



## Tri-Valley Regional Occupational Program

1040 Florence Road, Livermore, CA 94550

Ph. (925) 455-4800 - Fax (925) 449-9126

### JOINT POWERS GOVERNING BOARD

#### Regular Board Meeting Minutes of December 11, 2019

5:30 p.m. Closed Session

6:00 p.m. Open Session

**1. CALL TO ORDER / ROLL CALL – 5:30 p.m.**

Meeting was called to order at 5:49 p.m.

Arkin – Aye

Miller – Aye

Rogge – Aye

**2. PUBLIC COMMENT - None**

**3. ADJOURN TO CLOSED SESSION - Pursuant to Government Code §54957**

**A. Public Employee:**

**Discipline/Dismissal/Release/Leave/Employment/Retirement**

**4. RECONVENE IN OPEN SESSION – 6:05 p.m.**

**A. Flag Salute - Pledge of Allegiance**

**B. Approval of the Agenda**

<u>Moved</u>	<u>Seconded</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstain</u>	<u>Absent</u>
Miller	Rogge	3	0	0	0

**C. Announcement of Reportable Action Taken in Closed Session**

None

**5. PUBLIC COMMENT - None**

**6. RECOGNITIONS**

**A.** Suzanne Smith, Program Coordinator, presented recognition of Randy Barnard and Ed Woodworth from our Transportation pathway and thanked them for their collaboration.

- PPG Paints will be donating a paint mixing computer, mixing machine, cabinets and product.
- Entered into a MOU with the State and Bureau of Automotive Repair for car donations to use in repair and collision education.
- Working on a car donation from the Air Research Board where there are cars that have failed smog.
- A 1950 Dodge truck was donated by a Livermore resident and received miscellaneous hand tools and a tool box from another Livermore resident. Auto Collision course is working on the ASB Golf Cart as well.
- Mr. Woodworth spoke. He thanked staff and expressed how he is happy about the current collaboration with the Auto Collision instructor.

**7. CONSENT CALENDAR**

<u>Moved</u>	<u>Seconded</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstain</u>	<u>Absent</u>
Rogge	Miller	3	0	0	0

**CONSENT - MOTIONS**

- A. **Approval of Minutes from the Regular Board Meeting of August 21, 2019**  
The Board approved minutes from the August 21, 2019 Regular Board Meeting.
- B. **Approval of Bill and Salary Reports, August 1 - November 30, 2019**  
The Board approved the Bill and Salary warrants which show payment of the District's operating and salary expenditures for the months noted.
- C. **Approval of Purchase Order Summary, August 1 - November 30, 2019**  
The Board approved the purchase order summary which shows encumbrances for District funds for the months noted.
- D. **Approval of the CTE Employer Industry Sector Advisory Committee 2019-2020**  
The Board approved the CTE Industry Sector Advisory Committee List for 2019-2020.
- E. **Approval of the CTE Tri-Valley Educational Collaborative (TEC) Advisory Committee 2019-2020**  
The Board approved the CTE TEC Advisory Committee List for 2019-2020.
- F. **Acceptance of Donations**  
The Board approved donations received up to November 15, 2019.
- G. **Authorization to Surplus Equipment**  
The Board approved granting authorization to surplus materials or equipment that has reached end of life per CA Education Code 17545.
- H. **Authorization to Request Proposals for Auditing Services**  
The Board approved authorizing a Request for Proposals for Auditing Services.

**8. DEFERRED CONSENT ITEMS**

No items were pulled from the Consent Calendar to be addressed individually.

**9. INFORMATION / ACTION ITEMS**

Informational items are noted as informational only; Action items are up for a vote by the Board. Most items require a simple majority of Board member votes to pass.

- A. **Acceptance of the 2018 – 2019 Audit Report** – *action*  
Ms. Fiscus, Chief Financial Officer, presented the Audit Report to the Board explaining the auditors completed their report as an Unmodified (Clean) report.

Superintendent's recommendation is to accept the 2018-2019 Audit Report.

