



MINUTES

IRVINE CHILD CARE PROJECT REGULAR MEETING

January 8, 2018

**Conference and Training Center
One Civic Center Plaza
Irvine, California**

CALL TO ORDER

A regular meeting of the Irvine Child Care Project was called to order on Monday, January 8, 2018 at 8:35 AM in the Conference and Training Center at Irvine City Hall, One Civic Center Plaza, Irvine; President Loughrey presiding.

ROLL CALL

Present:	BOARD MEMBER:	RUTH ANDERSON
	CLERK:	IRA GLASKY
	VICE PRESIDENT:	ALAN BATTENFIELD
	PRESIDENT:	DARIN LOUGHREY
Absent:	BOARD MEMBER:	LYNN SCHOTT

PLEDGE OF ALLEGIANCE

President Loughrey led the Pledge of Allegiance.

INTRODUCTIONS

There were no introductions.

ANNOUNCEMENTS

There were no announcements.

PRESENTATIONS

There were no presentations.

ADDITIONS AND DELETIONS TO THE AGENDA

There were no additions or deletions to the agenda.

PUBLIC COMMENTS

There were no Public Comments.

CONSENT CALENDAR

Moved by Clerk Glasky, seconded by Board Member Anderson, and carried unanimously by members present to approve Consent Calendar items 1 through 11.

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

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

ACTION: Approved minutes of the Irvine Child Care Project regular meeting of November 13, 2017.

2. WARRANT REQUEST – CHILD DEVELOPMENT CENTERS, INC.

ACTION: Approved payment of \$37,933.13 to Child Development Centers, Inc. for child care development services for November 1-30, 2017.

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

ACTION: Approved payments for warrants totaling the amount of \$8,638.10 for ICF Scholarships during the month of November 2017.

- \$7,108.75 to Rainbow Rising
- \$ 555.00 to Kids Stuff
- \$ 974.35 to Child Development Centers, Inc.
- \$ 0.00 to Creekers Club
- \$ 0.00 to Dolphin Club

4. WARRANT REQUEST – ICCP SCHOLARSHIPS

ACTION: Approved payments for warrants totaling the amount of \$475.00 for ICCP Scholarships during the month of November 2017.

- \$ 475.00 to Rainbow Rising
- \$ 0.00 to Child Development Centers, Inc.

- \$ 0.00 to Dolphin Club
- \$ 0.00 to Creekers Club
- \$ 0.00 to Koala Klub
- \$ 0.00 to Kids Stuff

5. WARRANT REQUEST – CITY OF IRVINE

ACTION: Approved payment of \$25,395.77 to the City of Irvine for Program Administration, Grant Administration, and Supplies for the month of November 2017.

- \$24,481.77 for Program Administration
- \$ 914.00 for Grant Administration
- \$ 0.00 for Supplies

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

ACTION: Approved payment of \$60,600.71 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 November 2017.

- \$35,823.50 for Custodial Services
- \$ 675.00 for Custodial Equip Amortization
- \$10,589.42 for Payment of Portable Purchase
- \$ 7,262.79 for Utilities
- \$ 6,250.00 for Facilities & Financial Support

7. ICCP PAYMENTS FOR DECEMBER 2017

ACTION: Approved December 2017 payments attached.

8. ICCP EXPENSES PAID BY IUSD

ACTION: Accepted invoices in the total amount of \$10,480.00 paid by IUSD on behalf of ICCP.

9. DEPOSIT OF STATE GRANT APPORTIONMENT

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

- \$23,051.00 01-005-50100-8290
- \$10,596.00 01-005-50100-8290
- \$80,649.00 01-005-50100-8590

10. PROGRAM ASSESSMENT REVIEW COMMITTEE (PARC) VISITS

ACTION: Board approved PARC recommendations to renew leases for: Canyon View Child Development Center; Culverdale Rainbow Rising; and Santiago Hills Kids Stuff.

11. CALIFORNIA DEPARTMENT OF EDUCATION GENERAL CHILD CARE AND DEVELOPMENT PROGRAM GRANT FUNDING FY 2017-18, AMENDMENT 01

ACTION: Received.

BOARD BUSINESS

1. FISCAL YEAR 2016-17 FINANCIAL YEAR-END AUDIT

John Fogarty, IUSD Assistant Superintendent/Chief Financial Officer, presented the item and thanked IUSD staff Becky Myers and City staff Barbara Belfield for their contributions to a successful audit.

Discussion included: no findings in the audit.

ACTION: Moved by Board Member Anderson, seconded by Vice President Battenfield and carried unanimously by members present to receive and file the FY 2016-17 Year-end Financial Audit.

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

2. ICCP FY 2017-18 REVISED FACILITY REHABILITATION AND REPAIR PLAN

Chief Financial Officer Fogarty presented item.

Discussion included: replacement of fire alarm system at 2 sites.

ACTION: Moved by President Loughrey, seconded by Board Member Anderson and carried unanimously by members present to approve the FY 2017-18 Revised ICCP Facility Rehabilitation and Repair Plan to spend up to \$129,500.

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

3. WARRANT REQUEST – CHILD DEVELOPMENT CENTERS, INC.

Supervisor/ICCP Administrator Stubler presented item.

Discussion included: correlation of increase in maximum reimbursement rate per child to increase in California Department of Education General Child Care and Development Program Grant Funding FY 2017-18.

ACTION: Moved by Clerk Glasky, seconded by Board Member Anderson and carried unanimously by members present to approve payment of \$23,820.72 to Child Development Centers, Inc. for child care development services for the months of July through October 2017.

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

4. APPOINTMENT PROCEDURE FOR PROVIDER SELECTION AT CADENCE PARK

Supervisor/ICCP Administrator Stubler presented item.

Discussion included: composition of selection panel; possible licensed capacity; construction schedule.

ACTION: Submitted for the Board's information.

5. ICCP TECHNOLOGY UPDATE

Supervisor/ICCP Administrator Stubler presented item.

Discussion included: installation on schedule.

ACTION: Submitted for the Board's information.

REPORTS

1. FACILITIES AND BUDGET REPORT – JOHN FOGARTY

Report included in packet was reviewed and indicates budget on track.

2. ICCP ADMINISTRATOR'S REPORT – TRACI STUBLER

Report included in the packet was reviewed. Items of note:

- IUSD will include child care providers in campus-based emergency training.
- Capacity at Cypress Village was increased by 25 slots.

At this time, President Loughrey thanked everyone involved with the Irvine Child Care Project for their commitment in providing excellent service to the children of Irvine.

ADJOURNMENT at 8:50 AM on Monday, January 8, 2018.



Darin Loughrey, President
Irvine Child Care Project



Athena Martinez
Recording Secretary

Date 3/12/18