



SOUTHERN CALIFORNIA

REGIONAL  
OCCUPATIONAL  
CENTER

## Board of Education - May 19 2022 Minutes

Thursday, May 19, 2022 at 6:30 PM

2300 Crenshaw Boulevard, Torrance, CA 90501

### 1. Call Meeting to Order:

Meeting was called to order at 6:42 p.m.

#### 1.1. Roll Call

Member McGhee was absent.

#### 1.2. Pledge of Allegiance

Member Cochran lead the pledge of allegiance.

### 2. Approval Agenda

#### 2.1. Approve the May 19, 2022 agenda.

Move: \_\_\_ Second: \_\_\_ Vote: \_\_\_

MB \_\_\_ NC \_\_\_ JC \_\_\_ BF \_\_\_ JH \_\_\_ CM \_\_\_ RS \_\_\_ MW \_\_\_

*Moved by:* Matthew Brach

*Seconded by:* Rolf Strutzenberg

**Carried**

### 3. Student Voices:

#### 3.1. Jose Narez, Adult Student - J. Pesavento Sterile Processing Distribution Technician

Dr. Pesavento introduced Jose Narez, adult student in the Sterile Processing Distribution Technician.

Jose Narez remarked that the coursework and hands-on training in the Sterile Processing Distribution Technician program has increased his skills and expanded his interest in the field. He stated that the program has given him the skills necessary to become employed at UCI even before the completion of the

program. He has also took and passed the certification before completing the program.

#### **4. Program Highlight:**

##### **4.1. Sterile Processing Distribution Technician - J. Pesavento Rebecca Clements**

Dr. Pesavento introduced Rebecca Clements, Sterile Processing Distribution Technician instructor.

Ms. Clements commented that students in the Sterile Processing Distribution Technician course learn the responsibilities of sterilizing medical instruments and tools, stocking the surgical departments, the supplies necessary for surgeries, and the equipment within operating areas. Students also learn about contagious infections and diseases present in a health care facility and how to prevent the spread of viruses and contamination. Ms. Clements stated that this course offers students the possibilities of working for hospitals, clinics, dental offices, and outpatient care centers.

#### **5. Commendations / Recognition:**

##### **5.1. Torrance Memorial Medical Center - J. Pesavento Elizabeth Austin**

DNP, RN, CNOR, Advanced Clinical Nurse Educator, Perioperative Services Clinical Education, Practice, Nursing Research

Dr. Pesavento introduced Elizabeth Austin, DNP, RN, CNOR, Advanced Clinical Nurse Educator, Perioperative Services Clinical Education, Practice Nursing Research from Torrance Memorial.

Dr. Austin stated that the affiliation with SoCal ROC has been amazing. She said she had been looking to partner with a school for this up and coming profession for a number of years. She stated that she worked with Rebecca Clements to get this partnership established. Dr. Austin remarked that the Sterile Processing Distribution Technician profession has a huge need for employees. The program at SoCal ROC gives students a robust training that gives them experience in all aspects of sterilization. This will prepare the students well for entering the industry. Torrance Memorial is excited and looking forward to the continued success of the partnership.

#### **6. Public Comment**

Dr. Barker provided the Board with an update on the renovation of Bldg B. Dr. barker commented that the estimate for the renovation was over \$100 million dollars. At this time the renovations are on hold.

- 6.1. Board Agenda Items: Any member of the audience may speak to any agenda item by submitting a yellow card (located on back table). Please hand the completed card to the administrative assistant at the Board table. When the item is considered by the Board, individuals submitting yellow cards will be called upon prior to Board action.
- 6.2. Topics Not on Agenda: Anyone in attendance may address any issue by following the same procedure process listed above. Since the Board cannot take action on items which are not on the agenda, such items may be referred to the Superintendent for handling. Individuals interested in speaking to items which are not on the agenda will be called upon at this time.

**7. Acknowledgement of Correspondence to the Board**

President Han stated the he received a letter from the Los Angeles County Office of Education concurring with SoCal ROC's positive budget certification of the Second Interim Report.

**8. Superintendent's Remarks**

Superintendent Helaire commented that Torrance Area Chamber of Commerce will be recognizing SoCal ROC at their Installation & Impact Awards banquet on June 16th for our 38 years of membership. Mr. Smith will be attending and representing the Center. Superintendent Helaire shared that SoCal ROC held its annual Night of All Stars scholarship event at the Cheesecake Factory where 13 students, high school and adults were recognized for their achievements. This was the first event since 2019. Superintendent Helaire stated that he was contacted by the Employment & Training Administration regarding the Community Funding Project. SoCal ROC was awarded a \$1M grant through Congressman Ted Lieu's office. There will be a training to guide us through the award process as well as how to stay in compliance with the grant guidelines. Finally, Superintendent Helaire shared that a short video that Torrance Today cable station aired on one of our students, Jade Jimenez. Jade was a student voice speaker at the March board meeting. The story was submitted by Charlotte Lassos, our new marketing person.

