

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

Minutes of the Joint Powers Board Meeting  
January 21, 2016  
5:30 p.m.

APPROVED MEETING MINUTES

**BOARD MEMBERS**

**Present:** Alice Grigsby; Barbara Lucky; Terry Ragins; Ellen Rosenberg (present via teleconference); Ida VanderPoorte; Brad Waller; William Watkins

**ADMINISTRATORS**

**Present:** Laurie St. Gean, Ed.D. and Atlas Helaire, Ed.D.

**STAFF PRESENT**

Terry Castillo, Teresa Farquhar, Miguel Figueroa, Deloris Johnson and Wayne Smith  
*Guest Present: Eric Bathen, Esq.*

**CALL TO ORDER**

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

**APPROVAL OF AGENDA**

President Waller informed the Members of the Board of the following revisions to the agenda: 1) added Business Item #6 - Approve Resolution 01-2016-01 to Transfer Funds to the General Fund 01.0 from Fund 20.0 - Special Reserve Fund for Post-Employee Benefits; and 2) added General Item #2 - Change date of February 2016 Board of Education meeting.

**Motion:** A motion was made by Member Lucky to approve the January 21, 2016 agenda as amended. Member Ragins seconded the motion.

**Vote:** Grigsby - Yes; Lucky - Yes; Ragins - Yes; Rosenberg - Yes; VanderPoorte - Yes; Waller - Yes; Watkins - Yes

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

## **PROGRAM HIGHLIGHT**

NONE

## **COMMENDATIONS/RECOGNITION**

### *The Vette Set*

Superintendent St. Gean introduced Jerry Clement, President of The Vette set and Club Member Bonnielay Bacon, also a former SoCal ROC Dental Assisting Instructor. Superintendent St. Gean stated The Vette Set has supported SoCal ROC's "Night of All Stars" Scholarship event for the past two years and have donated close to \$11, 000.00.

The Vette Set was founded in 1965 in Manhattan Beach and is presently located in Long Beach with over 100 members. The Vette Set is a non-profit organization and donates to charitable organizations.

President Waller presented both Jerry Clement and Bonnielay Bacon with a Board *Certificate of Excellence*.

## **STUDENT VOICES**

Dr. Atlas Helaire, Director of Programs/Students Support Services, introduced Enmanuel Menendez from Torrance High School.

Enmanuel stated that he is a senior at Torrance High School and currently enrolled in the Dental Assisting Career Preparation class at SoCal ROC. Enmanuel stated that his decision to attend SoCal ROC has helped him identify his career interests and provide a good foundation for his future studies and career. Enmanuel commented that his future plans are to attend El Camino and eventually transfer to USC to become a Dentist.

President Waller presented Enmanuel with a Board *Certificate of Excellence*.

## **COMMENTS FROM THE PUBLIC**

NONE

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

Superintendent St. Gean stated she received a letter from the Los Angeles County Office of Education concurring with SoCal ROC's positive budget certification of the First Interim Report.

## SoCal ROC EMPLOYEE GROUP REPRESENTATIVES

Deloris Johnson, Certificated Representative commented that instructors are preparing for the end of the fall semester and gearing up for the spring semester. Ms. Johnson stated that instructors are also preparing for the Advisory meeting that is scheduled for Thursday, January 28, 2016. Ms. Johnson shared that for the holidays, SoCal ROC employees "adopted" two families in the South Bay and provided financial support and food donations.

**Member Rosenberg had to leave the meeting via conference call at 5:50 p.m.**

## STAFF REPORTS

**Presentation of SoCal ROC Audit for 2014/2015** – Superintendent St. Gean informed the Members of the Board that Mr. Hadley from the firm of Wilkinson Hadley King & Co., LLP could not be present tonight due to illness but could be present at the February Board meeting if needed. On behalf of Mr. Hadley, Superintendent St. Gean reported that SoCal ROC received an *unqualified opinion*. SoCal ROC also had no "findings".

**Budget Update** – Superintendent St. Gean commented that SoCal ROC has been working hard on developing a funding model for the Center. Superintendent St. Gean stated that during the SoCal ROC Board workshop, the Board discussed the possible scenarios that were recommended by the budget sub-committee as well as identifying revenue for the coming years. Superintendent St. Gean shared that SoCal ROC has submitted Part I and II of the Career Technical Incentive Grant; award notification will be in March.

