

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

**Minutes of the Joint Powers Board Meeting
January 12, 2017
5:30 p.m.**

APPROVED MEETING MINUTES

OATH OF OFFICE ADMINISTERED - 5:25 p.m.

Prior to the start of the Board Meeting, Superintendent St. Gean administered the Oath of Office to new Board Member, Michael Wermers, from Torrance Unified School District.

BOARD MEMBERS

Present: Barbara Lucky, Ellen Rosenberg, Ida VanderPoorte, Brad Waller, William Watkins, and Michael Wermers

Absent: Alice Grigsby

ADMINISTRATORS

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

STAFF PRESENT

Giti Azizi, Annette Abelin, Eddy Broqueza, Terry Castillo, Dee Cotton, Jenice Garcia, Twilla Green, Tina Kotch, Linda Larson, Sara Leon, Jesse Lopez, Jess Nalley, Loie Rivera, Jaree Schroeder, Wayne Smith, Lori Smith-Hillman, and Linh Truong

Guest Present: Heidi Ashcraft, Torrance City Council, Eric Bathen, Esq., Donna Duperon, Robert Wilkinson - Wilkinson Hadley King & Co., LLP, Christine Hoffman, Ed.D., Lucy Guterrez, and Patricia Morrow

CALL TO ORDER

President VanderPoorte called the meeting to order at 5:30 p.m. President VanderPoorte asked Member Waller to lead the Pledge of Allegiance.

APPROVAL OF AGENDA

Motion: A motion was made by Member Waller to approve the January 12, 2017 agenda. Member Rosenberg seconded the motion.

Vote: Lucky – Yes; Rosenberg – Yes; VanderPoorte – Yes; Waller – Yes; Watkins – Yes; Wermers - Yes

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

ACKNOWLEDGEMENT OF CORRESPONDENCE TO THE BOARD

President VanderPoorte 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.

COMMENTS FROM THE PUBLIC

NONE

SoCal ROC EMPLOYEE GROUP REPRESENTATIVES

Jenice Garcia, Employee Representative President, commented that instructors are preparing for the end of the fall semester and gearing up for the spring semester. Ms. Garcia stated that instructors are also preparing for the Advisory meeting that is scheduled for Tuesday, January 31, 2017. Ms. Garcia shared that Career Day, held on January 10th and 11th, 2017, was a huge success with industry professionals informing students about career opportunities.

STAFF REPORTS

Presentation of the SoCal ROC Audit Report 2015/2016

Dr. Helaire introduced Mr. Robert Wilkinson representing the firm of Wilkinson Hadley King & Co., LLP. Mr. Wilkinson reported that once again 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. In conclusion, Mr. Wilkinson stated that SoCal ROC has a healthy reserve and an overall positive audit for 2015/16.

PROGRAM HIGHLIGHT

NONE

STUDENT VOICES

NONE

COMMENDATIONS/RECOGNITION

Dr. Helaire, Executive Director, recognized retiring SoCal ROC Superintendent, Dr. St. Gean. Dr. Helaire thanked Dr. St. Gean for her eleven years of leadership and guidance through some difficult times as well as her dedication to Career Technical Education. Dr. Helaire presented Superintendent St. Gean with a plaque thanking her for her service.

Jenice Garcia, Employee Group Representative presented Dr. St. Gean with a gift on behalf of staff.

Superintendent St. Gean was also recognized by:
Heidi Ashcraft, Torrance City Council
Donna Duperon, Torrance Area Chamber of Commerce, President and CEO
Janice Hahn, LA County Supervisor
Dr. Christine Hoffman
SoCal ROC Consultants, Patricia Morrow and Lucy Gutierrez

ADJOURN TO CLOSED SESSION

Motion: A motion was made by Member Waller to adjourn to closed session at 6:20 p.m. Member Rosenberg seconded the motion.

Vote: Lucky – Yes; Rosenberg – Yes; VanderPoorte – Yes; Waller – Yes; Watkins – Yes; Wermers - Yes

Result: Motion carried **6** - 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.

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

Vote: Lucky – Yes; Rosenberg – Yes; VanderPoorte – Yes; Waller – Yes; Watkins – Yes; Wermers - Yes

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

CONSENT CALENDAR

ITEM NO.

- 1 APPROVE BOARD MINUTES OF DECEMBER 2016
- 2 APPROVE PAYROLL A WARRANT REPORT – DECEMBER 2016
- 3 APPROVE B-WARRANT REPORT – DECEMBER 2016
- 4 APPROVE B-WARRANTS ISSUED WITHOUT PURCHASE – DECEMBER 2016

- 5 APPROVE PURCHASE ORDER REPORT - DECEMBER 2016
- 6 APPROVE REVOLVING CASH FUND – DECEMBER 2016
- 7 APPROVE SOCIAL SECURITY RECOGNITION ACCOUNT – DECEMBER 2016
- 8 APPROVE AFFILIATION AGREEMENTS – DECEMBER 2016
- 9 APPROVE DECREASE TO MILEAGE REIMBURSEMENT RATE

President VanderPoorte asked if any Members of the Board had any items to be pulled from the Consent portion of the Agenda. Member Wermers pulled item #'s 5 and 7 – 8. Member Rosenberg pulled item # 6.

