



AGENDA

IRVINE CHILD CARE COMMITTEE REGULAR MEETING

Chair:
Donna Schwartze

**January 12, 2021
9:00 AM**

Vice Chair:
Wenli Lin

Committee Members:
Imithri Bodhinayake
Jen Chiou
Shelby Clatterbuck
Emiliano Guzman
Donna King
Nazy Nassiri
Jessica Winn
Michelle Yost
Shareen Young

**Irvine Child Resource Center
14341 Yale Avenue
Irvine, California**

IMPORTANT PUBLIC HEALTH AND SAFETY MESSAGE REGARDING PARTICIPATION IN IRVINE CHILD CARE COMMITTEE MEETING

AS A RESULT OF THE COVID-19 VIRUS, AND RESULTING ORDERS AND DIRECTION FROM THE PRESIDENT OF THE UNITED STATES, AND THE GOVERNOR OF THE STATE OF CALIFORNIA, AND THE ORANGE COUNTY HEALTH CARE AGENCY, AS WELL AS THE CITY OF IRVINE EMERGENCY DECLARATION, THE PUBLIC WILL NOT BE PERMITTED TO PHYSICALLY ATTEND THE IRVINE CHILD CARE COMMITTEE MEETING TO WHICH THIS AGENDA APPLIES.

YOU MAY SUBMIT COMMENTS ON ANY AGENDA ITEM OR ON ANY ITEM NOT ON THE AGENDA, IN WRITING VIA MAIL TO "ATTN: IRVINE CHILD CARE COMMITTEE," ONE CIVIC CENTER PLAZA, IRVINE, CA 92606 OR BY EMAIL TO MBACKHUS@CITYOFIRVINE.ORG. EMAILS RECEIVED FOR AGENDA ITEMS WILL BE READ INTO THE RECORD AT THE TIME DETERMINED BY THE CHAIRPERSON.

PLEASE NOTE: THE IRVINE CHILD CARE COMMITTEE IS MAKING EVERY EFFORT TO FOLLOW THE SPIRIT AND INTENT OF THE BROWN ACT AND OTHER APPLICABLE LAWS REGULATING THE CONDUCT OF PUBLIC MEETINGS, IN ORDER TO MAXIMIZE TRANSPARENCY AND PUBLIC ACCESS. IT WOULD BE APPRECIATED IF COMMUNICATIONS OF PUBLIC COMMENTS RELATED TO ITEMS ON THE AGENDA, OR ITEMS NOT ON THE AGENDA, ARE PROVIDED PRIOR TO THE COMMENCEMENT OF THE MEETING AT LEAST 24 HOURS BEFORE THE MEETING, SPECIFIC DETAILS ABOUT HOW TO OBSERVE AND PARTICIPATE, WHICH MAY INCLUDE EITHER TELE-CONFERRING, VIDEO-CONFERRING, OR ANOTHER EQUIVALENT OPTION, WILL BE INCLUDED ON THE CITY'S WEBSITE.

Speaker's Form/Request to Speak. If you would like to address the Committee 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 meeting 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 Committee are recognized. Your name will be called at the time the matter is heard by the Committee. City policy is to limit public testimony to three minutes per speaker (unless extended by the Chair) which includes the presentation of electronic or audiovisual information.

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

INTRODUCTIONS

PRESENTATION

- 1. 26th Annual Report on the Conditions of Children in Orange County – First 5 Orange County**

ANNOUNCEMENTS

Announcements, Committee Reports and Committee Comments are for the purpose of presenting brief comments or reports, are subject to California Government Code Section 54954.2 of the Brown Act and are limited to 15 minutes per meeting.

PUBLIC COMMENTS

Any member of the public may address the Committee on items within the Committee's subject matter jurisdiction but which are not listed on this 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. If you wish to speak, please complete a Speaker's Form and submit it to the Recording Secretary.

COMMITTEE REPORTS

- 2. Irvine Child Development Center Operating Corporation – Committee Member Winn**
- 3. Irvine Children, Youth and Families Advisory Committee**

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 Committee meeting.

COMMITTEE BUSINESS

4. APPROVAL OF IRVINE CHILD CARE COMMITTEE MINUTES FOR MEETING HELD NOVEMBER 10, 2020

RECOMMENDED ACTION:

Approve the minutes of the Irvine Child Care Committee meeting held November 10, 2020.

5. IRVINE CHILD CARE COMMITTEE APPOINTMENTS

RECOMMENDED ACTION:

Recommend the Irvine Child Care Committee approve the appointment of James Mai and Michelle Raji to serve as parent/guardian representatives on the Irvine Child Care Committee from Community Services Commission appointment through December 31, 2022.

ADJOURNMENT

NOTICE TO THE PUBLIC

At 11:30 a.m., the Irvine Child Care Committee 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 by 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 Committee 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 Committee 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 Committee liaison at (949) 724-6647.

SUPPLEMENTAL MATERIAL RECEIVED AFTER THE POSTING OF THE AGENDA

Any supplemental writings or documents distributed to a majority of the Irvine Child Care Committee 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 Committee. 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 Committee 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 Committee liaison at 949-724-6647 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 ensure all personal communication devices are turned off or on silent mode.

MEETING SCHEDULE

Regular meetings of the Irvine Child Care Committee are held on the second Tuesday of select months at 9 AM unless otherwise noted. The Irvine Child Care Committee agenda is posted in the Police Department and is also available on the City web site at cityofirvine.org. 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 Committee meeting was posted at the main entrance of City Hall and in the posting book located in the Public Safety Lobby of City Hall, One Civic Center Plaza, Irvine, California on January 7, 2021 by 5:30 p.m. as well as on the City's web page.

Rebecca Palmer, Committee Liaison

ITEM 1 – PRESENTATION

26TH Annual Report on the Conditions of
Children in Orange County – First 5 Orange
County



THE 26TH ANNUAL REPORT ON THE

CONDITIONS OF CHILDREN

IN ORANGE COUNTY

Assessing How Orange County's Children are Faring

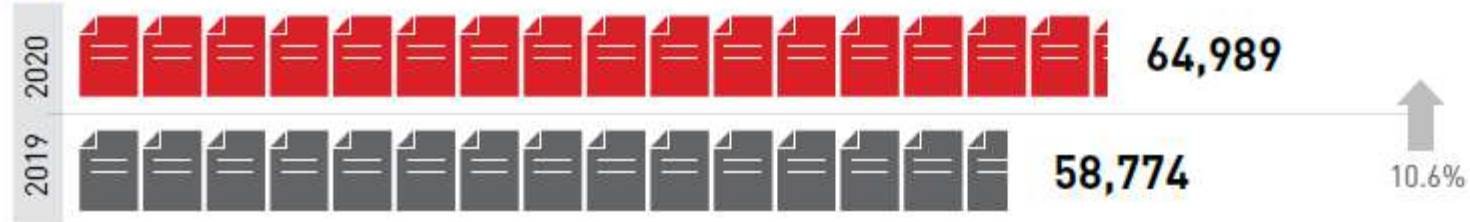
- 27 Primary Indicators Presented in Four Areas
 - Good Health
 - Economic Well-Being
 - Educational Achievement
 - Safe Homes and Communities
- Summary of Report Highlights
- Additional supplemental indicators also online



SPECIAL EDITION ON COVID-19: HOW ORANGE COUNTY IS ADDRESSING EMERGING IMPACTS AMONG CHILDREN AND FAMILIES

TOTAL APPLICATIONS RECEIVED FROM MARCH TO AUGUST, 2019 AND 2020

Medi-Cal



CalFresh



CalWORKs



SPECIAL EDITION ON COVID-19: HOW ORANGE COUNTY IS ADDRESSING EMERGING IMPACTS AMONG CHILDREN AND FAMILIES

Pivoting to Meet Expanding Need

- Existing services transition to delivery meeting social distancing guidelines
- New services deployed to meet immediate and emerging needs
- Increased collaboration to expand access and improve services
- Specific focus on inequities and disparities among people of different races and ethnicities, learning abilities, criminal justice involvement and age groups

