

**Southern California Regional Occupational Center
2300 Crenshaw Boulevard
Torrance, CA 90501**

**Minutes of the Joint Powers Board Meeting
February 27, 2020
6:00 p.m.**

UNAPPROVED MEETING MINUTES

BOARD MEMBERS

Present: Matthew Brach, Michael Christensen, Nancy Cobb, Bill Fournell, James Han, Carliss McGhee, Ph.D., and Ida VanderPoorte

ADMINISTRATORS

Present: Atlas Helaire, Ed.D., Teresa Farquhar, Linda Larson, Jennifer Pesavento, Ed.D., and Hillard Smith

STAFF PRESENT

Annette Abelin, Terry Castillo, Miguel Figueroa, Sara Leon, Anna Levin, and Rocio Pineda-Contreras

Guest Present

Jeff Bell, Debbie Fry, Jamie Metcalf, Terry Ragins, and Ted Vegvari

CALL TO ORDER

President Cobb called the meeting to order at 6:00 p.m. President Cobb asked Member McGhee to lead the Pledge of Allegiance.

APPROVAL OF AGENDA

Motion: A motion was made by Member VanderPoorte to approve the February 27, 2020 agenda. Member Christensen seconded the motion.

Vote: Brach – Yes; Christensen – Yes; Cobb – Yes; Fournell – Yes; Han – Yes; McGhee – Yes; VanderPoorte – Yes

Result: Motion carried **7** – Yes; 0 – No; 0 – Abstain

COMMENDATIONS/RECOGNITION

Superintendent Helaire recognized the following employees: Teresa Farquhar, Miguel Figueroa, Linda Larson, and Barbara Reyes. In addition to their everyday task, these employees have been attending numerous workshops to transition to the new Business Enhancement System Transformation (BEST) financial system. BEST is being implemented by LACOE to replace the PeopleSoft, RAD, and HRS systems.

STUDENT VOICES

Dr. Pesavento, Director of Programs and Student Support Services, introduced Michael Smart from Palos Verdes Peninsula High School.

Michael stated that he is in his junior year at Palos Verdes Peninsula High School and currently enrolled in the Health Unit Coordinator class at SoCal ROC. Michael stated that his decision to attend SoCal ROC has helped him identify his career interests. This course helps him to apply the skills learned in class in his personal life. Michael commented that he is still undecided on his exact major, but knows he wants to study something in the medical field. Michael commented that, at the moment, his plans are to attend community college.

President Cobb presented Michael Smart with a *Board Certificate of Excellence*.

PROGRAM HIGHLIGHT

Dr. Pesavento, Director of Programs & Student Support Services, introduced Anna Levin, Certified Nursing Assisting Instructor.

Ms. Levin commented that the CNA course is designed to provide students with the skills necessary to administer care in a hospital and/or care facility. The course consists of both classroom and clinical training. The program includes rules and regulations, vital signs, Cardiopulmonary Resuscitation (CPR), personal and oral hygiene, medical terminology, abbreviations, and communication. Ms. Levin shared that students also have direct hands-on contact with patients during the clinical hours. They perform a total of 245 hours of externship hours in addition to the classroom hours. Upon successful completion of the course, the students are eligible to take the state test to become a Certified Nurse Assistant.

Member McGhee asked how students were transported to the externship site.

Ms. Levin commented that all her students are adults and have their own transportation.

Member Brach remarked that SoCal ROC was very lucky to have Ms. Levin. Her passion and dedication is amazing.

President Cobb presented Anna Levin with a *Board Certificate of Excellence*.

COMMENTS FROM THE PUBLIC

NONE

ACKNOWLEDGEMENT OF CORRESPONDENCE TO THE BOARD

NONE

STAFF REPORT

Presentation of SoCal ROC Audit Report 2018/2019 - Superintendent Helaire introduced Robert Wilkinson representing the firm of Wilkinson Hadley King & Co., LLP. The firm conducted SoCal ROC's required annual audit. Mr. Wilkinson reported that SoCal ROC received an *unqualified opinion*, which is the best opinion a school district can receive regarding an audit. Mr. Wilkinson also reported that SoCal ROC had no "findings" which is excellent. He commented that there were no major changes in the format of the report. In conclusion, Mr. Wilkinson stated that SoCal ROC has a healthy reserve and an overall positive audit for 2018/19.

Financial Analysis – Debbie Fry, Associate Vice President, and Jaime Metcalf, Director, Management Consulting Services from School Services of California (SSC) gave a detailed PowerPoint presentation on the findings and recommendations for possible funding models. Ms. Fry stated that SoCal ROC is considered the "gold standard of CTE." She presented four options that each included increasing the enrollment fee per student. These options only provided the Center with the ability to stay open through the 2023-2024 fiscal year before running out of funds.

Member VanderPoorte pointed out that Option 4 had incorrect data so we could not consider that option.

Ms. Fry apologized and stated that SSC would correct the information.

Multiple members stated that the options presented by SSC were not sustainable.

Jeff Bell, Department of Finance Program Budget Manager/Education, stated that it is up to the JPA to figure out a funding model.

Spring Semester Update – Dr. Pesavento reported on the opening of the spring semester and indicated that a total of 809 high school and adult students are registered at the Center within the five sectors. Enrollment numbers will increase slightly when the 9-week module classes begin in April. Dr. Pesavento commented that final enrollment numbers will be provided to the participating JPA districts after all classes for the spring semester have started. Dr. Pesavento also shared that orientation for all spring semester students were held on February 11th and 12th.

CONSENT CALENDAR

ITEM NO.

