:**

Approved payment of \$14,441.13 to the City of Irvine for Program and Grant Administration for the month of March 2021.

- \$ 13,320.13 for Program Administration
- \$ 1,121.00 for Grant Administration

**6. ICCP PAYMENTS FOR APRIL 2021**

**ACTION:**

Received and filed approved April 2021 Accounting Sheet and packet for services rendered February 2021.

**7. ICCP EXPENSES PAID BY IRVINE UNIFIED SCHOOL DISTRICT**

**ACTION:**

Reviewed and accepted attached invoices in the total amount of \$13,460.53 paid by IUSD on behalf of ICCP.

**8. DEPOSIT OF STATE GRANT APPORTIONMENTS**

**ACTION:**

Authorized the deposit of grant funds from the State Department of Education into the appropriate account as follows:

- \$ 33,635.00      01-005-50100-8290
- \$ 12,437.00      01-005-50100-8290
- \$ 74,430.00      01-005-50100-8590

**9. DEPOSIT OF STIPENDS FOR CHILD CARE CONTRACTORS ISSUED PURSUANT TO ASSEMBLY BILL 82**

**ACTION:**

Authorized the deposit of funds from ICF into the appropriate account as follows:

- \$ 27,300.00      01-005-50100-8590
- \$ 1,365.00      01-005-71059-5864

**10. WARRANT REQUEST – CATALYST FAMILY INC.**

**ACTION:**

Approved payment of \$27,300.00 to Catalyst Family Inc. for AB 82 Stipends.

**11. DEPOSIT OF SCHOLARSHIP FUNDS FROM IRVINE CHILDREN’S FUND (ICF)**

**ACTION:**

Authorized the deposit of funds from ICF into the appropriate account as follows:

- \$ 19,030.74      01-005-712-00-8689
- \$ 0.00      01-005-701-00-8699

**BOARD BUSINESS**

**12. RESOLUTION OF INTENTION TO TERMINATE THE CONTRACT BETWEEN THE BOARD OF ADMINISTRATION CALIFORNIA PUBLIC EMPLOYEES’ RETIREMENT SYSTEM AND THE BOARD OF DIRECTORS IRVINE CHILD CARE PROJECT**

Moved by Clerk Battenfield, seconded by Board Member Bynon, and unanimously carried by members present to adopt the Resolution of Intention to Terminate the Contract with CalPERS and authorize Vice President Yu to sign the Resolution on behalf of the ICCP Board of Directors.

The motion carried as follows:

Ayes: Battenfield, Bynon, Lakin, Yu  
Absent: Kim

**13. IRVINE CHILD CARE PROJECT (ICCP) PROPOSED BUDGET FOR FY 2021-22 WITH MULTI-YEAR BUDGET PROJECTIONS**

John Fogarty, IUSD Assistant Superintendent/Chief Financial Officer, presented the item.

**ACTION:** Reviewed proposed budget for FY 2021-22 with multi-year budget projections.

**14. ICCP CHILD CARE PROJECT RENT RELIEF FOR PROVIDERS**

**Public Comment on item 14:** Rick Porter, President of the Rainbow Rising Board, shared they have received a second phase PPP loan for approximately \$800,000 on February 6, 2021; however, their income is still down approximately \$5.5 million dollars from the same time last year. Rainbow Rising enrollment is presently down 68 percent year-over-year. Currently, their income does not cover their costs.

Michael Hagemann, parent of a child who attends Creekers Club, asked that in light of the ongoing financial hardship ICCP providers are experiencing, the ICCP Board choose option A.

**Discussion included:** John Fogarty, IUSD Assistant Superintendent/Chief Financial Officer indicated the rental relief is deficit spending for ICCP and it cannot continue indefinitely.

**Moved by Vice President Yu, seconded by Board Member Bynon, and unanimously carried by the Board Members present to approve Option A: Waiver of 50 percent of the rental payments for the month of June 2021, which would be a loss in revenue to ICCP of \$78,870.00.**

The motion carried as follows:

Ayes: Battenfield, Bynon, Lakin, Yu  
Absent: Kim

**15. DETERMINATION OF FY 2021-22 CHILD CARE PROVIDER RENTAL RATE**

**Moved by Vice President Yu, seconded by Clerk Battenfield, and unanimously carried by the Board Members present to approve the current rental rate with no change for the FY 2021-22.**

The motion carried as follows:

Ayes: Battenfield, Bynon, Kim, Lakin, Yu

**REPORTS**

**16. FACILITIES AND BUDGET REPORT – JOHN FOGARTY**

Report included in packet was reviewed.


**17. ICCP ADMINISTRATOR’S REPORT – TRACI STUBBLER**

Report included in packet was reviewed.

**Discussion included:** Board Member Bynon asked for pre/post COVID-19 building capacity numbers for each ICCP site at the next meeting.

**ADJOURNMENT**

Moved by Board Member Kim, seconded by Board Member Bynon, and unanimously carried to adjourn the meeting at 9:36 a.m. The next Regular Irvine Child Care Project Board Meeting will convene at 8:30 a.m. on **Monday, June 14, 2021**.

  
CYRIL YU (Jul 21, 2021 17:44 PDT)  
ADAM BUCHANAN, PRESIDENT  
IRVINE CHILD CARE PROJECT

Shane Dineen  
Shane Dineen (Jul 22, 2021 08:02 PDT)  
SHANE DINEEN  
RECORDING SECRETARY

Date Approved: 7/22/21