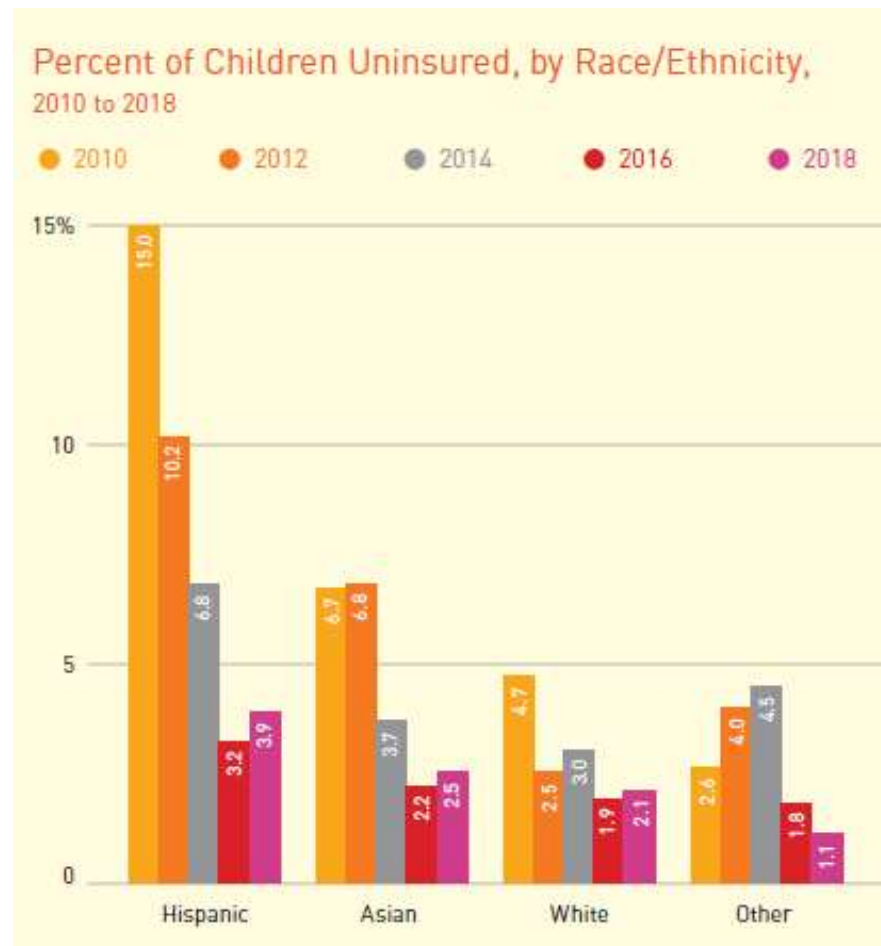
- ACCESS TO HEALTH CARE
- EARLY PRENATAL CARE
- INFANT MORTALITY
- LOW BIRTH WEIGHT
- PRETERM BIRTHS
- TEEN BIRTHS
- BREASTFEEDING
- IMMUNIZATIONS
- OBESITY
- PHYSICAL FITNESS AND NUTRITION
- BEHAVIORAL HEALTH

● IMPROVING ● NEEDS IMPROVEMENT ● NO CHANGE

Good Health

Good Health: Access to Health Care

- More children are insured, yet racial and ethnic disparities persist.
- In 2018, 2.9% of children were uninsured, representing a drop in uninsured rates by 71.8% since 2009 (10.4%).



Good Health: Early Prenatal Care

- Nine in 10 women who use insurance receive early prenatal care.
- The percentage of women receiving early prenatal care is improving across all races and ethnicities.

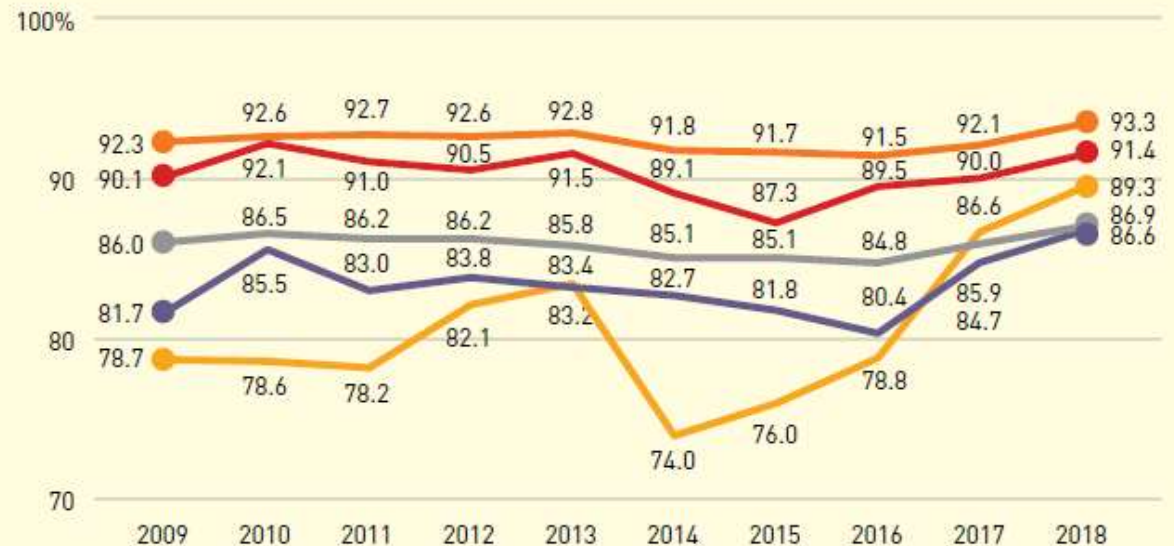
Percent of Women who Received Early Prenatal Care in the First Trimester, Excluding Self-Pay Deliveries, by Race/Ethnicity, 2009 to 2018

● White ● Hispanic ● Other*
● Asian ● Black

*For 2009 to 2016, "Other" includes Pacific Islander, Multiracial, Other and Unknown. Rates for Pacific Islander were included with Asian starting in 2017.

Note: If comparing to state and national data, beginning in 2006, individuals whose race/ethnicity is not stated or is unknown have been grouped with Non-Hispanic Whites for CA and U.S. statistics. As a result, Hispanic rates are potentially underestimated.

Source: Orange County Health Care Agency, Family Health Division



Good Health: Low Birth Weight

- Low birth weight remains steady at 6.3% of all birth, while disparities narrow



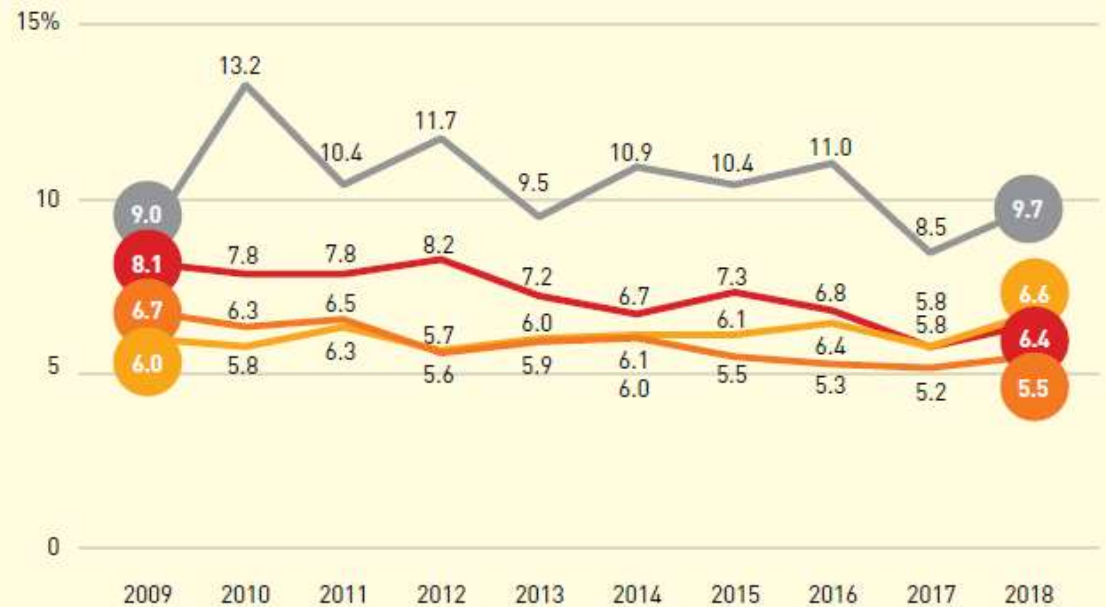
Good Health: Preterm Births

- Preterm births accounted for 7.6% of the 35,578 births to Orange County residents in 2018. This percentage represents a 19.0% decrease from 2009 (9.4%).
- This 10-year decrease in preterm births occurred among all races and ethnicities.

Percent of Infants with Low Birth Weight, by Race/Ethnicity, 2009 to 2018

- Black
- Asian
- White
- Hispanic

Note: Due to relatively low numbers of Black infants statistics for this group are unreliable.
Source: Orange County Health Care Agency, Family Health Division



Good Health: Breastfeeding

- About 95% of mothers report any breastfeeding of their babies 1-week post partum.