**9. Staff Reports**

- 9.1. Annual Healthcare Sterile Processing Association Conference Update - J. Pesavento/R. Clements  
 Dr. Pesavento commented that she attended and presented at the Annual Conference for Healthcare Sterile Processing Association in San Antonio, Texas along with Ms. Clements and Dr. Austin. The presentation addressed the benefits and successes of a community partnership and how to incorporate Sterile Processing clinical experience with students with the guidance of healthcare educators and instructors. Dr. Pesavento commented on how organizations were impressed that SoCal ROC's program was available to high school students.
- 9.2. WestCal Academy Update - J. Tabakian  
 Dr. Tabakian shared that WestCal Academy has been working to secure funding for the pathway program. They have been working with Janice Hahn's office as well as multiple local unions and the LA County Probation Department. Through a lot of effort, the program has been awarded a grant through Janice Hahn's office for \$165,000. The hands-on training will take place initially at the Dorothy Kirby Center. SoCal ROC instructors have the first right of refusal to teach the courses.
- 9.3. Marquee Update - T. Farquhar  
 Ms. Farquhar commented that the marquee was installed on May 7th with the first slide appearing on May 10th. There was a delay in receiving the marquee because of the chip shortage.

**10. Consent Calendar**

Member Cobb pulled item number # 10.10

Member Cobb asked for a brief explanation on this program and will it be A-G approved.













Dr. Pesavento stated that the Alternative Medical Technology course is an extension of the Medical Assisting Module course that will introduce students to various alternative modalities offered in addition to the traditional healthcare system.

Superintendent Helaire commented that they are in the process of making this course A-G approved.

**MOTION TO APPROVE CONSENT CALENDAR NUMBERS 1 THROUGH 11**

Move: \_\_\_ Second: \_\_\_ Vote: \_\_\_  
 MB \_\_\_ NC \_\_\_ JC \_\_\_ BF \_\_\_ JH \_\_\_ CM \_\_\_ RS \_\_\_ MW \_\_\_

**Carried**

- 10.1. APPROVE BOARD MINUTES OF APRIL 2022  
[Board Minutes Transmittal.pdf](#)   
[Board Minutes - Apr 21 2022 .pdf](#) 
- 10.2. APPROVE PAYROLL A WARRANT REPORT - APRIL 2022  
[PAYROLL\\_APR 22.pdf](#) 
- 10.3. APPROVE B WARRANT REPORT - APRIL 2022  
[B WARRANT REPORT\\_APR 22.pdf](#) 
- 10.4. APPROVE B WARRANTS ISSUED WITHOUT PURCHASE ORDERS - APRIL 2022  
[B WARRANTS WITHOUT PO\\_APR 22.pdf](#) 
- 10.5. APPROVE PERSONNEL ASSIGNMENT ORDERS  
[Personnel Assignment\\_May 2022.pdf](#) 
- 10.6. APPROVE PURCHASE ORDER REPORT - APRIL 2022  
[Purchase Order Report\\_APR 22.pdf](#) 
- 10.7. APPROVE REVOLVING CASH FUND - APRIL 2022  
[REVOLVING CASH REPORT\\_APR 22.pdf](#) 
- 10.8. APPROVE SOCAL ROC RECOGNITION ACCOUNT - APRIL 2020  
[SoCal ROC Recognition Acct\\_April 2022.pdf](#) 
- 10.9. APPROVE AFFILIATION AGREEMENTS  
[AA Board Item May\\_2022.pdf](#) 
- 10.10. APPROVE COURSE OUTLINE  
[Course Outline Transmittal.pdf](#)   
[Intro to Alternative Medicine Course Outline.pdf](#) 

10.11. ADOPT SECOND READING OF BOARD POLICIES AND REVIEW ADMINISTRATIVE REGULATIONS

[Second Reading Board Policies Transmittal 5-2022.pdf](#) 

[Second Reading Board Policies.pdf](#) 

**11. Personnel**

- 11.1. Discuss Administrative Support Position - A. Helaire  
Member Fournell stated that he has not been able to update the job description. Item has been tabled until next month's meeting.

**12. Business Services**

- 12.1. Convene public hearing for SoCal ROC 2022-2023 "ALL FUNDS BUDGET" - President Han

**Open Public Hearing**

Open Public Hearing - public hearing opened at 9:22 p.m.

