



AGENDA

IRVINE CHILD CARE PROJECT REGULAR MEETING

**November 14, 2016
8:30 AM**

**Conference Room L102
One Civic Center Plaza
Irvine, California**

Speaker's Form/Request to Speak - If you would like to address the Board on a scheduled agenda item, please complete the Request to Speak Form. Speaker's Forms are located on the table at the entrance to the Conference Room. Please identify on the card your name, address and the item on which you would like to speak and return to the Recording Secretary. The Request to Speak Form assists the Chair in ensuring that all persons wishing to address the Board are recognized. Your name will be called at the time the matter is heard by the Board.

CALL TO ORDER

A regular meeting of the Irvine Child Care Project will be called to order on Monday, November 14, 2016 at 8:30 a.m. in Conference Room L102 at Irvine City Hall, One Civic Center Plaza, Irvine.

ROLL CALL

BOARDMEMBER:
BOARDMEMBER:
CLERK:
VICE PRESIDENT:
PRESIDENT:

RUTH ANDERSON
LYNN SCHOTT
IRA GLASKY
ALAN BATTENFIELD
DARIN LOUGHREY

PLEDGE OF ALLEGIANCE

INTRODUCTIONS

ANNOUNCEMENTS

PRESENTATIONS

ADDITIONS AND DELETIONS TO THE AGENDA

Additions to the agenda are limited by California Government Code Section 54954.2 of the Brown Act and for those items that arise after the posting of the Agenda and must be acted upon prior to the next Board meeting.

PUBLIC COMMENTS

Any member of the public may address the Board on items within the Board's subject matter jurisdiction, but which are not listed on the Agenda during PUBLIC COMMENTS. However, no action may be taken on matters that are not part of the posted agenda. PUBLIC COMMENTS are scheduled for 30 minutes and are limited to 3 minutes per person.

CONSENT CALENDAR

All matters listed under Consent Calendar are considered to be routine and enacted by one roll call vote. There will be no discussion of these items unless members of the Board request specific items to be removed from the Consent Calendar for separate discussion. Any member of the public may address the Board on items on the Consent Calendar. Public comments on any item or items on the consent calendar are limited to three minutes per speaker. If you wish to speak to a particular item or items, please complete a Speakers Form and submit to Recording Secretary.

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

ACTION:

- 1) Approve minutes of the Irvine Child Care Project regular meeting of September 12, 2016.
- 2) Approve minutes of the Irvine Child Care Project special meeting of October 17, 2016.

2. WARRANT REQUEST – CHILD DEVELOPMENT CENTERS, INC.

RECOMMENDED ACTION: Approve payment of \$34,673.38 to Child Development Centers, Inc. for child care development services for September 1-30, 2016.

3. WARRANT REQUESTS – IRVINE CHILDREN'S FUND (ICF) SCHOLARSHIPS

RECOMMENDED ACTION: Approve payments for warrants totaling the amount of \$8,639.10 for ICF Scholarships during the month of September 2016.

- \$5,167.10 to Rainbow Rising
- \$1,115.25 to Kids Stuff
- \$1,052.50 to Koala Klub
- \$1,304.25 to Child Development Centers, Inc.
- \$ 0.00 to Creekers Club
- \$ 0.00 to Dolphin Club

4. WARRANT REQUESTS – ICCP SCHOLARSHIPS

RECOMMENDED ACTION: Approve payments for warrants totaling the amount of \$105.00 for ICCP Scholarships during the month of September 2016.

- \$ 0.00 to Rainbow Rising
- \$ 0.00 to Kids Stuff
- \$ 0.00 to Koala Klub
- \$ 0.00 to Child Development Centers, Inc.

- \$ 105.00 to Creekers Club
- \$ 0.00 to Dolphin Club

5. WARRANT REQUEST – IRVINE UNIFIED SCHOOL DISTRICT (IUSD)

RECOMMENDED ACTION: Approve payment of \$59,977.25 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 September 2016.

- \$35,200.08 for Custodial Services
- \$ 675.00 for Custodial Equip Amortization
- \$10,589.42 for Payment of Portable Purchase
- \$ 7,262.75 for Utilities
- \$ 6,250.00 for Facilities & Financial Support

6. WARRANT REQUEST – CITY OF IRVINE

RECOMMENDED ACTION: Approve payment of \$14,013.10 to the City of Irvine for Program Administration, Grant Administration and Supplies for the month of September 2016.

- \$13,143.72 for Program Administration
- \$ 869.38 for Grant Administration
- \$ 0.00 for Supplies

7. ICCP PAYMENTS FOR OCTOBER 2016

RECOMMENDED ACTION: Review and approve October 2016 payments attached.

