



SOUTHERN CALIFORNIA

REGIONAL
OCCUPATIONAL
CENTER

Board of Education - Jun 12 2023 Minutes

Monday, June 12, 2023 at 6:30 PM

2300 Crenshaw Boulevard, Torrance, CA 90501

1. Call Meeting to Order:

Meeting was called to order at 6:33 pm.

1.1 Roll Call

Members Fournell and Member Han were absent.

1.2 Pledge of Allegiance

Member Cobb lead the pledge of allegiance.

2. Approval Agenda

2.1 Approve the June 12, 2023 agenda.

Superintendent Helaire informed the Members of the Board of the following revision to the agenda: added the 2022-2023 Year End Appropriation Transfer to the Business Services.

A motion was made to approve the agenda as amended.

Moved by: Meredith Beachly

Seconded by: Jen Fenton

Carried

3. Commendations / Recognition:

3.1 Nidra Kumaradas, Executive Director of Workers' Compensation &

Chuck Clemente, Senior Risk Services Consultant - A. Helaire
ASCIP

Superintendent Helaire introduced Nidra Kumaradas and Chuck Clements from Alliance of Schools for Cooperative Insurance

Program (ASCIP), providers of the Center's insurance. Superintendent Helaire thanked them for their guidance and support for SoCal ROC.

Ms. Kumaradas stated that SoCal ROC was awarded a worker's compensation rebate of \$48,917.00. This is due to the collaborative work of ASCIP, the students, staff, and administrators in maintaining a safe environment on campus. ACSIP worked with the Center by providing risk management training. In addition to safety training, ASCIP mitigates SoCal ROC's claims. The Center received such a sizeable rebate due to keeping claims and injuries to a minimum.

4. Student Voices:

None

5. Program Highlight:

None

6. Public Comment

None

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

None

8. Superintendent's Remarks

Superintendent Helaire shared that the Center has officially been approved for the grant through Ted Lieu's office. He commented that Harbor Freight reached out indicating they would like to provide tools to help the industrial trade students continue their education. Superintendent Helaire stated the spring semester ended May 31st and a year-end luncheon was held on June 1st for all staff. Superintendent Helaire thanked the staff for allowing him to serve as superintendent the past six years.

9. Staff Reports

9.1 Facilities Update - A. Helaire

Superintendent Helaire commented that one of the major issues is the leaking roof in building C. There are six classes and the hallways that are impacted. Superintendent Helaire stated that the EMT class has been relocated and staff is looking to move the Pharmacy program soon. The asphalt throughout the campus has many cracks and puddles in various areas when it rains. He commented that Mr. Milburn will soon bring an RFP for approval for the roof and asphalt. Another issue is the AC/unit in building C. Superintendent Helaire stated that the others buildings are ok and just have normal wear and tear.

Member Cobb asked if any research has been done on grants for more efficient units.

Superintendent Helaire remarked that Mr. Milburn has done some research. Since we are not a K-12 school, it's been difficult to find funding.

10. Consent Calendar

Consent Action

10.1 APPROVE BOARD MINUTES OF MAY 2023

President Strutzenberg stated that Members Kurt's comment that PVPUSD was using AALRR and prior to December she had never heard of them is not what he recalls.

Member Kurt stated that she was ok with that statement as it was written.

President Strutzenberg stated that in section 17 "Open Session" should state that the Board unanimously voted to appoint Dr. Rodriguez as the new Superintendent. In section 18.1 -

Approval of Employment Agreement should state that the Board unanimously voted to approve the contract.

A motion was made by President Strutzenberg to approve item #1. Member Beachly seconded the motion.

10.2 **APPROVE PAYROLL A WARRANT REPORT MAY 2023**

10.3 **APPROVE B WARRANT REPORT MAY 2023**

10.4 **APPROVE B WARRANT REPORT WITHOUT PURCHASE ORDER FOR MAY 2023**

10.5 **APPROVE PERSONNEL ASSIGNMENT ORDERS**

10.6 **APPROVE PURCHASE ORDER REPORT MAY 2023**

10.7 **APPROVE SOCAL ROC RECOGNITION ACCOUNT MAY 2023**

10.8 **APPROVE AFFILIATION AGREEMENTS**

10.9 **APPROVE ASA FIREWALL MIGRATION PROJECT**
President Strutzenberg pulled items #1 and 9. A motion was made to approve items 2-8.

