

**IMPERIAL VALLEY REGIONAL OCCUPATIONAL PROGRAM
BOARD OF TRUSTEES
Adopted Minutes**

Meeting of November 16, 2017
Imperial Valley Regional Occupational Program Main Office

CALL TO ORDER: Mr. Jimenez called the meeting to order at 6:30 a.m. The following persons were present:

Mr. Matt Hester, Board Member, Holtville Unified School District
Ms. Jacinto "Jay" Jimenez, Board Member, Central Union High School District
Ms. Margie Pizano, Board Member, Calipatria Unified School District
Ms. Carol Sassie, Board Member, Brawley Union High School District
Mr. Gabriel Aguirre, Project Coordinator, Imperial Valley ROP
Ms. Samantha Bernal, Development Specialist, Imperial Valley ROP
Mr. Luis De La Torre, Director of Business & Human Services, Imperial Valley ROP
Ms. Reyna Flores-Carrillo, Development Specialist, Imperial Valley ROP
Ms. Lupe Garcia, Program Assistant, Imperial Valley ROP
Mr. Adrian Gonzales, Program Manager, Imperial Valley ROP
Mr. Edwin Obergfell, Superintendent, Imperial Valley ROP
Ms. Maria Pantoja, Project Coordinator, Imperial Valley ROP
Ms. Wendy Ramirez, Office Manager, Imperial Valley ROP
Ms. Linda Valenzuela, Project Specialist, Imperial Valley ROP

PLEDGE OF ALLEGIANCE: Mr. De La Torre led the pledge of allegiance.

PUBLIC COMMUNICATIONS: None.

INTRODUCTIONS/ ANNOUNCEMENTS: None.

CONSENT AGENDA: A motion was made by Ms. Pizano and seconded by Mr. Hester to approve the items on Consent Agenda as presented. ***Motion carried unanimously.***

- Minutes of October 19, 2017, Regular Meeting;
- October '17 Warrant Order #'s: 18114616-18114645; 18115488-18115577; 18116692-18116719; 18117358-18117400.

PERSONNEL: ***APPOINTMENT OF PERSONNEL.*** A motion was made by Mr. Hester and seconded by Ms. Pizano to approve the appointment of personnel of Ms. Frida Macedo, Ms. Karina Navarro and Ms. Aurora Suarez. ***Motion carried unanimously.***

RESIGNATION. A motion was made by Mr. Hester and seconded by Ms. Pizano to approve the resignation of Ms. Elizabeth Lopez. ***Motion carried unanimously.***

NEW BUSINESS: *None.*

INFORMATIONAL ITEMS:

MONTHLY BUDGET UPDATE. Mr. De La Torre stated the monthly budget update remained the same as the previous month. He reminded the board of the new funding for the Housing Support Program and Project Rising Stars. He projects deficit spending decreasing in the future.

IVROP COMMUNITY FOUNDATION. Mr. Obergfell informed the board that there was a delay on the coordinator signing the contract but the contract was recently signed. Ms. Marcela Miranda-Silva is again our coordinator for the 2018 Gala. The location is still pending. The IVROPCF Board are exploring other locations as The Q, Saint Mary's Hall, Packing Sheds, etc. The tentative date for the 2018 Dancing with the Stars Gala is Friday, May 4, 2017. Mr. Edgard Garcia, Attorney; Dr. Adolphe Edward, El Centro Regional Medical Center CEO; Mr. John Moreno, Aurora High School Principal; Ms. Martha Garcia, IVC President of Student Services; Ms. Theresa Mitosinka Robertson, IV Press; Ms. Juanita Rebollar, Owner of Town Pump and Brownies and Mr. Oscar Grijalva, Duggins Construction are the confirmed stars for the 2018 Dancing with the Stars Gala. Mr. Obergfell announced the IVROPCF Scholarship will be posted on the IVROPCF website in January 2018.

CTE UPDATE. Mr. Juan Campos was out of the office attending and presenting at the CAROCP Conference. Ms. Garcia is reviewing and finalizing the notes for the Regional CTE Advisory Meeting that was held on October 18, 2017. Ms. Garcia and Mr. Juan Campos have been assisting some districts with developing their pathways. Pathways/Mapping of Course Sequencing has to be completed by March 2018 by the districts. Central Union High School District (CUHSD) and Brawley Union High School District (BUHSD) began Positive Behavioral Interventions and Supports (PBIS) training on November 1st for the California Learning Communities (Prop 47) Grant. Brawley Elementary School District (BESD) will begin training on December 4th. The next training is scheduled for February 14-15, 2018. Support is already being provided to CUHSD, BUHSD and BESD. Ms. Garcia and Mr. Juan Campos have met with campus administration on next steps, services, target groups, parent/student workshops/backpack activities. Mr. Obergfell mentioned the Imperial Valley Press article in which Mr. Simon Canalez was interviewed with regards to the Brawley Union High School District, Brawley Elementary School District and IVROP CA Learning Community Grant.

