



# MINUTES

## IRVINE CHILD CARE PROJECT REGULAR MEETING

November 14, 2016

Conference Room L102  
One Civic Center Plaza  
Irvine, California

### CALL TO ORDER

A regular meeting of the Irvine Child Care Project (Board) was called to order on Monday, November 14, 2016 at 8:34 a.m. in Conference Room L102 at Irvine City Hall, One Civic Center Plaza, Irvine; President Loughrey presiding.

### ROLL CALL

BOARDMEMBER:  
CLERK:  
VICE PRESIDENT:  
PRESIDENT:

RUTH ANDERSON  
IRA GLASKY  
ALAN BATTENFIELD  
DARIN LOUGHREY

### ABSENT

BOARDMEMBER:

LYNN SCHOTT

### PLEDGE OF ALLEGIANCE

President Loughrey led the Pledge of Allegiance.

### INTRODUCTIONS

President Loughrey acknowledged the presence of Don Grudem from the Irvine Unified School District (IUSD) and Sharon Wellikson from the Irvine Children's Fund.

Community Services Supervisor Traci Stubbler introduced Shane Dineen as the newest Irvine Child Care Project Program Assistant.

### ANNOUNCEMENTS

No Announcements

### PRESENTATIONS

No Presentations

**ADDITIONS AND DELETIONS TO THE AGENDA**

No additions and/or deletions to the agenda

**PUBLIC COMMENTS**

No public comments

**CONSENT CALENDAR**

Moved by Board Member Anderson, seconded by Vice President Battenfield and carried unanimously by members present to approve Consent Calendar items 1 through 9.

**Ayes: 4 Anderson, Battenfield, Glasky, Loughrey**

**Noes: 0**

**Absent: 1 Schott**

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

**ACTION:**

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

**2. WARRANT REQUEST – CHILD DEVELOPMENT CENTERS, INC.**

**ACTION:** Approved payment of \$34,673.38 to Child Development Centers, Inc. for childcare development services for September 1-30, 2016.

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

**ACTION:** Approved 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**

**ACTION:** Approved 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)**

**ACTION:** Approved 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**

**ACTION:** Approved 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**

**ACTION:** Reviewed and approved October 2016 payments attached.

**8. DEPOSIT OF SCHOLARSHIP FUNDS FROM ICF**

**ACTION:** Authorized 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**

**ACTION:** Authorized 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**

Item presented by Supervisor Stubler.

Discussion included new regular meeting in October designated for site tours.

**ACTION:** Moved by Clerk Glasky, seconded by Board Member Anderson, and carried unanimously by members present to approve the Irvine Child Care Project 2017 meeting schedule.

**Ayes: 4 Anderson, Battenfield, Glasky, Loughrey**

**Noes: 0**

**Absent: 1 Schott**

**2. SELECTION PROCEDURE FOR NEW PROVIDER AT CULVERDALE ELEMENTARY**

Item presented by Supervisor Stubler.

Discussion included concerns with transitional nature of some participants; potential impact of fee increase with new provider; potential increase in requests for scholarships; lack of correlation between number of scholarship requests and growth of City residency.

**ACTION:** Received and filed.

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

Item presented by Supervisor Stubler.

Discussion included budgeting needs for future purchases as new sites are built.

**ACTION:** Moved by Clerk Glasky, seconded by Board Member Anderson, and carried unanimously by members present to approve the plan to spend \$3,723.19 for the purchase of ID cards and clips, lanyards and safety vests for each childcare site.

**Ayes: 4 Anderson, Battenfield, Glasky, Loughrey**

**Noes: 0**

**Absent: 1 Schott**

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

Item presented by Supervisor Stubler.

Discussion included cost comparison to past years; proposed budget for future years.

**ACTION:**

- 1) Approved the Irvine Child Care Project FY 2016-17 Facility Rehabilitation and Repair Plan to spend \$106,000 of the budgeted \$120,000.
- 2) Directed 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.

**Ayes: 4 Anderson, Battenfield, Glasky, Loughrey**  
**Noes: 0**  
**Absent: 1 Schott**

**REPORTS**

**1. FACILITIES AND BUDGET REPORT – JOHN FOGARTY**

IUSD Chief Financial Officer Fogarty reviewed reports included in the packet.

**2. ICCP ADMINISTRATOR’S REPORT – TRACI STUBBLER**

Supervisor Stubler reviewed report included in the packet.

At this time, Clerk Glasky thanked staff for arranging the site tours and for the valuable information provided. President Loughrey concurred.

President Loughrey inquired about future school site planning, to which IUSD CFO Fogarty responded estimated timeline is Eastwood Village K-6 in August 2017; additional Heritage Fields K-8 in 2018; the second site at Portola Springs in 2019; a possible Los Olivos site in 2020.

**ADJOURNMENT** at 8:56 a.m. on Monday, November 14, 2016.

---

**DARIN LOUGHREY**, President  
Irvine Child Care Project

Date \_\_\_\_\_

---

**Athena Martinez**  
Recording Secretary