*There were no speakers on this item.*

Move:\_\_\_ Second:\_\_\_ Vote:\_\_\_  
MB \_\_\_ NC \_\_\_ JC \_\_\_ BF \_\_\_ JH \_\_\_ CM \_\_\_ RS \_\_\_ MW \_\_\_

*Moved by:* Matthew Brach

*Seconded by:* Bill Fournell

**Carried**

**Adjourn Public Hearing**

Adjourned Public Hearing - public hearing closed at 9:23 p.m.

Move:\_\_\_ Second:\_\_\_ Vote:\_\_\_  
MB \_\_\_ NC \_\_\_ JC \_\_\_ BF \_\_\_ JH \_\_\_ CM \_\_\_ RS \_\_\_ MW \_\_\_

*Moved by:* Matthew Brach

*Seconded by:* Bill Fournell

**Carried**

- 12.2. Adopt SoCal ROC 2022-2023 "ALL FUNDS BUDGET" - A. Helaire

Superintendent Helaire provided a comprehensive overview of the "ALL FUNDS BUDGET" for SoCal ROC which includes Funds 01, 14, 20 and 40 as well as cash flow and multiyear projections. Superintendent Helaire commented that he was conservative with the multi-year projections. He noted other state revenue includes the projected CTE Incentive Grant and JPA contribution for "Pay for Play." Included in the local revenue are the adult fees, CalWorks, lease payments, and interest. Superintendent Helaire stated that the reserve for the next year meets the state requirement of 3% and the Board requirement of 5%.

Move: \_\_\_ Second: \_\_\_ Vote: \_\_\_  
MB \_\_\_ NC \_\_\_ JC \_\_\_ BF \_\_\_ JH \_\_\_ CM \_\_\_ RS \_\_\_ MW \_\_\_

*Moved by:* Matthew Brach

*Seconded by:* Michael Wagner

**Carried**

- 12.3. 3. Approve acceptance of gifts donated to the Center - J. Pesavento

Dr. Pesavento acknowledged the gifts donated to the Center from Teresa Farquhar. Ms. Farquhar donated a license for Camtasia Studio. This will be used to create multi-media content for the marquee.

### **13. General Services**

- 13.1. Discuss Pursing Partnership with El Camino College - A. Helaire

Superintendent Helaire stated that he reached out to Dr. Thames's office to schedule a tour of the Center. He had not heard back from El Camino yet. The next step would be scheduling the tour.

President Han stated that he had a conversation with Assemblymember Muratsuchi. During that conversation, President Han asked if Assemblymember Muratsuchi was aware that El Camino was looking to create a non-accredited college. Assemblymember Muratsuchi stated that he was not aware. President Han stated that Assemblymember Muratsuchi stated that SoCal ROC needs to do what it takes to keep the Center open.

Member Fournell stated that we need to ensure any partnership with El Camino is in the best interest of the JPA students.

Mr. Wagner stated that we need to make sure that El Camino is not going to absorb SoCal ROC.

*Moved by:* Matthew Brach

*Seconded by:* Jennifer Cochran

13.2. Review First Reading of Board Policies/Administrative Regulations - H. Smith

Mr. Smith presented the BP/AR listed for first reading. He stated that we contacted CSBA regarding BP5119 CSBA informed us that we could change the language in a BP and AR as long as the language is not followed by an education code.

Member Strutzenberg stated that he was not comfortable changing the language from "shall" to "may" because the JPA districts would still be responsible for paying for an expelled student.

Member Brach suggested that we bring the item back for the June meeting with the language revised to "may" for the board to take a vote.

13.3. Approve Resolution 05-2022-01- Ratifying the Proclamation of a State of Emergency by Governor Newsom Dated March 4, 2020, and Authorizing Remote Teleconference Meetings for the Period of June 1, 2022 through June 30, 2022 - A. Helaire

[RESOLUTION 05-2022-01\\_REMOTE MEETINGS \(1\).pdf](#) 

*Moved by:* Michael Wagner

*Seconded by:* Jennifer Cochran

MB - NO; NC – YES; JC – YES; BF – YES; JH – YES;

RS – YES; MW - YES

13.4. Idea Parking Lot - President Han

The following are items that were suggested by Board members for future Board discussion:

1. Board Member representation when not able to attend Board meeting.

2. IUSD seat



**14. Board Members' Remarks**

None

**15. Adjournment**

15.1. Adjourn Meeting

Meeting was adjourned at 10:15 p.m.

Move: \_\_\_ Second: \_\_\_ Vote: \_\_\_

MB \_\_\_ NC \_\_\_ JC \_\_\_ BF \_\_\_ JH \_\_\_ CM \_\_\_ RS \_\_\_ MW \_\_\_

*Moved by:* Matthew Brach

*Seconded by:* Rolf Strutzenberg

**Carried**



\_\_\_\_\_  
President

8-18-2022

\_\_\_\_\_  
Date