

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

Adopted Minutes

Meeting of January 16, 2020

Imperial Valley Regional Occupational Program Main Office

**CALL TO ORDER:** Ms. Armenta called the meeting to order at 6:31 a.m. The following persons were present:

**Ms. Alicia Armenta**, Board President, Imperial County Office of Education  
**Mr. Matt Hester**, Board Member, Holtville Unified School District  
**Mr. Jacinto “Jay” Jimenez**, Board Member, Central Union High School District  
**Mr. Victor Lopez**, Board Member, Imperial Unified School District  
**Mr. Raul Navarro**, Board Member, Calipatria Unified School District  
**Ms. Carol Sassie**, Board Member, Brawley Union High School District  
Mr. Gabriel Aguirre, Project Coordinator, Imperial Valley ROP  
Mr. Mario Alvarado  
Mr. Juan Campos, Project Coordinator, Imperial Valley ROP  
Mr. Luis De La Torre, Director of Business & Human Services, Imperial Valley ROP  
Mr. Miguel Gutierrez, Project Specialist, Imperial Valley ROP  
Ms. Adriana Hernandez, Program Manager, Imperial Valley ROP  
Ms. Linda Lopez, Project Specialist, Imperial Valley ROP  
Mr. Edwin P. Obergfell, Superintendent, Imperial Valley ROP  
Ms. Maria Pantoja, Project Coordinator, Imperial Valley ROP  
Ms. Yessenia Partida, Program Manager, Imperial Valley ROP  
Ms. Wendy Ramirez, Office Manager, Imperial Valley ROP  
Mr. Luis Torres, Program Manager, Imperial Valley ROP

**PLEDGE OF**

**ALLEGIANCE:** Ms. Sassie led the pledge of allegiance.

**PUBLIC COMMENTS REGARDING**

**CLOSED SESSION:** Mr. Alvarado requested to ask questions to Mr. De La Torre. Mr. Alvarado said Mr. De La Torre supervised him during the time of the incident.

**CLOSED SESSION:** A motion was made by Mr. Jimenez and seconded by Mr. Hester to adjourn into Closed Session at 6:33 a.m. ***Motion carried unanimously.***

**RETURN TO OPEN  
SESSION:**

A motion was made by Mr. Lopez and seconded by Mr. Jimenez to return to Open Session at 7:34 a.m. ***Motion carried unanimously.***

Ms. Armenta reported that no action was taken during Closed Session.

## PUBLIC

**COMMUNICATIONS:** None.

## INTRODUCTIONS/

**ANNOUNCEMENTS:** None.

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

- Minutes of December 19, 2019, Regular Meeting;
- December '19 Warrant Order #'s: 20074847-20074890; 20075960-20076048; 20077643-20077734.

## PERSONNEL:

***APPOINTMENT OF PERSONNEL.*** A motion was made by Mr. Lopez and seconded by Mr. Hester to approve the appointment of personnel of Ms. Alejandra Lopez. ***Motion carried unanimously.***

## NEW BUSINESS:

***ACCEPT THE CONTINUATION OF.*** A motion was made by Mr. Jimenez and seconded by Mr. Lopez to accept the funding for Job Readiness Program (\$69,968.56) and Project WORK-E.S.E./WEX (\$1,212,405.20). ***Motion carried unanimously.***

***2020 IRS MILEAGE RATE.*** A motion was made by Mr. Navarro and seconded by Mr. Jimenez to approve the 2020 IRS Mileage Rate for 2020 of 57.5 cents per mile. Mr. Obergfell explained the IRS Mileage Rate had decreased from 58 cents in 2019 to 57.5 cents in 2020. ***Motion carried unanimously.***

***FISCAL YEAR 2018-2019 FINAL AUDIT REPORT.*** Mr. Obergfell commended Mr. De La Torre, his staff and everyone involved for the fifteenth year with no findings. Mr. De La Torre referenced the Fiscal Year 2018-2019 Final Audit Report. He pointed out the \$28,000 in deficit spending. A motion was made by Ms. Sassie and seconded by Mr. Hester to approve the Fiscal Year 2018-2019 Final Audit Report. ***Motion carried unanimously.***

## INFORMATIONAL ITEMS:

***MONTHLY BUDGET UPDATE.*** Mr. De La Torre mentioned the Monthly Budget Update didn't reflect any changes. Mr. Hester pointed out to Mr. De La Torre that the calculations on the report were incorrect on the Monthly Budget Update.

***IVROP COMMUNITY FOUNDATION.*** Mr. Obergfell reported the IVROPCF board had met on Tuesday, January 14, 2020. Mr. Obergfell announced the opening act for the 2020 Dancing with the Stars (DWTS) Gala. He said the IVROPCF Board is working on hiring the vendors for the 2020 DWTS Gala. He mentioned the foundation will be receiving thirty percent of proceeds from the contracted bar vendor. The DWTS Orientation will be held on Wednesday, January 22<sup>nd</sup> for the Stars and the Dance Instructors. The IVROPCF Board is managing costs.