Ms. Garcia provided an update for Calexico High School. Regular pathway and CTE Department meetings have been held with the principals and Director of State and Federal Projects. Mr. Campos attended the Calexico CTE Advisory Meeting on October 19, 2017. Teachers have requested support from the Career Specialists on Career Locker, resume, job applications and after school support to students for the job fair. IVROP participated in the "Cafecito with the Principal" that is held every Friday. Calexico High School parents are invited to the school to keep parents involved in their children's education. Calexico High School provides coffee and cookies for Calexico parents. IVROP Career Specialists Ms. Faviola Morales and Ms. Daisy Sanchez presented to about twenty-five parents on Career Exploration, Career Locker and on the Employability Units that are presented by the Career Specialists throughout the school. Ms. Faviola Morales provided the parents with a tour of the CTE Classes.

PRESENTATION: Mr. Gabriel Aguirre, Welfare to Work Programs Coordinator presented on the programs contracted with Imperial County Department of Social Services (ICDSS). Job Readiness, Life Skills, PREP-WEX, Project WORK-E.S.E and the Housing Support Program are all contracted with ICDSS. Job Readiness service is a foundational component of pre-employment designed to prepare CalWORKs customers to make the most effective use of their time in non-paid work experience

and subsidized employment. Customers in the component participate in twenty hours of interactive training. IVROP-Life Skills course modules are delivered in one week increments. Customers have the opportunity to participate in all four modules. Each module is twenty hours. Through the Prep work experience services (WEX), IVROP staff would expand and support existing partnerships with local employers to provide non-salaried work experience placements for welfare-to-work clients within a public, non-profit, or private entity. Project WORK-E.S.E. targets the employment needs of families that receive services under the CalWORKs single allocation. The project objectives are to provide clients with on-the-job learning experiences in real work settings, earning wages and acquiring and developing new skills or enhancing existing skills. The Housing Support Program (HSP) state funded targeting CalWORKs connected families experiencing homelessness. Mr. Aguirre provided an example of a parent and child receiving assistance with housing that were sleeping on a family members couch.

Ms. Bernal, Development Specialist former Project WORK-E.S.E. client shared her personal story. Ms. Bernal started in Project WORK-E.S.E as a client with a B.A., but had a very difficult time finding employment. Ms. Bernal was placed at IVROP as a part-time Clerk Typist and worked for ICOE part-time. Ms. Bernal shared the story of her struggles from being a part-time employee in two places to becoming a full-time employee at IVROP after multiple interviews at various places. Ms. Bernal is very grateful for the support she received from Project WORK-E.S.E. as a participant. She is very happy to be able to assist others that are going through similar situations she was going through.

Ms. Flores, Development Specialist former Project WORK client also shared her personal experience. Ms. Flores shared how difficult it had been for her and her family to ask for assistance. Ms. Flores was placed as a Tutor with Project T.O.Y a couple years ago. Ms. Flores then applied for a part-time Clerk Typist position while attending school. Ms. Flores was hired as a part-time Clerk Typist for Project T.O.Y. She then completed her education and received her BA. She applied for a Development Specialist position with Project WORK-E.S.E and was hired. Ms. Flores is thankful for all the support she received from Project WORK Staff and the opportunities that were provided to her.

CORRESPONDENCE: None.

LEGISLATION: None.

OTHER: *ARTICLES.* Mr. Obergfell made reference to the Imperial Valley Press articles dated October 15, 16, 17, 23, 25, 30, 31, 2017 and November 4, 6, 2017. KYMA news article date October 24, 2017.

EVENTS. Mr. Obergfell extended an invitation to the events taking place in November and December. He pointed out the dates the office would be closed due to Thanksgiving and Winter Break.

**BOARD AND
SUPERINTENDENT
COMMENTS:**

Mr. Hester thanked Ms. Bernal and Ms. Flores for their presentation.

Mr. Jimenez said he appreciates all the hard work staff does. He wished everyone a Happy Thanksgiving.

Ms. Pizano also thanked Ms. Bernal and Ms. Flores for sharing their stories. She wished everyone a Happy Thanksgiving.

Ms. Sassie thanked Ms. Bernal and Ms. Flores for their presentation. She thanked Staff for their work and wished everyone a Happy Thanksgiving.

Mr. Obergfell shared that Mr. Edward Swanegan and Mr. Guillermo Vallejo were both recognized on Veteran's Day for their service. He informed the board that IVROP is going through an email transition. Mr. Obergfell shared Mr. Carlos Gonzales is the Interim Superintendent for Calexico Unified School District. Mr. Obergfell informed the board of vacation time he will be taking. Mr. Obergfell recognized Ms. Bernal, Ms. Flores and Mr. Aguirre for their hard work. He wished everyone a Happy Thanksgiving.

NEXT MEETING: The next IVROP Board Meeting was scheduled for Thursday, December 21, 2017, at 6:30 a.m., at Imperial Valley Regional Occupational Program (IVROP) Main Office.

ADJOURNMENT: The meeting adjourned at 7:56 a.m.