



# MINUTES

## IRVINE CHILD CARE PROJECT REGULAR MEETING

January 10, 2022

8:30 AM

Irvine City Hall, B203 and Zoom  
One Civic Center Plaza  
Irvine, CA 92604

### CALL TO ORDER

The regular meeting of the Irvine Child Care Project (ICCP) was called to order at 8:30 a.m. by Vice President Yu.

### ROLL CALL

Present:	5	BOARD MEMBER:	Stephanie Bynon
		BOARD MEMBER:	Tammy Kim*
		BOARD MEMBER:	Corey Lakin
		CLERK:	Alan Battenfield
		VICE PRESIDENT:	Cyril Yu

\*Board Member Kim joined the meeting at 8:32 a.m.

### PLEDGE OF ALLEGIANCE

Vice President Yu led the Pledge of Allegiance.

### INTRODUCTIONS

There were no introductions.

### COVID-19 HEALTH ANNOUNCEMENT

Cory Hilderbrand, Community Services Manager, read the COVID-19 public health announcement.

### 1. PRESENTATIONS

#### 1.1 **TRANSITIONAL KINDERGARTEN EXPANSION AND IRVINE CHILD CARE PROJECT PROGRAMS**

Cory Hilderbrand, Community Services Manager, provided an update on State of California legislation that will expand age eligibility for Transitional Kindergarten to all four-year old children, regardless of income eligibility by the 2025-26 school year and the possible impacts this may have on ICCP.

## **ANNOUNCEMENTS**

There were no announcements.

## **PUBLIC COMMENTS**

There were no public comments.

## **ADDITIONS AND DELETIONS TO THE AGENDA**

There were no additions or deletions to the agenda.

## **2. CONSENT CALENDAR**

### **ACTION:**

**Moved by Clerk Battenfield, seconded by Board Member Kim, and unanimously carried by those members present to approve Consent Calendar items 2.1 through 2.8.**

There were no public comments.

### **2.1 MINUTES**

#### **ACTION:**

**Approved the minutes of the Irvine Child Care Project meeting held on November 8, 2021.**

### **2.2 WARRANT REQUEST – CATALYST FAMILY INC.**

#### **ACTION:**

**Approved payment of \$57,761.71 to Catalyst Family Inc. for child care development services for November 1-30, 2021.**

### **2.3 WARRANT REQUEST – IRVINE CHILDREN'S FUND (ICF) SCHOLARSHIPS**

#### **ACTION:**

**Approved payments for warrants totaling the amount of \$9,674.50 (CDBG) for Child care services for November 1-30, 2021 funded by ICF scholarships.**

- \$ 1,829.50 to Catalyst Family Inc. (CDBG)
- \$ 397.50 to Creekers Club (CDBG)
- \$ 0.00 to Dolphin Club

- \$ 0.00 to Kids Stuff
- \$ 7,447.50 to Rainbow Rising (CDBG)

**2.4 WARRANT REQUEST – IRVINE CHILDREN’S FUND CORONAVIRUS (CV) SCHOLARSHIPS**

**ACTION:**

**Approved payments for warrants totaling the amount of \$23,232.86 (CDBG-CV) for child care services for November 1-30, 2021 funded by CV scholarships.**

- \$ 5,444.93 to Catalyst Family Inc. (CDBG-CV)
- \$ 483.75 to Creekers Club (CDBG-CV)
- \$ 1,150.00 to Dolphin Club (CDBG-CV)
- \$ 652.50 to Kids Stuff
- \$15,501.68 to Rainbow Rising (CDBG-CV)

**2.5 WARRANT REQUEST – IRVINE UNIFIED SCHOOL DISTRICT (IUSD)**

**ACTION:**

**Approved payment of \$73,956.67 for payment for sale of IUSD-owned portables to ICCP, Utilities, Facilities and Financial Support Services, Custodial Equipment Amortization and Custodial Services for the month of November 2021.**

- \$47,685.08 for Custodial Services
- \$ 675.00 for Custodial Equip Amortization
- \$10,589.42 for Payment of Portable Purchase
- \$ 8,007.17 for Utilities
- \$ 7,000.00 for Facilities & Financial Support

**2.6 ICCP EXPENSES PAID BY IUSD**

**ACTION:**

**Reviewed and accepted attached invoices in the total amount of \$14,097.24 paid by IUSD on behalf of ICCP.**

**2.7 WARRANT REQUEST – CITY OF IRVINE**

**ACTION:**

**Approved payment of \$21,593.58 to the City of Irvine for Program and Grant Administration for the month of November 2021.**

- \$ 19,984.34 for Program Administration
- \$ 1,609.24 for Grant Administration

**2.8 MEMBER-AT-LARGE REAPPOINTMENT**

**ACTION:**

Re-appointed Stephanie Bynon to the ICCP Board of Directors to serve for a regular term of office to commence February 1, 2022 through January 2023.

**3. BOARD BUSINESS**

**3.1 FISCAL YEAR 2020-21 FINANCIAL YEAR-END AUDIT**

**ACTION:**

Submitted for the Board's review and discussion. No action taken.

**3.2 IRVINE CHILD CARE PROJECT (ICCP) QUALITY CRITERIA AND ASSESSMENT PROCESS**

ICCP discussion included: The importance of unannounced quality assessment visits to all ICCP sites, the previous model of an all-volunteer quality assessment committee is no longer viable, the availability of funding in the current ICCP budget, cost projections to hire an outside agency to perform quality assessment checks, request for staff to revisit the Request For Proposal (RFP) process to seek an outside agency to perform quality assessment visits at all ICCP sites.

There were no public comments.

**ACTION:**

Submitted for the Board's review and discussion. No action taken.

**4. REPORTS**

**4.1 FACILITIES AND BUDGET REPORT – JOHN FOGARTY**

There were no public comments.

**ACTION:**

Received and filed. No action taken.

**4.2 ICCP ADMINISTRATOR'S REPORT – CORY HILDERBRAND**

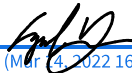
There were no public comments.

**ACTION:**

Received and filed. No action taken.

**ADJOURNMENT**

Moved by Board Member Kim, and seconded by Clerk Battenfield, to adjourn the meeting at 9:00 a.m.

  
Cyril Yu (Mar 14, 2022 16:49 PDT)  
CYRIL YU, VICE PRESIDENT  
IRVINE CHILD CARE PROJECT

Shane Dineen  
Shane Dineen (Mar 14, 2022 16:54 PDT)  
SHANE DINEEN  
RECORDING SECRETARY

Date Approved: March 14, 2022