***CTE UPDATE.*** Mr. Campos provided the board with a CTE Update. The Regional Advisory Notes were provided to the Board. A brief update of the major findings will be provided during the February Board CTE update. February is CTE Month. Career Specialists will hold activities at all campuses. IVROP will be making a CTE month proclamation through the County of Imperial. The IVROP Showcase is scheduled for April 1<sup>st</sup> at the Casa de Mañana. The Outstanding CTE Student

Interviews will be held on February 3<sup>rd</sup> through February 7<sup>th</sup>. Industry representatives are brought into interview the students. The Board was invited to come and see the behind the scenes process of the interviews to see what goes in to making this part of the Showcase happen. The deadline for the Distinguished Alumni and Business Partner Nominations is February 14<sup>th</sup>. Mr. Campos announced Ms. Reyna Saldaña was already selected as the 2020 Teacher of the Year, which will be awarded at the IVROP Community Foundation Dancing with the Stars Gala. Some of the other announcements for the Showcase are in the works and will be made in the weeks to come.

The Strong Workforce high school and middle school applications were submitted. IVROP is the LEA for the high school application. The focus is on STEM, Ag, Health Science and Medical Terminology, Information and Communication Technologies, Engineering and Architecture. The total request was \$2,000,000. IVROP requested \$240,000. ICOE is the LEA for the middle school application. The focus is on career exploration for middle school. The total request is \$1,000,000. IVROP requested \$50,000 to support the Mobile Career Lab.

Mr. Campos provided an update for Southwest High School. Mr. Campos reminded the board that the services and activities provided to Southwest are also provided to other school sites. Mr. Brandon Currin is the Career Specialist for Southwest High School. Mr. Brandon Currin has worked with 260 students on My Next Move (Career Exploration). He has provided Career Readiness Workshops and CTE/Success 10: resume, interview, application, professional skills to 517 students. He provided work-based learning to 78 students. There are 355 students in the CTE Ambassadors Program. The students from all the sectors are part of the CTE Ambassadors Program. He has provided Developmental Assets to 50 students. Mr. Brandon Currin also provided a CTE Leadership Training facilitator to twelve Career Technical Student Organizations. Thirteen Migrant Program Students were provided with a job etiquette workshop. Mr. Brandon Currin has also been involved with Positive Behavioral Intervention and Support Team, Title I night, CTE Collaboration, SACHS, and has constant contact with the principal.

**WASC UPDATE.** Mr. Campos provided an update on WASC. The WASC Focus Groups and Work Groups continue working on ongoing tasks under task #1: Read, Research and Review. Mr. Campos shared the IVROP WASC Timeline breaks down specific activities in major calendar chunks, 6 in all, over time ultimately leading to the WASC visit. The WASC visit is currently scheduled for Spring of 2021. The Timeline is a working document. The WASC process itself is a work in progress in continual improvement. The current initial WASC accreditation expires on June 30, 2022. Mr. Campos shared that the IVROP WASC Timeline is an interactive document on Google Slides that allows the Management team/Focus group leads to click on specific activities and deliverables that are aligned to the ASC WASC process. Mr. Campos shared that the deliverables are listed on a dashboard that helps to track the organizations progress. He shared information regarding the composition of the Focus Groups/Work Groups. Mr. Campos thanked the Management team for their efforts and progress on the WASC.

**PRESENTATION:** None.

**CORRESPONDENCE:** None.

**LEGISLATION:** None.

**OTHER:** **ARTICLES.** Mr. Obergfell referred to the Imperial Valley Press articles dated December 16, 28, 29, 2019 and January 5, 2020.

**EVENTS.** Mr. Obergfell reminded the board of the dates and times of the IVROP Showcase and IVROPCF DWTS Gala.

**BOARD AND  
SUPERINTENDENT  
COMMENTS:**

Ms. Armenta thanked staff and wished everyone a Happy New Year.

Mr. Hester wished everyone a Happy New Year.

Mr. Jimenez said kudos to everyone for your good work. He mentioned he would be volunteering in the upcoming Point in Time homeless count. He asked if anyone else would be volunteering.

Mr. Lopez had no comment.

Mr. Navarro had no comment.

Ms. Sassie wished everyone a Happy New Year. She said thank you for all your doing.

Mr. Obergfell said he has a fantastic team. He mentioned Mr. Adrian Gonzales was at the CWA Conference. He said Mr. Adrian Gonzales and Ms. Chantelle Gerardo would be presenting on Life Coaching at the CWA Conference. Some Project Connect youth also attended the CWA Conference. He informed the board that Senior Cabinet (Juan Campos, Luis De La Torre and Edwin P. Obergfell) met with Dr. Matthew Shepherd. Dr. Matthew Shepherd was the previous evaluator for the IVROP Programs Project Juntos and Project Padres. Dr. Matthew Shepherd contacted Mr. Obergfell because he is interested in collaborating in another round of funding. Dr. Matthew Shepherd was excited about Developmental Assets.

**NEXT MEETING:** The next IVROP Board Meeting was scheduled for Thursday, February 20, 2020 at 6:30 a.m., at Imperial Valley Regional Occupational Program (IVROP) Main Office.

**ADJOURNMENT:** The meeting adjourned at 8:11 a.m.