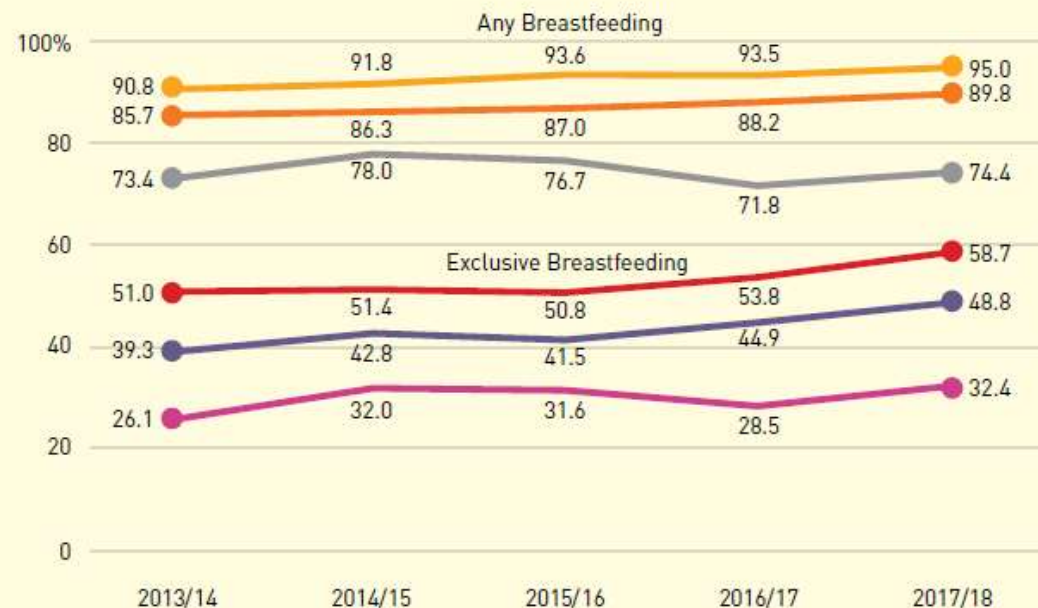
Breastfeeding Percentages at One Week, One Month and Three Months After Delivery, Orange County, 2013/14 to 2017/18

- Any breastfeeding 1 week postpartum
- Any breastfeeding 1 month postpartum
- Any breastfeeding 3 months postpartum
- Exclusive breastfeeding 1 week postpartum
- Exclusive breastfeeding 1 month postpartum
- Exclusive breastfeeding 3 months postpartum

Note: Indicators for breastfeeding at three months postpartum are limited to women whose infant was at least three months old at the time of survey completion.

Note: MIHA is an annual population-based survey of California resident women with a live birth. Data from MIHA 2017-2018 were combined, resulting in a statewide sample size of 12,561. The sample size of Orange County was 510. MIHA participants were sampled from the California Automated Vital Statistics System. Prevalence (%), 95% confidence interval (95% CI), and population estimates (rounded to the nearest hundred) are weighted to represent all women with a live birth. Population estimate (N) is a two-year average. Indicators for breastfeeding at 3 months postpartum are limited to women whose infant was at least 3 months old at the time of survey completion. See the Technical Notes for information on weighting, comparability to prior years and technical definitions. Visit the MIHA website at www.cdph.ca.gov/MIHA

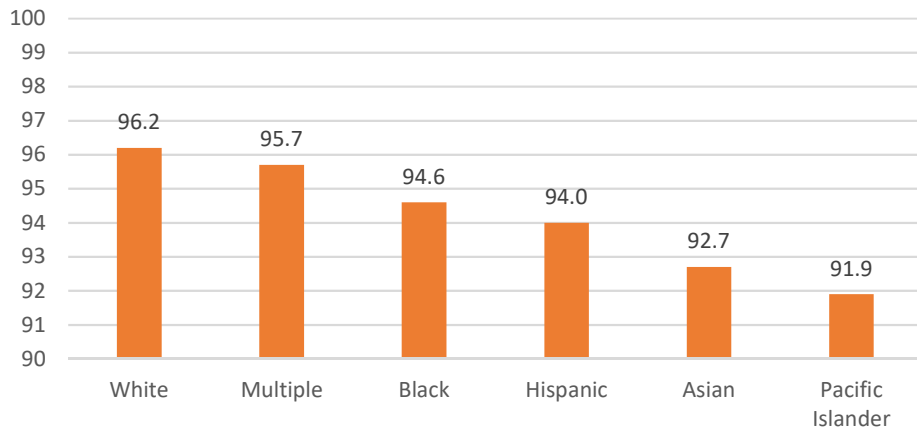
Prepared by: California Department of Public Health; Center for Family Health;



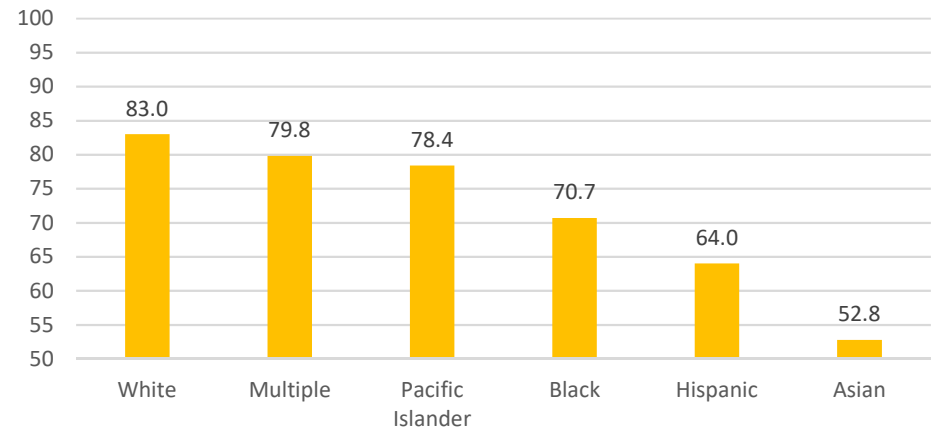
Good Health: Breastfeeding

- The data reveals disparities in breastfeeding.

