



# AGENDA

## IRVINE CHILD CARE COMMITTEE REGULAR MEETING

Imithri Bodhinayake  
Chair

**September 12, 2023  
9:00 AM**

Diane Gale  
Vice Chair

**Irvine City Hall, L102  
1 Civic Center Plaza  
Irvine, California 92606**

Committee Members:  
Mariana Bosch  
Shelby Clatterbuck  
Elaine King  
Wenli Lin  
Melanie McCorkle  
Nazy Nassiri  
Donna Schwartze  
Yulree Tio  
Jessica Winn  
Stephanie Yomorta  
Shareen Young

### **PARTICIPATION AT IRVINE CHILD CARE COMMITTEE MEETING**

MEETINGS ARE AVAILABLE TO ATTEND IN-PERSON OR WATCHED LIVE THROUGH THE "ZOOM" APPLICATION. INFORMATION FOR "ZOOM" CAN BE FOUND ONLINE AT [CITYOFIRVINE.ORG/CHILD-CARE-DEVELOPMENT/IRVINE-CHILD-CARE-COMMITTEE](http://CITYOFIRVINE.ORG/CHILD-CARE-DEVELOPMENT/IRVINE-CHILD-CARE-COMMITTEE). YOU MAY SUBMIT COMMENTS ON ANY AGENDA ITEM OR ON ANY ITEM NOT ON THE AGENDA, IN WRITING VIA MAIL TO "ATTN: TRACI STUBBLER, 1 CIVIC CENTER PLAZA, IRVINE, CA 92606, OR BY EMAIL TO [ICCCPUBLICCOMMENT@CITYOFIRVINE.ORG](mailto:ICCCPUBLICCOMMENT@CITYOFIRVINE.ORG). YOU MAY ALSO PROVIDE LIVE COMMENTS VIA "ZOOM." FOR MORE INFORMATION, VISIT [CITYOFIRVINE.ORG/CHILD-CARE-DEVELOPMENT/IRVINE-CHILD-CARE-COMMITTEE](http://CITYOFIRVINE.ORG/CHILD-CARE-DEVELOPMENT/IRVINE-CHILD-CARE-COMMITTEE).

**REQUEST TO SPEAK IN PERSON:** IF YOU WOULD LIKE TO ADDRESS THE IRVINE CHILD CARE COMMITTEE ON A SCHEDULED AGENDA ITEM, NON-AGENDA ITEM, OR PUBLIC HEARING, PLEASE FILL OUT A REQUEST TO SPEAK FORM AND SUBMIT TO THE RECORDING SECRETARY. WE RESPECTFULLY ASK THAT YOU IDENTIFY ON THE FORM YOUR NAME AND THE ITEM(S) ON WHICH YOU WOULD LIKE TO SPEAK. THE REQUEST TO SPEAK FORM ASSISTS THE CHAIR IN ENSURING THAT ALL PERSONS WISHING TO ADDRESS THE IRVINE CHILD CARE COMMITTEE ARE RECOGNIZED. IT ALSO ENSURES THE ACCURATE IDENTIFICATION OF MEETING PARTICIPANTS IN THE IRVINE CHILD CARE COMMITTEE MINUTES. YOUR NAME WILL BE CALLED AT THE TIME PUBLIC COMMENTS AND PUBLIC HEARINGS ARE HEARD BY THE IRVINE CHILD CARE COMMITTEE. CITY POLICY IS TO LIMIT PUBLIC TESTIMONY TO UP TO THREE MINUTES PER SPEAKER DEPENDING ON RELEVANT CIRCUMSTANCES, WHICH INCLUDES THE PRESENTATION OF ELECTRONIC OR AUDIO-VISUAL INFORMATION. SPEAKERS MAY NOT YIELD THEIR TIME TO OTHER PERSONS.

