

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

Meeting of September 19, 2019
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. Lorenzo Calderon, Jr., Board Member, Calexico Unified 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. Carol Sassie, Board Member, Brawley Union High School District
Mr. Jay Jimenez, Board Member, Central Unified School District
Mr. Gabriel Aguirre, Project Coordinator, Imperial Valley ROP
Ms. Denise Cabanilla, Imperial County Office of Education
Mr. Juan Campos, Project Coordinator, Imperial Valley ROP
Mr. Luis De La Torre, Director of Business & Human Services, Imperial Valley ROP
Mr. Todd Evangelist, Imperial County Office of Education
Mr. Adrian Gonzales, Program Manager, Imperial Valley ROP
Mr. Miguel Gutierrez, Project Specialist, Imperial Valley ROP
Ms. Adriana Hernandez, Program Manager, Imperial Valley ROP
Ms. Monica Labrada, Program Manager, Imperial Valley ROP
Mr. Edwin P. Obergfell, Superintendent, Imperial Valley ROP
Ms. Maria Pantoja, Project Coordinator, Imperial Valley ROP
Mr. Luis Torres, Program Manager, Imperial Valley ROP
Mr. Denvil Wilson, Development Specialist, Imperial Valley ROP

PLEDGE OF ALLEGIANCE: Mr. Navarro led the pledge of allegiance.

PUBLIC COMMUNICATIONS: None.

INTRODUCTIONS/ ANNOUNCEMENTS: Mr. Obergfell introduced and welcomed Mr. Todd Evangelist, Ms. Denise Cabanilla, and Mr. Denvil Wilson, IVROP Developmental Specialist and who would be a speaker.

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

- Minutes of August 15, 2019, Regular Meeting;
- August '19 Warrant Order #'s: 20056645-20056724; 20057338-20057385; 20058095-20058138; 20058917-20058986; 20060232-20060306; and July '19 Warrant Order #'s 20053151-20053193; 20054007-20054044; 20054779-20054797; 20055902-20055925.

PERSONNEL: **APPOINTMENT OF PERSONNEL.** A motion was made by Ms. Sassie and seconded by Mr. Calderon to approve the appointment of personnel of Ms. Frida Macedo and Ms. Kassandra Rivera. **Motion carried unanimously.**

NEW BUSINESS: **ACCEPT THE CONTINUATION OF.** A motion was made by Ms. Sassie and seconded by Mr. Calderon to accept funding for Project Alto (\$188,531) and Project STAR (\$550,680). **Motion carried unanimously.**

UNAUDITED ACTUALS WITH 2019-2020 UPDATED FINANCIAL REPORT. Mr. De La Torre reviewed the 2019-2020 Updated Financial Report. He reported that the actual total revenue was more than originally expected due to the additional funding that came in from projects, such as HSP and Connect. He also mentioned that the 2019-20 expenditures are overstated, and he foresees the deficit to be much lower. He added that the cash position and cash flow continue to be strong. In addition, 2019-2020 funding will be increasing as additional funds from CalWORKs, Vesper, and the IV Mobile Lab project will be added to the budget when the funds come in. A motion was made by Mr. Jimenez and seconded by Ms. Sassie to approve the 2019-2020 Updated Financial Report. **Motion carried unanimously.**

IVROP DISTRICT FUNDING. Mr. De La Torre provided the board with the 2019-2020 CTE costs for all the school districts. He mentioned that there was an increase in the ADA, but IVROP has maintained the same percentage on the MOA. Ms. Armenta asked what the impact has been of not increasing the percentage. Mr. Obergfell responded that as IVROP starts negotiating for the next round of MOAs we are looking to make adjustments because costs do keep increasing. He added that because we are a very customer service driven organization, we are open to customizing our services to meet the needs of our customers. Mr. Campos added that we are monitoring funding and expenses. Mr. De La Torre added that each of the projects should be self-sufficient and indirect costs should supply for administration. Every manager is running and analyzing their budgets. Ms. Armenta commented that transparency and accountability are important. Mr. Campos added that making sure school districts can see the value in what we do is also important. Mr. Obergfell thanked Calexico for renewing a three-year MOA and mentioned that CTE has listened to their needs. Mr. Calderon shared that he has gone to meetings in Calexico and voiced what IVROP has done, and he thanks Juan for IVROP's work. A motion was made by Ms. Sassie and seconded by Mr. Calderon to approve the District Funding. **Motion carried unanimously.**

