

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

Meeting of March 17, 2022  
Imperial Valley Regional Occupational Program Main Office

**CALL TO ORDER:** Ms. Armenta called the virtual meeting to order at 6:32 a.m. The following persons were present:

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

**PLEDGE OF ALLEGIANCE:** Mr. Calderon led the pledge of allegiance.

**PUBLIC COMMUNICATIONS REGARDING CLOSED SESSION:** None.

**CLOSED SESSION:** A motion was made by Mr. Lopez and seconded by Mr. Hester to adjourn into Closed Session at 6:33 a.m. Motion passed with the following roll call vote: AYES: President Armenta, Trustee Calderon, Trustee Hernandez, Trustee Hester, Clerk of the Board Lopez, Trustee Navarro, and Trustee Santillan. NAYES: None. Absent: None. ***Motion carried unanimously.***

**RETURN TO OPEN SESSION:** A motion was made by Mr. Hernandez and seconded by Mr. Calderon to return to Open Session at 6:47 a.m. Motion passed with the following roll call vote: AYES: President Armenta, Trustee Calderon, Trustee Hernandez, Trustee Hester, Clerk of the Board Lopez, Trustee Navarro, and Trustee Santillan. NAYES: None. Absent: None. ***Motion carried unanimously.***

Ms. Armenta reported there was no action taken during closed session.

**PUBLIC**

**COMMUNICATIONS:** None.

**INTRODUCTIONS/**

**ANNOUNCEMENTS:** None.

**CONSENT AGENDA:** A motion was made by Mr. Hester and seconded by Ms. Santillan to approve the items on Consent Agenda as presented. The consent agenda was approved with the following roll call vote: AYES: President Armenta, Trustee Calderon, Trustee Hernandez, Trustee Hester, Clerk of the Board Lopez, Trustee Navarro, and Trustee Santillan. NAYES: None. Absent: None. ***Motion carried unanimously.***

- Minutes of February 17, 2022, Regular Meeting;
- February '22 Warrant Order #'s: 22165125-22165158; 22165822-22165846; 22166578-22166631; 22167483-22167517;
- Quarterly Investment Report – ending January 31, 2022.

**PERSONNEL:**

***APPOINTMENT OF PERSONNEL.*** Mr. Obergfell said Ms. Estela Diaz is temporarily assisting to cover the Project ACE/THP-Plus Program Manager position. Ms. Tiffani Escalante, Ms. Ana Fernanda Lizarraga, and Mr. Carlos Urena are current IVROP employees that applied and went through the interview process for a new position within the organization. A motion was made by Mr. Lopez and seconded by Mr. Hester to approve the appointment of Ms. Danne Diaz, Ms. Estela Diaz, Ms. Tiffani Escalante, Ms. Prisilla Gonzalez, Ms. Ana Fernanda Lizarraga, and Mr. Carlos Urena. The appointment of personnel was approved with the following roll call vote: AYES: President Armenta, Trustee Calderon, Trustee Hernandez, Trustee Hester, Clerk of the Board Lopez, Trustee Navarro, and Trustee Santillan. NAYES: None. Absent: None. ***Motion carried unanimously.***

***RESIGNATION.*** A motion was made by Ms. Santillan and seconded by Mr. Lopez to approve the resignation of Ms. Barbara Armenta and Ms. Gissel Hernandez. The resignation was approved with the following roll call vote: AYES: President Armenta, Trustee Calderon, Trustee Hernandez, Trustee Hester, Clerk of the Board Lopez, Trustee Navarro, and Trustee Santillan. NAYES: None. Absent: None. ***Motion carried unanimously.***

**NEW BUSINESS:**

***2021-22 2<sup>nd</sup> INTERIM FINANCIAL REPORT.*** Mr. De La Torre reviewed the 2021-22 2<sup>nd</sup> Interim Financial Report. Mr. De La Torre said Covid continues to bring challenges. He mentioned the team continues to face challenges placing students in paid work experience. He said the fleet utilization recovery will be coming out in a negative due to the increased fuel prices. He mentioned IVROP continues to have strong reserves. Mr. Obergfell recognized Mr. De La Torre and his team for the great work. The 2021-22 2<sup>nd</sup> Interim Financial Report was approved with the following roll call vote: AYES: President Armenta, Trustee Calderon, Trustee Hernandez, Trustee Hester, Clerk of the Board Lopez, Trustee Navarro, and Trustee Santillan. NAYES: None. Absent: None. ***Motion carried unanimously.***