MOTION TO APPROVE CONSENT CALENDAR NUMBERS 1 THROUGH 9

Moved by: Nancy Cobb

Seconded by: Meredith Beachly

Carried

11. Personnel

None

12. Business Services

12.1 Approve Agreement with Best Best & Krieger LLP (BB&K) - A. Helaire

President Strutzenberg introduced Grace Yeo from BBK.

Ms. Yeo stated that, if the contract is approved, she will be the main contract person. Ms. Yeo shared that she specializes in school representation in business affairs as well as student data

privacy. If any work falls outside of her expertise, there are other attorneys who can assist with those matters.

President Strutzenberg asked Superintendent Helaire if he had worked with BBK before.

Superintendent Helaire remarked that he began working with BBK in January of 2023. BBK has been very responsive and has been meeting all the needs of the Center.

President Strutzenberg echoed Superintendent Helaire's remarks stating that BBK is very responsive, sometimes within minutes. Even though it's a large firm, it felt like a very personal service.

Ms. Yeo finalized by saying that they look forward to representing SoCal ROC.

President Strutzenberg stated that the approval of this agreement would not be an obligation; just an engagement to be used at our discretion.

Moved by: Nancy Cobb

Seconded by: Linda Kurt

Carried

12.2 Approve Agreement with Law Offices of Margaret A. Chidester & Associates -A. Helaire

President Strutzenberg introduced Margaret Chidester from the Law Offices of Margaret A. Chidester and Associates. The Law Offices of Margaret A. Chidester and Associates came through as a recommendation through North County ROP.

Ms. Chidester stated that it is their goal to provide the best service. Law Offices of Margaret A. Chidester and Associates have been in service for 23 years and serve 6 ROPs. Ms. Chidester commented that their expertise is education law.

President Strutzenberg commented that it is refreshing to know that the firm has experience with ROPs and JPAs.

Moved by: Rolf Strutzenberg

Seconded by: Jen Fenton

Carried

12.3 **Convene public hearing for SoCal ROC 2023-2024 "ALL FUNDS BUDGET" - President**

Public hearing opened at 7:13 pm.

Open Public Hearing

There were no speakers on this item.

Moved by: Nancy Cobb

Seconded by: Jen Fenton

Carried

Adjourn Public Hearing

Public hearing adjourned at 7:45 pm.

12.4 Adopt SoCal ROC 2023-2024 "ALL FUNDS BUDGET" - A. Helaire

Superintendent Helaire provided a comprehensive overview of the "ALL FUNDS BUDGET" for SoCal ROC which includes Funds 01, 11, 14, 20 and 40 as well as cash flow and multiyear projections. Superintendent Helaire 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.

President Strutzenberg stated that he was concerned with the Multi-Year Projections because years two and three had the same figures.

Superintendent Helaire stated that it is difficult to project what the expenses and revenue will be without being able to predict how many courses would be running. It is also difficult to predict with no dedicated funding.

President Strutzenberg said he would like more accurate numbers. He stated that he remembered Superintendent Helaire in previous years saying numbers for the budget were inflated in the past to look better at the end of the year.

Superintendent Helaire responded that that was an inaccurate statement. Superintendent Helaire stated that what was said was the Center budgets conservatively because of the uncertainty of funding.

Member Kurt asked what would make President Strutzenberg more comfortable approving the budget.

President Strutzenberg stated that there was not enough time to make revisions and have the budget submitted to the county in time.

Member Kurt asked what would happen if the Board did not approve the budget.

Superintendent Helaire responded that the Center would not have an operating budget for 2023-2024.

President Strutzenberg stated that he will vote to approve the budget, but he was reluctant.

Carried

12.5 **Approve the 2022-2023 Year-End Appropriation Transfers - A. Helaire**

Superintendent Helaire stated that this allows LACOE to make transfers as needed to meet payment obligations. Without this approval, SoCal ROC would be responsible for making all of the appropriate transfers in order to close the 2022-2023 books.

Moved by: Meredith Beachly

Seconded by: Linda Kurt

Carried

12.6 **Approve Spectrum VoIP Agreement - A. Helaire**

Superintendent Helaire stated that at the last meeting it was requested that the termination clause be clarified and inquire about who Ambassador uses. He stated that the agreement is for five years. If we decide to terminate early, the Center would be responsible for purchasing all the equipment it takes to get the system up and running. Ambassador currently is not with any company. They use their own personal cell phones.

Superintendent Helaire stated that Spectrum will update the phone system and the network to a more reliable source and all maintenance would be Spectrum's. He noted that the number of phones was reduced from 65 to 55.