INFORMATIONAL ITEMS:

MONTHLY BUDGET UPDATE. Mr. De La Torre reviewed the Monthly Budget Update. He mentioned that IVROP likes to provide monthly budget updates because funding comes in pieces. He added that the funding for Strong Workforce Program (SWP) that pertains to this year has been added to the budget, and there are remaining funds from this project for next fiscal year since it runs in a 30-month cycle. He added that SWP includes a small portion of funding for a Fiscal Director and a clerk, so this will help the deficit spending. Ms. Sassies asked if the minimum wage increase was reflected. Mr. De La Torre responded that the minimum wage would be increasing again and will be impacting the budget, and he informed the board that a revised Salary Schedule would be brought to the board for review.

IVROP COMMUNITY FOUNDATION. Mr. Obergfell shared that the foundation had donated \$35,000 to the IV Mobile Lab. He shared that IVROP expect to have the mobile lab trailer completed in October, and he is currently procuring a truck to pull the trailer. These donations were made possible by Dancing with The Stars, he added. Mr. Obergfell shared that the foundation is still looking for a venue and stars. Possible venues are Barbara Worth, St. Mary's, and Quechan. Two dates being discussed are May 1st and May 8th. The current stars are Mr. Thomas

Olivas, Mr. Mike Castro, Ms. Sherrie and Mr. Matthew Cowie. Mr. Simon Canalez, Brawley Union High School District Superintendent is also a potential star. Ms. Sassie requested that the board send out a thank you note to the foundation to show IVROP's appreciation. Mr. Obergfell shared that the mobile lab would recognize their sponsors by adding their logos on the trailer's wrap.

CTE UPDATE. Ms. Hernandez shared that their CTE Leadership Training for CTSO Officers had taken place the prior evening on Sept. 18th, and it had been a great event. She mentioned all the high school districts were represented, including ICOE with CTSO: Calpatria-1, Imperial-1, Central-1, Holtville-1, Brawley-2, San Pasqual-1, Calexico-2, Calexico 9th -1, Southwest-2, and Valley Academy-1. A total of 72 high school students were present. Topics covered in the workshops were Resilience, Teamwork, Effective Communication, and Social Media. Ms. Hernandez added that something different from last year's leadership training was that this year the groups were mixed so they could interact with officers from different schools and CTSOs.

Mr. Campos added that last year teachers on standby during the leadership training, so this year a CTE Technical Assistance Workshop was also provided for teachers. Ed. Services provided a morning and afternoon session that covered topics such as, 11 Elements of Quality CTE, Perkins and funding issues, and Articulation and Dual enrollment provided by Ms. Roxane Nuñez from IVC. Ms. Labrada facilitated the workshop in conjunction with Mr. Campos, and she shared that 36 CTE teachers and school administrators attended. Mr. Campos added that 8 were from Calexico, including CTE Facilitator, Mr. Alex Jaime.

Mr. Campos provided an update for the Strong Workforce Partnership, and mentioned they had their first of 3 quarterly consortium meetings. He mentioned they are following ICOE's consortium models, such as SELPA and AEBG. IVROP is the LEA. A total of \$3,823,000 were awarded to the consortium for a 30-month cycle. He said that Denise and Todd have done a great job and thanked them. Ms. Cabanilla said that the meeting was an effort to pull all districts together and was a refresher before we roll funding. She added that IVROP was an integral in sharing fiscal. Mr. Obergfell commented that IVROP and ICOE has a great relationship working together and are already looking at upcoming funding opportunities. He added that San Diego wants to try to work as a collaborative model, too, and the work done in this consortium is fantastic. Ms. Cabanilla added that they also have a middle school consortium, and it is important to maintain collaboration to have equity and raise the level in CTE. She is very proud of the work. The middle school Strong Workforce focus is articulation and CTE career exploration, so occasionally the plan is to blend the high school and middle school consortium to be able to provide more high-quality services for our students. She also mentioned the second round of Strong Workforce funding application will roll out on October 1st and October 22nd will be the meeting with the region. They are still debating on continuing with the pathways currently selected with the previous grant, or if they should identify a new pathway. Mr. De La Torre commented that they would have to decide quickly because the application is due in December.

