

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

**Minutes of the Joint Powers Board Meeting
November 16, 2017
5:30 p.m.**

APPROVED MEETING MINUTES

BOARD MEMBERS

Present: Alice Grigsby, Barbara Lucky, Ellen Rosenberg, Ida VanderPoorte, and William Watkins

Absent: Michael Christensen and Michael Wermers

ADMINISTRATORS

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

STAFF PRESENT

Giti Azizi, Michael Cooper, Jenice Garcia, Miguel Figueroa, Sara Leon, and Rocio Pineda-Contreras

CALL TO ORDER

President VanderPoorte called the meeting to order at 5:34 p.m. President VanderPoorte asked Member Watkins to lead the Pledge of Allegiance.

APPROVAL OF AGENDA

Motion: A motion was made by Member Lucky to approve the November 16, 2017 agenda. Member Rosenberg seconded the motion.

Vote: Grigsby – Yes; Lucky – Yes; Rosenberg – Yes; VanderPoorte – Yes; Watkins - Yes

Result: Motion carried 5 - Yes; 0 - No; 0 – Abstain

COMMENDATIONS/RECOGNITION

Torrance Memorial Hospital

Superintendent Helaire introduced Maria Garcia, Health System Administrator, and Donald Legg, Physician Network Clinic Director, from Torrance Memorial Hospital. Superintendent Helaire commented that both Ms. Garcia and Mr. Legg are strong supporters of SoCal ROC. They participate on the Advisory Committee for the Health Science Sector. They also enable our students to have valuable hands-on experience via externships that lead to employment. Superintendent Helaire stated that it is because of their support that SoCal ROC is so successful.

Mr. Legg stated that it was an honor to be recognized and enjoys his affiliation with SoCal ROC. Mr. Legg also mentioned that Torrance Memorial Hospital has hired a number of SoCal ROC students and hopes to continue the partnership. Mr. Legg remarked that the Health and Medical programs at SoCal ROC enable students to serve the community as well as train students in valuable workplace skills.

Longevity

Superintendent Helaire recognized SoCal ROC employees Giti Azizi, Digital Photography Instructor (15 years), and Michael Cooper, Personal Fitness Trainer Instructor (15 years), for their service to Career Technical Education. Superintendent Helaire mentioned that both instructors started off their careers with SoCal ROC as classified employees. Ms. Azizi began her career here as an administrative assistant. Mr. Cooper began his career as a security officer. Superintendent Helaire stated that both employees were encouraged to pursue their teaching credentials. Now, they are both full time instructors.

PROGRAM HIGHLIGHT

NONE

STUDENT VOICES

Dr. Pesavento, Director of Programs & Student Support Services, introduced former student, Lizett Leandro.

Lizett Leandro thanked the Members of the Board and Superintendent Helaire for their leadership and dedication to SoCal ROC. Lizett shared that SoCal ROC impacted her life as a high school student. While attending Narbonne High School, it was recommended that she attend classes at SoCal ROC to pursue her interest in the medical field. Lizett stated that she took several medical courses. As a result of the training she received here, she has achieved a career as a Registered Nurse. Lizett stated that she is now pursuing her Masters as a Nurse Practitioner with a focus on Gerontology. Lizett expressed her gratitude for the opportunity given to her many years ago and the exemplary level of education that is still provided to many students on a daily basis.

President VanderPoorte presented Lizett Leandro with a *Board Certificate of Excellence*

COMMENTS FROM THE PUBLIC

NONE

ACKNOWLEDGEMENT OF CORRESPONDENCE TO THE BOARD

NONE

SoCal ROC EMPLOYEE GROUP REPRESENTATIVES

Jenice Garcia, Employee Representative President, reported on the success of the mock interviews that were conducted on November 6, 2017. Ms. Garcia stated that over 1800 interviews were conducted with 140 volunteers. Ms. Garcia also provided the Board with an update regarding scholarship fundraising and future employee activities. Ms. Garcia wished everyone a warm holiday season.

STAFF REPORTS

NONE

CONSENT CALENDAR

ITEM NO.

- 1 APPROVE BOARD MINUTES OF OCTOBER 2017
- 2 APPROVE PAYROLL A WARRANT REPORT - OCTOBER 2017
- 3 APPROVE B WARRANT REPORT - OCTOBER 2017
- 4 APPROVE B WARRANTS ISSUED WITHOUT PURCHASE ORDERS FOR OCTOBER 2017
- 5 APPROVE PERSONNEL ASSIGNMENT ORDERS
- 6 APPROVE PURCHASE ORDER REPORT - OCTOBER 2017
- 7 APPROVE REVOLVING CASH FUND - OCTOBER 2017
- 8 APPROVE SOCAL ROC RECOGNITION ACCOUNT - OCTOBER 2017
- 9 APPROVE AFFILIATION AGREEMENTS

President VanderPoorte asked if any Members of the Board had any items to be pulled from the Consent portion of the Agenda. Member Watkins pulled item #1.

