

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

**Minutes of the Joint Powers Board Meeting  
Via Teleconference - Zoom  
August 20, 2020  
6:30 p.m.**

**APPROVED MEETING MINUTES**

**BOARD MEMBERS**

**Present:** Matthew Brach, Michael Christensen, Nancy Cobb, Bill Fournell, James Han, Carliss McGhee, Ph.D. (joined at 6:50 p.m.), and Ida VanderPoorte

**ADMINISTRATORS**

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

**STAFF PRESENT**

Miguel Figueroa, Sara Leon, and Anna Levin

**CALL TO ORDER**

President Cobb called the meeting to order at 6:31 p.m. President Cobb asked Member Fournell to lead the Pledge of Allegiance.

**APPROVAL OF AGENDA**

**Motion:** A motion was made by Member VanderPoorte to approve the August 20, 2020 agenda. Member Han seconded the motion.

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

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

## **COMMENDATIONS/RECOGNITION**

None

## **STUDENT VOICES**

None

## **PROGRAM HIGHLIGHT**

None

## **COMMENTS FROM THE PUBLIC**

None

## **ACKNOWLEDGEMENT OF CORRESPONDENCE TO THE BOARD**

None

## **STAFF REPORT**

### ***Update in Restarting Essential Programs***

Dr. Pesavento shared that SoCal ROC restarted the health sector classes the week of August 3<sup>rd</sup>, nine programs returned to finish the spring semester.

President Cobb asked if the students were all adults.

Dr. Pesavento remarked that the students were all adults including a few recent high school graduates.

Member Christensen asked about high school enrollment.

Dr. Pesavento replied that SoCal ROC is not allowed to have high school students on campus. The Center is working on offering on-line courses that will be available to high school students soon.

Member Christensen asked if the essential programs for high school students would be offered once they are back on their own campuses.

Dr. Pesavento remarked that that was correct.

## ***Fall 2020 Course Offerings for High School Students***

Superintendent Helaire commented that it's been a difficult task to include high school students into the Center's programs since high school students can not physically be on campus. In this case, most classes will not work. Administrators are working on a schedule that will allow high school students to attend classes on-line, Monday – Thursday from 3:45 pm – 6:45 pm.

Member Christensen asked what the fee would be for an on-line class.

Superintendent commented that there has been no change in the JPA agreement so the \$1,234 stands.

Member VanderPoorte inquired as to how the word was getting out.

Superintendent Helaire stated the Career Guidance Specialist will be communicating with JPA high school counselors. The Center will also advertise through social media.

President Cobb asked if PV.Net was offering any classes.

Superintendent Helaire said he was unsure.

Member Fournell asked how the online coursed would be delivered.

Superintendent replied that at the moment they will be offered via Zoom. The Center is also exploring Canvas as another possibility.

Member Fournell asked if the course length would still be three hours with a live instructor.

Superintendent stated that the courses would still be three hours, and the instructor will be required to be available to the students during the entire time.

Member Christensen commented that he is glad to see on-line courses and believes they will work well. Member Christensen asked what the maximum enrollment would be.

Superintendent Helaire remarked that the minimum is 12-15 per class.

Member Christensen asked if this schedule has gone out to JPA Superintendents.

Superintendent Helaire commented that the information was sent to the JPA Superintendents earlier in the week.

Member Han asked if it had also been shared with Ambassador High School.

Superintendent Helaire replied that it had and also shared that AHS is interested in having students participate.

## **CONSENT CALENDAR**

### **ITEM NO.**

- 1 APPROVE BOARD MINUTES OF JUNE 2020
- 2 APPROVE PAYROLL A WARRANT REPORT MAY-JULY 2020
- 3 APPROVE B WARRANT REPORT JUNE & JULY 2020
- 4 APPROVE B WARRANTS ISSUED WITHOUT PURCHASE ORDERS FOR JUNE & JULY 2020
- 5 APPROVE PERSONNEL ASSIGNMENT ORDERS
- 6 APPROVE PURCHASE ORDER REPORT JUNE & JULY 2020
- 7 APPROVE REVOLVING CASH FUND JUNE 2020
- 8 APPROVE AFFILIATION AGREEMENTS
- 9 APPROVE TERMINATION OF AGREEMENT WITH DURHAM BUS TRANSPORTATION

President Cobb asked if any Members of the Board had any items to be pulled from the Consent portion of the Agenda. President Cobb pulled item #9.