**PLEASE TAKE NOTICE THAT THE ORDER OF SCHEDULED AGENDA ITEMS BELOW AND/OR THE TIME THEY ARE ACTUALLY HEARD, CONSIDERED AND DECIDED MAY BE MODIFIED BY THE CHAIR DURING THE COURSE OF THE MEETING, SO PLEASE STAY ALERT.**

**PLEASE NOTE:** THE IRVINE CHILD CARE COMMITTEE MEETING 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. FOR QUESTIONS OR ASSISTANCE, PLEASE CONTACT THE COMMUNITY SERVICES DEPARTMENT AT 949-724-6635, OR VIA EMAIL AT [ICCCPUBLICCOMMENT@CITYOFIRVINE.ORG](mailto:ICCCPUBLICCOMMENT@CITYOFIRVINE.ORG). IT WOULD BE APPRECIATED IF WRITTEN 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.

**CALL TO ORDER**

**ROLL CALL**

**PLEDGE OF ALLEGIANCE**

**INTRODUCTIONS**

**1. PRESENTATION**

***1.1 Irvine Valley College Updates and Initiatives – Shelby Clatterbuck, Child Development/Early Childhood Education Instructor***

**PUBLIC COMMENTS – NON-AGENDIZED ITEMS**

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Public comments on non-agendized items will be heard no sooner than 9 a.m. Any member of the public may address the Irvine Child Care Committee on items within the Irvine Child Care Committee's subject matter jurisdiction but which are not listed on this agenda. If 20 or fewer requests to provide public comments are submitted, each speaker shall be limited to three minutes. If between 21 and 30 speakers submit public comments, each speaker shall be limited to two minutes. If more than 30 speakers submit public comments, each speaker shall be limited to 90 seconds. The time limit per speaker shall be established based on the number of requests to speak submitted to the Recording Secretary before the first speaker is called. Requests to speak submitted after the first speaker is called shall receive 90 seconds. These time limits may be shortened or extended, or a cumulative limit on the time for all public speakers may be imposed, at the discretion of the Chair or by a majority vote of the Irvine Child Care Committee.

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**STAFF ANNOUNCEMENTS**

**COMMITTEE ANNOUNCEMENTS**

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Announcements, Committee Reports, and Commission Reports 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 3 minutes per member of the Irvine Child Care Committee. In addition, the Chair shall receive any necessary additional time to deliver announcements of community events and opportunities.

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**2. COMMITTEE REPORTS**

***2.1 Irvine Child Development Center Operating Corporation***

***2.2 Irvine Children, Youth and Families Advisory Committee***

**ADDITIONS AND DELETIONS**

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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.

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**3. COMMITTEE BUSINESS**

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Public comments on Irvine Child Care Committee items will be heard at the time the matters are considered. If 10 or fewer requests to speak are submitted, each speaker shall be limited to three minutes per item. If between 11 and 15 speakers submit requests to speak, each speaker shall be limited to two minutes per item. If 16 or more requests to speak are submitted, each speaker shall be limited to 90 seconds per item. The time limit per speaker shall be established based on the number of requests to speak submitted to the Recording Secretary before the first speaker is called. Requests to speak submitted after the first speaker is called shall receive 90 seconds. These time limits may be shortened or extended, or a cumulative limit on the time for all public speakers may be imposed, at the discretion of the Chair or by a majority vote of the Irvine Child Care Committee.

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**3.1 MINUTES**

**ACTION:**

Approve the minutes of the Irvine Child Care Committee meeting held May 9, 2023.

**ADJOURNMENT**

**NOTICE TO THE PUBLIC**

At 11 a.m., the Irvine Child Care Committee will determine which of the remaining agenda items can be considered and acted upon prior to 12 p.m. noon and will continue all other items on which additional time is required until a future Irvine Child Care Committee meeting. All meetings are scheduled to terminate at 12 p.m. 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 7 days prior to a regular Irvine Child Care Committee meeting). Staff reports can also be downloaded from the City's website at [cityofirvine.org](http://cityofirvine.org) at least 7 days prior to the scheduled 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) 724-6635.

**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, 1 Civic Center Plaza, Irvine, California, during normal business hours. In addition, such writings or documents will be made available for public review on the City's website and at the respective public 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) 724-6635.

**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**

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 949-724-6635.

Assisted listening devices are available at the meeting for individuals with hearing impairments. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. (28 DFR 35. 102-35. 104 ADA Title II)

**COMMUNICATION AND ELECTRONIC DEVICES**

To minimize distractions, please be sure 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 a.m. Agendas are available at the following locations:

- Community Services Department
- Police Department
- Front Entrance of City Hall
- City's web page at [cityofirvine.org](http://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, 1 Civic Center Plaza, Irvine, California September 5, 2023 by 5:30 p.m. as well as on the City's web page.

