



MINUTES

IRVINE CHILD CARE PROJECT REGULAR MEETING

October 18, 2021
Irvine Child Resource Center
14341 Yale Avenue
Irvine, CA 92604

CALL TO ORDER

The regular meeting of the Irvine Child Care Project (ICCP) was called to order at 8:33 a.m. by President Buchanan.

ROLL CALL

| | | | |
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| Present: | 4 | BOARD MEMBER: | Stephanie Bynon |
| | | CLERK: | Alan Battenfield |
| | | VICE PRESIDENT: | Cyril Yu |
| | | PRESIDENT: | Adam Buchanan |

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| Absent: | 1 | BOARD MEMBER: | Tammy Kim |
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PLEDGE OF ALLEGIANCE

President Buchanan led the Pledge of Allegiance.

INTRODUCTIONS

Cory Hilderbrand, Community Services Manager, and Sandra Salcedo, Community Services Superintendent, introduced themselves to the members of the ICCP Board.

PRESENTATIONS

There were no presentations.

ANNOUNCEMENTS

Adam Buchanan, Community Services Administrator, announced his retirement from the City of Irvine, and his resignation serving as President of the Irvine Child Care Project Board.

PUBLIC COMMENTS

There were no public comments.

ADDITIONS AND DELETIONS TO THE AGENDA

There were no additions or deletions to the agenda.

CONSENT CALENDAR

Moved by Clerk Battenfield and seconded by Board Member Bynon to approve Consent Calendar items 1 through 9.

The motion carried as follows:

Ayes: Battenfield, Buchanan, Bynon, Yu

Absent Kim

1. MINUTES

ACTION:

Approved the minutes of the Irvine Child Care Project meeting held on September 13, 2021.

2. WARRANT REQUEST – CATALYST FAMILY INC.

ACTION:

Approved payment of \$49,032.47 to Catalyst Family Inc. for child care development services for August 1-31, 2021.

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

ACTION:

Approved payments for warrants totaling the amount of \$9,181.75 **(CDBG)** for child care services for August 1-31, 2021 funded by ICF scholarships.

- \$ 2,196.75 to Catalyst Family Inc. **(CDBG)**
- \$ 383.00 to Creekers Club **(CDBG)**
- \$ 00.00 to Dolphin Club
- \$ 00.00 to Kids Stuff
- \$ 6,602.00 to Rainbow Rising **(CDBG)**

4. WARRANT REQUEST – IRVINE CHILDREN’S FUND CORONAVIRUS (CV) SCHOLARSHIPS

ACTION:

Approved payments for warrants totaling the amount of \$10,778.57 **(CDBG-CV)** for child care services for August 1-31, 2021 funded by CV scholarships.

- \$ 2,937.98 to Catalyst Family Inc. **(CDBG-CV)**
- \$ 528.75 to Creekers Club **(CDBG-CV)**
- \$ 510.00 to Dolphin Club
- \$ 00.00 to Kids Stuff
- \$ 6,801.84 to Rainbow Rising **(CDBG-CV)**

5. WARRANT REQUEST – IRVINE CHILDREN’S FUND (ICCP) SCHOLARSHIPS

ACTION:

Approved payments for warrants totaling the amount of \$422.00 **(ICCP)** for child care services for August 1-31, 2021 funded by ICCP scholarships.

- \$ 00.00 to Catalyst Family Inc.
- \$ 00.00 to Creekers Club
- \$ 00.00 to Dolphin Club
- \$ 00.00 to Kids Stuff
- \$ 422.00 to Rainbow Rising **(ICCP)**

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

ACTION:

Approved payment of \$73,956.67 for payment for sale of IUSD-owned portables to ICCP, Utilities, Facilities and Financial Support Services, Custodial Equipment Amortization and Custodial Services for the month of August 2021.

- \$47,685.08 for Custodial Services
- \$ 675.00 for Custodial Equip Amortization
- \$10,589.42 for Payment of Portable Purchase
- \$ 8,007.17 for Utilities
- \$ 7,000.00 for Facilities & Financial Support

7. WARRANT REQUEST – CITY OF IRVINE

ACTION:

Approved payment of \$19,692.21 to the City of Irvine for Program and Grant Administration for the month of August 2021.

- \$ 18,711.56 for Program Administration
- \$ 980.65 for Grant Administration

8. DEPOSIT OF CDBG-CV SCHOLARSHIP FUNDS FROM ICF

ACTION:

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

- \$ 250.00 01-005-712-00-8699

9. DEPOSIT OF STATE GRANT APPORTIONMENT

ACTION:

Authorized the deposit of grant funds from the State Department of Social Services into the appropriate account as follows:

- \$ 37,831.00 01-005-50100-8290
- \$ 17,391.00 01-005-50100-8290
- \$ 122,294.00 01-005-50100-859

REPORTS

10. FACILITIES AND BUDGET REPORT – JOHN FOGARTY

ACTION:

Received and Filed.

11. ICCP ADMINISTRATOR’S REPORT – TRACI STUBBLER

ACTION:

Received and Filed.

ADJOURNMENT

Moved by Board Member Bynon and seconded by Clerk Battenfield to adjourn the meeting at 8:42 a.m. The next Regular Irvine Child Care Project Board Meeting will convene at 8:30 a.m. on Monday, November 8, 2021.


Cyril Yu (Nov 9, 2021 16:36 PST)

CYRIL YU, VICE PRESIDENT
IRVINE CHILD CARE PROJECT



Shane Dineen (Nov 9, 2021 16:46 PST)

SHANE DINEEN
RECORDING SECRETARY

Date Approved: November 9, 2021