- 1 APPROVE BOARD MINUTES OF JANUARY 2020
- 2 APPROVE PAYROLL A WARRANT REPORT JANUARY 2020
- 3 APPROVE B WARRANT REPORT JANUARY 2020
- 4 APPROVE B WARRANTS ISSUED WITHOUT PURCHASE ORDERS FOR JANUARY 2020
- 5 APPROVE PERSONNEL ASSIGNMENT ORDERS
- 6 APPROVE PURCHASE ORDER REPORT JANUARY 2020
- 7 APPROVE REVOLVING CASH FUND JANUARY 2020
- 8 APPROVE SOCIAL ROC RECOGNITION ACCOUNT JANUARY 2020
- 9 APPROVE COURSE OUTLINES
- 10 APPROVE CONTRACT WITH AUDITING FIRM OF WILKINSON HADLEY KING & CO. LLP

President Cobb asked if any Members of the Board had any items to be pulled from the Consent portion of the Agenda. Member Christensen pulled Item #1 and Member Han pulled item #9.

Motion: A motion was made by Member Christensen to approve Items 2-8 and 10. Member VanderPoorte seconded the motion.

Vote: Brach – Yes; Christensen – Yes; Cobb – Yes; Fournell – Yes; Han – Yes; McGhee – Yes; VanderPoorte – Yes

Result: Motion carried **7** – Yes; 0 – No; **0** – Abstain

Motion: A motion was made by Member VanderPoorte to approve Item #1 Member Han seconded the motion.

Member Christensen stated that he was not present at the January meeting and would be abstaining on Item #1, the minutes of the January 16, 2020 Board meeting.

Vote: Brach – Yes; Christensen – Abstain; Cobb – Yes; Fournell – Yes; Han – Yes; McGhee – Yes; VanderPoorte – Yes

Result: Motion carried **6** – Yes; 0 – No; **1** – Abstain

Motion: A motion was made by Member Fournell to approve Item #9 Member Brach seconded the motion.

Member Han indicated that AP Computer Science is a high school class that is being duplicated. He asked why the class is being offered at SoCal ROC.

Superintendent Helaire responded that this course would be offered in partnership with PV.Net. SoCal ROC is looking to expand pathways and get the course a-g approved. This would assist with applying for various grants.

Member Han asked if this is cost effective.

Superintendent Helaire stated that all of the cost would be covered by PV.Net.

Vote: Brach – Yes; Christensen – Yes; Cobb – Yes; Fournell – Yes; Han – Yes; McGhee – Yes; VanderPoorte – Yes

Result: Motion carried 7 – Yes; 0 – No; 0 – Abstain

PERSONNEL

NONE

BUSINESS SERVICES

1. Acceptance of SoCal ROC Audit Report – June 30, 2019

Motion: A motion was made by Member Han to accept the Audit Report – June 30, 2019. Member Fournell seconded the motion.

Vote: Brach – Yes; Christensen – Yes; Cobb – Yes; Fournell – Yes; Han – Yes; McGhee – Yes; VanderPoorte – Yes

Result: Motion carried 7 – Yes; 0 – No; 0 – Abstain

2. Adopt the Second Interim Budget Report Fiscal Year 2019/2020

Motion: A motion was made by Member Christensen to adopt the Second Interim Report. Member Han seconded the motion.

Vote: Brach – Yes; Christensen – Yes; Cobb – Yes; Fournell – Yes; Han – Yes; McGhee – Yes; VanderPoorte – Yes

Result: Motion carried 7 – Yes; 0 – No; 0 – Abstain

GENERAL

NONE

BOARD MEMBERS' REMARKS

Member Brach commented that March 3 is the vote for their \$3M bond. He also stated that all PVPUSD Board Members read the financial analysis and are in support of SoCal ROC.

Member Christensen shared that he attended a PTA function at Palos Verdes library in support of the PVPUSD bond. Member Christensen also commented that RBUSD's student enrollment is increasing slowly. He also stated that RBUSD is deficit spending.

Member Fournell shared that MBUSD had a tough Board meeting where budget cuts, including personnel, were discussed.

Member VanderPoorte had no comment.

Member McGhee welcomed Matthew Brach and James Han to the Board. She stated that there is no doubt that we will deal with the challenges we are facing.

Member Han shared that three soccer teams from TUSD will be going to the CIF finals.

President Cobb commented that she has been in contact with Jim Garza, principal of Bishop Montgomery High School and former ESUSD Board Member, about the possibility of a partnership with SoCal ROC. She stated that Mr. Garza felt his students would be interested in a biomedical pathway. President Cobb mentioned that Mr. Garza would also be interested in a tour of PV.Net.

SUPERINTENDENTS REMARKS

Superintendent Helaire shared that SoCal ROC held its open house on Tuesday, February 25th from 1:00 p.m. to 6:00 p.m. He commented that SoCal ROC's Boardroom will be used as a voting center for the primary elections Saturday, February 29th, 2020 – Tuesday, March 3, 2020. Superintendent Helaire stated that he will be meeting with Dorousseau Electrical Institute about the possibility of a partnership. Lastly, Superintendent Helaire shared that he met with the County Administrator of the Inglewood Unified School District, Dr. Torres, about the possibility of students returning to the Center and to continue having SoCal ROC instructors on their campuses.

ADJOURN MEETING

Motion: A motion was made by Member VanderPoorte to adjourn the meeting at 8:57 p.m. Member Fournell seconded the motion.

Vote: Brach – Yes; Christensen – Yes; Cobb – Yes; Fournell – Yes; Han – Yes; McGhee – Yes; VanderPoorte – Yes

Result: Motion carried 7 – Yes; 0 – No; 0 – Abstain

President

Date