## CONSENT CALENDAR

### ITEM NO.

- 1 APPROVE BOARD MINUTES OF DECEMBER 21, 2015
- 2 APPROVE PAYROLL A WARRANT REPORT – DECEMBER 2015
- 3 APPROVE B-WARRANT REPORT – DECEMBER 2015
- 4 APPROVE B-WARRANTS ISSUED WITHOUT PURCHASE ORDERS FOR DECEMBER 2015
- 5 APPROVE PERSONNEL ASSIGNMENT ORDERS
- 6 APPROVE PURCHASE ORDER REPORT – DECEMBER 2015
- 7 APPROVE REVOLVING CASH FUND – DECEMBER 2015
- 8 APPROVE SOCAL ROC RECOGNITION ACCOUNT – DECEMBER 2015
- 9 APPROVE AFFILIATION AGREEMENTS
- 10 APPROVE DECREASE TO MILEAGE REIMBURSEMENT RATE

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

**Motion:** A motion was made by Member Vanderpoorte to approve Items 1-8 and 10. Member Ragins seconded the motion.

**Vote:** Grigsby - Yes; Lucky – Yes; Ragins – Yes; VanderPoorte - Yes; Waller – Yes; Watkins – Yes

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

**Motion:** A motion was made by Member Watkins to approve Item #9. Member Lucky seconded the motion.

Member Watkins acknowledged the job training affiliation sites for SoCal ROC programs.

**Vote:** Grigsby - Abstain; Lucky – Yes; Ragins – Yes; VanderPoorte - Yes; Waller – Yes; Watkins – Yes

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

## **PERSONNEL**

NONE

## **BUSINESS SERVICES**

1. Acceptance of SoCal ROC Audit Report – June 30, 2015

**Motion:** A motion was made by Member Watkins to accept SoCal ROC Audit Report - June 30, 2015. Member Lucky seconded the motion.

**Vote:** Grigsby - Yes; Lucky – Yes; Ragins – Yes; VanderPoorte - Yes; Waller – Yes; Watkins – Yes

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

2. Approve Budget Adjustment BA001

**Motion:** A motion was made by Member VanderPoorte to approve BA001. Member Ragins seconded the motion.

Superintendent St. Gean indicated that the transfer from Fund 20.0 to Fund 1 is to cover employee post-retirement benefits.

**Vote:** Grigsby - Yes; Lucky – Yes; Ragins – Yes; VanderPoorte - Yes; Waller – Yes; Watkins – Yes

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

### 3. Approve Budget Adjustment BA002

**Motion:** A motion was made by Member VanderPoorte to approve BA002. Member Lucky seconded the motion.

Superintendent St. Gean noted that the funds need to be moved into the correct object code in order for the funds to be expensed.

**Vote:** Grigsby - Yes; Lucky – Yes; Ragins – Yes; VanderPoorte - Yes; Waller – Yes; Watkins – Yes

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

### 4. Approve Budget Adjustment BA003

**Motion:** A motion was made by Member VanderPoorte to approve BA003. Member Lucky seconded the motion.

Superintendent St. Gean noted that this transfer is to reflect MAA reimbursement and monies that were not expended in the 2014-15 budget.

**Vote:** Grigsby - Yes; Lucky – Yes; Ragins – Yes; VanderPoorte - Yes; Waller – Yes; Watkins – Yes

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

### 5. Approve Budget Adjustment BA004

**Motion:** A motion was made by Member VanderPoorte to approve BA004. Member Lucky seconded the motion.

Superintendent St. Gean noted that this transfer is to cover instructor cost on the JPA campuses

**Vote:** Grigsby - Yes; Lucky – Yes; Ragins – Yes; VanderPoorte - Yes; Waller – Yes; Watkins – Yes

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

### 6. Approve Resolution 01-2016-01 - Transfer funds to the General Fund 01.0 from Fund 20.0, Special Reserve Fund for Post-Employee Benefits

**Motion:** A motion was made by Member Lucky to approve Resolution 01-2016-01 Transfer funds to the General Fund 01.0 from Fund 20.0, Special Reserve Fund for Post-Employee Benefits. Member VanderPoorte seconded the motion.

