



MINUTES

IRVINE CHILD CARE PROJECT REGULAR MEETING

June 13, 2022
8:30 AM

Irvine City Hall, B204
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 8:33 a.m. on June 13, 2022 via zoom; Clerk Bynon presiding.

ROLL CALL

Present:	3	BOARD MEMBER:	Sandra Salcedo
		BOARD MEMBER:	Tammy Kim
		CLERK:	Stephanie Bynon
Absent:	2	VICE PRESIDENT:	Alan Battenfield
		PRESIDENT:	Cyril Yu

PLEDGE OF ALLEGIANCE

Clerk Bynon led the Pledge of Allegiance.

PUBLIC COMMENTS – AGENDIZED ITEMS

There were no agendized public comments.

PUBLIC COMMENTS – NON-AGENDIZED ITEMS

There were no non-agendized public comments.

INTRODUCTIONS

There were no introductions.

ANNOUNCEMENTS/COMMITTEE REPORTS/COMMITTEE UPDATES

1. BOARD REPORTS

1.1 FINANCIAL REPORT

John Fogarty, IUSD Assistant Superintendent/CFO, presented the Financial Report for Fiscal Year 2021-22 Budget.

1.2 ADMINISTRATOR'S REPORT

Traci Stubbler, ICCP Administrator, provided an update on the following items:

- Scholarships and Financial Assistance opportunities
- Program Quality Oversight

ADDITIONS AND DELETIONS TO THE AGENDA

There were no additions or deletions to the agenda.

2. CONSENT CALENDAR

ACTION: Moved by Board Member Kim, seconded by Board Member Salcedo, and unanimously carried by those members present (President Yu and Vice President Battenfield 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 May 9, 2022.

2.2 WARRANT REQUEST – CATALYST FAMILY INC.

ACTION:

Approved payment of \$77,022.74 to Catalyst Family Inc. for child care development services for April 1-30, 2022.

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

ACTION:

Approved payments for warrants totaling the amount of \$12,859.00 (ICF) for child care services for April 1-30, 2022 funded by ICF scholarships.

- \$ 2,926.50 to Catalyst Family Inc. (ICF)
- \$ 472.50 to Creekers Club (ICF)
- \$ 00.00 to Dolphin Club
- \$ 00.00 to Kids Stuff
- \$ 9,460.00 to Rainbow Rising (ICF)

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

ACTION:

Approved payments for warrants totaling the amount of \$23,646.07 (CDBG-CV) for child care services for April 1-30, 2022 funded by CV scholarships.

- \$ 5,700.11 to Catalyst Family Inc. (CDBG-CV)
- \$ 596.25 to Creekers Club (CDBG-CV)
- \$ 1,175.00 to Dolphin Club (CDBG-CV)
- \$ 652.50 to Kids Stuff (CDBG-CV)
- \$15,522.21 to Rainbow Rising (CDBG-CV)

2.5 WARRANT REQUEST – IRVINE CHILD CARE PROJECT SCHOLARSHIPS

ACTION:

Approved payments for warrants totaling the amount of \$1,010.00 for child care services for April 1-30, 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
- \$ 1,010.00 to Rainbow Rising (ICCP)

2.6 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 April 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
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2.7 WARRANT REQUEST – CITY OF IRVINE

ACTION:

Approved payment of \$32,186.87 to the City of Irvine for Program and Grant Administration for the month of April 2022.

- \$30,626.41 for Program Administration
- \$ 1,560.46 for Grant Administration

2.8 DEPOSIT OF SCHOLARSHIP FUNDS FROM ICF

ACTION:

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

- \$12,784.00 01-005-712-00-8290

2.9 DEPOSIT OF CDBG-CV SCHOLARSHIP FUNDS FROM ICF

ACTION:

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

- \$23,277.61 01-005-712-00-8699

2.10 DEPOSIT OF STIPENDS FOR CHILD CARE CONTRACTORS ISSUED PURSUANT TO ASSEMBLY BILL (AB) 131

ACTION:

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

- \$30,000.00 01-005-50100-8590

2.11 RENEWAL OF MEMORANDUM OF UNDERSTANDING FOR IRVINE CHILD CARE PROJECT (ICCP) USE OF PERMANENT CHILD CARE BUILDINGS AT BEACON PARK K-8 SCHOOL CAMPUS

ACTION:

Authorized an ICCP Board Member to sign the attached Memorandum of Understanding for ICCP use of permanent child care buildings at the Beacon Park K-8 school campus for the time period July 1, 2022 through June 30, 2023.

2.12 RENEWAL OF MEMORANDUM OF UNDERSTANDING FOR IRVINE CHILD CARE PROJECT (ICCP) USE OF PERMANENT CHILD CARE BUILDINGS AT CADENCE PARK K-8 SCHOOL CAMPUS

ACTION:

Authorized an ICCP Board Member to sign the attached Memorandum of Understanding for ICCP use of permanent child care buildings at the Cadence Park K-8 school campus for the time period July 1, 2022 through June 30, 2023.

2.13 MEMORANDUM OF UNDERSTANDING FOR IRVINE CHILD CARE PROJECT (ICCP) USE OF PERMANENT CHILD CARE BUILDINGS AT SOLIS PARK K-8 SCHOOL CAMPUS

ACTION:

Authorized an ICCP Board Member to sign the attached Memorandum of Understanding for ICCP use of permanent child care buildings at the Solis Park K-8 school campus for the time period July 1, 2022 through June 30, 2023.

3. BOARD BUSINESS

3.1 ACCEPTANCE OF FUNDS AWARDED BY THE IRVINE CHILDREN’S FUND (ICF) TO SUPPORT THE ICCP SCHOLARSHIP PROGRAM FOR THE 2021-22 FISCAL YEAR


ACTION: Moved by Board Member Kim, seconded by Board Member Salcedo, and unanimously carried by those members present (President Yu and Vice President Battenfield absent), to accept the award of \$165,000 for the 2022-23 Fiscal Year from Irvine Children’s Fund to support the ICCP Scholarship Program


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

ACTION: Moved by Board Member Kim, seconded by Board Member Salcedo, and unanimously carried by those members present (President Yu and Vice President Battenfield absent), to approve the FY 2022-23 Budget.

ADJOURNMENT

Moved by Board Member Kim, seconded by Board Member Salcedo, and unanimously carried by those members present (President Yu and Vice President Battenfield absent) to adjourn the meeting at 8:44 a.m.


Cyril Yu (Sep 13, 2022 06:38 PDT)
CYRIL YU, PRESIDENT
IRVINE CHILD CARE PROJECT


Shane Dineen (Sep 13, 2022 07:44 PDT)
SHANE DINEEN
RECORDING SECRETARY

Date Approved: September 12, 2022