



MINUTES

IRVINE CHILD CARE PROJECT REGULAR MEETING

September 9, 2019
8:30 AM

Irvine Civic Center
Meeting Room L-102
One Civic Center Plaza
Irvine, California

CALL TO ORDER

A regular meeting of the Irvine Child Care Project was called to order on Monday, September 9, 2019 at 8:35 a.m. by President Battenfield.

ROLL CALL

Present:	BOARD MEMBER:	Anthony Kuo*
	CLERK:	Ira Glasky
	VICE PRESIDENT:	Adam Buchanan
	PRESIDENT:	Alan Battenfield
	*arrived at 8:38 a.m.	

PLEDGE OF ALLEGIANCE

President Battenfield led the Pledge of Allegiance.

INTRODUCTIONS

New Community Services Manager Dena Diggins and Community Services Senior Leader Marcy Backhus were introduced by Supervisor Traci Stubbler. Manager Diggins is now overseeing the Child Care Coordination section and Senior Leader Backhus is being cross-trained to serve as ICCP Recording Secretary. Laurie Serich-Lundquist, IUSD Director of Fiscal Services, was introduced by Jennifer Payton, from IUSD.

ANNOUNCEMENTS

There were no announcements.

PRESENTATIONS

President Battenfield presented an award and expressed the ICCP Board’s gratitude to former Board Member Ruth Anderson for her 12 years of service.

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 Kuo, to approve Consent Calendar items 1 through 13.

The motion carried as follows:

Ayes: 4 Kuo, Glasky, Buchanan, Battenfield
Absent: 0

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

ACTION: Approved minutes of the Irvine Child Care Project regular meeting of June 10, 2019.

2. WARRANT REQUEST – CONTINUING DEVELOPMENT INC.

ACTION: Approved payment of \$86,727.49 to Continuing Development Inc. for child care development services for July 1-31, 2019.

3. WARRANT REQUESTS – IRVINE CHILDREN’S FUND SCHOLARSHIPS

ACTION: Approved payments for warrants totaling the amount of \$6,429.00 for ICF Scholarships during the month of July 2019.

- \$4,835.00 to Rainbow Rising
- \$ 47.50 to Kids Stuff
- \$ 336.50 to Continuing Development Inc.
- \$ 330.00 to Dolphin Club
- \$ 880.00 to Creekers Club

4. WARRANT REQUEST – CITY OF IRVINE

ACTION: Approved payment of \$23,658.44 to the City of Irvine for Program Administration, Grant Administration, and Supplies for the month of July 2019.

- \$22,573.44 for Program Administration
- \$ 1,085.00 for Grant Administration
- \$ 0.00 for Supplies

5. WARRANT REQUEST – IRVINE UNIFIED SCHOOL DISTRICT

ACTION: Approved payment of \$69,646.76 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 July 2019.

- \$44,452.92 for Custodial Services
- \$ 675.00 for Custodial Equip Amortization
- \$10,589.42 for Payment of Portable Purchase
- \$ 7,262.75 for Utilities
- \$ 6,666.67 for Facilities & Financial Support

6. WARRANT REQUEST – IUSD WORK ORDER CHARGE BACKS

ACTION: Approved payment of \$2,867.40 for ICCP Work Order charge backs for April through June 2019.

- \$ 2,867.40 for Work Order charge backs

7. ICCP PAYMENTS FOR JULY 2019

ACTION: Reviewed and approved July 2019 payments attached.

8. ICCP PAYMENTS FOR AUGUST 2019

ACTION: Reviewed and approved August 2019 payments attached.

9. ICCP EXPENSES PAID BY IUSD

ACTION: Reviewed and accepted attached invoices in the total amount of \$118,917.32 paid by IUSD on behalf of ICCP.

10. DEPOSIT OF SCHOLARSHIP FUNDS FROM ICF

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

- \$ 0.00 01-005-712-00-8699
- \$30,934.64 01-005-712-00-8689

11. DEPOSIT OF STATE GRANT APPORTIONMENT

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

- \$ 106,668.00 01-005-50100-8290
- \$ 18,725.00 01-005-50100-8290
- \$ 40,740.00 01-005-50100-8590

12. SUBCONTRACT AGREEMENT WITH CHILD DEVELOPMENT CENTERS, INC. FOR CALIFORNIA DEPARTMENT OF EDUCATION GENERAL CHILD CARE AND DEVELOPMENT PROGRAM GRANT FUNDING

ACTION: Submitted for the Board’s information.

13. ICF SCHOLARSHIP FUNDING ALLOCATION THE ICCP FOR FY 2019-20

ACTION: Accepted an ICF allocation of \$130,000 for child care scholarships for FY 2019-20.

BOARD BUSINESS

1. CHILD DEVELOPMENT CENTERS/CONTINUING DEVELOPMENT INC. MERGER

ACTION: Supervisor Stubler presented the item.

2. IRVINE CHILD CARE PROJECT LICENSED CAPACITY UPDATE

ACTION: Supervisor Stubler presented the item and responded to board inquiries.

Discussion included: Changing the title to “Number of Children on the Waitlist” from “Number of Children Without a Spot”, the positive impact on the waitlists at the sites where a portable was added to expand the program and alternate care options available through the City.

3. IRVINE CHILD CARE PROJECT MEMBER AT LARGE APPOINTMENT

Action: Moved by Clerk Glasky, seconded by President Battenfield to appoint Stephanie Bynon to the ICCP Board of Directors to serve for a special term of office to commence September 9, 2019 through January 2020.

The motion carried as follows:

Ayes: 4 Battenfield, Glasky, Kuo, Loughrey
Absent: 0

REPORTS

1. FACILITIES AND BUDGET REPORT – JOHN FOGARTY

Report included in packet was reviewed.

2. ICCP ADMINISTRATOR’S REPORT – TRACI STUBBLER

Report included in packet was reviewed.

ADJOURNMENT

Moved by Clerk Glasky, seconded by President Battenfield, and unanimously carried to adjourn the meeting at 9:03 a.m.


ALAN BATTENFIELD, PRESIDENT
IRVINE CHILD CARE PROJECT



SHANE DINEEN
RECORDING SECRETARY

Date Approved: 11/4/19