Member Kurt stated that \$5400 a month is \$60,000 a year. She stated that she understands the staff needs phones, but this may be far more than what is needed to be functional. She asked if there was a more cost effective way? Member Kurt also stated that there tend to be frequent experiences with VOIP when the internet service has issues causing interruptions and the phones do not work. She asked if there is an IT person on campus that will be able to fix this issue if it occurs.

Mr. Milburn stated that with VOIP, you will not have dips in service because Spectrum would restructure our entire network

including all wiring and cabling. They will provide all the equipment for the phone system including all networking infrastructure, APs, switches, and firewall protection. The entire project is roughly \$300,000. Spectrum is asking for a 5-year commitment and we will pay \$0 for the installation. Mr. Milburn stated that there will never be a dip in VOIP and there will be a backup cellular system. If our system would go down, they will be able to do remote access and reset everything. Plus, they guarantee a 24-hour turnaround time.

Member Kurt stated that the \$60,000 per year for five years is the \$300,000, so we are paying the \$300,00 but rather than paying the installation cost we are paying it over the five year. Member Kurt stated that \$300,000 for phones is a lot of money.

Mr. Milburn remarked that it's not only phones, it covers all the structure wiring for the facility. It will be revamped from top to bottom. Our current phone system is old.

Member Kurt commented that when we are trying to save money, \$3000,000 is a lot of money. Is there an alternative.

Mr. Milburn stated that they might be another alternative but eventually land lines will be obsolete.

Member Kurt stated SoCal ROC needs a number where members of the community can call but does every instructor needed a phone in their classroom. Can SoCal ROC give them X amount of dollars off their personal plans.

Superintendent Helaire noted that in some buildings it is very difficult to get good cell reception due to the structure of the buildings.

Mr. Milburn commented that, in the event of an emergency, cell phone service is not dependable on this campus.

Member Fenton shared that MBUSD recently tried to cut out land lines, but found it extremely difficult to do so specifically for emergency situations. She stated that they ultimately ended up paying as much what SoCal ROC will be spending.

Member Kurt stated that she would prefer not to spend the money at this time. She asked if 55 phones were really needed.

Mr. Milburn stated that the cost of the phone is only \$20. He stated that staff can cut about 20 phones, but that will only reduce the bill by \$300.

Member Kurt asked if the expense was more for the wiring.

Mr. Milburn remarked that that was correct. It's for the infrastructure and the maintenance.

President Strutzenberg asked for the timeline of the project.

Mr. Milburn stated that it would be about three to four weeks and one day for the installation of phones.

Member Cobb asked if other companies were quoted.

Mr. Milburn commented that he did seek additional quotes and Spectrum had the best prices.

Moved by: Jen Fenton

Seconded by: Meredith Beachly

MB- Yes; NC- Yes; JF- Yes; LK-Yes; RS- No

Failed

12.7 **Approve Eagle One Security Agreement - A. Helaire**

Mr. Milburn commented that the Center has no security. The campus needs security officers to monitor the campus properly and efficiently, specifically traffic control and to monitor people coming onto campus. Mr. Milburn stated that staff is limited during the summer and he tries to keep some buildings locked.

Member Kurt asked for clarification on the number of security guards and the hours that they will work. Will one guard work 8am-10pm, a 14-hour shift and the second one will work 12pm to 7pm, a 7-hour shift, which means from 12-7 there are two security guards on campus.

Mr. Milburn stated that that was correct. The 8am - 10pm shift will be billed as one person, but they are sending two security guards and splitting the shift among two guards. The 12pm - 7pm shift is when the second guard will come in to assist the first guard.

Member Kurt asked if security was only needed during school days, Monday- Thursday.

Mr. Milburn remarked that that was correct.

President Strutzenberg stated that the agreement indicates two unarmed security guards, 8am-10pm and 12pm-7pm with no overtime.

Mr. Milburn stated that we would only pay the flat rate of \$25.

President Strutzenberg asked how we would handle situations where we needed security to work overtime. He asked if we would put that in writing.

Mr. Millburn commented that we would simply call the company and request overtime.

Member Cobb asked how long had the Center worked with this company.

Mr. Milburn stated that this is the first time.

Member Cobb asked if the references were received.

Mr. Milburn said that he received several reference and also looked at other agencies. This agency had the fastest response time compared to the others.

Member Fenton asked how this agency was priced compared to some of the others contracts.