Percent of Mothers Breastfeeding, Any
Orange County, CA 2018



Percent of Mothers Breastfeeding, Exclusive
Orange County, CA 2018



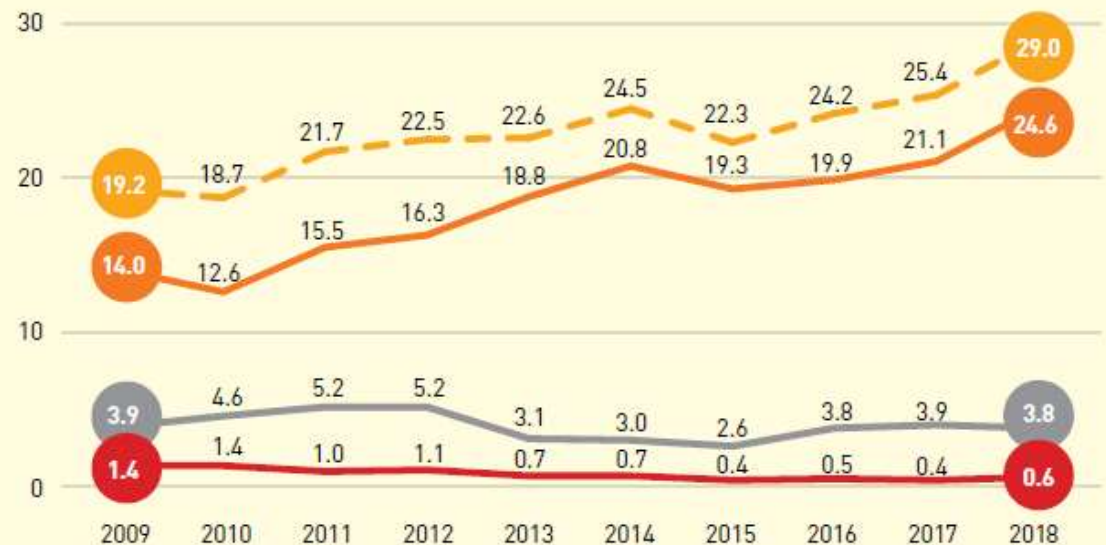
Good Health: Behavioral Health

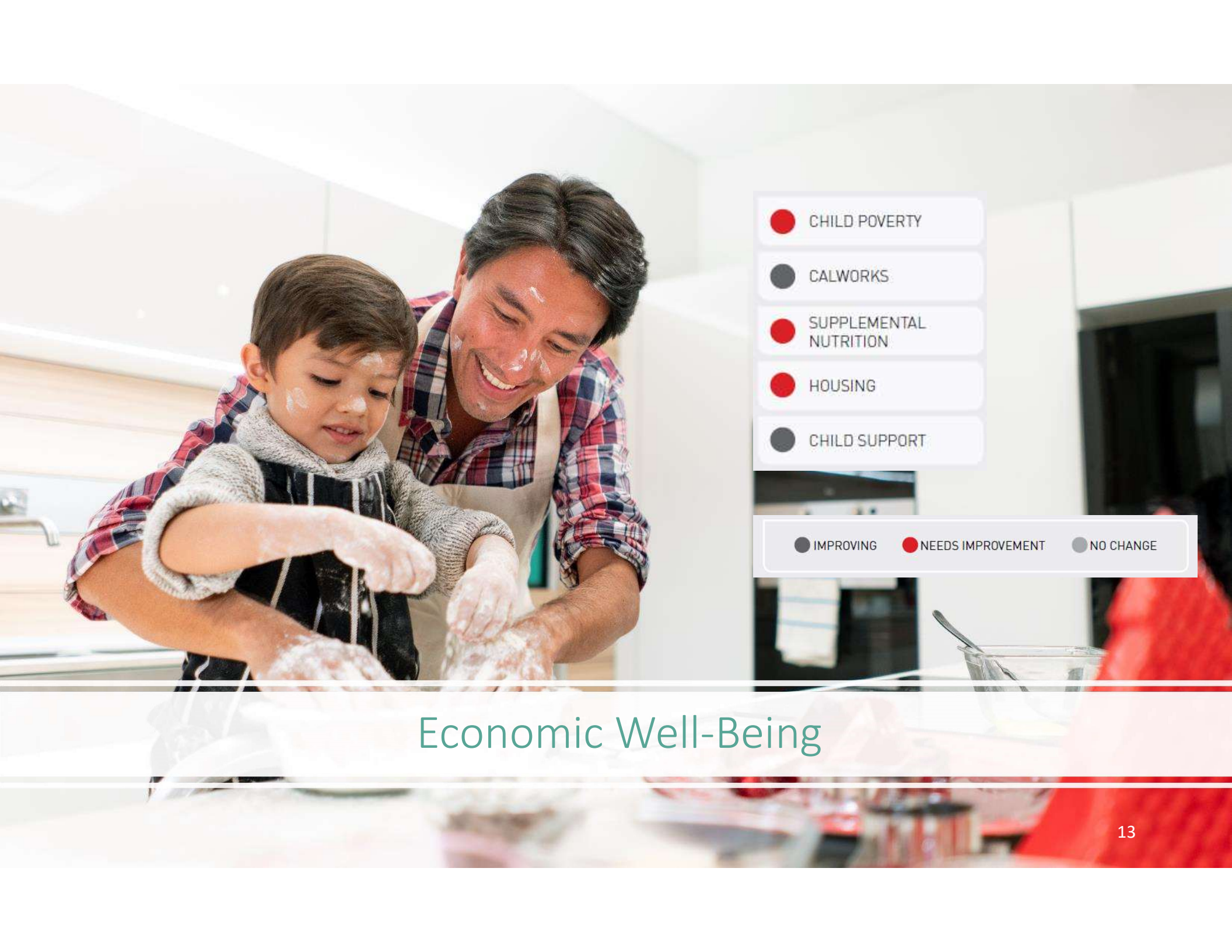
- Hospitalization rates due to serious mental illness among youth increased by 76% since 2009.

Mental Health and Substance Abuse-Related Hospitalizations, Rate per 10,000 Children, 2009 to 2018

- Total
- Mental Illness
- Other
- Substance Abuse

Source: Orange County Health Care Agency, Health Policy - Research
Note: 'Other' includes mental disorders such as other unspecified mood disorders, conduct disorders and disorders related to sleep, eating, elimination and pain.





CHILD POVERTY

CALWORKS

SUPPLEMENTAL NUTRITION

HOUSING

CHILD SUPPORT

IMPROVING

NEEDS IMPROVEMENT

NO CHANGE

Economic Well-Being

Economic Well-Being: CalWORKs

- Children receiving CalWORKs continues to steadily decline in 2018/19, down 14% from the prior year.



Economic Well-Being: Supplemental Nutrition

- Nearly one in three children receiving CalFresh is 5 or younger.



Economic Well-Being: Housing

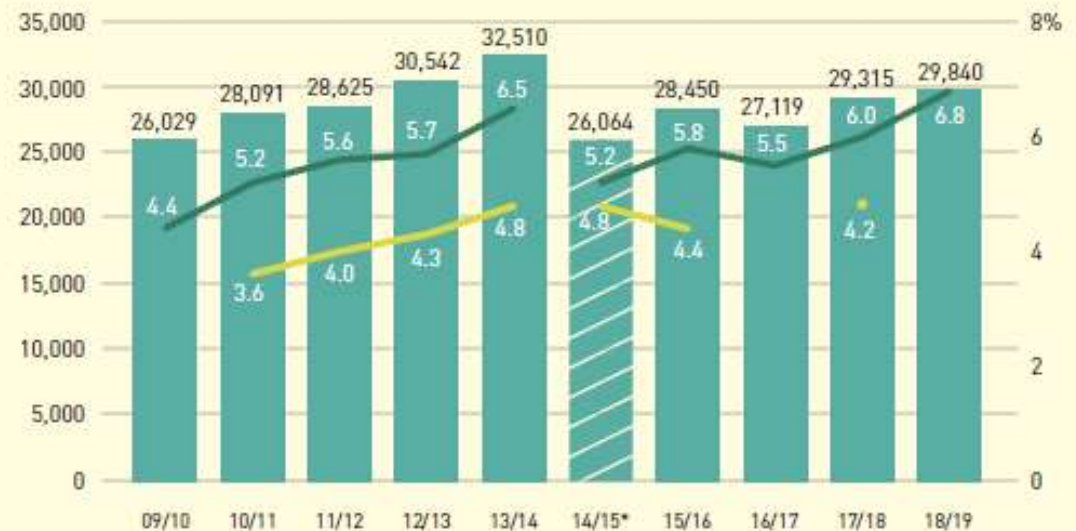
- About 1 in 10 insecurely housed students live in shelters, hotels or motels or are unsheltered.

Number and Percent of Students with Insecure Housing, Orange County and California, 2009/10 to 2018/19

- Total Orange County Students with Insecure Housing
- % of Total Student Enrollment in Orange County
- % of Total Student Enrollment in California
- ▨ Unstable Data

* Data from 2014-2015 is lower due to a statewide data system error at the CDE that likely resulted in under-reported counts.

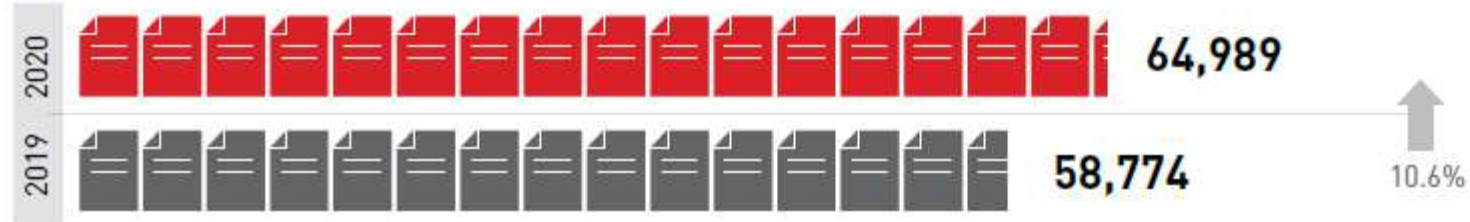
Source: California Department of Education