8. DEPOSIT OF SCHOLARSHIP FUNDS FROM ICF

RECOMMENDED ACTION: Authorize the deposit of funds from ICF into the appropriate account as follows:

- \$21,399.65 01-005-712-00-8699
- \$14,462.22 01-005-712-00-8689

9. DEPOSIT OF STATE GRANT APPORTIONMENT

RECOMMENDED ACTION: Authorize the deposit of grant funds from the State Department of Education into the appropriate accounts as follows:

- \$26,411.00 01-005-50100-8290
- \$12,132.00 01-005-50100-8290
- \$49,815.00 01-005-50100-8590

BOARD BUSINESS

1. IRVINE CHILD CARE PROJECT 2017 MEETING SCHEDULE

RECOMMENDED ACTION: Approve the Irvine Child Care Project 2017 meeting schedule.

2. SELECTION PROCEDURE FOR NEW PROVIDER AT CULVERDALE ELEMENTARY

RECOMMENDED ACTION: Submitted for Board's information.

3. IRVINE CHILD CARE PROJECT PURCHASE OF SAFETY AND SECURITY MATERIALS

RECOMMENDED ACTION: Approve the plan to spend \$3,723.19 for the purchase of ID cards and clips, lanyards and safety vests for each child care site.

4. IRVINE CHILD CARE PROJECT FISCAL YEAR 2016-17 FACILITY REHABILITATION AND REPAIR PLAN

RECOMMENDED ACTION:

- 1) Approve the Irvine Child Care Project FY 2016-17 Facility Rehabilitation and Repair Plan to spend \$106,000 of the budgeted \$120,000.
- 2) Direct staff to return to the Board for approval of allocating the remaining unallocated \$14,000 for any amount above \$10,000, per site per project, unless the project is a health and safety issue.

REPORTS

1. FACILITIES AND BUDGET REPORT – JOHN FOGARTY

2. ICCP ADMINISTRATOR'S REPORT – TRACI STUBBLER

ADJOURNMENT

Next Regular Board Meeting: **Monday, January 9, 2017**, at 8:30 a.m., City of Irvine, One Civic Center Plaza, Conference Room L102, Irvine, California.

NOTICE TO THE PUBLIC

At 11:00 a.m., the Irvine Child Care Project will determine which of the remaining agenda items can be considered and acted upon prior to 12:00 noon and will continue all other items on which additional time is required until a future Committee meeting. All meetings are scheduled to terminate at 12:00 noon.

STAFF REPORTS

As a general rule, staff reports or other written documentation have been prepared or organized with respect to each item of business listed on the agenda. Copies of these materials are on file with the Irvine Child Care Project liaison and are available for public inspection and copying once the agenda is publicly posted, (at least 72 hours prior to a regular Irvine Child Care Project meeting).

If you have any questions regarding any item of business on the agenda for this meeting, or any of the staff reports or other documentation relating to any agenda item, please contact Irvine Child Care Project liaison at (949) 724-6690.

SUPPLEMENTAL MATERIAL RECEIVED AFTER THE POSTING OF THE AGENDA

Any supplemental writings or documents distributed to a majority of the Irvine Child Care Project regarding any item on this agenda after the posting of the agenda will be available for public review in the Community Services Department, One Civic Center Plaza, Irvine, California, during normal business hours. In addition, such writings or documents will be made available for public review at the respective public meeting.

SUBMITTAL OF INFORMATION BY MEMBERS OF THE PUBLIC FOR DISSEMINATION OR PRESENTATION AT PUBLIC MEETINGS

Written Materials/handouts:

Any member of the public who desires to submit documentation in hard copy form may do so prior to the meeting or at the time he/she addresses the Irvine Child Care Project Board. Please provide 15 copies of the information to be submitted and file with the Recording Secretary at the time of arrival to the meeting. This information will be disseminated to the Irvine Child Care Project at the time testimony is given.

CITY SERVICES TO FACILITATE ACCESS TO PUBLIC MEETINGS

AMERICANS WITH DISABILITIES ACT: It is the intention of the City of Irvine to comply with the Americans with Disabilities Act (ADA) in all respects. If, as an attendee or a participant at this meeting, you will need special assistance beyond what is normally provided, the City of Irvine will attempt to accommodate you in every reasonable manner. Please contact Irvine Child Care Project liaison at 949-724-6690 at least 48 hours prior to the meeting to inform us of your particular needs and to determine if accommodation is feasible. Please advise us at the time if you will need accommodations to attend or participate in meetings on a regular basis.

COMMUNICATION DEVICES

To minimize distractions, please be sure all personal communication devices are turned off or on silent mode.

MEETING SCHEDULE

Regular meetings of the Irvine Child Care Project are held on the second Monday of each month at 8:30 a.m. unless otherwise noted. The Irvine Child Care Project Agenda is posted in the Police Department. Meeting agendas and approved minutes are kept current on the City web site at *cityofirvine.org*.

I hereby certify that the agenda for the Irvine Child Care Project meeting was posted in the posting book located in the Public Safety Lobby of City Hall, One Civic Center Plaza, Irvine, California on November 10, 2016 by 5:00 p.m. as well as on the City's web page.

Ashena Martinez
Committee Secretary