Motion: A motion was made by Member Watkins to approve Items 2-9. Member Rosenberg seconded the motion.

Vote: Grigsby – Yes; Lucky – Yes; Rosenberg – Yes; VanderPoorte – Yes; Watkins - Yes

Result: Motion carried **5** - Yes; 0 - No; 0 – Abstain

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

Member Watkins stated that he was not present at the October meeting so he would be abstaining on Item #1, the minutes of October 19, 2017.

Vote: Grigsby – Yes; Lucky – Yes; Rosenberg – Yes; VanderPoorte – Yes; Watkins – Abstain

Result: Motion carried **4** - Yes; 0 - No; 1 – Abstain

PERSONNEL

1. Discussion for Certificated Management Position

Superintendent Helaire provided the Board with an organizational chart and information on certificated administrator responsibilities showing how the work load would be distributed among Dr. Pesavento and the new administrator. This will allow for Superintendent Helaire to be more involved in the community in an effort to establish more business partnerships. Superintendent Helaire remarked that an additional administrator would help the Center operate efficiently.

Member Rosenberg asked about the responsibilities on the organizational chart listed under “TBD Administrator.” Superintendent Helaire replied that those responsibilities are currently being handled by Dr. Pesavento and himself.

Member Lucky commented that the new administrator will have to have the appropriate credential to conduct evaluations. This person will also need to have knowledge of program-based budgeting.

Superintendent Helaire replied that the candidates for this position have their certification administrative credentials.

Superintendent Helaire noted that all SoCal ROC employees participate in program-based budgeting workshop. All departments submit their proposed budgets to their immediate supervisors for review before they are approved by the Superintendent.

Member Watkins asked who was doing the CBO duties.

Superintendent Helaire remarked that he is with the help of the newly hired consultant.

Member Watkins asked if this item needed a vote. If so, he would vote yes. Member Lucky stated that she would have votes yes also.

Superintendent remarked that the item did not need a vote.

BUSINESS SERVICES

1. Approve acceptance of gifts donated to the Center

Motion: A motion was made by Member Lucky to approve gifts donated to the Center. Member Watkins seconded the motion.

Dr. Pesavento acknowledged that Costco donated a \$25 gift card that will be used to purchase water for guest speakers for mock interviews. Dr. Pesavento stated that Carla Sue Tonne donated various tools that will be used in the School of Engineering and the Maintenance Department.

Vote: Grigsby – Yes; Lucky – Yes; Rosenberg – Yes; VanderPoorte – Yes; Watkins - Yes

Result: Motion carried 5 - Yes; 0 - No; 0 – Abstain

BOARD MEMBERS' COMMENTS

Member Lucky had no comment.

Member Watkins shared that ESUSD is seeking a 93 million dollar construction bond and plan to have it in the 2018 elections.

Member Grigsby had no comment.

Member Rosenberg had no comment.

President VanderPoorte had no comment.

SUPERINTENDENT'S REMARKS

Superintendent Helaire shared that he and Dr. Pesavento met with and Dr. Shankweiler and Dr. Arthur from El Camino College on the possibility of offering dual enrollment courses at SoCal ROC in the fall of 2018. In addition, Superintendent Helaire commented the he recently attended the open house at Torrance Refinery where they indicated that they are interested in a partnership with SoCal ROC.

ADJOURN TO CLOSED SESSION

Motion: A motion was made by Member Lucky to adjourn to closed session at 6:25 p.m. Member Rosenberg seconded the motion.

Vote: Grigsby – Yes; Lucky – Yes; Rosenberg – Yes; VanderPoorte – Yes; Watkins - Yes

Result: Motion carried 5 - Yes; 0 - No; 0 – Abstain

Topic:

1. *Public Employee Discipline/Dismissal Release*

Any action taken in Closed Session will be reported out in Open Session.

RECONVENE TO OPEN SESSION

Motion: A motion was made by Member Lucky to reconvene to open session at 6:35 p.m. Member Rosenberg seconded the motion.

- *Public Employee Discipline/Dismissal Release*

The SoCal ROC Board of Education approved the notice of suspension and termination.

Vote: Grigsby – Yes; Lucky – Yes; Rosenberg – Yes; VanderPoorte – Yes; Watkins - Yes

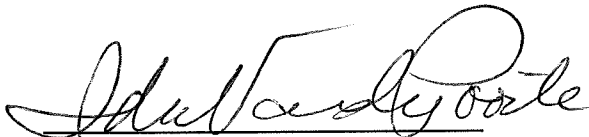
Result: Motion carried 5 - Yes; 0 - No; 0 – Abstain

ADJOURN MEETING

Motion: A motion was made by Member Lucky to adjourn the meeting at 6:36 p.m. Member Grigsby seconded the motion.

Vote: Grigsby – Yes; Lucky – Yes; Rosenberg – Yes; VanderPoorte – Yes; Watkins - Yes

Result: Motion carried 5 - Yes; 0 - No; 0 – Abstain


President

12/20/2017
Date