SPECIAL EDITION ON COVID-19: HOW ORANGE COUNTY IS ADDRESSING EMERGING IMPACTS AMONG CHILDREN AND FAMILIES

TOTAL APPLICATIONS RECEIVED FROM MARCH TO AUGUST, 2019 AND 2020

Medi-Cal

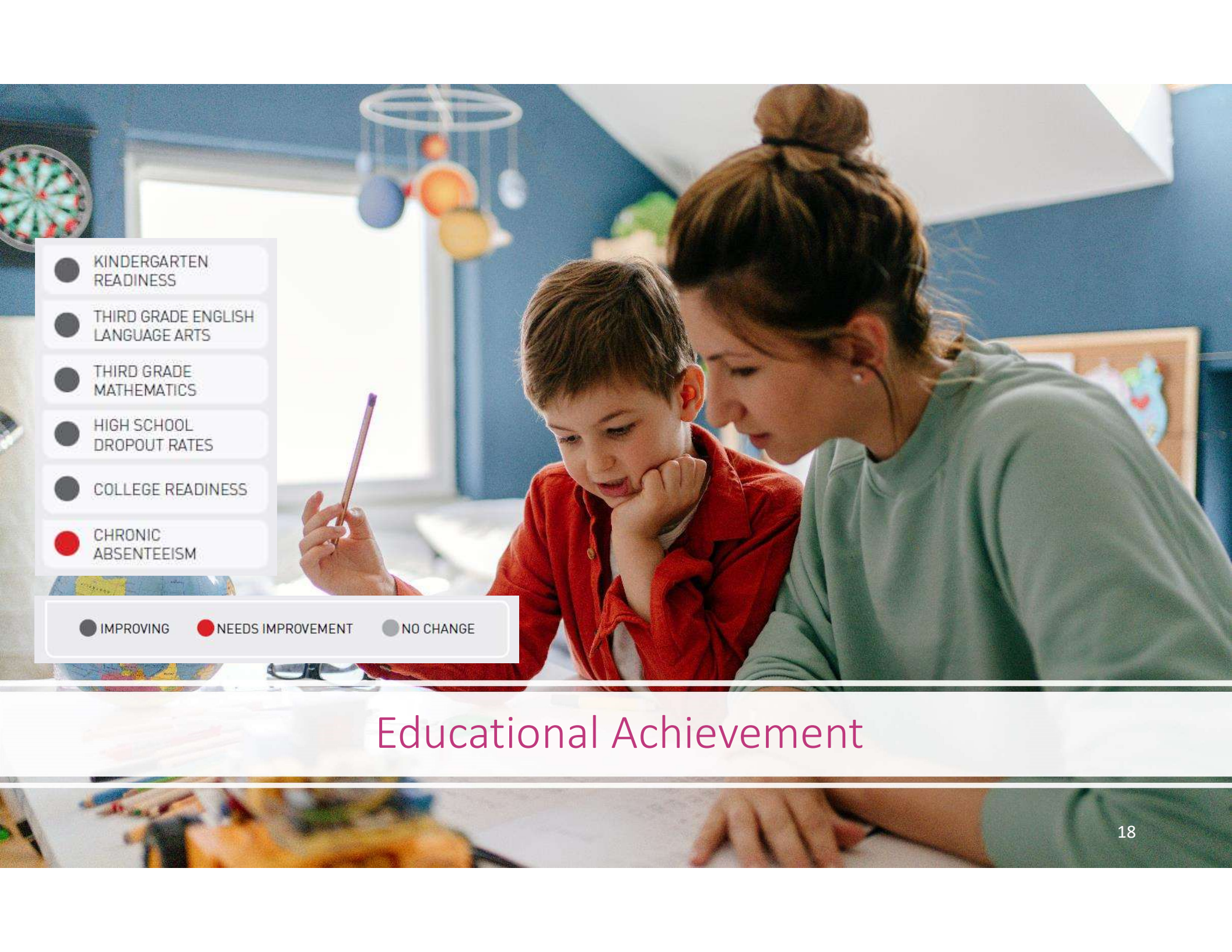


CalFresh



CalWORKs





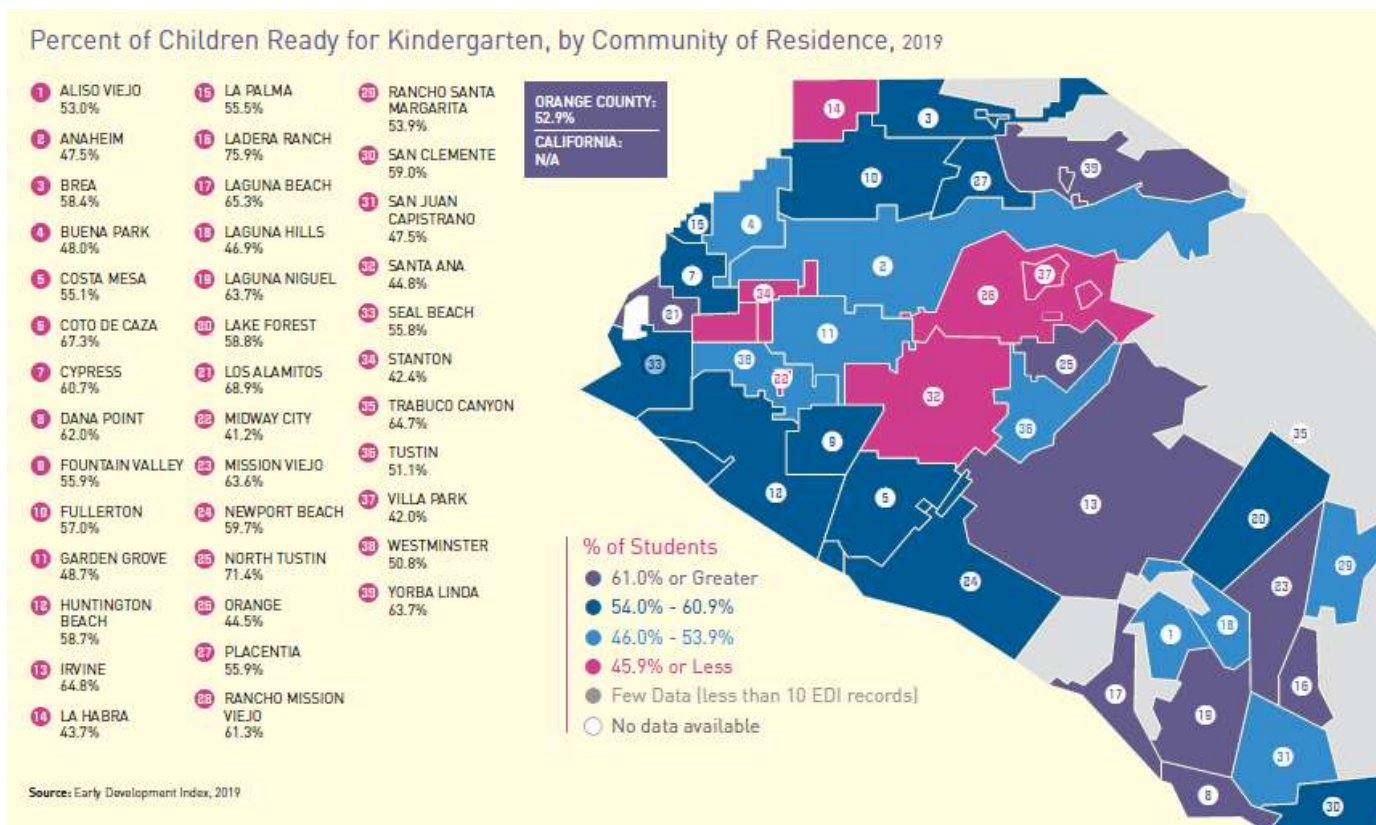
- KINDERGARTEN READINESS
- THIRD GRADE ENGLISH LANGUAGE ARTS
- THIRD GRADE MATHEMATICS
- HIGH SCHOOL DROPOUT RATES
- COLLEGE READINESS
- CHRONIC ABSENTEEISM

IMPROVING NEEDS IMPROVEMENT NO CHANGE

Educational Achievement

Educational Achievement: Kindergarten Readiness

- In 2019, 52.9% of children in Orange County were developmentally ready for kindergarten, a 1.9% increase from 2015 at 51.9%.

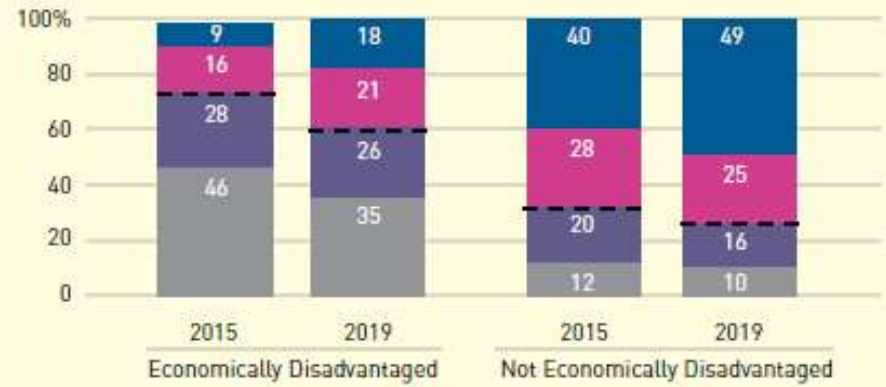


Educational Achievement: Third Grade English & Math

Overall Achievement in ELA Among Third Grade Students, by Socioeconomic Status, 2015 and 2019

- Standard Not Met
- Standard Nearly Met
- Standard Met
- Standard Exceeded

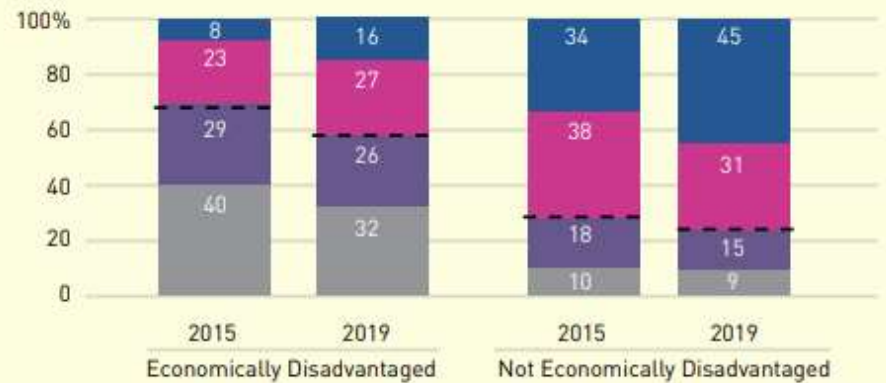
Note: A student is defined as "economically disadvantaged" if the most educated parent of the student, as indicated in CALPADS, has not received a high school diploma or the student is eligible to participate in free or reduced-price lunch program also known as the National School Lunch Program.
Source: CAASPP, 2018/19 (2019)



Overall Achievement Among Third Grade Students in Mathematics, by Socioeconomic Status, 2015 and 2019

- Standard Not Met
- Standard Nearly Met
- Standard Met
- Standard Exceeded

Note: A student is defined as "economically disadvantaged" if the most educated parent of the student, as indicated in CALPADS, has not received a high school diploma or the student is eligible to participate in free or reduced-price lunch program also known as the National School Lunch Program.
Source: CAASPP, 2018/19 (2019)



Educational Achievement: High School Dropout Rates

Percent of Grade 9-12 Cohort Dropouts
by Program, 2010 to 2019



Source: California Department of Education, DataQuest, 2018/19 [2019]

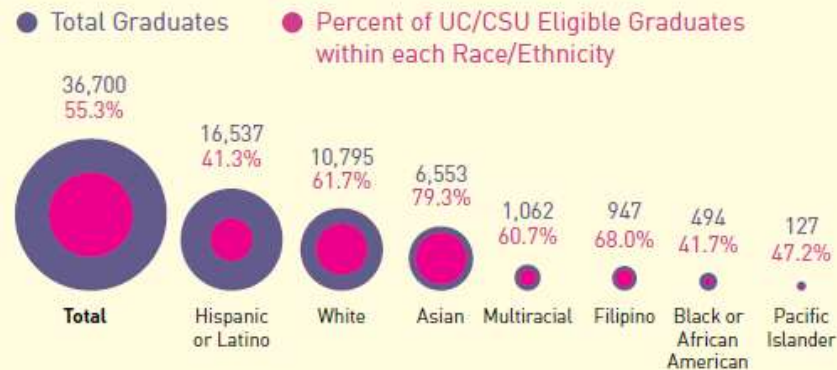
- Dropout rates are highest among Foster Youth and English Learners

Educational Achievement: College Readiness

- Hispanic students are underrepresented among those ready for college.

