

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

Meeting of January 21, 2016
Imperial Valley Regional Occupational Program Main Office

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

Ms. Alicia Armenta, Board President, Imperial County Office of Education
Mr. Lorenzo Calderon, Board Member, Calexico Unified School District
Mr. Matt Hester, Board Member, Holtville Unified School District
Ms. Jacinto "Jay" Jimenez, Board Member, Central Union High School District
Mr. Victor Lopez, Board Member, Imperial Unified School District
Ms. Carol Sassie, Board Member, Brawley Union High School District
Mr. Gabriel Aguirre, Project Coordinator, Imperial Valley ROP
Mr. Juan Campos, Project Coordinator, Imperial Valley ROP
Ms. Natalie Castillo, Adult Development Specialist, Imperial Valley ROP
Ms. Cecilia Duron, Director of Business & Human Services, Imperial Valley ROP
Ms. Patricia Hernandez, Participant, Imperial Valley ROP
Ms. Judith M. Lara, Participant, Imperial Valley ROP
Ms. Mirtha Macias, Adult Development Specialist, Imperial Valley ROP
Mr. Edwin Obergfell, Superintendent, Imperial Valley ROP
Ms. Wendy Prewett, Project Coordinator, Imperial Valley ROP
Ms. Wendy Ramirez, Office Manager, Imperial Valley ROP
Mr. Phil Villamor, Director of Education, Imperial Valley ROP

PLEDGE OF ALLEGIANCE: Ms. Armenta led the pledge of allegiance.

PUBLIC COMMENTS: Mr. Jimenez said he enjoyed reading the story about the Lopez family in the recent Project ACE Newsletter.

INTRODUCTIONS/ ANNOUNCEMENTS: Mr. Obergfell announced staff and participants would introduce themselves during the presentation.

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

- Minutes of December 15, 2015, Regular Meeting;
- December '15 Warrant Order Numbers: 16021115-16021141; 16021979-16022103; 16023878-16023934.

PERSONNEL: ***VARIABLE TERM WAIVER.*** A motion was made by Mr. Jimenez and seconded by Ms. Sassie to approve the Variable Term Waiver to employ Mr. Jerad Esquivel CTE Instructor on the basis of a Variable Term Wavier (English Learner) for the 2015-2016 school year as part of the IVROP CTE MOU Fee for Services. ***Motion carried unanimously.***

NEW BUSINESS: None.

INFORMATIONAL ITEMS:

MONTHLY BUDGET UPDATE. Mr. Obergfell reported there weren't any sufficient changes. The budget remains the same.

IVROP COMMUNITY FOUNDATION. Mr. Obergfell announced thirty-six tables have been sold including four sponsorship tables. Ametza, Sun Community Federal Credit Union, State Farm, and Rogers & Rogers will be sponsoring the event. Radio spots will be starting soon. A two-hundred fifty dollar donation was received from Smart & Final. A Dancing with the Stars Orientation was held on January 7, 2016. The seven Stars attended the orientation. The IVROPCF Scholarship Application has been sent out to site administrators, counselors, and instructors. Scholastic, General, Exemplary, and IVROP/CTE are the four IVROPCF Scholarship Categories. Individual DWTS tickets are \$80 and a table of eight is \$640.

Matt arrived at 6:40 am.

Mr. Villamor gave an update on the Career Technical Education Incentive Grant (CTEIG). He noted that all Imperial Valley school districts applied for Part II and, if application was in by Dec. 28 districts would be getting by end of January; if application was by 1/19/16, funding should be available by March 2016. Mr. Villamor reviewed and explained the "Minimum Requirements" section the districts needed to complete the CTEIG application. Mr. Villamor reminded the board that these are additional funds to support Career Technical Education (CTE) and that planning for use of these funds includes ensuring that Questions that received a "No" answer in the "Minimum Requirements" section are addressed moving forward – which IVROP can assist with. Mr. Villamor also shared the dates on upcoming Skills Competitions.

Mr. Villamor reminded the board that, in addition to IVROP's Industry sector advisory meetings, schools need to hold their own CTE District Advisory Meetings to meet Perkins requirements; Mr. Villamor specified that this would be a new process for consortium schools and that the process for appointing this CTE Advisory Board is a Board process – so it should be expected to come before them at district board meetings in next month or so. Mr. Villamor indicated he believed that San Pasqual and Calipatria had already started this process and that Holtville, Imperial, and ICOE still needed to. The state has provided schools with a guide that is available online.