***FINDINGS RECOGNIZING A STATE OF EMERGENCY AND AUTHORIZING TELECONFERENCED MEETINGS PUSUANT TO AB 361.*** A motion was made by Mr. Hernandez and seconded by Mr. Hester to approve the Findings Recognizing a State of Emergency and Authorizing Teleconferenced Meetings Pursuant to AB 361. Findings Recognizing a State of Emergency and Authorizing Teleconferenced Meetings Pursuant to AB 361 was approved with the

following roll call vote: AYES: President Armenta, Trustee Calderon, Trustee Hernandez, Trustee Hester, Clerk of the Board Lopez, Trustee Navarro, and Trustee Santillan. NAYES: None. Absent: None. **Motion carried unanimously.**

**ANNUAL EVALUATION PROCESS OF THE IVROP SUPERINTENDENT.** A motion was made by Mr. Lopez and seconded by Mr. Calderon to approve the Annual Evaluation Process of the IVROP Superintendent. The Annual Evaluation Process of the IVROP Superintendent was approved with the following roll call vote: AYES: President Armenta, Trustee Calderon, Trustee Hernandez, Trustee Hester, Clerk of the Board Lopez, Trustee Navarro, and Trustee Santillan. NAYES: None. Absent: None. **Motion carried unanimously.**

**ACCEPT FUNDING OF.** A motion was made by Mr. Calderon and seconded by Mr. Hernandez to accept the funding for Project ESP-eranza (\$500,000). Project ESP-eranza (\$500,000) was approved with the following roll call vote: AYES: President Armenta, Trustee Calderon, Trustee Hernandez, Trustee Hester, Clerk of the Board Lopez, Trustee Navarro, and Trustee Santillan. NAYES: None. Absent: None. **Motion carried unanimously.**

## INFORMATIONAL ITEMS:

**MONTHLY BUDGET UPDATE.** Mr. De La Torre said the Monthly Budget Update reflected the 2021-22 2<sup>nd</sup> Interim Financial Report. He mentioned he is currently working on making projections on Project ESP-eranza. ESP-eranza is a twenty-two-month program.

**IVROP COMMUNITY FOUNDATION.** Mr. Obergfell informed the board that the IVROPCF Board had met. The IVROPCF Board heard updates from Project AB 1111 and Project Ready for Life. Project AB 1111 services will be ending March 31<sup>st</sup>. Project ReadyforLife received a noncompetitive continuation application for year three. Mr. Obergfell announced the 2020 DWTS Tickets will need to be replaced with a 2022 DWTS Ticket. All attendees must have a 2022 DWTS Ticket to attend the event. He shared the IVROPCF will be raffling two Louis Vuitton purses at the 2022 DWTS Gala. Tickets for the raffle will be sold for twenty dollars each. The winner will not need to be present to win. The IVROPCF Scholarship are due on Thursday, March 31<sup>st</sup>. The school districts have been informed. We have received some scholarships.

**CTE UPDATE.** Ms. Hernandez provided an update on the Ed. Services MOAs and DSA projections. She shared they have had conversations with all the principals. She shared the projections that IVROP will be requesting as payment for their services. We will be requesting one-year MOAs to support districts during these uncertain times. We understand these are unique times and we want to do our part to support the districts. The one- year MOA, makes it difficult to have staff retention. We have a lot of staff turnover within the Ed. Services unit. Staff receive pink slips because we cannot ensure we will have employment for them if we do not have a signed MOA. We ask for the boards support as we go through this process. The costs are very low for the direct services, added services, and added value services that are provided to the districts. Districts are provided with support with credentialing teachers, Developmental Assets, Social and Emotional Learning Support. The connection to all our programs that serve youth and their families. This year most districts, will be in support of a 25% of MOA fee. Fringe benefits and mileage have increased. We have a mentoring program at Desert Oasis High School and Phoenix Rising. We also have an agreement with Alternative Ed. for Career Specialists and to contract their instructors. We received a green light from Central Union High School District, ICOE, Holtville, and Brawley. Brawley, Central, Calipatria, Imperial seem to be interested in possibly increasing the hours for the Career

Specialist. The Calipatria Unified middle school are very interested in receiving support from the Career Specialist. It was suggested to Mr. Derma to add a second day to Calipatria Unified to support the middle school. Mr. Derma will be sharing the information with his superintendent.