- English Learners have the lowest percent of graduates ready for college.

Number of Graduates and Percent of Graduates Meeting UC/CSU Entrance Requirements, 2019



Note: American Indian or Alaska Native total graduates (57), percent of UC/CSU eligible graduates (40.4%).
Source: California Department of Education, DataQuest, 2018/19 [2019]

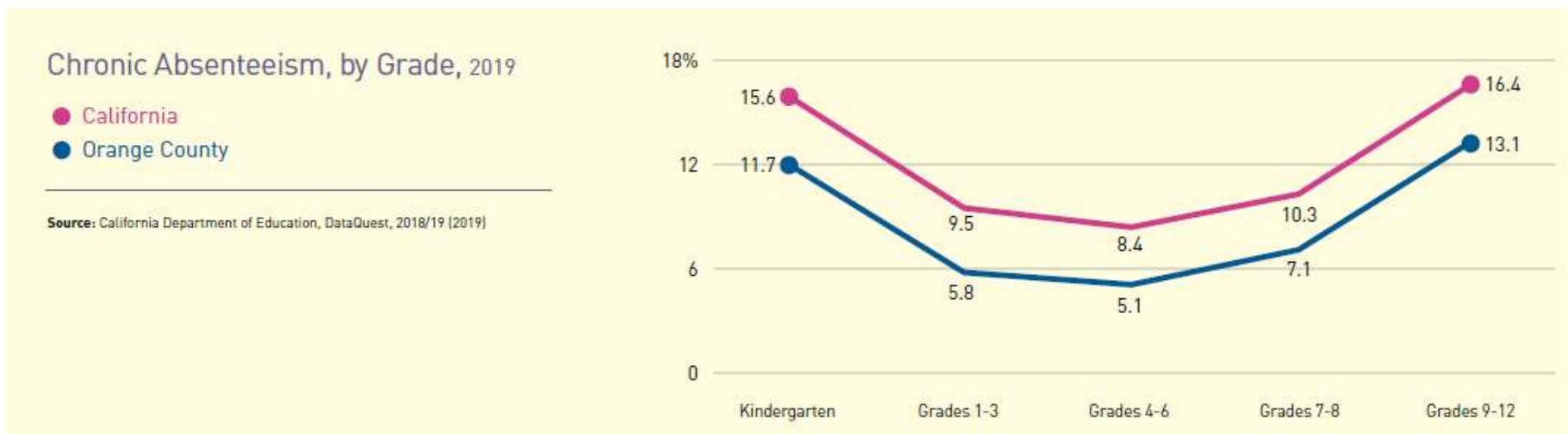
Percent of Graduates, by Program Meeting UC/CSU Entrance Requirements, 2010 to 2019

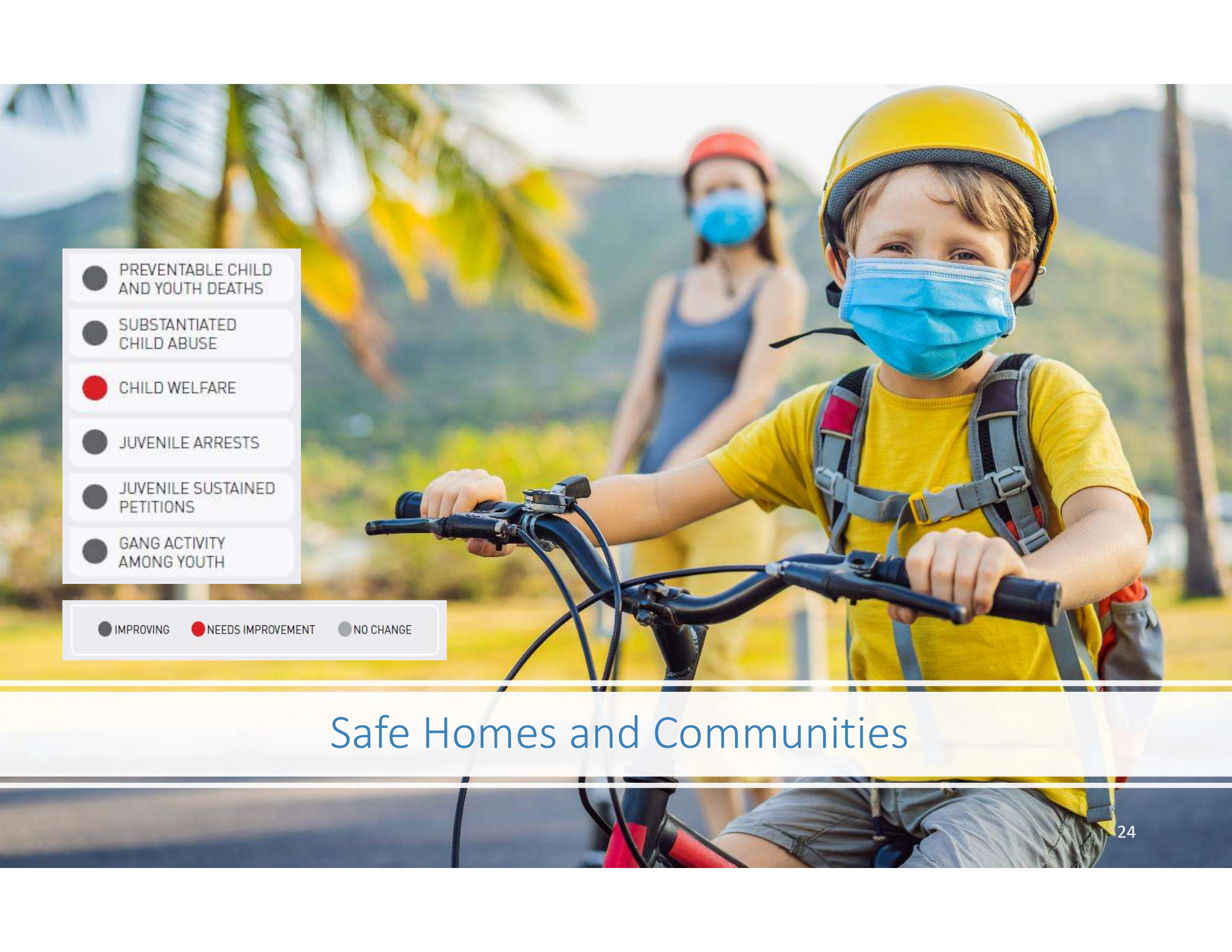


Source: California Department of Education, DataQuest, 2018/19 [2019]

