



MINUTES

IRVINE CHILD CARE PROJECT REGULAR MEETING

Cyril Yu
President

Ryan Painter
Vice President

Jenna Berumen
Clerk

Tammy Kim
Board Member

Christine Knowland
Board Member

November 18, 2024

8:30 AM

Irvine City Hall, L102

**1 Civic Center Plaza
Irvine, California 92606**

CALL TO ORDER

The regular meeting of the Irvine Child Care Project Board (Board) was called to order at 8:34 a.m. on November 18, 2024, in Conference Room L102, Irvine Civic Center, 1 Civic Center Plaza, Irvine, California: President Yu presiding

ROLL CALL

Present: 4

BOARD MEMBER ALTERNATE: Cory Hilderbrand
BOARD MEMBER: Christine Knowland
CLERK: Jenna Berumen
PRESIDENT: Cyril Yu

Absent: 1

BOARD MEMBER: Tammy Kim

PLEDGE OF ALLEGIANCE

President Yu led the Pledge of Allegiance.

PUBLIC COMMENTS – NON-AGENDIZED ITEMS

There were no public comments.

INTRODUCTIONS

There were no introductions.

1. REPORTS

1.1 FINANCIAL REPORT

John Fogarty, Irvine Unified School District (IUSD) Assistant Superintendent, reported on the Fiscal Year 2024-25 budget.

1.2 ADMINISTRATOR'S REPORT

Traci Stubbler, Community Services Superintendent, reported on Fiscal Year 2024-25 Irvine Child Care Project (ICCP) Scholarship status, as well as the updated scholarship policies for students in Pre-Kindergarten and Kindergarten which resulted in four additional Pre-Kindergarten and Kindergarten students being approved for ICCP Scholarship funding.

Superintendent Stubbler updated the Board on ongoing quality assessments being conducted at ICCP sites.

BOARD ANNOUNCEMENTS/COMMITTEE REPORTS/COMMITTEE UPDATES

President Yu shared IUSD Superintendent Terry Walker will be retiring after 30 years of service as of February 2025.

ADDITIONS AND DELETIONS TO THE AGENDA

There were no additions or deletions to the agenda.

2. CONSENT CALENDAR

ACTION: Moved by Board Member Berumen, seconded by Board Member Knowland, and unanimously carried by those members present (Board Member Kim absent) to approve consent calendar items 2.1 through 2.13.

2.1 MINUTES

ACTION:

Approved the minutes of the Irvine Child Care Project Board regular meeting held on September 9, 2024.

2.2 MINUTES

ACTION:

Approved the minutes of the Irvine Child Care Project Board regular meeting held on October 21, 2024.

2.3 *WARRANT REQUEST – CATALYST FAMILY INC.*

ACTION:

Approved payment of \$77,146.80 to Catalyst Family Inc. for child care development services for September 1-30, 2024.

2.4 *WARRANT REQUEST – CATALYST FAMILY INC.*

ACTION:

Approved payment of \$39,200.00 to Catalyst Family Inc. for SB140 Cost of Care Plus Rate Quarterly Payment.

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

ACTION:

Approved payments for warrants totaling the amount of \$9,060.81 [\$9,060.81 Irvine Recovery Program (IRP)] for child care services for September 1-30, 2024 funded by ICF scholarships.

- \$ 3,249.50 to Catalyst Family Inc. (IRP)
- \$ 0.00 to Creekers Club
- \$ 0.00 to Dolphin Club
- \$ 555.00 to Kids Stuff (IRP)
- \$ 5,256.31 to Rainbow Rising (IRP)

2.6 *WARRANT REQUESTS – IRVINE UNIFIED SCHOOL DISTRICT (IUSD)*

ACTION:

Approved payment of \$78,892.08 for Utilities, Facilities and Financial Support Services, and Custodial Services for the month of September 2024.

- \$ 58,512.00 for Custodial Services
- \$ 9,269.33 for Utilities
- \$ 11,110.75 for Facilities and Financial Support Services

2.7 *WARRANT REQUESTS – IRVINE UNIFIED SCHOOL DISTRICT (IUSD)*

ACTION:

Approved payment of \$18,604.13 for ICCP Work Order charge backs for Fiscal Year 2024-25, Quarter 1.

2.8 *WARRANT REQUEST – CITY OF IRVINE*

ACTION:

Approved payment of \$30,392.15 to the City of Irvine for Contract Services and Program and Grant Administration for the month of September 2024.

- \$ 28,849.21 for Program Administration
- \$ 1,542.94 for Grant Administration
- \$ 0.00 for Contract Services

2.9 IRVINE CHILD CARE PROJECT (ICCP) PAYMENTS ISSUED OCTOBER 2024

ACTION:

Received and filed attached record of payments issued October 2024 for service month August 2024.

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

ACTION:

Received and filed attached invoices in the total amount of \$14,825.32 paid by IUSD on behalf of ICCP.

2.11 DEPOSIT OF STATE GRANT APPORTIONMENT

ACTION:

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

- \$ 0.00 01-005-50100-8290
- \$ 100,816.00 01-005-50100-8590

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

ACTION:

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

- \$ 43,479.00 01-005-50100-8590

2.13 DEPOSIT OF SCHOLARSHIP FUNDS FROM IRVINE CHILDREN'S FUND (ICF)

ACTION:

Received and filed the record of deposit of funds from ICF into the appropriate account as follows:

- \$ 19,678.58 01-005-712-00-8689

3. BOARD BUSINESS

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

ACTION:

Moved by Board Member Berumen, seconded by Board Member Knowland, and unanimously carried by those members present (Board Member Kim absent) 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 2025-26.

3.2 *IRVINE CHILD CARE PROJECT BOARD 2025 MEETING SCHEDULE*

ACTION:

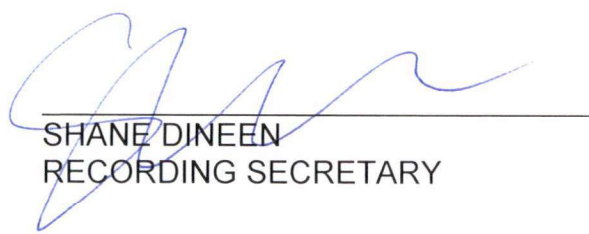
Moved by Board Member Berumen, seconded by Board Member Knowland, and unanimously carried by those members present (Board Member Kim absent) to approve the ICCP Board 2025 meeting schedule.

ADJOURNMENT

Moved by Board Member Berumen, seconded by Board Member Knowland, and unanimously carried by those members present to adjourn the meeting at 8:47 a.m.


CYRIL YU, PRESIDENT

Date Approved: 1/13/2025


SHANE DINEEN
RECORDING SECRETARY