

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

Meeting of January 18, 2024
Imperial Valley Regional Occupational Program Main Office

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

Alicia Armenta, Board President, Imperial County Office of Education
Lorenzo Calderon, Jr., Board Member, Calexico Unified School District
Matt Hester, Board Member, Holtville Unified School District
Victor Lopez, Clerk of the Board, Imperial Unified School District
Raul Navarro, Board Member, Calipatria Unified School District
Eric Rodriguez, Board Member, Central Union High School District
Gloria Santillan, Board Member, Brawley Union High School District
Gabriel Aguirre, Project Coordinator, Imperial Valley ROP
Vicente Ayala, Director of Business & Human Services, Imperial Valley ROP
Adriana Hernandez, Project Coordinator, Imperial Valley ROP
Maria Lopez-Pantoja, Project Coordinator, Imperial Valley ROP
Edwin P. Obergfell, Superintendent, Imperial Valley ROP
Wendy Ramirez, Office Manager, Imperial Valley ROP

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

PUBLIC COMMUNICATIONS: None.

INTRODUCTIONS/ ANNOUNCEMENTS: None.

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

- Minutes of December 21, 2023, Regular Meeting;
- December '23 Warrant Order #'s: 24252640-24252722, 24253657-24253720, 24253770, 24254940-24255023.

PERSONNEL: ***APPOINTMENT OF PERSONNEL.*** A motion was made by Gloria Santillan and seconded by Victor Lopez to approve the appointment of personnel for Vicente Ayala, Jackeline Fabian, and Betsaida Morales. ***Motion carried unanimously.***

RESIGNATION. A motion was made by Victor Lopez and seconded by Matt Hester to approve the resignation of Luis De La Torre. *Motion carried unanimously.*

EMPLOYMENT CONTRACT. A motion was made Raul Navarro and seconded by Gloria Santillan to approve the revised employment contract with Edwin P. Obergfell for the position of Superintendent so that the salary revision on the revised contract matches the approved salary increase approved by the IVROP Board in October 2023. *Motion carried unanimously.*

EMPLOYEE HOLIDAY CALENDAR 2024-2025. A motion was made by Raul Navarro and Victor Lopez to approve the Employee Holiday Calendar 2024-2025. *Motion Carried unanimously.*

NEW BUSINESS: **2024-2025 BOARD OF TRUSTEE MEETING CALENDAR.** A motion was made by Raul Navarro and seconded by Victor Lopez to approve the 2024-2025 Board of Trustee Meeting Calendar. *Motion carried unanimously.*

IRS MILEAGE RATE. A motion was made by Matt Hester and seconded by Gloria Santillan to approve the IRS Mileage Rate for 2024 of 67 cents per mile effective January 1, 2024. *Motion carried unanimously.*

RESOLUTION No. 01182024-1 – DELEGATION OF AUTHORITY TO PAY AND SIGN PROPER LEGAL BILLS, BILLINGS, INVOICES, AND ORDERS. A motion was made Gloria Santillan and seconded by Matt Hester to approve Resolution No. 01182024-1 – Delegation of Authority to Pay and Sign Proper Legal Bills, Billings, Invoices, and Orders. Resolution No. 01182024-1 – Delegation of Authority to Pay and Sign Proper Legal Bills, Billings, Invoices, and Orders was approved with the following roll call vote: AYES: President Alicia Armenta, Trustee Lorenzo Calderon, Jr., Trustee Matt Hester, Clerk of the Board Victor Lopez, Trustee Raul Navarro, Trustee Eric Rodriguez, and Trustee Gloria Santillan. NAYES: None. Absent: None. *Motion carried unanimously.*

RESOLUTION NO. 01182024 – DESIGNATING PERSON(S) TO SIGN SCHOOL ORDERS (COMMERCIAL WARRANTS AND/OR PAYROLL WARRANTS). A motion was made by Victor Lopez and seconded by Gloria Santillan to approve Resolution No. 01182024 – Designating Person(s) to Sign School Orders (Commercial Warrants and/or Payroll Warrants). Resolution No. 01182024 – Designating Person(s) to Sign School Orders (Commercial Warrants and/or Payroll Warrants) was approved with the following roll call vote: AYES: President Alicia Armenta, Trustee Lorenzo Calderon, Jr., Trustee Matt Hester, Clerk of the Board Victor Lopez, Trustee Raul Navarro, Trustee Eric Rodriguez, and Trustee Gloria Santillan. NAYES: None. Absent: None. *Motion carried unanimously.*

INFORMATIONAL ITEMS:

MONTHLY BUDGET UPDATE. Vicente Ayala said there were no changes to the Monthly Budget Update. The Interim and Audit report had the same synopsis.