Questions about work related to the MOU were asked by board members (initial inquiry by Ms. Armenta and follow-up by Mr. Hester). Mr. Villamor shared that the work of the MOU was being done and that discussion of work to be done by IVROP was integral to discussions with Administration (District and Site) at the beginning of the year, and to the schedule of work provided in binders delivered to site Principals which guides work throughout the course of the year. Mr. Villamor shared that certain work districts had not taken up IVROP on, or couldn't; collaboration on the SPARK, a sort of counseling report card, and the CTE Collaborative for all (and CTE meeting for all) were given as examples. Guidance from the state, since writing the MOU, means that IVROP will not be able to include all in a consortium and / or hold the CTE annual advisory meeting for all in one meeting. IVROP will assist any site with their district CTE advisory meeting upon request. Further information regarding the question of MOU's was provided by Edwin Obergfell. He explained to the board that all MOUs are being reviewed by IVROP and may be revised as needed by each district.

PRESENTATION:

Mr. Aguirre, Project WORK, WORK E.S.E, THRIVE Life-Skills Project Coordinator. Mr. Aguirre introduced his staff (Ms. Mirtha Macias and Ms. Castillo) that have been with the project since its inception. He also introduced participants Ms. Hernandez and Ms. Lara. He presented IVROP

Subsidized Employment Programs and support Activities through Project WORK, WORK E.S.E., and THRIVE Life-Skills. IVROP Project WORK and WORK E.S.E are on-the-job training programs for participants enrolled in the Welfare to Work services through the Imperial County Department of Social Services-CalWORKs. Through this collaborative effort IVROP staff provides CalWORKs Customers with services designed to increase employability and self sufficiency. Partnerships with employers allow program participants in Project WORK to be placed in on-the-job training sites. Participants receive hands on experience in a real work setting, receive wages, and acquire new or enhance their existing skills. Participants also receive support from staff. In addition, eligible Project WORK participants complete the Certified Nursing Assistant and Home Health Aide Class taught by Ms. Reyna Saldaña.

THRIVE Life-Skills course services are designed to support CalWORKs customers in nurturing and maintaining positive mental health indicators and linking resources to address mental illness in preparation for becoming employable. Course activities work to address social determinants; targeting the three domains of mental health: emotional well-being, psychological well-being, and social well-being. Additionally, staff establishes foundational tools, preparing customers to gain the most of employment activities offered through CalWORKs, IVROP and their partners. The IVROP THRIVE Life-Skills course provides a comprehensive range of topics for exploring and developing self-management techniques within customers. Ms. Stephanie Macias and Mr. Mario Jimenez have the expertise to work with this population.

Ms. Lara is currently employed by ARC as a Certified Nursing Assistant (CNA). Ms. Lara shared that she went through the CNA Course because she was determined to improve her life and her six year old daughter's life. She said the instructor Ms. Reyna Saldaña was great. She was grateful for the support she received from Ms. Mirtha Macias. She learned many new skills going through the CNA program. She received her CNA license which opened many doors. She is determined to better herself. She has a goal to become a physical therapist. She is very thankful for the program.

Ms. Hernandez is currently employed at Center Employment Training (CTE) as a receptionist. She enrolled in the program in June 2014. She shared she has learned many life skills. She feels the life skills could be applied to younger youth. She said she graduated from high school twenty-five years ago and that she has been working part-time minimum wage jobs. She said it was a learning process for her. She thanked Ms. Castillo for considering what interest Ms. Hernandez had. She felt as she was given an opportunity to learn. She officially became a full-time CET employee on February 2015. She feels that the training she received helped her accomplish her dreams. She felt she learned something new by attending the monthly workshops that were provided through the program. Mr. Aguirre closed by stating Ms. Lara and Ms. Hernandez are success stories.

CORRESPONDENCE: None.

LEGISLATION: None.

OTHER: *ARTICLES.* Mr. Obergfell made reference to the Imperial Valley Press articles dated December 24, 31, 2015 and January 9, 12, 2016.

EVENTS. Mr. Obergfell announced the IVROP CTE Employer and Community Forum had been rescheduled for a later date to be determined The 18th Annual IVROP Showcase & Recognition Ceremony is scheduled for April 19, 2016.

**BOARD AND
SUPERINTENDENT
COMMENTS:**

Ms. Armenta wished everyone a Happy New Year. She congratulated staff on the fine work that's done all year long.

Mr. Calderon requested a copy of the IVROPCF Scholarship Application.

Mr. Hester said it was great to see the results of the program.

Mr. Jimenez was really impressed by the presentation.

Mr. Lopez had no comment.

Ms. Sassie was thankful for the presentation. She thanked Mr. Villamor for the CTE update. Ms. Sassie wished everyone a Happy New Year.

Mr. Obergfell shared he attended the California Workforce Association (CWA) Youth Conference. The focus for Workforce Innovation and Opportunity Act (WIOA) are older youth ages is to serve the older youth population and out of school youth. Department of Labor is starting an initiative on developing "Human-Centered" organizations. He informed the board he'll be attending the Superintendent's Conference in Monterey next week. He shared on College & Career Readiness meeting he attended.

NEXT MEETING: The next meeting was scheduled for Thursday, February 18, 2016, at 6:30 a.m., at Imperial Valley Regional Occupational Program (IVROP) Main Office.

ADJOURNMENT: The meeting adjourned at 8:17 a.m.