

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

Meeting of October 19, 2023  
Imperial Valley Regional Occupational Program Main Office

**CALL TO ORDER:** Alicia Armenta called the meeting to order at 6:32 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  
Gabriel Aguirre, Project Coordinator, Imperial Valley ROP  
Luis De La Torre, Director of Business & Human Services, Imperial Valley ROP  
Adriana Hernandez, Program Manager, 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 Victor Lopez and seconded by Raul Navarro to approve the items on the Consent Agenda as presented. ***Motion carried unanimously.***

- Minutes of September 21, 2023, Regular Meeting; as presented in Exhibit 7(b).
- September '23 Warrant Order #'s: 24239423-24239456; 24240524-24240612; 24241379-24241437; 24242889-24242949.
- Quarterly Investment Report – ending August 31, 2023.

**PERSONNEL:** ***APPOINTMENT OF PERSONNEL.*** A motion was made by Victor Lopez and seconded by Eric Rodriguez to approve the appointment of personnel for Alejandra Galaviz. ***Motion carried unanimously.***

**RESIGNATION.** A motion was made by Raul Navarro and seconded by Matt Hester to approve the resignation of Nallely Beltran. **Motion carried unanimously.**

**2023-24 SALARY SCHEDULE PROPOSED REVISION.** A motion was made by Raul Navarro and seconded by Victor Lopez to approve the Salary Schedule CHRLY235 – CC Hourly, CLSFD235 – Classified, CLMGT235 - Classified Management as presented on Exhibit 7(c1) effective November 1, 2023. **Motion carried unanimously.**

**2023-24 SALARY SCHEDULE PROPOSED REVISION.** A motion was made by Matt Hester and seconded by Victor Lopez to approve the Salary Schedule SUPER235 - Superintendent as presented on Exhibit 7(d1) effective November 1, 2023. **Motion carried unanimously.**

**2023-24 SALARY SCHEDULE PROPOSED REVISION.** A motion was made by Victor Lopez and seconded by Raul Navarro to approve the Salary Schedule TRSTE235 – Stipend Monthly as presented on Exhibit 7(e1) effective November 1, 2023. **Motion carried unanimously.**

**NEW BUSINESS:**

**ACCEPT THE CONTINUATION OF.** A motion was made by Victor Lopez and seconded by Lorenzo Calderon to accept funding for Project ACE (\$207,937), Project Care (\$25,000), Project Impact (\$25,000), THP Program (\$169,306). **Motion carried unanimously.**

**RESOLUTION NO. 10192023 – DELEGATION OF AUTHORITY TO ENTER INTO WRITTEN AGREEMENTS OR WRITTEN CONTRACTS UNDER SPECIFIC LIMITATIONS.** A motion was made by Matt Hester and seconded by Victor Lopez to approve Resolution No. 10192023 authorizing the IVROP Superintendent, Edwin P. Obergfell, to enter into written agreements or written contracts. Resolution No. 10192023 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, and Trustee Raul Navarro, and Trustee Eric Rodriguez. NAYES: None. Absent: Trustee Gloria Santillan. **Motion carried unanimously.**

**RESOLUTION NO. 10192023-1 – DELEGATION OF AUTHORITY TO PAY AND SIGN PROPER LEGAL BILLS, BILLINGS, INVOICES, AND ORDERS UNDER SPECIFIC LIMITATIONS.** A motion was made by Raul Navarro and seconded by Matt Hester to approve Resolution No. 10192023-1. Resolution No. 10192023-1 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, and Trustee Eric Rodriguez. NAYES: None. Absent: Trustee Gloria Santillan. **Motion carried unanimously.**

