



MINUTES

IRVINE CHILD CARE PROJECT REGULAR MEETING

May 9, 2022
8:30 AM

Irvine City Hall, B203
1 Civic Center Plaza
Irvine, CA 92604

CALL TO ORDER

The regular meeting of the Irvine Child Care Project (ICCP) was called to order at 8:35 a.m. by President Yu.

ROLL CALL

Present:	4	BOARD MEMBER:	Sandra Salcedo
		CLERK:	Stephanie Bynon
		VICE PRESIDENT:	Alan Battenfield
		PRESIDENT:	Cyril Yu
Absent:	1	BOARD MEMBER:	Tammy Kim

PLEDGE OF ALLEGIANCE

President Yu led the Pledge of Allegiance.

PUBLIC COMMENTS – AGENDIZED ITEMS

There were no public comments on agendized items.

PUBLIC COMMENTS – NON-AGENDIZED ITEMS

Sharon Wellikson, Executive Director, Irvine Children's Fund & Irvine Junior Games, invited Board Members to attend the Irvine Junior Games which will be held on May 15, 2022.

INTRODUCTIONS

There were no introductions.

ANNOUNCEMENTS

Traci Stubbler, ICCP Administrator, announced the ICCP Agenda items have been rearranged to align with the City's current public meeting protocols.

1. BOARD REPORTS

1.1 FINANCIAL REPORT

ACTION:
Received and Filed.

1.2 ADMINISTRATOR'S REPORT

Discussion Included: Board President Yu asked if any ICCP providers are in the process of obtaining preschool child care licenses to provide care for the younger children who are now age eligible to attend IUSD's Pre-Kindergarten. Traci Stubbler, ICCP Administrator, advised that further conversation with the District regarding access to additional space for child care would be needed as ICCP providers would not be able to obtain preschool licenses for their existing spaces.

ACTION:
Received and Filed.

ADDITIONS AND DELETIONS TO THE AGENDA

There were no additions or deletions to the agenda.

2. CONSENT CALENDAR

ACTION:
Moved by Vice President Battenfield, seconded by Clerk Bynon, and unanimously carried by those members present (Board Member Kim absent), to approve Consent Calendar items 2.1 through 2.13.

2.1 MINUTES

ACTION:
Approved the minutes of the Irvine Child Care Project meeting held on March 14, 2022.

2.2 MINUTES

ACTION:
Approved the minutes of the Special Irvine Child Care Project meeting held on April 12, 2022.

2.3 WARRANT REQUEST – CATALYST FAMILY INC.

ACTION:

Approved payment of \$79,044.21 to Catalyst Family Inc. for child care development services for March 1-31, 2022.

2.4 WARRANT REQUEST – IRVINE CHILDREN’S FUND (ICF) SCHOLARSHIPS

ACTION:

Approved payments for warrants totaling the amount of \$12,784.00 (ICF) for child care services for March 1-31, 2022 funded by ICF scholarships.

- \$ 2,926.50 to Catalyst Family Inc. (ICF)
- \$ 397.50 to Creekers Club (ICF)
- \$ 00.00 to Dolphin Club
- \$ 00.00 to Kids Stuff
- \$ 9,460.00 to Rainbow Rising (ICF)

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

ACTION:

Approved payments for warrants totaling the amount of \$23,277.61 (CDBG-CV) for child care services for March 1-31, 2022 funded by CV scholarships.

- \$ 5,524.86 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 (CDBG-CV)
- \$15,466.50 to Rainbow Rising (CDBG-CV)

2.6 WARRANT REQUEST – IRVINE CHILD CARE PROJECT SCHOLARSHIPS

ACTION:

Approved payments for warrants totaling the amount of \$948.80 for child care services for March 1-31, 2022 funded by ICCP scholarships.

- \$ 00.00 to Catalyst Family Inc.
- \$ 00.00 to Creekers Club
- \$ 00.00 to Dolphin Club
- \$ 00.00 to Kids Stuff
- \$ 948.80 to Rainbow Rising (ICCP)

2.7 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 March 2022.

- \$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

2.8 WARRANT REQUEST – CITY OF IRVINE

ACTION:

Approved payment of \$21,278.91 to the City of Irvine for Program and Grant Administration for the month of March 2022.

- \$ 19,698.02 for Program Administration
- \$ 1,580.89 for Grant Administration

2.9 ICCP EXPENSES PAID BY IUSD

ACTION:

Reviewed and accepted attached invoices in the total amount of \$22,411.00 paid by IUSD on behalf of ICCP.

2.10 ICCP PAYMENTS ISSUED APRIL 2022

ACTION:

Received and filed attached record of payments issued April 2022 for service month February 2022.

2.11 DEPOSIT OF STATE GRANT APPORTIONMENT

ACTION:

Authorized the deposit of grant funds from the California Department of Social Services into the appropriate account as follows:

- \$ 5,983.00 01-005-50100-8290
- \$ 38,701.00 01-005-50100-8290
- \$ 17,790.00 01-005-50100-8290
- \$ 132,460.00 01-005-50100-8590

2.12 DEPOSIT OF SCHOLARSHIP FUNDS FROM ICF

ACTION:

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

- \$ 24,524.75 01-005-712-00-8290

2.13 DEPOSIT OF CDBG-CV SCHOLARSHIP FUNDS FROM ICF

ACTION:

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

- \$ 47,780.40 01-005-712-00-8699

3. BOARD BUSINESS

3.1 DETERMINATION OF FY 2022-23 GENERAL CHILD CARE AND DEVELOPMENT GRANT ADMINISTRATIVE FEE

ACTION:

Moved by Clerk Bynon, seconded by Vice President Battenfield, and unanimously carried by those members present (Board Member Kim absent), to approve a 2% Administrative Fee for the CCTR grant for FY 2022-23.

3.2 DETERMINATION OF FY 2022-23 CHILD CARE PROVIDER RENTAL RATE

ACTION:

Moved by Vice President Battenfield, seconded by Board Member Salcedo, and unanimously carried by those members present (Board Member Kim absent), to approve the current rental rate with no change for FY 2022-23.

3.3 PROPOSED BUDGET FOR FY 2022-23 WITH MULTI-YEAR BUDGET PROJECTIONS

Discussion Included: President Yu questioned why safety and security line item is \$9,000 for FY 2022-23 and decreases to \$1,600 subsequent years; John Fogarty indicated the increase in line item accounts for AED units for new site, Solis Park, and other sites where needed.

ACTION:

Submitted for the Board's review and discussion.

ADJOURNMENT

Moved by President Yu, seconded by Vice President Battenfield, and unanimously carried by those members present (Board Member Kim absent), to adjourn the meeting at 8:53 a.m.

Stephanie Bynon

Stephanie Bynon (Jun 13, 2022 16:00 PDT)

CYRIL YU, PRESIDENT
IRVINE CHILD CARE PROJECT

Jun 13, 2022

Date Approved: _____

Shane Dineen

Shane Dineen (Jun 13, 2022 16:21 PDT)

SHANE DINEEN
RECORDING SECRETARY