



Cyril Yu
President

Vacant
Vice President

Stephanie Bynon
Clerk

Board Members:
Jenna Berumen
Tammy Kim
Ryan Painter

MINUTES

IRVINE CHILD CARE PROJECT REGULAR MEETING

**January 8, 2024
8:30 AM**

**Irvine City Hall, L102
1 Civic Center Plaza
Irvine, CA 92604**

CALL TO ORDER

The regular meeting of the Irvine Child Care Project Board (Board) was called to order at 8:31 a.m. on January 8, 2024, in Conference Room L102, Irvine Civic Center, 1 Civic Center Plaza, Irvine, California: President Yu presiding.

ROLL CALL

Present:	3	CLERK:	Stephanie Bynon
		BOARD MEMBER:	Ryan Painter
		PRESIDENT:	Cyril Yu
Absent	2	BOARD MEMBER:	Tammy Kim
		BOARD MEMBER:	Jenna Berumen

PLEDGE OF ALLEGIANCE

President Yu led the Pledge of Allegiance.

INTRODUCTIONS

There were no introductions.

PUBLIC COMMENTS – NON-AGENDIZED ITEMS

There were no requests to speak.

1. REPORTS

1.1 FINANCIAL REPORT

John Fogarty, Irvine Unified School District Assistant Superintendent, reported on the Fiscal Year 2023-24 budget.

1.2 ADMINISTRATOR'S REPORT

Traci Stubbler, ICCP Administrator, reported on: the status of the ICCP scholarship program; the upcoming Directors' Forum to be held February 8; and the status of the ICCP fiscal audit.

BOARD ANNOUNCEMENTS/COMMITTEE REPORTS/COMMITTEE UPDATES

There were no announcements, reports, or committee updates.

ADDITIONS AND DELETIONS TO THE AGENDA

There were no additions or deletions to the agenda.

2. CONSENT CALENDAR

ACTION: Moved by Clerk Bynon, seconded by Board Member Painter, and unanimously carried by those members present to approve Consent Calendar items 2.1 through 2.11.

2.1 MINUTES

ACTION:

Approved the minutes of the Irvine Child Care Project Board's regular meeting held on November 13, 2023.

2.2 WARRANT REQUEST – CATALYST FAMILY INC.

ACTION:

Approved payment of \$63,794.97 to Catalyst Family Inc. for child care development services for November 1-30, 2023.

2.3 WARRANT REQUEST – IRVINE CHILDREN'S FUND (ICF) SCHOLARSHIPS

ACTION:

Approved payments for warrants totaling the amount of \$14,939.00 (CDBG) for child care services for November 1-30, 2023 funded by ICF scholarships.

- \$ 7,264.75 to Catalyst Family Inc. (CDBG)
- \$ 0.00 to Creekers Club
- \$ 592.50 to Dolphin Club (CDBG)
- \$ 1,423.75 to Kids Stuff (CDBG)
- \$ 5,658.00 to Rainbow Rising (CDBG)

2.4 WARRANT REQUEST – IRVINE CHILDREN’S FUND CORONAVIRUS (ICF-CV) SCHOLARSHIPS

ACTION:

Approved payments for warrants totaling the amount of \$33,239.72 (\$31,518.47 CDBG-CV, \$1,720.90 ICCP) for child care services for November 1-30, 2023 funded by ICF (CDBG-CV).

- \$ 11,570.00 to Catalyst Family Inc.
- \$ 655.00 to Creekers Club
- \$ 1,250.00 to Dolphin Club
- \$ 730.00 to Kids Stuff
- \$ 19,034.37 to Rainbow Rising

2.5 WARRANT REQUEST – IRVINE UNIFIED SCHOOL DISTRICT (IUSD)

ACTION:

Approved payment of \$83,311.51 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 November 2023.

- \$ 55,283.75 for Custodial Services
- \$ 675.00 for Custodial Equip Amortization
- \$ 10,589.42 for Payment of Portable Purchase
- \$ 8,827.92 for Utilities
- \$ 7,935.42 for Facilities & Financial Support

2.6 WARRANT REQUEST – CITY OF IRVINE

ACTION:

Approved payment of \$36,550.89 to the City of Irvine for Contract Services and Program and Grant Administration for the month of November 2023.

- \$ 18,290.99 for Program Administration
- \$ 5,259.90 for Grant Administration
- \$ 13,000.00 for Contract Services

2.7 WARRANT REQUEST – ICCP PAYMENTS ISSUED DECEMBER 2023

ACTION:

Received and filed attached record of payments issued December 2023 for service month October 2023.

**2.8 DEPOSIT OF FINAL STATE GRANT APPORTIONMENT – CCTR 1167
FY2021-22**

ACTION:

Received and filed record of deposit from the California Department of Social Services as follows:

- \$ 76.00 01-005-712-00-8290
- \$ 850.00 01-005-712-00-8590

**2.9 DEPOSIT OF STIPENDS FOR CHILD CARE CONTRACTORS FUNDED BY
THE AMERICAN RESCUE ACT**

ACTION:

Received and filed attached record of deposits of stipends for child care contractors funded by the American Rescue Act as follows:

- \$ 131,222.00 01-005-712-00-8290
- \$ 40,040.00 01-005-712-00-8290
- \$ 25,025.00 01-005-712-00-8290

2.10 DEPOSIT OF PLUS RATE PAYMENT PURSUANT TO SENATE BILL (SB) 140

ACTION:

Received and filed record of deposit of funds from the California Department of Social Services as follows:

- \$ 43,824.00 01-005-50100-8590

**2.11 IRVINE CHILD CARE PROJECT (ICCP) EXPENSES PAID BY IRVINE UNIFIED
SCHOOL DISTRICT (IUSD)**

ACTION:

Received and filed the record of payment for attached invoices in the total amount of \$28,656.00 paid by IUSD on behalf of ICCP.

3. BOARD BUSINESS

**3.1 RESOLUTION TO AUTHORIZE DESIGNATED ICCP PERSONNEL TO SIGN
CALIFORNIA DEPARTMENT OF SOCIAL SERVICES CONTRACT
DOCUMENTS**

ACTION:

Moved by Clerk Bynon, seconded by Board Member Painter, and unanimously carried by those members present to adopt resolution to certify the approval of the ICCP Board of Directors to enter into this transaction with the California Department of Social Services for the purpose of providing child care and development services and to authorize the designated personnel to sign contract documents for Fiscal Year 2024-25.

3.2 MEMBER AT LARGE APPOINTMENT


DISCUSSION INCLUDED: President Yu thanked the pool of qualified applicants, and shared that Christine stood out based on her experience and background. He expressed that it was a privilege to have someone of her expertise joining the ICCP Board.

ACTION:

Moved by Clerk Bynon, seconded by Board Member Painter, and unanimously carried by those members present to appoint Christine Knowland to the ICCP Board of Directors to serve for a regular term of office to commence February 1, 2024 through January 2025.

ADJOURNMENT

Moved by Clerk Bynon, seconded by Board Member Painter, and unanimously carried by those members present to adjourn the meeting at 8:44 a.m.


CYRIL YU, PRESIDENT
IRVINE CHILD CARE PROJECT


SHANE DINEEN
RECORDING SECRETARY

Date Approved: 2/12/24