

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

Meeting of December 21, 2023
Imperial Valley Regional Occupational Program Main Office

CALL TO ORDER: Victor Lopez called the meeting to order at 6:32 a.m. The following persons were present:

Alicia Armenta, Board President, Imperial County Office of Education
Lorenzo Calderon, Jr., Board Member, Calexico Unified School District
Matt Hester, Board Member, Holtville Unified School District
Victor Lopez, Clerk of the Board, Imperial Unified School District
Raul Navarro, Board Member, Calipatria Unified School District
Eric Rodriguez, Board Member, Central Union High School District
Gloria Santillan, Board Member, Brawley Union High School District
Gabriel Aguirre, Project Coordinator, Imperial Valley ROP
Vicente Ayala, Program Manager, Imperial Valley ROP
Luis De La Torre, Director of Business & Human Services, Imperial Valley ROP
Adriana Hernandez, Project Coordinator, Imperial Valley ROP
Edwin P. Obergfell, Superintendent, Imperial Valley ROP
Wendy Ramirez, Office Manager, Imperial Valley ROP
Stephanie Sandoval, Data Manager, Imperial Valley ROP

PLEDGE OF ALLEGIANCE: Victor Lopez led the pledge of allegiance.

PUBLIC COMMUNICATIONS: None.

INTRODUCTIONS/ ANNOUNCEMENTS: None.

CONSENT AGENDA: A motion was made by Raul Navarro and seconded by Gloria Santillan to approve the items on the Consent Agenda as presented. ***Motion carried unanimously.***

- Minutes of November 16, 2023, Regular Meeting; as presented in Exhibit 7(b).
- November '23 Warrant Order #'s: 24247916-24247951, 24248779-24248903, 24249900-24249951, 24250419-24250483, 24251711-24251767.

PERSONNEL: ***APPOINTMENT OF PERSONNEL.*** A motion was made by Raul Navarro and seconded by Alicia Armenta to approve the appointment of personnel for Carlos Lopez and Daniel Valdez. ***Motion carried unanimously.***

RESIGNATION. A motion was made by Raul Navarro and seconded by Gloria Santillan to approve the resignation of Shannon Hoyt and Ana Fernanda Lizarraga. ***Motion carried unanimously.***

NEW BUSINESS: **DECLARATION OF OBSOLETE VEHICLES.** A motion was made Raul Navarro and seconded by Lorenzo Calderon to approve the vehicle obsolete and surplus for disposal to a salvage company. ***Motion carried unanimously.***

FISCAL YEAR 2022-2023 FINAL AUDIT REPORT. Luis De La Torre reviewed the Fiscal Year 2022-2023 Final Audit Report. This the eighteenth year IVROP has had no findings. Edwin P. Obergfell said he was pleased with the work Luis De La Torre and his team have done. A motion was made Alicia Armenta and seconded by Gloria Santillan to approve the Fiscal Year 2022-2023 Final Audit Report. ***Motion carried unanimously.***

2023-2024 1st INTERIM FINANCIAL REPORT. Luis De La Torre referred to the 2023-2024 1st Interim Financial Report. Edwin P. Obergfell thanked all IVROP Staff for a job well done. A motion was made Lorenzo Calderon and seconded by Matt Hester to approve the 2023-2024 1st Interim Financial Report. ***Motion carried unanimously.***

INFORMATIONAL ITEMS:

MONTHLY BUDGET UPDATE. Luis De La Torre said the Monthly Budget Update was already presented in the 2023-2024 1st Interim Financial Report.

IVROP COMMUNITY FOUNDATION. Edwin P. Obergfell shared that the IVROPCF Board met on December 13th. The board reviewed most of the vendors. Vendors are still pending invoices/quotes. Tickets will be sold online. Ticket sales will go through Tututix. Tututix will provide the ticket sale service for a fee. Ticket prices have been increased to cover the extra fee by Tututix. Eric Rodriguez, IVROP Board Member and Patricia Robledo, IVROP employee will be competing in the 2024 DWTS Gala. The board is considering increasing the number of Stars to assist with ticket sales. Eric Rodriguez shared the foundation is having some issues with the WIFI at the Quechan. Eric said he is happy with the work the coordinator is providing. The foundation is focused on providing scholarships for students.