Mr. Obergfell thanked Ms. Hernandez and her team for their great work and collaborating with the districts. He asked for the board's support with the MOAs. Mr. Obergfell said in the future we would like to provide three-year MOAs. We understanding this is a challenging year and that is why it was decided to continue with a one-year MOA. Ms. Hernandez shared that Central Union High School District did reach out to us because they have the need for additional support. If there are needs that your school needs, we can expand through District Service Agreements for a year, for a month, or whatever the need is. We are here to support your district. Mr. De La Torre mentioned the MOA costs are based on their GSA and ADA. The dollar amounts are revised when Principal Appointment Data (P2) Certified data is provided. Mr. Obergfell clarified that the GSA increases or decreases according to the ADA.

Ms. Hernandez provided Mr. Calderon with an update on Calexico. Ms. Hernandez invited the board to the Imperial Valley Regional Occupational Program Recognition Ceremony. It will take place on April 6<sup>th</sup> from 6-7:30 pm at the IV EXPO – Casa de Mañana Building. This year attendees will need a ticket to attend the event. This event will not be open to the public this year because we are trying to limit the number of people. We will be inviting the board. We are ready to modify the event if something changes.

Strong Workforce Program and the Ed. Services Team are working on provided work-based learning. We currently have a Health Mentoring with SDSU and IVC Nursing departments. This year students were nominated by their instructors to participate in the Ag Summit. Six to eight youth will be touring a date farm. The video will be shared with all the Ag departments from all the districts. In the last week of April, we will be providing a live industry panel. Virtual job opportunities are being implemented in Brawley's and Imperial's CTE health classes. We held our Southwest High School Round Table virtually. We are collaborating with Clinicas de Salud del Pueblo and Health teachers so they can include an internship program as part of their curriculum.

The Mobile Career Exploration Lab visited two schools. The Top Outstanding Student process went very well. We had 28 students that competed from 9 industry sectors. We had 13 industry experts join us as part of the panel. On March 3<sup>rd</sup>, we attended the CWA Grant Writing training provided by TAD Grants. Ms. Hernandez, Ms. Pantoja, Ms. Sandoval, and three Educational Services managers attended the training. Ms. Hernandez shared the upcoming activities and events. She also provided a school update on Holtville Unified School District.

Let the record reflect that Mr. Hernandez and Ms. Santillan departed the meeting at 7:28 a.m.

**WASC UPDATE.** Mr. Aguirre provided a WASC update. The targeted date to get the report to the visiting team is Friday, April 1<sup>st</sup>. We've continued to work with each Criterion group to finalize their sections and to collect their evidence. We're working to update our website. We've also been working with the Administrative Team, Mr. Obergfell, Ms. Ramirez, and Mr. De La Torre. Ms. Sandoval has been instrumental in helping us collect data for the WASC. She also developed a SLO's related survey that will be administered with all the CTE course participants. Mr. Obergfell had an opportunity to meet with Mr. Williams, the visiting team Chair. The virtual visit is scheduled for May 2<sup>nd</sup> and May 3<sup>rd</sup>. Mr. Obergfell said Ms. Hernandez and Mr. Aguirre are doing a fantastic job. Mr. Obergfell mentioned Mr. Williams is a principal at a correctional facility. We are unique as an ROP.

**PRESENTATION:** None.

**CORRESPONDENCE:** None.

**LEGISLATION:** None.

**OTHER:** **ARTICLES.** Mr. Obergfell referred to the articles in the Imperial Valley Press.

**EVENTS.** The IVROP Annual Showcase & Recognition Ceremony is scheduled for April 6<sup>th</sup>.

**BOARD AND  
SUPERINTENDENT  
COMMENTS:**

Ms. Armenta thanked staff for the reports. She thanked Staff and the Board for attending the meeting.

Mr. Calderon said he was glad to be back.

Mr. Hester said it was good to see everyone's faces.

Mr. Navarro shared he had the opportunity to hear Supervisor Kelley speak about the Lithium Plant during his board meeting.

Mr. Lopez asked Ms. Ramirez to save him two DWTS tickets. He said it was nice to see everyone.

Mr. Navarro said it was a great presentation. Great fliers! He said the Lithium Plant would be holding a meeting in Brawley today.

Mr. Obergfell shared the 2022-2025 goals are being reviewed. He said he is excited with Project STRIVE to help with the retention and attraction piece. The focus of those dollars will be to keep current staff on board and attract new employees. The Data Management position has also been partially covered by Project STRIVE. Project STRIVE will also help provide scholarships.

**NEXT MEETING:** The next IVROP Board Meeting was scheduled for Thursday, April 14, 2022, at 6:30 a.m., at Imperial Valley Regional Occupational Program (IVROP) Main Office.

**ADJOURNMENT:** The meeting adjourned at 8:03 a.m.