IVROP COMMUNITY FOUNDATION. Edwin P. Obergfell shared that the IVROPCF Board met on January 10th. Tickets will be sold online through Tututix. The tiered seating fees are \$120, \$115, and \$110 per ticket. Tututix is charging the foundation one dollar plus five percent for every ticket sold. The fee is included in the ticket cost. We will have two additional screens this year. The IVROPCF DWTS Orientation was held on January 4th. We will be holding a Ticket Update Orientation meeting on January 24th for the Stars and Instructors because the ticket information wasn't provided at the orientation. Stars, Instructors, and IVROPCF Board members will have priority to purchase the tickets online. Ticket sales will open to the public on January 29th. Tututix will be able to assist with ticket issues on the day of the event. The event coordinator will be testing the MiFi at the Quechan because

we have had technology issues before. Some Stars have not met their instructors. Eric Rodriguez shared he hasn't met his instructor. Eric Rodriguez shared his experience when he attended the 2023 IVROPCF DWTS.

CTE UPDATE. Adriana Hernandez provided the CTE Update. Adriana Hernandez and Edwin P. Obergfell will be meeting with the Imperial Unified School District (IUSD) CTE Teachers and Administrators on January 17, 2024, to update IUSD on IVROP Educational Services related to MOA. She announced the recognition ceremony will be held on April 10th. One hundred fifty students were nominated by the CTE Teachers. Top Outstanding Student applications are due February 13th. February is CTE Month. The IVROP CTE Showcase will be held on February 8th. Staff will be supporting students with the IVROPCF Scholarship Application. She shared the upcoming events. Adriana Hernandez provided a Brawley Union High School District update. Vicente Ayala is transitioning to his new position. Edwin P. Obergfell shared six schools will be participating in the Public Service Skills Event. The teachers agreed to hold the event at IVC this year. In 2025, the Public Service Skills Event will be held in Calexico and then rotated throughout the other school districts.

- PRESENTATION:** Edwin Obergfell said the presentation would be rescheduled because the Data Manager was ill.
- CORRESPONDENCE:** None.
- LEGISLATION:** None.
- OTHER:** **ARTICLES.** Alicia referred to the Imperial Valley Press articles dated December 15, 27, 2023.

EVENTS. Edwin P. Obergfell extended an invitation to the board to attend the IVROP CTE Showcase and IVROP Recognition Ceremony.

**BOARD AND
SUPERINTENDENT
COMMENTS:**

- Alicia Armenta said she is always amazed at the commitment of staff. She wished everyone a Happy New Year.
- Lorenzo Calderon, Jr. had no comment.
- Matt Hester wished everyone a Happy and Healthy 2024. He suggested maybe having a taco cart during lunch for a Board 101/Staff Appreciation.
- Victor Lopez hopes everyone had a great holiday.
- Raul Navarro suggested holding a Staff Appreciation during a board meeting.
- Eric Rodriguez shared he has a new position at work. He is working directly with IVROP Staff. He said staff are making a difference. They are changing lives. He wished everyone a year with progress and growth.
- Gloria Santillan thanked Lorenzo Calderon, Jr. for the invitation to Calexico. She shared the tragedy that took place in Brawley with the four students. She shared that the support that was received was amazing.
- Superintendent Edwin P. Obergfell shared he appreciated Vicente Ayala stepping up to the plate. He said he was very proud and pleased with the work Vicente had done. He was very pleased to

have Chantelle on board with Ed Services. She will bring the knowledge and resources from READY4Life. Yesterday a meeting was held with the Imperial CTE Instructors and Administrators. Summer Heraz from Imperial asked regarding the DWTS tickets. He shared he will be having shoulder surgery tomorrow. He plans to be back on Wednesday. Gabriel Aguirre will be the lead person when he is out of the office. Edwin P. Obergfell will not be attending the March board meeting because he will be out on vacation from March 15th through March 31st. He is planning on attending the Padres game in Korea. He informed the board that Yvonne Bell from Inncare had contacted him regarding a funding opportunity for \$140,000. The plan is to submit a grant to upgrade the Mobile Care Lab. The RN Mentorship Program scored high. The RN Mentorship Program will go to the Board of Supervisors for approval. He thanked the board for their work and thanked Eric for being part of the IVROP and IVROPCF boards.

NEXT MEETING: The next IVROP Board Meeting was scheduled for Thursday, February 15, 2024, at 6:30 a.m., at Imperial Valley Regional Occupational Program (IVROP) Main Office.

ADJOURNMENT: The meeting adjourned at 7:31 a.m.