

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

Meeting of October 17, 2024  
Imperial Valley Regional Occupational Program Main Office

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

**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  
**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  
Edwin P. Obergfell, Superintendent, Imperial Valley ROP  
Wendy Ramirez, Office Manager, Imperial Valley ROP  
Stephanie Sandoval, Data Manager, Imperial Valley ROP

**PLEDGE OF  
ALLEGIANCE:** Victor Lopez led the pledge of allegiance.

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

**CLOSED SESSION:** A motion was made by Lorenzo Calderon and seconded by Raul Navarro to adjourn into Closed Session at 6:31 a.m. Motion carried unanimously.

**RETURN TO OPEN  
SESSION:** A motion was made by Matt Hester and seconded by Gloria Santillan to return to Open Session at 7:49 a.m. ***Motion carried unanimously.***

Victor Lopez reported no action was taken in closed session.

**PUBLIC  
COMMUNICATIONS:** None.

**INTRODUCTIONS/  
ANNOUNCEMENTS:** None.

**CONSENT AGENDA:** A motion was made by Lorenzo Calderon and seconded by Gloria Santillan to approve the items on the Consent Agenda as presented. ***Motion carried unanimously.***

- Minutes of August 15, 2024, Regular Meeting;
- Minutes of September 16, 2024, Special Meeting;
- August '24 Warrant Order #'s: 25285019-25285064; 25285073, 25285744-25285813; 25286561-25286660; 25286679, 25287287-25287347; 25288539-25288620; and September '24 Warrant Order #'s: 25289235-25289273; 25289283, 25290128-25290246; 25291160-25291234; 25292215-25292290.

**PERSONNEL:** ***APPOINTMENT OF PERSONNEL.*** A motion was made by Lorenzo Calderon and seconded by Matt Hester to approve the appointment of personnel for Nohemi Barrera, Melissa Cabrera, Cassandra Cazarez, Priscilla De La Trinidad, Maria Diaz, Mayra Escobedo, Araceli Garcia, David Garcia, Ana Guardado, Perla Lopez, Guillermo Macias, Itzel Magaña, Dulce Nigos, Michelle Olguin, Agustin Portillo, Roxanna Ruiz, and Brenda Torres. ***Motion carried unanimously.***

***RESIGNATION.*** A motion was made by Gloria Santillan and seconded by Lorenzo Calderon to approve the resignation of Erick Martinez. ***Motion carried unanimously.***

***2024-25 FRINGE BENEFITS.*** A motion was made by Matt Hester and seconded by Lorenzo Calderon to approve the FY 24/25 updated Fringe Benefits. ***Motion carried unanimously.***

***JOB DESCRIPTIONS.*** Vicente Ayala explained that the job descriptions had been updated to specify part-time or full-time positions, with work schedules ranging from 20 to 40 hours per week, based on availability. A motion was made by Lorenzo Calderon and seconded by Gloria Santillan to approve the revised job descriptions. ***Motion carried unanimously.***

**NEW BUSINESS:** ***SUPERINTENDENT CONTRACT ADDENDUM.*** Edwin P. Obergfell explained ICOE had requested an approved addendum to the superintendent's contract for annual retention stipend. A motion was made by Lorenzo Calderon and seconded by Matt Hester to approve the Addendum to the Superintendent Contract for the Annual Retention Stipend. ***Motion carried unanimously.***

***RESOLUTION No. 10172024.*** Edwin P. Obergfell informed the board that this resolution is approved annually, granting the authority to enter into contractual agreements as needed throughout the year. A motion was made by Gloria Santillan and seconded by Matt Hester to approve Resolution No. 10172024. Resolution No. 10172024 was approved with the following roll call vote: AYES: Trustee Lorenzo Calderon, Jr., Trustee Matt Hester, Clerk of the Board Victor Lopez, and Trustee Raul Navarro, and Trustee Gloria Santillan. NAYES: None. Absent: President Alicia Armenta and Trustee Eric Rodriguez. ***Motion carried unanimously.***

**INFORMATIONAL ITEMS:**

***MONTHLY BUDGET UPDATE.*** Vicente Ayala referred to the latest Monthly Budget Update, emphasizing that the funds allocated for the Strong Workforce Program will be a pass-through.

**IVROP COMMUNITY FOUNDATION.** Edwin P. Obergfell reported that the board met on October 8<sup>th</sup>. Marianne Fenley is a new IVROPCF Board member. Jay Jimenez resigned from the IVROPCF board after being on the IVROPCF board since March 2004. Edwin P. Obergfell shared Kelia Rodriguez, Meadows Superintendent; Danny Arguelles, Orange Coast Title Sales Rep; David Shaw, Imperial High School Vice-Principal; Alex Hauger, Gallagher Insurance Manager, and the Star Auction Winner would be participating in the 2025 IVROPCF DWTS.

**CTE UPDATE.** Adriana Hernandez provided the CTE Update. Adriana Hernandez shared the IVROPCF CTSO CTE Leadership scholarship closed on October 16<sup>th</sup>. Ten applicants will be selected to receive the IVROPCF CTSO CTE Leadership scholarship. The Regional Advisory Meeting was held on September 20<sup>th</sup> at IVC, and 120 attendees attended. IVROP is the LEA for small schools Perkins consortium and Adriana Hernandez serves as the coordinator. The Perkins Consortium meeting was held on October 3<sup>rd</sup>. San Pasqual, Calipatria, Imperial, Holtville, and Mount Empire attended the Perkins Consortium meeting. We submitted our application for Strong Workforce Round 7 on October 8<sup>th</sup>, continuing as the lead and fiscal agent. Our target industries include the Health Science & Medical Technology sector, with a focus on the Public and Community Health pathway, along with the Energy sector from the previous round, a renewed emphasis on Building & Construction, and the inclusion of the Public Service sector. She reviewed the upcoming events. She gave kudos to Callexico for including IVROP in a full page promoting the services provided by IVROP in the school newsletter. Adriana Hernandez informed the board that a Quarterly Impact Report was provided for each of their districts, covering July, August, and September.

**SPECIAL PROJECTS UPDATE.** Edwin P. Obergfell shared that Maria Pantoja, Special Projects Coordinator, was attending a conference. Maria Pantoja had provided a newsletter for the board.

**MEETING NOTES.** Edwin P. Obergfell informed the board that the meeting notes for the September 12<sup>th</sup> IVROP Board Meeting were included for their review.

**PRESENTATION:** None.

Let the record reflect that Matt Hester departed at 7:50 a.m.

**CORRESPONDENCE:** Edwin reviewed the letters from ICOE, J. Todd Finnell, Ed.D., County Superintendent of Schools and IC Workforce & Economic Dev. Office, Sandra Cano, Accountant - Auditor.

**LEGISLATION:** None.

**OTHER:** **ARTICLES.** Victor Lopez referred to the articles.

**EVENTS.** Edwin P. Obergfell informed the board that the IVROPCF DWTS would be held on Friday, May 2, 2025.

**BOARD AND  
SUPERINTENDENT  
COMMENTS:**

Lorenzo Calderon shared Callexico's newsletter.

Matt Hester had no comment.

Victor Lopez had no comment.

Raul Navarro had no comment.

Gloria Santillan had no comment.

Edwin P. Obergfell thanked the board for their support and congratulated the IVROP and IVROPCF team on all their work.

**NEXT MEETING:** The next IVROP Board Meeting was scheduled for Thursday, November 21, 2024, at 6:30 a.m., at Imperial Valley Regional Occupational Program (IVROP) Main Office.

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