



# MINUTES

## IRVINE CHILD CARE PROJECT REGULAR MEETING

September 12, 2022  
8:30 AM

Irvine City Hall, B204  
1 Civic Center Plaza  
Irvine, CA 92604

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### CALL TO ORDER

The regular meeting of the Irvine Child Care Project (ICCP) was called to order at 8:30 a.m. on September 12, 2022 via Zoom; President Yu presiding.

### ROLL CALL

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

\*Board Member Kim joined the meeting at 8:33 a.m.

### 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

There were no public comments on non-agendized items.

## **INTRODUCTIONS**

John Fogarty, IUSD Assistant Superintendent/CFO, introduced Sharon Marcacci, IUSD Fiscal Services Specialist. Sharon will be filling the role previously held by Becky Myers.

## **ANNOUNCEMENTS/COMMITTEE REPORTS/COMMITTEE UPDATES**

There were no announcements, committee reports, or committee updates.

### **1. BOARD REPORTS**

#### **1.1 FINANCIAL REPORT**

John Fogarty, IUSD Assistant Superintendent/CFO, presented the Financial Report for Fiscal Year 2022-23.

#### **1.2 ADMINISTRATOR'S REPORT**

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

- Scholarships and Financial Assistance Opportunities
- September 2022 ICCP Directors' Forum

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

There were no additions or deletions to the agenda.

### **2. CONSENT CALENDAR**

**ACTION: Moved by Board Member Salcedo, seconded by Board Member Battenfield, and unanimously carried by those members present (Clerk Bynon absent) to approve Consent Calendar items 2.1 through 2.11.**

#### **2.1 MINUTES**

**ACTION:**

Approved the minutes of the Irvine Child Care Project regular meeting held on June 13, 2022.

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

**ACTION:**

Approved warrant payment of \$85,063.54 to Catalyst Family Inc. for child care development services for July 1-31, 2022.

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

**ACTION:**

Approved warrant payments totaling \$8,622.25 (CDBG) for child care services for July 1-31, 2022 funded by ICF scholarships.

- \$ 2,379.75 to Catalyst Family Inc. (CDBG)
- \$ 00.00 to Creekers Club
- \$ 00.00 to Dolphin Club
- \$ 30.00 to Kids Stuff
- \$ 6,212.50 to Rainbow Rising (CDBG)

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

**ACTION:**

Approved warrant payments totaling \$20,459.03 (CDBG-CV) for child care services for July 1-31, 2022 funded by CV scholarships.

- \$ 5,972.03 to Catalyst Family Inc. (CDBG-CV)
- \$ 795.00 to Creekers Club (CDBG-CV)
- \$ 00.00 to Dolphin Club
- \$ 00.00 to Kids Stuff
- \$ 13,692.00 to Rainbow Rising (CDBG-CV)

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

**ACTION:**

Approved warrant payments totaling \$75,483.08 for the sale of IUSD-owned portables to ICCP, Utilities, Facilities and Financial Support Services, Custodial Equipment Amortization, and Custodial Services for the month of July 2022.

- \$ 48,669.83 for Custodial Services
- \$ 675.00 for Custodial Equip Amortization
- \$ 10,589.42 for Payment of Portable Purchase
- \$ 8,407.50 for Utilities
- \$ 7,141.33 for Facilities & Financial Support

**2.6 WARRANT REQUEST – CITY OF IRVINE**

**ACTION:**

Approved warrant payment of \$17,607.94 to the City of Irvine for Program and Grant Administration for the month of July 2022.

- \$ 15,906.66 for Program Administration

- \$ 1,701.28 for Grant Administration

**2.7 IRVINE CHILD CARE PROJECT (ICCP) PAYMENTS ISSUED JULY 2022**

**ACTION:**

Received and filed attached record of payments issued July 2022 for service month May 2022.

**2.8 IRVINE CHILD CARE PROJECT (ICCP) PAYMENTS ISSUED AUGUST 2022**

**ACTION:**

Received and filed attached record of payments issued August 2022 for service month June 2022.

**2.9 DEPOSIT OF SCHOLARSHIP FUNDS FROM ICF**

**ACTION:**

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

- \$ 38,911.98            01-005-712-00-8290

**2.10 DEPOSIT OF CDBG-CV SCHOLARSHIP FUNDS FROM ICF**

**ACTION:**

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

- \$ 70,768.48            01-005-712-00-8290

**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:

- \$156,990.00            01-005-50100-8290
- \$271,381.00            01-005-50100-8590

**3. BOARD BUSINESS**

**3.1 CALIFORNIA DEPARTMENT OF SOCIAL SERVICES GENERAL CHILD CARE AND DEVELOPMENT PROGRAM GRANT FUNDING FOR FY 2022-23 (CCTR-2168)**

**ACTION:**

Received and filed California Department of Social Services General Child Care and Development Program Grant Funding for FY 2022-23 (CCTR-2168).

**3.2 SUBCONTRACT AGREEMENT WITH CATALYST FAMILY INC. FOR CALIFORNIA DEPARTMENT OF SOCIAL SERVICES GENERAL CHILD CARE AND DEVELOPMENT PROGRAM GRANT FUNDING (CCTR-2168)**

**ACTION:**

Received and filed Subcontract Agreement with Catalyst Family, Inc. for California Department of Social Services General Child Care and Development Program Grant Funding.

**ADJOURNMENT**

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

  
Cyril Yu (Nov 3, 2022 16:27 PDT)

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CYRIL YU, PRESIDENT  
IRVINE CHILD CARE PROJECT

  
Shane Dineen (Nov 3, 2022 16:37 PDT)

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SHANE DINEEN  
RECORDING SECRETARY

Date Approved: October 17, 2022











# \_09-12 ICCP MINUTES

Final Audit Report

2022-11-03

Created:	2022-10-17
By:	Rebecca Parmer (rparmer@cityofirvine.org)
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