**INFORMATIONAL ITEMS:**

**MONTHLY BUDGET UPDATE.** Luis De La Torre reviewed the Monthly Budget Update.

**IVROP COMMUNITY FOUNDATION.** Edwin shared that the IVROPCF Board met on October 10<sup>th</sup> at the READY4Life Center. Chantelle Gerardo, READY4Life Program Manager presented on Project READY4Life. READY4Life was recognized at the federal level. This is a very successful program. The IVROPCF Board will be having a Special Election Meeting on November 7<sup>th</sup>. The regular IVROPCF Board meeting is scheduled for November 14<sup>th</sup>. Edwin Obergfell announced Eric Rodriguez (Central Union High School Board Member, IVROP Board Member, IVROPCF Board Member) and Patricia Robledo (IVROP employee) will be competing in the 2024 DWTS. Edwin again thanked Eric Rodriguez for joining the IVROPCF Board and participating as a Star. Eric shared he was impressed with the READY4Life Center resources, staff, and LVN Students. Eric suggested having more couples compete in the 2024 DWTS, increasing the scholarships, and focusing on the kids.

**CTE UPDATE.** Adriana Hernandez provided a CTE update. This is the seventh year the Regional Advisory Meeting has been held. There was a total of 136 attendees, which is the largest number of attendees so far. The biggest number of administrators also attended this year. The Perkins Consortium meeting was held on October 2<sup>nd</sup>, and all the participating small school districts were represented. The Educational Services team continues to help Calexico High School, Brawley High School, and Central Union High School District with the feeder school visits. She shared that they had submitted the K12 Strong Workforce Program Round 6 application in collaboration with ICOE. IVROP is the LEA for the SWP High School. The IVSSSP Cohort 4 will end on December 31<sup>st</sup>. Cohort 7 for Brawley Elementary School District will be implemented in January 2024. ReadyforLIFE ended their 3<sup>rd</sup> year on September 30<sup>th</sup> with 101.5 % of its enrollment rate. Adriana shared information regarding the upcoming events.

**HR COMMITTEE INFORMATION ITEMS.** Edwin reminded the board that the committee is looking at the turnover rate. The goal is to try to reduce the turnover rate. Vesper provided funding through Project Strive to improve the retention and attraction of staff. Focus Group Meetings have been held. Stipends have been provided for longevity. Surveys state that staff like to work with IVROP because it's meaningful work. Luis shared that the HR Committee is made up of staff and management. Currently, there are a total of nine committee members. The committee was tasked with developing recommendations to attract and retain staff. The HR Committee is developing other components to pilot a retention and attraction plan. Some of the recommendations include eliminating personal necessity in sick leave, an employee of the month, and a teleworking plan. Edwin pointed out the turnover rate was 29% last year. The goal is to reduce the 29% turnover rate in the three-year program. If it works, I recommend that this be embedded in the budget. If it doesn't work, we can do away with it. The Data Manager is embedded in this budget. Edwin reminded the board that people leave due to job security, compensation packages, and career choices.

**PRESENTATION:** None.

**CORRESPONDENCE:** A letter from Imperial County Office of Education, J. Todd Finnell, Ed. D., County Superintendent of Schools.

**LEGISLATION:** None.

**OTHER:** **ARTICLES.** The board reviewed articles from the Imperial Valley Press.

**EVENTS.** Edwin Obergfell extended an invitation to the board to attend the IVROP Regional Advisory Committee Meeting.

**BOARD AND SUPERINTENDENT COMMENTS:**

Alicia Armenta echoed the statements made by other Board members.

Lorenzo Calderon, Jr. thanked everyone for their hard work.

Matt Hester thanked staff and management for all their hard work and dedication.

Victor Lopez had no comment.

Raul Navarro thanked all IVROP Staff and the Board for all working together.

Eric Rodriguez shared he was impressed by the IVROP Advisory Meeting. He said he is proud of being part of the IVROP board.

Superintendent Edwin P. Obergfell thanked everyone for their support. Support Breast Cancer Awareness Month. Wearing pink on Friday for the month of October. Blessed to work with such a great board and staff. He thanked the management staff for taking him out for lunch for Boss' Day. He informed the board of an accident with an IVROP van.

**NEXT MEETING:** The next IVROP Board Meeting was scheduled for Thursday, November 16, 2023, at 6:30 a.m., at Imperial Valley Regional Occupational Program (IVROP) Main Office.

**ADJOURNMENT:** The meeting adjourned at 7:46 a.m.