**Motion:** A motion was made by Member Fournell to approve Items 1-8. 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 Christensen to approve Item #9. Member Han seconded the motion.

Superintendent Helaire commented that he contacted Durham to postpone services until high school students were allowed back on campus. Contract states that if an act of Mother Nature occurs, client will still be responsible for 50% of contract. Superintendent Helaire commented that Durham was not willing to negotiate. In addition, Durham refused to be responsible for CDC guidelines such as, social distancing, mask wearing, etc. and that left no other choice but to terminate contract. If Durham is brought back for the 2020-2021 school year a new RFP is needed and quite possibly a cost increase.

Member Christensen stated that if Durham is not willing to negotiate he is on board with terminating the contract. Member Christensen added that if the Board Bylaws permit, SoCal ROC can quite possibly piggy back with one of the JPA districts.

Member VanderPoorte commented that there is no need for their service at this time since no high school students are attending.

**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. Adopt Unaudited Actuals for 2019-2020 Fiscal Year**

**Motion:** A motion was made by Member Brach to adopt the Unaudited Actuals for 2019-2020. Member VanderPoorte seconded the motion.

Superintendent Helaire presented the Board with an overview of SoCal ROC's Unaudited Actuals for 2018-2019. Superintendent Helaire stated that the Unaudited Actuals represent revenue and expenditures for Funds 1, 11, 14, 20, and 40. Revenue was higher than anticipated due to unearned revenues.

Superintendent Helaire also reviewed the beginning and ending balance in all Funds. He stated that each fund had fewer expenses than budgeted due to the COVID-19 closure.

**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. Approve Budget Adjustment BA019**

**Motion:** A motion was made by Member Brach to adopt the Unaudited Actuals for 2019-2020. Member VanderPoorte seconded the motion.

Superintendent Helaire commented that while creating the 2020-2021 budget, \$759,000 was mistakenly budgeted for the CTEIG expenditures. It should have been \$750,000. This budget adjustment will balance the CTEIG revenue and expenditures.

**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**

### **1. Discuss Requesting El Camino College to Provide Guidance for Restructuring SoCal ROC.**

Superintendent Helaire commented that this opportunity was originally introduced by Assemblymember Al Muratsuchi during the financial analysis presentation. El Camino originally communicated that they were interested in possibly assuming the Center. However, after a conversation between Superintendent Helaire and Dr. Maloney, El Camino stated that they were not in a position to move forward. Dr. Maloney stated that they would be willing to provide assistance to SoCal ROC if we provided them with a Board approved letter requesting their help.

Superintendent Helaire stated that he believed El Camino would want to be paid to provide that service. He shared that he is no longer recommending pursuing El Camino for assistance. The Center should look for other alternatives to find a self-sustaining funding model.

Member Brach requested that the Board have a workshop where the Board can work as a group and discuss all aspects regarding the future of SoCal ROC.

Superintendent Helaire stated that he would send out possible meeting dates to schedule the workshop.

## **BOARD MEMBERS' REMARKS**

Member Fournell shared that MBUSD is in the midst of developing the distant learning model for the 2020-2021 school year. There are mixed emotions as to when to resume in-person instruction. Member Fournell commented that MBUSD will begin the school year Wednesday, August 26, 2020.

Member VanderPoorte had no comment.

Member Brach commented that PVPUSD is in the same process as MBUSD with planning and developing the distant learning curriculum. They are implementing all the planning and hope for a great school year.

Member Christensen shared that RBUSD will also start the school year on Wednesday, August 26, 2020. He stated that this process has been a learning experience for all and emphasized the importance that everyone share the lessons learned to benefit the students.

Member Han stated that he concurs with everyone about the challenges of the distant learning implementation. He commented that he is hopeful that students will be back in the classrooms by October for blended learning.

President Cobb commented that the biggest challenge she has seen during this time is the special needs population.

**SUPERINTENDENTS REMARKS**

Superintendent Helaire commented that the Registration Office will open on Monday, August 24, 2020. Customers can register by appointment only. The public can request an appointment or be place on the waitlist using the Tables Ready application. Superintendent Helaire shared that the Center will be getting a \$126,000 rebate from ASCIP to be used in anyway the Center sees fit.

**ADJOURN MEETING**

**Motion:** A motion was made by Member Brach to adjourn the meeting at 7:40 p.m. Member Fournell seconded the motion.

**Vote:** Brach – Yes; Christensen – Yes; Cobb – Yes; Fournell – Yes; Han – Yes;

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

Nancy Cobb  
President

10/06/2020  
Date