CTE UPDATE. Adriana provided the CTE Update. Adriana shared eight of the CTSOs have received their IVROPCF CTSO scholarship checks. She shared that they presented at the ACTE Career Tech Vision that was held from November 30th through December 2nd. They presented on how IVROP Career Specialists help districts navigate the Work-Based Learning Continuum. IVROP presented with support from BUHS' Director of Educational Services. There were approximately 40 attendees. She mentioned that Vicente Ayala, in partnership with ICOE's K-12 Pathway Coordinator, presented on Work-Based Learning to twelve teachers during the CTE Teacher Workshop held on December 11th. The Career Specialists assisted with the Southwest High School and Central Union High School Middle School Visits. The CalWORKs Joint Application was submitted on November 13th. The Mobile Career Exploration Lab is scheduled through February. The 4th Cohort for IVSSSP will be ending in December 2023. The CTE Showcase date has been changed to February 8, 2024. The Outstanding Student Process will be starting soon. Adriana Hernandez shared possible Skill Events/Summits. February is the CTE Month. She provided a school update for Imperial High School.

Let the record reflect that Eric Rodriguez departed at 7:33 a.m.

PRESENTATION: None.

CORRESPONDENCE: Edwin P. Obergfell shared a letter from HIPPY United States. He informed the board of the accreditations Maria Lopez-Pantoja had received.

LEGISLATION: None.

OTHER: **ARTICLES.** Victor referred to the Imperial Valley Press articles dated November 9, 29, 2023, and December 1, 5, 2023.

EVENTS. Edwin P. Obergfell shared IVROP Winter Potluck had been a success.

**BOARD AND
SUPERINTENDENT
COMMENTS:**

Alicia Armenta wished everyone a Merry Christmas and Happy New Year. She congratulated Luis De La Torre and Vicente Ayala.

Lorenzo Calderon, Jr. congratulated Luis De La Torre. He wished everyone a Happy Holiday. He shared an Attendance Mid-Year Drawing that the Calexico School District is holding to improve student's attendance.

Matt Hester congratulated Luis De La Torre. He wished everyone a Merry Christmas and Happy New Year.

Victor Lopez said he would continue to be on the IVROP Board. He thanked all the Staff and said to continue to do good work. He wished everyone a Merry Christmas.

Raul Navarro congratulated Luis De La Torre. He said IVROP is a great organization. Kudos to Edwin P. Obergfell. Happy Holidays to everyone.

Gloria Santillan told Luis De La Torre he does an excellent job. She thanked IVROP Staff for everything they did. She wished everyone Happy Holidays.

Superintendent Edwin P. Obergfell informed the board that the IVROP Office will be closed on December 25th, 26th, 29th, and January 1st. IVROP and IVROPCF are grateful for the work Luis has done. He congratulated Vicente Ayala. Luis De La Torre has committed to working on a consultant basis with Vicente Ayala. He said Wendy Ramirez, Isabel Barraza, and he would provide Vicente with support to Vicente Ayala with Human Resources. He wished Eric Rodriguez and Raul Navarro the best in their political endeavors. He informed the board he would be taking a vacation in March and missing the board meeting. He shared he will be having surgery on January 19th.

Luis De La Torre said it was a difficult decision. He will be forever grateful for the opportunity he was provided at IVROP. He committed to assisting Vicente Ayala with the transition. He said he felt he owed IVROP for all the opportunities IVROP provided him with.

NEXT MEETING: The next IVROP Board Meeting was scheduled for Thursday, January 18, 2024, at 6:30 a.m., at Imperial Valley Regional Occupational Program (IVROP) Main Office.

ADJOURNMENT: The meeting adjourned at 8:10 a.m.