Motion: A motion was made by Member Rosenberg to approve Items 1-4 and 9. Member Waller seconded the motion.

Vote: Lucky – Yes; Rosenberg – Yes; VanderPoorte – Yes; Waller – Yes; Watkins – Yes; Wermers - Yes

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

Motion: A motion was made by Member Watkins to approve **Item 5** (purchase order report). Member Waller seconded the motion.

Member Wermers asked for clarification on a consultant.

Dr. Helaire, Executive Director, remarked that consultant is someone who provides additional services in various areas.

Vote: Lucky – Yes; Rosenberg – Yes; VanderPoorte – Yes; Waller – Yes; Watkins – Yes; Wermers - Yes

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

Motion: A motion was made by Member Waller to approve **Item 6** (revolving cash fund). Member Wermers seconded the motion.

Member Rosenberg questioned the refund for Torrance Pride Cleaners. It is coded as (P) personal and inquired if that was correct.

Superintendent St. Gean remarked that the reimbursement was to the company Torrance Pride Cleaners who had paid for the student's enrollment. However, the student had to withdraw for personal reasons.

Vote: Lucky – Yes; Rosenberg – Yes; VanderPoorte – Yes; Waller – Yes; Watkins – Yes; Wermers - Yes

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

Motion: A motion was made by Member Waller to approve **Item 7** (Recognition account). Member Rosenberg seconded the motion.

Member Wermers asked who Sara Leon was and questioned the expense of Taco Chihuahua.

Dr. Helaire replied that Sara Leon is the Executive Assistant. Sara purchases items for school events and is then reimbursed through the recognition account. Taco Chihuahua is a catering company that was hired for a staff luncheon.

President VanderPoorte added that the monies from this account are generated from the student store and vending machines on campus.

Vote: Lucky – Yes; Rosenberg – Yes; VanderPoorte – Yes; Waller – Yes; Watkins – Yes; Wermers - Yes

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

Motion: A motion was made by Member Waller to approve **Item 8** (affiliation agreements). Member Rosenberg seconded the motion.

Member Wermers asked if he could get a list of the 253 active affiliation sites.

Superintendent St. Gean commented that the affiliations sites could be found in the press packet he was given; advisory brochure.

Vote: Lucky – Yes; Rosenberg – Yes; VanderPoorte – Yes; Waller – Yes; Watkins – Yes; Wermers - Yes

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

PERSONNEL

NONE

BUSINESS SERVICES

1. Acceptance of SoCal ROC Audit Report – June 30, 2016

Motion: A motion was made by Member Rosenberg to approve the First Interim Budget Report Fiscal Year 2016/2017. Member Waller seconded the motion.

Vote: Lucky – Yes; Rosenberg – Yes; VanderPoorte – Yes; Waller – Yes; Watkins – Yes; Wermers - Yes

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

GENERAL

1. Approve SoCal ROC Superintendent Contract

Motion: A motion was made by Member Lucky to approve SoCal ROC Superintendent Contract. Member Waller seconded the motion.

Vote: Lucky – Yes; Rosenberg – Yes; VanderPoorte – Yes; Waller – Yes; Watkins – Yes; Wermers - Yes

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

2. Approve Resolution 01-2017-01 - Certification of Signatures

Motion: A motion was made by Member Rosenberg to approve Resolution 01-2017-01 – Certification of Signatures. Member Waller seconded the motion.

Dr. Helaire stated that this is a revision reflecting the new superintendent, Dr. Helaire, as of February 1, 2017.

Vote: Lucky – Yes; Rosenberg – Yes; VanderPoorte – Yes; Waller – Yes; Watkins – Yes; Wermers - Yes

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

3. Work/Study Session – Future of SoCal ROC

No new information.

President VanderPoorte suggested that the Board set goals for the new Superintendent regarding the future of SoCal ROC.

Board Members were in agreement to begin February's Board meeting with the Superintendent and Board goals.

BOARD MEMBERS' COMMENTS

Member Waller welcomed new Board Member, Michael Wermers, from Torrance Unified School District.

Member Rosenberg had no comment.

Member Watkins commented that the city of El Segundo will be celebrating its centennial celebration on January 18, 2017.

Member Lucky had no comment.

Member Wermers remarked that he was excited to be part of the SoCal ROC Board and thanked everyone for the welcome.

SUPERINTENDENT'S REMARKS


Superintendent St. Gean thanked the Board and SoCal ROC staff for the wonderful reception.

ADJOURN MEETING

Motion: A motion was made by Member Rosenberg to adjourn the meeting at 7:31 p.m. Member Lucky seconded the motion.

Vote: Lucky – Yes; Rosenberg – Yes; VanderPoorte – Yes; Waller – Yes; Watkins – Yes; Wermers - Yes

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



President

Date