Mr. Campos shared that the IV CTE Regional Advisory Committee Meeting is set for October 23rd. School and district administrators overseeing CTE, CTE teachers, CTE Counselors, and other CTE support faculty should attend. This event helps schools meet their Perkins requirements, supports their CTE program evaluation process, and is focused on industry partnerships. He added that this event will have representatives from all industry sectors, Labor Market Information, and connect industry with teachers to support their instruction. All IVROP management will be supporting this meeting by facilitating industry breakout sessions.

Lastly, Mr. Campos provided an update on CalWORKs County Joint Application, where IVROP was awarded \$17,261 and CUHSD was awarded \$105,787 on August 27, 2019. This grant supports CalWORKs participants of adult schools and ROCPs by providing them with activities that

support job readiness. Mr. Campos added that the next round of funding is about to start, so new surveys have been sent to LEAs. He is going to find out if schools who didn't apply last year will be receiving the survey to have the opportunity to apply this year. He also mentioned that IVROP collects CalWORKs data from the Matrix.

WASC UPDATE. Mr. Campos provided the board with information regarding the WASC Focus Groups. He mentioned management had been asked to start convening, and he said that Ms. Hernandez and Mr. Torres had already met to start strategizing. He added that IVROP must go back on the drawing board to set new timelines but foresees the Fall of 2020 to be the self-study deadline.

Ms. Armenta departed at 8:00 a.m.

PRESENTATION:

Mr. Aguirre, Project Coordinator presented on Project WORK-E.S.E. & WEX. He mentioned that IVROP, through Project WORK has been working with social services to provide work preparation and experience to customers participating in CalWORKs. Mr. Aguirre then shared that the funding for WORK-E.S.E & WEX doesn't come from the state and doesn't impact general funds. He added that WEX is a value-added service because they don't receive funds for it. WORK-E.S.E is Expanded Subsidized Employment and it further develops career path opportunities for participants. Participants earn wages during a set period of employment and have the opportunity to earn a position with their employer. The components of E.S.E are Preparation, which provides them with foundational and soft skills, that help participants make a paradigm shift so they don't think they have to stay stuck in the place they are. *Vocational Training* is Career Technical Education, which gives participants a chance to develop new skills, some in ITAs (Individual Training Accounts), funded by the Imperial County Workforce Development Board. Placements are also a component that allows them to gain practical application skills. Guidance and Advocacy are other components that are provided through ongoing support from case management and advocating for both clients and employers. Participants are taught how to communicate with employers and coworkers. The last component, Success, is acquired by building strategies for future opportunities.

Mr. Aguirre added that Work Experience, WEX, is a non-paid volunteer work experience designed to develop basic employment skills, strengthen existing skills or refine new skills. It is geared toward those individuals who are returning to the workforce after a hiatus, changing career fields, or are completely new to the workforce. For example, a fieldworker who is looking to move into a new career field, or a CNA who has been out of the health industry for 10 years due to domestic violence. WEX is done through a cooperative agreement between the county and employers, and IVROP facilitates them. He commented that individuals can be placed several times.

Mr. Aguirre shared that during the 18-19 Fiscal year, WEX worked with 163 employers and did 2383 placements, while WORK E.S.E had 115 subsidized placements, of which 52 were completions, 31 were CTE Vocational training, and 32 gained employment. In those 52 completions, 11 were district youth because CalWORKs family can advocate for their teens to participate in the subsidized employment for youth. He commented these Projects are impacting districts indirectly because of the families that are being impacted directly. He shared that 17 high school students, 72 elementary students, and 52 out of school youth, were impacted through subsidized employment, while approximately 3,500 kids were impacted through WEX.