Educational Achievement: Chronic Absenteeism

- Chronic absenteeism is greatest among kindergarten and high school students





● PREVENTABLE CHILD AND YOUTH DEATHS

● SUBSTANTIATED CHILD ABUSE

● CHILD WELFARE

● JUVENILE ARRESTS

● JUVENILE SUSTAINED PETITIONS

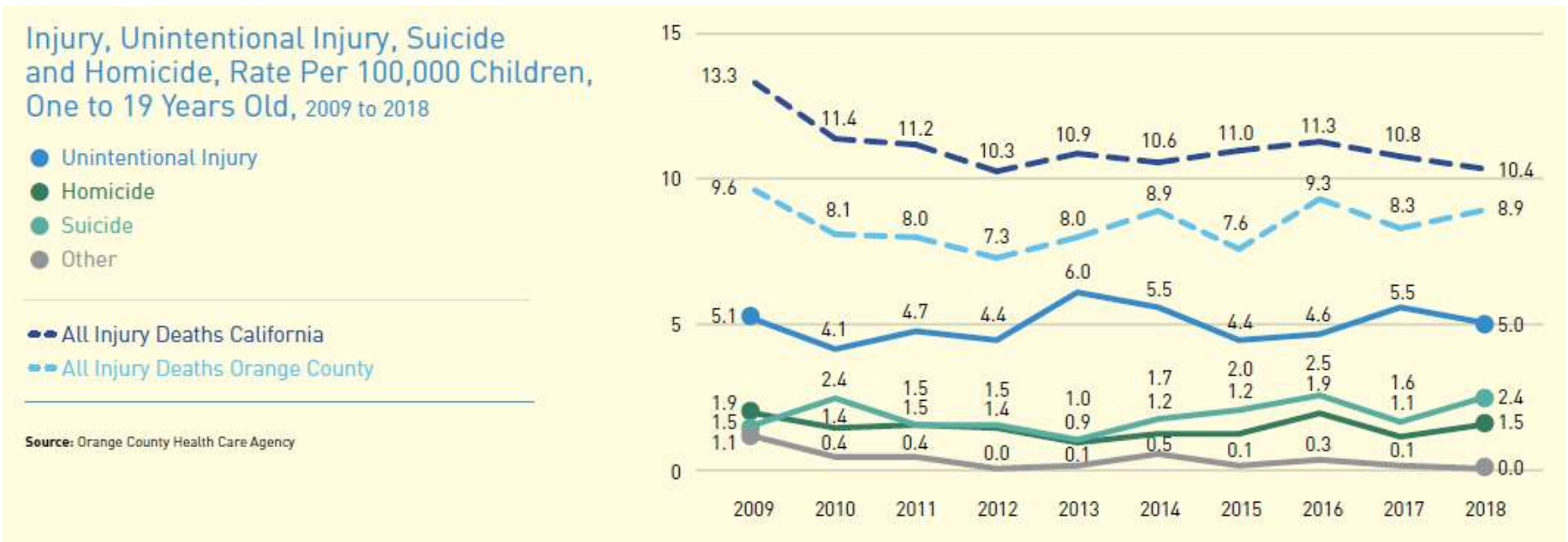
● GANG ACTIVITY AMONG YOUTH

● IMPROVING ● NEEDS IMPROVEMENT ● NO CHANGE

Safe Homes and Communities

Safe Homes and Communities: Preventable Child And Youth Deaths

- Unintentional injuries continue to represent the leading cause of preventable death in children and youth



Safe Homes and Communities: Substantiated Child Abuse

- Children 5 and under made up the greatest proportion of substantiated allegations.



Work of the Orange County Children's Partnership

- Community Forums to be held virtually
- Visioning effort for Orange County Children's Partnership underway
- Conditions of Children report likely revised to reflect updated vision
- Hard copies of the report available – Rhonda.Esera@cfcoc.ocgov.com

ITEM 2 – COMMITTEE REPORTS

Irvine Child Development Center Operating
Corporation

(There is no report associated with this item.)

ITEM 3 – COMMITTEE REPORTS

Irvine Children, Youth and Families Advisory
Committee

(There is no report associated with this item.)

**ITEM 4 – COMMITTEE BUSINESS
MINUTES**



MINUTES

IRVINE CHILD CARE COMMITTEE REGULAR MEETING

November 10, 2020

Irvine Child Resource Center
14341 Yale Avenue
Irvine, California 92604

CALL TO ORDER

A regular meeting of the Irvine Child Care Committee was called to order on November 10, 2020, at 9:54 a.m. at the Irvine Child Resource Center via Zoom, 14341 Yale Avenue, Irvine, California; Supervisor Stubbler presiding.

Roll Call

Present: 9	Co-Vice Chair:	Wenli Lin
	Committee Member:	Joshua Arnaldo
	Committee Member:	Imithri Bodhinayake
	Committee Member:	Aarti Chopra
	Committee Member:	Shelby Clatterbuck*
	Committee Member:	Emiliano Guzman
	Committee Member:	Donna King
	Committee Member:	Jessica Winn
	Committee Member:	Michelle Yost

Absent: 5	Chair:	Donna Schwartz
	Co-Vice Chair:	Dayna Money
	Committee Member:	Dr. Seema Choudhary
	Committee Member:	Scott Schultz
	Committee Member:	Jenny Woo

* Arrived at 10:03 a.m.

PLEDGE OF ALLEGIANCE

Supervisor Stubbler lead the Pledge of Allegiance.

INTRODUCTIONS

PRESENTATIONS

1. Rebecca Alvarez from First 5 Orange County presented on the Child Care Landscape Analysis.

ANNOUNCEMENTS

Supervisor Traci Stubbler announced the following:

- The ICCC Parent Recruitment interviews have to be postponed due to the Santiago fire. Interviews will be rescheduled.
- On October 20, the Orange County Board of Supervisors approved allocating five million dollars in CARES Act funding to be distributed to child care providers via a grant program. The application for the County of Orange COVID-19 Child Care Resilience Program went live on October 30, and applications will be accepted through November 13 at 5 p.m.

Program Coordinator Diana Magallón announced the following:

- Child Care Coordination has continually maintained a list of professional development opportunities. In March, we removed all in-person training and began adding webinars for early childhood educators, many of which are applicable for parents.

ADDITIONS AND DELETIONS TO THE AGENDA

There were no additions or deletions.

PUBLIC COMMENTS

There were no public comments.

COMMITTEE REPORTS

2. Irvine Child Development Center Operating Corporation – Committee Member Winn reported the program is at 85 percent of enrollment. The program is in final negotiations to renew their lease with the City of Irvine.
3. Irvine Children, Youth and Families Advisory Committee – No report was given.

COMMITTEE BUSINESS

4. MINUTES

ACTION: Moved by Committee Member Arnaldo, seconded by Co-Vice Chair Lin to approve the regular meeting minutes of the Irvine Child Care Committee held October 13, 2020.

Motion carried as follows:

Ayes: 9 Arnaldo, Bodhinayake, Chopra, Clatterbuck, Guzman, King, Lin, Winn, Yost

Absent: 5 Choudhary, Money, Shultz, Schwartz, Woo

ADJOURNMENT

Moved by Committee Member King, seconded by Co-vice Chair Lin, and unanimously carried by those members present, to adjourn the meeting at 10:21 a.m.

DONNA SCHWARTZE
CHAIR

TRACI STUBBLER
CHILD CARE COORDINATION SUPERVISOR

Date Approved: _____

ITEM 5 – COMMITTEE BUSINESS
IRVINE CHILD CARE COMMITTEE
APPOINTMENTS



REQUEST FOR IRVINE CHILD CARE COMMITTEE ACTION

MEETING DATE: January 12, 2021

TITLE: IRVINE CHILD CARE COMMITTEE APPOINTMENTS

Director of Community Services

RECOMMENDED ACTION

Recommend the Community Services Commission approve the appointment of James Mai and Michelle Raji to serve as parent/guardian representatives on the Irvine Child Care Committee through December 31, 2022.

EXECUTIVE SUMMARY

The Irvine Child Care Committee (Committee), was established in 1987, and its purpose is to serve as an advisory body of the City of Irvine by providing input on the needs of the community pertaining to child care related issues.

In accordance with Committee Bylaws (Attachment 1), the Volunteer Committee is comprised of 14 voting members consisting of six Liaison and eight Appointee representatives. The six Liaison members represent; two community representatives; two center- or home-based child care providers; and two parent/guardian members. The eight Appointee members represent three educational organizations and five City Council appointees.

In accordance with Committee Bylaws, an open recruitment is held every two years to fill the two parent/guardian member positions to serve a two-year term to begin following Community Services Commission appointment. The recruitment was open for a three-week period from October 1 through October 22, 2020.

A Selection Committee comprised of Committee Members Bodhinayake, Schwartz, and Winn conducted candidate interviews on December 8, 2020. The Selection Committee recommends the appointment of James Mai and Michelle Raji to the Committee (Attachment 2). The Community Services Commission has the authority for final approval and appointment.

COMMITTEE RECOMMENDATION

None applicable.

ANALYSIS

The Committee is a public advisory body reporting to the Community Services Commission. Committee members provide input and develop recommendations related to the availability of affordable quality child care and early education in Irvine.

An open recruitment was conducted October 1 through October 22, 2020, to fill two parent/guardian representative positions serving two-year terms. Marketing and outreach efforts included a City of Irvine press release, a posting on the City website and child care coordination email blast to more than 600 contacts. Seven applications were received and all applicants were interviewed.

The Selection Committee recommended candidates that demonstrated awareness of child care related issues and the ability to assess, articulate, and advocate for the concerns and needs of young children and families. The background and experience of the recommended candidates closely aligned with the Committee's goals to enhance child care and early education, provide resources, and serve as a liaison to the community as a whole.

The Committee recommends the Community Services Commission approve James Mai and Michelle Raji as parent/guardian representative members to serve on the Committee.

James Mai:

- 20-year Irvine resident and parent of two children, ages one and ten
- Active member Vietnamese Buddhist Youth Committee
- Active member Greentree Elementary School Site Council

Michelle Raji

- Raised in Irvine and parent of two children, ages two and six
- Active member of the PTA and School Site Council at Alderwood Elementary
- Employed by the Los Angeles County District Attorney's Office

ALTERNATIVES CONSIDERED

The Committee may consider not appointing the recommended candidates or request a new recruitment process.

