



**Building & Construction Trades Industry Sector Employer Advisory Board Meeting**  
Minutes of October 20, 2015

**Introduction:** Ms. Garcia called the meeting to order at 7:15 a.m. and thank everyone for attending. Personal introductions were made with the following present:

**Voting Members:** Phillip Grant Imperial Valley Housing Authority  
Len McAllister Case Manager, Employment Development Department

**Non-Voting Members:** Jesse Sanchez Principal, Brawley Union High School  
Randy Smith Teacher, Brawley Union High School  
Lupe Garcia Program Assistant, Imperial Valley ROP  
Abraham Anaya Guidance Technician, Imperial Valley ROP  
Roman Flores Guidance Technician, Imperial Valley ROP

**Purpose of the meeting:** Ms. Garcia announced that the purpose of the meeting was for teachers to share the content of their courses and/pathways and for industry partners to provide suggestions and recommendations on what should be taught and materials used in the courses.

**Minutes Review and Approval:** The minutes of the November 5, 2014, meeting reviewed. A motion was made by Mr. Grant, seconded by Mr. McAllister, to approve the minutes of the last meeting. The motion was passed unanimously.

**Review of Industry Sector & Pathway Analysis**

**Pathway Course Preview/Discussion:** Mr. Smith announced that his construction classes are going well and students are learning in class as well as valuable hands-on experience when working on the house/student project located near the Brawley Union High School campus, across the street from the Barbara Worth Junior High School west entrance. Mr. Smith mentioned working on solar panel installation with his class. Mr. Grant announced that the IV Housing Authority is currently in a hiring freeze. Mr. Grant suggested speaking to contractors about the possibility of having them work with youth. Mr. McAllister announced he pushes the veteran population he works with at EDD to find work in this industry sector due to their qualifications and other factors. Mr. Sanchez stressed how impressed he was with one of Mr. Smith’s former students who he hired to do some construction work for the school as the person hired was knowledgeable, prepared and did a very good job in the interview process.

**Business/Industry Sector Synopsis and practical information that may inform curriculum choices:** Mr. Smith mentioned he heard there would be more solar fields and possibly wind energy projects coming to the Valley but did not have any more specific information about it at this time. Mr. Grant said there may be the possibilities for youth in terms of contractors hiring or interning youth to build Section 3 housing for the low income populace. Mr. Sanchez said that working together with business partners, students can gain some valuable work experience in the classroom and at job sites. Mr. Sanchez stated he would like to see a renewable energies course come to fruition on Brawley’s campus in the future.

**Competency / Assessment discussions:** Ms. Garcia presented sample certificates for Mr. Smith’s Construction & Building Tech and Advanced Woodworking classes. Mr. Smith explained the types of competencies and projects completed in and out of class. Mr. Smith and Ms. Garcia explained how these certificates are earned by students in Mr. Smith’s classes.

**Articulation:** Ms. Garcia presented documentation of the articulated coursework between Imperial Valley high schools and Imperial Valley College from years 2012 to 2015 and Credit by Exam testing results for the 2014-15 school year which also

articulated to IVC. Ms. Garcia stated that high school juniors may also take the Credit by Exam testing. Ms. Garcia will provide more details on how the Construction course could be articulated with IVC.

**Motion to Continue CTE Industry Sector / Pathway(s):** A motion as made by Mr. Grant, seconded by Mr. McAllister, to continue the courses/pathway. The motion was passed unanimously.

**Imperial Valley Career Readiness Certification (IVCRC) and National Career Readiness Certification (NCRC):**

**Discussion of need / purpose:** Ms. Garcia explained what the IVCR certificate and ACT's NCRC is and the importance it may have for students having a nationally recognized certificate lends credibility to the students' abilities. Mr. Sanchez concurred, adding that it is important for employers to know that students are coming in and applying for their companies with certification(s) in-hand. Ms. Garcia explained about the KeyTrain program and that it is currently the Guidance Technician's priority to get CTE students to complete the pre-tests. Ms. Garcia also explained the levels of Bronze, Silver, Gold and Platinum which the NCRC awards students based on their test scores. Ms. Garcia explained what the IV Career Readiness Certificate is in addition to the ACT National Career Readiness Certificate. Ms. Garcia stated that the IVCRC is available to students but – in addition to the NCRC/KeyTrain components – it takes time to complete and is very rigorous. Ms. Garcia announced that Guidance Technicians are working towards completing both of these certificates with students Valley-wide.

**Current efforts / outreach:** Ms. Garcia mentioned the work the ROP Guidance Technicians are doing in outreach within the school sites including Mr. Anaya. Ms. Garcia announced this will be Mr. Anaya's last week at Brawley Union and Calipatria High Schools and that Mr. Flores will be taking over as the new Guidance Technician for these school sites. Mr. Sanchez thanked Mr. Anaya for his service. Mr. Sanchez announced that he would like to see the trend of having the students well prepared with their job application, resume and interview skills in all CTE courses. Mr. Flores announced that his previous experience with IVROP will enable him to do so and that he would be contacting Mr. Smith soon to work with him and his students. Mr. Smith agreed stating that he was looking forward to it.

**Upcoming CTE Events:** Ms. Garcia announced the following events:

- A. IVROP Showcase and Recognition Ceremony scheduled for April 19, 2016
- B. IVROP Community Foundation Dancing with the Stars Gala scheduled for May 6, 2016

**Next Annual Meeting:** Ms. Garcia announced that the next annual meeting date is not yet set but that all voting and non-voting members will again be contacted by e-mail and telephone calls prior to the meeting next year.

**Adjournment:** Meeting was adjourned at 8:00 a.m.