Mr. Milburn stated this agency was the lowest. He commented that some companies came close, but some were well over \$40. Some were more than \$40 if we requested an armed guard.

Member Kurt asked for the length of the contract.

Mr. Milburn stated that it was a minimum of three months and then a 30-day written notice for termination.

Member Kurt asked Superintendent Helaire how this compared to what was spent before.

Superintendent Helaire stated that it will be much less, no benefits will have to be paid, and we can also reduce the number of officers to one instead of two.

Moved by: Linda Kurt

Seconded by: Meredith Beachly

Carried

12.8 Approve Assistant Superintendent Contract - President

President Strutzenberg stated that BBK assisted him in putting together the Assistant Superintendent contract. With the acceptance of Dr. Helaire's resignation at the previous Board meeting, a reassignment of Dr. Helaire to Assistant Superintendent was needed before July 1st.

Moved by: Meredith Beachly

Seconded by: Jen Fenton

Carried

13. General Services

13.1 **Approve Honda High School Pilot Program Agreement - A. Helaire**

Superintendent Helaire stated that the Board asked if this curriculum would interfere with SoCal ROC's and when would the certificates be issued through Honda at the last meeting. Superintendent Helaire commented that SoCal ROC will not be obligated to teach Honda's curriculum and students will have the choice of taking the SoCal ROC program or aspire towards the Honda certifications. Honda will distribute certificates at the end of each module.

Member Kurt asked if we currently have a qualified instructor for program.

Superintendent Helaire stated that Honda has already been working with Mr. Le. He also stated that Mr. Le will also be able to participate in Honda trainings.

Member Kurt asked if adult students would be able to participate in this program.

Superintendent Helaire remarked that this was solely for high school students.

Member Cobb asked if this was similar to other agreements.

Superintendent Helaire stated that is similar to the agreement with Ford.

Moved by: Meredith Beachly

Seconded by: Linda Kurt

Carried

13.2 **Discuss Forming a Committee for Leasing Space at SoCal ROC - A. Helaire**

Superintendent Helaire commented that he worked with BBK regarding the forming of a committee. A 7-11 committee is required unless the lease is for less than 30 days or for purposes of offering summer school or property for employee housing. Superintendent Helaire stated that it is recommended that a 7-11 committee be formed. Committee members must be: a) the ethnic age group and social economic composition of the district, b) business community, c) land owner/renters d) teachers, e) administrators, f) parents of students and g) persons

with expertise with environmental impact, legal contracts, and building codes.

Member Kurt asked if Ambassadors lease needs to be looked at again.

Superintendent Helaire commented that Ambassador was grandfathered in.

Member Kurt asked if we would be establishing a standing committee now that will be waiting around until someone requests to lease.

Superintendent Helaire stated that he doesn't believe this a standing committee. The committee will do all the research necessary and provide guidance on how to move forward.

Member Kurt asked if the church group was also grandfathered in and if there were any other parties interested in leasing.

Superintendent Helaire stated that Christian Momentum was also grandfathered in and that ICAN had expressed interest. ICAN was told that we were in the process of forming the committee. Superintendent Helaire shared that both Ambassador and Christian Momentum have expressed interest in extending their leases.

Member Kurt stated that the committee is needed to look at the extension of Ambassador and the possibility of ICAN.

President Strutzenberg added that this will be an ad hoc committee meaning it's not a standing committee. He stated that the committee is subject to the Brown Act because it is created by the Board. At this point, the key driver for this is the future of Ambassador. They are down to two years left on the contract. Ambassador has requested to know what their future is with SoCal ROC. If it's determined that the lease will not be renewed, they will need sufficient time to find another location. The committee will put together a guideline that we will need to use going forward.

Member Kurt asked if the committee is Board or staff approved.

President Strutzenberg stated that it is Board approved.

13.3 Idea Parking Lot - A. Helaire

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

1. August Board Meeting - rescheduling

2. JPA agreement (adding and removing members)
3. IUSD participation
4. Transition programs

14. Board Members' Remarks

Member Beachly had no comment.

Member Kurt had no comment.

Member Cobb asked for a preliminary summer school update.

Member Fenton had no comment.

President Strutzenberg shared that RBUSD recently created a new position that will cater to career pathways and CTE through the adult school. He stated that Anthony Taranto was assigned to the position.

15. Adjournment

Meeting was adjourned at 9:32 pm.

15.1 Adjourn Meeting

Carried



President



Date