

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

Meeting of September 15, 2022  
Imperial Valley Regional Occupational Program Main Office

**CALL TO ORDER:** Ms. Armenta called the virtual meeting to order at 6:33 a.m. The following persons were present:

**Ms. Alicia Armenta**, Board President, Imperial County Office of Education  
**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. Hernandez led the pledge of allegiance.

**PUBLIC COMMUNICATIONS:** None.

**INTRODUCTIONS/ ANNOUNCEMENTS:** None.

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

- Minutes of August 18, 2022, Regular Meeting; as presented in Exhibit 6(a).
- August '22 Warrant Order #'s: 23187596-23187628; 23188300-23188347; 23189016-23189052; 23189939-23190014.

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

**RESIGNATION.** A motion was made by Mr. Hernandez and seconded by Ms. Santillan to approve the resignation of Ms. Celeste Rodriguez and Ms. Ilce Taboada. **Motion carried unanimously.**

**JOB DESCRIPTION.** Mr. Obergfell informed the board the janitor job description had been revised to include Covid information. A motion was made by Mr. Hester and seconded by Ms. Santillan to approve the revised job description. **Motion carried unanimously.**

**NEW BUSINESS:** **2021-2022 UNAUDITED ACTUALS WITH 2022-2023 UPDATED FINANCIAL REPORT.** Mr. De La Torre referenced the 2021-2022 Unaudited Actuals with 2022-2023 Updated Financial Report. A motion was made by Mr. Lopez and seconded by Mr. Hester to approve the 2021-2022 Unaudited Actuals with 2022-2023 Updated Financial Report. **Motion carried unanimously.**

**ACCEPT THE CONTINUATION OF.** A motion was made by Ms. Santillan and seconded by Mr. Hernandez to accept funding for Life Skills Course (\$358,658); Project Job Readiness (\$93,342), and Project WORK (\$1,336,375). **Motion carried unanimously.**

#### **INFORMATIONAL ITEMS:**

**MONTHLY BUDGET UPDATE.** Mr. De La Torre said the Monthly Budget Update report reflected the same information as the previous month. He stated the deficit spending is improving.

**IVROP COMMUNITY FOUNDATION.** Mr. Obergfell shared the IVROPCF Board met on Tuesday, September 13<sup>th</sup>. The IVROPCF Board reviewed the final Dancing with the Stars (DWTS) Budget. It was a successful year for the foundation. The Board is looking forward to the 2023 DWTS. The Board is looking into holding the event at the Quechan because of the capacity. The date and location are still pending for the 2023 DWTS. The board is tentatively looking into scheduling the event the second week of May. Edwin shared the IVROPCF Board had suggested revising the Superintendent and Office Manager job descriptions to include the duties for the IVROPCF.

Let the record reflect that Mr. Hernandez departed at 7:22 a.m.

**CTE UPDATE.** Ms. Hernandez provided a CTE update. She mentioned she met with all the districts. We are currently in the process of hiring a Career Specialist. Staff have been working onsite at their school sites. Staff have been attending some of the Back-to-School Night's. Ms. Hernandez shared we'll be applying for the Strong Workforce Program round five. She reminded the board that the Regional CTE Advisory Committee Meeting will be held on Friday, September 23<sup>rd</sup> at Imperial Valley College. Ms. Hernandez will be introducing the IVROP Career Specialist services to the district boards. She is currently recruiting mentors for DOHS Mentoring.

**WASC UPDATE.** Mr. Aguirre provided a WASC Update. The Mid-Cycle Report is due 6/1/2025. The first check in meeting is planned for January 2023. The Matrix has been revised to collect different data. Ms. Sandoval collects monthly Matrix updates. She is receiving student/participant data and is tracking demographics and key areas of services. Mr. Aguirre informed the board that he will be providing quarterly WASC updates.

**PRESENTATION:** None.

**CORRESPONDENCE:** None.

**LEGISLATION:** None.

**OTHER:** **ARTICLES.** Mr. Obergfell referred to the articles in the Imperial Valley Press dated August 12, 17, 19, 31, 2022.

**EVENTS.** Mr. Obergfell extended an invitation to the board to the IVROP 6<sup>th</sup> Annual Imperial Valley Regional CTE Advisory Committee Meeting on September 23<sup>rd</sup> at 12:00 p.m. at Imperial Valley College.

**BOARD AND  
SUPERINTENDENT  
COMMENTS:**

Ms. Armenta said they're doing a good job. She wished Mr. Obergfell a safe trip.

Mr. Hester had no comment.

Mr. Lopez had no comment.

Mr. Navarro had no comment.

Ms. Santillan said they're doing a good job.

Mr. Obergfell shared that staff were thankful for the salary adjustment. He told the board that his contract was emailed to them. He reminded the board that there was a renewal clause included in the contract. He mentioned that he would be on vacation. He said the Senior Cabinet members, Mr. De La Torre, Mr. Aguirre, and Ms. Ramirez would be making decisions while he was out on vacation.

**NEXT MEETING:** The next IVROP Board Meeting was scheduled for Thursday, October 20 2022, at 6:30 a.m., at Imperial Valley Regional Occupational Program (IVROP) Main Office.

**ADJOURNMENT:** The meeting adjourned at 7:36 a.m.