Athena Martinez, Committee Liaison

## **3. BUSINESS**

### **ITEM 3.1**

### **MINUTES**



# MINUTES

## IRVINE CHILD CARE COMMITTEE REGULAR MEETING

**May 9, 2023**

**Irvine Civic Center**  
Conference Room L102  
1 Civic Center Plaza  
Irvine, CA 92604

### CALL TO ORDER

The regular meeting of the Irvine Child Care Committee (Committee) was called to order at 9:09 a.m. on May 9, 2023, in Conference Room L102 at Irvine Civic Center, 1 Civic Center Plaza, Irvine, California; Chair Bodhinayake presiding.

### ROLL CALL

Present:	9	Committee Member:	Mariana Bosch
		Committee Member:	Shelby Clatterbuck
		Committee Member:	Elaine King*
		Committee Member:	Melanie McCorkle
		Committee Member:	Yulree Tio
		Committee Member:	Jessica Winn
		Committee Member:	Stephanie Yomorta
		Vice Chair:	Diane Gale**
		Chair:	Imithri Bodhinayake

Absent:	5	Committee Member:	Aarti Chopra
		Committee Member:	Wenli Lin
		Committee Member:	Nazy Nassiri
		Committee Member:	Donna Schwartze
		Committee Member:	Shareen Young

\* Arrived at 9:12

\*\*Left at 10:14

### PLEDGE OF ALLEGIANCE

Chair Bodhinayake led the Pledge of Allegiance.

**1. PRESENTATION**

***1.1 Orange County Conditions of Children Report***

Robyn Odendahl, Health Management Associates Principal, presented on the Conditions of Children in Orange County and responded to Committee questions.

**PUBLIC COMMENTS – NON-AGENDIZED ITEMS**

There were no public comments.

**INTRODUCTIONS**

Traci Stubbler, Child Care Coordination Supervisor, introduced new Committee Members Tio and Yomorta.

**STAFF ANNOUNCEMENTS**

Supervisor Stubbler shared information about the City's Child Care Provider Relief Program.

Diana Magallon, Program Coordinator, shared information about the Workforce Pathways Stipend Program.

**COMMITTEE ANNOUNCEMENTS**

Committee Member Clatterbuck announced Irvine Valley College has started planning for a collaboration to open a lab school at the college.

**2. COMMITTEE REPORTS**

***2.1 Irvine Child Development Center Operating Corporation (ICDCOC)***

Committee Member Winn shared ICDCOC is nearly at full capacity and seeking additional teachers to support enrollment.

***2.2 Irvine Children, Youth and Families Advisory Committee (ICYFAC)***

Vice Chair Gale shared ICYFAC has hosted several focus groups to promote the Strategic Plan for Children, Youth and Families survey and reach more non-native English speakers. Committee Members were asked to help spread the word about the survey.

**ADDITIONS AND DELETIONS TO THE AGENDA**

There were no additions or deletions to the agenda.

**3. COMMITTEE BUSINESS**

**3.1 MINUTES**

**ACTION:** Moved by Committee Member Bosch, seconded by Committee Member King, and unanimously carried by those members present (Committee Members Chopra, Gale, Lin, Nassiri, Schwartz, and Young absent) to approve the minutes of the Irvine Child Care Committee meeting held March 14, 2023.

**3.2 IRVINE CHILD CARE COMMITTEE RECRUITMENT**

**ACTION:** Moved by Committee Member Clatterbuck, seconded by Committee Member Bosch, and unanimously carried by those members present (Committee Members Chopra, Gale, Lin, Nassiri, Schwartz, and Young absent) to open a recruitment for two Community and two Center- or Home-based Child Care provider members to serve two-year terms on the Irvine Child Care Committee from January 2024 through December 2025.

**ADJOURNMENT**

Moved by Committee Member King, seconded by Committee Member Winn, and unanimously carried, to adjourn the meeting at 10:25 a.m.

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IMITHRI BODHINAYAKE  
CHAIR

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TRACI STUBBLER  
CHILD CARE COORDINATION SUPERVISOR

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DATE APPROVED