Superintendent St. Gean commented that this resolution is needed in order to transfer funds from one fund to another.

**Vote:** Grigsby - Yes; Lucky – Yes; Ragins – Yes; VanderPoorte - Yes; Waller – Yes; Watkins – Yes

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

## **GENERAL**

### **1. SoCal ROC Work/Study Session**

President Waller shared that the SoCal ROC Board discussed every detail of the various models that were presented by Superintendent St. Gean. President Waller commented that there was consensus that the JPA districts were in favor of scenarios "C" and "E" under a pay-for-play model. The cost to JPA districts will be \$1234.00 per enrollment using the prior year's enrollment numbers for budget planning. There is a possibility of a three year agreement. It was also noted that scenario C and E is close to the 50% of CTE contribution that JPA districts are paying this year. Districts that may want to send high school students to the Center next year but are not part of the JPA would be assessed a higher rate per student enrollment. President Waller remarked that the Board also discussed the importance of adult enrollment and the revenue that is generated from the fees that adults pay. The SoCal ROC Board of Education gave direction to Superintendent St. Gean to present the following information at the next Board meeting: 1) language to amend JPA agreement reflecting the \$1234.00 per student enrollment; 2) process for payment and date each year that districts are to provide payment; 3) enrollment numbers based on prior year; and 4) the cost of adults taking adult only classes at the Center. Member Ragins stated for the record that she believes that all students that use the facility should help in paying the overhead and fixed costs of the center. Costs are incurred by the Center by virtue of its operation.

### **2. Approve Change in the February Board Meeting Date to either February 8<sup>th</sup>, February 9<sup>th</sup> or February 10, 2016**

**Motion:** A motion was made by Member Ragins to change the February Board meeting date. Member Watkins seconded the motion.

Superintendent St. Gean commented that the scheduled February 18, 2016 Board meeting date conflicts with several Board Members' activities. Staff recommends that the February Board meeting date be changed to February 8<sup>th</sup>, February 9<sup>th</sup> or February 10, 2016. After discussion among the Board Members, it was agreed that February 8, 2016, 5:30 p.m. was the best date for the majority of Board Members.

**Vote:** Grigsby - Yes; Lucky – Yes; Ragins – Yes; VanderPoorte - Yes; Waller – Yes; Watkins – Yes

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

**Board Member Grigsby left the meeting at 7:09 p.m.**

## **BOARD MEMBERS' COMMENTS**

Member Ragins commented that she attended a workshop on chemical safety. Member Ragins stated that the TUSD Aquatic Center project is moving forward. Member Ragins wished everyone a Happy New Year.

Member Watkins shared that ESUSD has a new Board Member. ESUSD will have a Board workshop on Saturday, January 23, 2016.

Member Lucky shared that PVPUSD will be offering on-line courses this summer.

Member VanderPoorte had no comment

President Waller stated that the future of RBUSD property located at the intersection of Knob Hill and PCH remains uncertain.

## **SUPERINTENDENT'S REMARKS**

Superintendent St. Gean informed the Board of SoCal ROC's annual "Night of All Stars" event which will be held on Thursday, April 28, 2016 at 6:00 p.m.

## **ADJOURN TO CLOSED SESSION**

**Motion:** A motion was made by Member VanderPoorte to adjourn to closed session at 7:24 p.m. Member Lucky seconded the motion.

**Vote:** Lucky - Yes; Ragins – Yes; VanderPoorte - Yes; Waller - Yes; Watkins – Yes

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

### ***Topic:***

1. Public Employment – Superintendent

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

## **RECONVENE TO OPEN SESSION**

No action was taken in closed session.

**Motion:** A motion was made by Member Lucky to reconvene to open session at 7:58 p.m. Member Vanderpoorte seconded the motion.

**Vote:** Lucky - Yes; Ragins - Yes; VanderPoorte – Yes; Waller - Yes; Watkins – Yes.

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

**ADJOURN MEETING**

**Motion:** A motion was made by Member Vanderpoorte to adjourn the meeting at 7:59 p.m. Member Watkins seconded the motion.

**Vote:** Lucky - Yes; Ragins - Yes; VanderPoorte – Yes; Waller - Yes; Watkins – Yes.

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

  
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President

  
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Date