FINANCIAL IMPACT

There are no new fiscal impacts associated with the recommended Committee appointments.

REPORT PREPARED BY

Traci Stubbler, Community Services Supervisor

ATTACHMENTS

1. Irvine Child Care Committee Bylaws
2. Candidate Appointment Bios



IRVINE CHILD CARE COMMITTEE BYLAWS

Community Services Resolution Number: 18-04

Community Services Commission Approved: 06/06/2018


Director of Community Services

1.0 NAME

The name of this advisory body of the City of Irvine shall be the Irvine Child Care Committee (hereinafter "Committee").

2.0 LOCATION

The principal office for the transaction of business is hereby fixed and located at One Civic Center Plaza in Irvine, California.

3.0 PURPOSE, MISSION, AND DUTIES

3.1 Purpose - The Committee's purpose is to serve as an advisory body of the City of Irvine, reporting to the Community Services Commission (hereinafter "Commission"). The Committee shall provide input on the needs of the community pertaining to child care related issues.

3.2 Mission - The Committee's mission is to develop recommendations related to the availability of affordable quality child care and early education in Irvine.

3.3 Duties - The Committee's duties include, but shall not be limited to, working collaboratively with City departments and community organizations to enhance the provision of child care and early education services, providing outreach, and serving as a liaison to the community by informally sharing information learned at meetings, promoting City events for families and early childhood educators and sharing questions, concerns and ideas from the community with the Committee.

The Committee shall appoint one representative from their membership to serve on the Irvine Child Development Center Operating Board and one representative to serve on the Irvine Children, Youth and Families Advisory Committee, as appropriate.

The Committee shall report annually to the Commission on its goals and accomplishments.

4.0 GENERAL STATEMENT OF POLICY

Provisions of the Irvine Municipal Code, Title I, Division 4-Commissions and Committees, are applicable to all Commissions and Committees appointed by, or otherwise operating under authority of the City of Irvine, City Council and/or its properly appointed delegate.

5.0 MEMBERSHIP

The Committee shall consist of no more than fourteen (14) voting members consisting of Appointee and Liaison representatives, and shall serve pursuant to Section 5310 of the California Organizations Code. Accordingly, the Membership on the Committee is comprised of representatives meeting the following requirements and procedures:

5.1 Appointee Members

5.1.1 One representative from each of the following educational Organizations, Irvine Unified School District, University of California, Irvine, and Irvine Valley College, shall be appointed by their respective organizations and serve a term of office in accordance with that appointment.

5.1.2 Each member of the City Council shall appoint one member to the Committee for a total of five (5) members, to serve at the pleasure of their Council Member.

5.2 Liaison Members - Shall be selected through the following procedure: All interested persons who reside or are employed in the City of Irvine shall submit written applications and all applicants will be invited to an oral interview with a minimum of three (3) Committee Members and one (1) optional representative from the Community Services Commission. Term of office shall be a period of two years. Reappointment to another term is possible by complying with the procedure outlined herein.

5.2.1 Community Members - Two (2)

5.2.2 Center- or Home-based Child Care Provider Members who operate or work in a child care program licensed by the State of California Community Care Licensing Division - Two (2)

5.2.3 Parent/Guardian Members having children under the age of 12 at the time of application submittal - Two (2)

5.3 Resignation, Vacancies, and Removal

5.3.1 Resignation - Any Committee Member or officer may resign at any time by giving written notice to the Chair or Vice Chair.

5.3.2 Vacancies - In the event a vacancy is created, it shall be filled by the same method by which the vacancy was previously filled, at a timeline established by the Committee.

5.3.3. Removal - In the event a Committee Member fails to attend three (3) consecutive meetings, the Committee may, by motion, move to remove the Committee Member from the Committee. A majority vote of the Committee Members present at a duly constituted meeting shall be required to carry such a motion.

6.0 VOTING

6.1 One Vote Per Member - Committee Members shall be entitled to one vote.

6.2 Proxy Votes - No proxy votes are permitted.

7.0 OFFICERS

Officers of the Committee shall include a Chair and a Vice Chair, each of whom shall be a voting member of the Committee. The officers shall be elected by the Committee annually.

7.1 Election - Regular election of officers shall be held annually. The term of office shall be one (1) year, commencing upon election.

7.2 Chair - The Chair shall be responsible for the general supervision, direction, and control of the business and affairs of this Committee. The Chair shall preside over all meetings and represent the Committee to the Commission, the City Council and City staff.

7.3 Vice Chair - In the absence or resignation of the Chair, the Vice Chair shall perform all of the duties of the Chair, and in so acting, shall have all of the authority of the Chair. The Vice Chair shall have such other powers and perform such other duties as may be prescribed by the Committee.

8.0 MEETINGS

All meetings shall be open to the public and shall conform to the provisions of the "Ralph M. Brown Act".

8.1 Agenda - Agenda items may be submitted thirty (30) days in advance by any Committee Member upon notification to the Chair or City liaison. The agenda shall be established with items as coordinated by the Chair and City liaison.

8.2 Procedures - Robert's Rules of Order shall govern the general conduct of meetings.

- 8.3 Quorum - A majority of the Committee Members shall constitute a quorum. A majority vote of Committee Members present at a duly constituted meeting shall be required to carry a motion, proposal and/or resolution.
- 8.4 Regular Meetings - The Committee shall meet six (6) times each year per an annual schedule approved by the Committee at the last meeting of the previous year. All regular meeting agendas shall be posted in a location accessible to the public at least 72 hours before the time of the meeting and must describe the business to be transacted.
- 8.5 Special Meetings - A special meeting may be called at any time by the Chair or by a majority of the members of the Committee, by delivering personally, by mail, or by email written notice to each member and by circulating the agenda as required by law, and by posting the agenda in a location freely accessible to the public at least 24 hours before the meeting. The special meeting notice must specify both the time and the place of the meeting and the business to be transacted.

9.0 BYLAWS

Amendments to these bylaws are subject to approval and adoption by the Commission by a majority of the members present at a duly constituted meeting of the Commission.

COMMUNITY SERVICES COMMISSION RESOLUTION NO. 18-04

A RESOLUTION OF THE COMMUNITY SERVICES COMMISSION OF THE CITY OF IRVINE, CALIFORNIA, AMENDING THE BYLAWS OF THE IRVINE CHILD CARE COMMITTEE

WHEREAS, the City Council authorized the Community Services Commission to serve as the governing body of the Irvine Child Care Committee; and

WHEREAS, the Irvine Child Care Committee has approved revisions to its Bylaws to assure relevance to its mission; and

WHEREAS, the Bylaws amended are consistent with the City Council direction as to the mission of the Committee; and

NOW, THEREFORE, the Community Services Commission of the City of Irvine, DOES HEREBY RESOLVE as follows:

SECTION 1. That the above recitals are true and correct and are incorporated herein.

SECTION 2. Based on the above findings, the Community Services Commission of the City of Irvine DOES HEREBY RECOMMEND the adoption of the amended Bylaws of the Irvine Child Care Committee, attached hereto as Exhibit A.

SECTION 3. The Secretary to the Community Services Commission shall certify to the passage of this Resolution and enter it into the book of original Resolutions.

PASSED AND ADOPTED by the Community Services Commission of the City of Irvine at a regular meeting held on the 6th day of June 2018 by the following roll-call vote:

AYES:	5	COMMISSIONERS:	Trussell, Schultz, Johnson-Norris, Konte, and Owens
NOES:	0	COMMISSIONERS:	None
ABSENT:	0	COMMISSIONERS:	None
ABSTAIN:	0	COMMISSIONERS:	None



CHAIR OF THE COMMUNITY SERVICES
COMMISSION FOR THE CITY OF IRVINE



SECRETARY OF THE COMMUNITY SERVICES
COMMISSION FOR THE CITY OF IRVINE

**IRVINE CHILD CARE COMMITTEE APPOINTMENTS
CANDIDATE APPOINTMENT BIOS**

James Mai

James Mai has been a resident of Irvine for 20 years and is the parent of two young children. James is interested in learning and sharing his expertise to help his community access quality and affordable child care and development programs.

James graduated from Kent State with a Bachelor's Degree in Business Administration, and is the owner of a local consulting business. Additionally, James actively volunteers with various organizations helping homeless populations, veterans groups and families in need. James is a parent representative on the Greentree Elementary School Site Council.

James is enthusiastic about giving back to his community and helping to support families in Irvine.

Michelle Raji

Michelle Raji was raised in Irvine and returned to Irvine in 2015 with her young family. As a working mother of two young children, she is aware of the challenges of finding quality care and educational resources for her young family.

Michelle graduated from the University of California, Irvine with a Bachelor's Degree in Criminology and completed her Juris Doctorate from Loyola Law School. She works as a Deputy District Attorney for the Los Angeles County District Attorney's Office.

Michelle is a parent representative on the Alderwood Elementary School Site Council and has volunteered with various non-profit organizations. Michelle is interested in learning more and sharing information about Irvine programs with families new to Irvine.