He added that WEX was averaging 296 placements per month during the first quarter of this fiscal year, 2019-2020, and is projecting over 3000 placements this year. During this fiscal year, there are already 26 off 100 placed in subsidized employment (18 active, 8 exited, 3 hired). There is a total of 19 enrolled in CTE Vocational Training (7 Nursing Assistant, 5 Medical Assistant, 2 Truck

Driving, 5 Security Guard). He shared that \$1,212,405 were awarded this fiscal year, and 65% of the funds are directly expended on wages and CTE-Vocational training.

Mr. Aguirre concluded by saying that projects like WORK E.S.E and WEX work. He shared that they have placed people in the County, public agencies, like Catholic Charities, private agencies, like Childers and Associates, and in the City of El Centro, and City of Imperial. He presented guest speaker, Denval Wilson, who was a participant and is currently employed as a Development Specialist at IVROP HSP.

Mr. Wilson commented that IVROP, as a whole, is breaking down barriers. He said he spent 3 years working at IVC as a kitchen cashier, and that Project WORK E.S.E gave him a foot in the door and a leg up with the paid internship. He added that IVROP can say there are experts in the field because of the experience. He said that it is good to come full circle and the not only the numbers but the testimony of people. He feels he is making a difference and he is a representation of a number you can see. Mr. Aguirre added that Mr. Wilson came new to the Imperial County with an education and just needed the way in.

Mr. Calderon asked if schools are difficult placements for those with a background. Mr. Aguirre responded that in those cases, they can help with the expungement, but they tend to look for options with private employers for those with a record.

CORRESPONDENCE: None.

LEGISLATION: None.

OTHER: **ARTICLES.** Mr. Jimenez reviewed the articles in the Imperial Valley Press dated August 8,16,19, 23, 2019, and September 1, 9,10, 2019.

YOUTH JOB FAIR. Mr. Gonzalez mentioned the upcoming Youth Job Fair that would be taking place on September 19th. They have 22 employers participating and 7 agencies. They expect to have over 400 in attendance this year, and this is open to all job seekers.

BOARD AND SUPERINTENDENT COMMENTS:

Mr. Calderon said it is good to see Calexico attending and that the cooperation seems to be getting better, and he added that he thinks a lot of their members see outcomes, so it wasn't difficult to convince them. He also thanked Mr. Wilson for his hard work and testimony.

Mr. Hester thanked IVROP for the valuable programs and said Mr. Wilson did great work.

Mr. Lopez had no comments.

Mr. Navarro asked what is IVROP doing to do ecommerce because of technology advances. Mr. Oberfell commented that our economy is still light years away from being like San Diego, but IVROP does keep looking at LMI for trends and to keep up. Mr. Navarro added that entrepreneurship, website marketing, and a transitional phase are important.

Mr. Jimenez commented that the wholistic approach IVROP is taking is evident. Just to see the change, hope and courage to handle incremental steps to reach career goals is great. He added

that Experience counts and is very evident in IVROP. He added that he is proud to be part of the organization and likes the way IVROP works with one another.

Mr. Obergfell commented that he is always impressed by Mr. Wilson's intellect, passion, and how he is a sharp dresser, and role model. He added that Mr. Aguirre and Mr. Wilson did a fantastic job. He noted that IVROP is making lasting impact in the community. He shared that yesterday he signed about 27 HSP checks, and those people are getting housing assistance. Mr. Obergfell mentioned that Ms. Wendy Ramirez was ill and thanked Ms. Hernandez for helping. He added that board reports will resume this month but reminded the board that he will have surgery sometime in October or November. He added he will not be attending the May Board Meeting because he will be out on vacation. He concluded by saying that he is blessed to have such a wonderful and fantastic team, and that there is great work going on by all the different managers and staff. He thanked each manager and added that Ms. Labrada is assisting Ms. Carol Meek with the CNA certifications.

NEXT MEETING: The next IVROP Board Meeting was scheduled for Thursday, October 17, 2019 at 6:30 a.m., at Imperial Valley Regional Occupational Program (IVROP) Main Office.

ADJOURNMENT: The meeting adjourned at 8:20 a.m.