<u>Moved</u>	<u>Seconded</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstain</u>	<u>Absent</u>
Miller	Rogge	3	0	0	0

- B. **Approval of the 2019 – 2020 First Interim Report** – *action*  
Ms. Fiscus, Chief Financial Officer, presented the report and based upon this Interim Report the TVROP meets current obligations now and for the following two fiscal years. Ms. Fiscus presented the Superintendent's recommendation to the Board to approve the 2019-2020 First Interim Report with a Positive Certification.

<u>Moved</u>	<u>Seconded</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstain</u>	<u>Absent</u>
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|--|-------|--------|---|---|---|---|
|  | Rogge | Miller | 3 | 0 | 0 | 0 |
|--|-------|--------|---|---|---|---|
- C. **Approval of Personnel Document #121119** - *action*  
Superintendent Duncan presented the Personnel Document #121119 to the Board for approval.

<u>Moved</u>	<u>Seconded</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstain</u>	<u>Absent</u>
Miller	Rogge	3	0	0	0

- D. **TVROP Programs Update** - *information*  
Suzanne Smith, Program Coordinator, presented an update on current programs, advisories, and partnership opportunities. There were over 100 participants at the advisory; very well attended with representatives from Las Positas, Member District staff, students and parents. The Engineering department from LHS had so many participants they needed their own table and many new partnerships were formed.

A new partnership is being fostered with Stoneridge Creek. Stoneridge Creek has Independent Living, Assisted Living, Skilled Nursing Facility, and Memory Care. Thanks to the Strong Workforce Grant, we are exploring a Certified Nursing Assistant (CAN) program. Stoneridge and Stanford are both very interested in us offering the program. Upon completion of the one-year program, (didactic, clinical and instruction portion), students can sit for the State exam which can cost around \$700. Stoneridge Creek has proposed a program in which they could finance this for students in exchange for a commitment of at least six months of paid employment, during which time the students would repay the cost of the exam. Stoneridge has also invited our students to attend their job fairs.

Stanford would like to offer facility space on Stanley Blvd. where we could host the training program with all the equipment that would be needed.

Sara Beyne, Amy Robbins, and Suzanne Smith are working on the program and meeting with Stoneridge and Stanford.

A video was presented reviewing all the pathways. A mentoring program showcasing careers in education is being piloted in Dawn Pavon's classes and all the mentors are enjoying and very excited. We look forward to implementing to all Developmental Psychology of Children students.

**10. CORRESPONDENCE**

- Letter from L. Karen Monroe, Superintendent, Alameda County Office of Education, approval of 2019-20 Adopted Budget

**11. SUPERINTENDENT'S REPORT**

Julie Duncan, Superintendent, reported on:

- Advisory Night, November 13<sup>th</sup>
- 2<sup>nd</sup> SAT at Las Positas having it in the Tri-Valley is important
- ACSA CTE Region 6 Representative is now Amy Robbins
- College & Career Fair, October 21<sup>st</sup>
- New Agenda Online, Gamut Online
- Board Policy work coming up with CSBA, Gamut Policy
- GetSet fieldtrips were a visit to the Engineering Department at UC Merced and Six Flags

Discovery Kingdom Veterinary clinic

- Manufacturing Day, October 4<sup>th</sup>, was the largest ever with eight companies and over 100 participants
- Middle College Open House, October 22<sup>nd</sup>
- Submitted CTEIG on November 15<sup>th</sup>
- Submitting next round of Strong Workforce on December 18<sup>th</sup>
- In Spring apply for CTEIG and Strong Workforce for 2020-2021 school year
- CCPT TEC grant is complete
- Attended the CSBA Conference, great speakers
- Presented Economic Vitality Committee, City of Pleasanton, September 19<sup>th</sup>
- Honored Chris Meyer at ACOE Teacher of the Year, October 3<sup>rd</sup>
- TEC was presented by Bill Branca and Glen Sparks on October 3<sup>rd</sup> and the December 5<sup>th</sup> meeting was presented by Kevin Grier and Vicki Shipman
- New MOU with Las Positas for Middle College was created and will be presented to the CLPCCD Board in January

## 12. BOARD MEMBER REPORTS

Amy Miller attended the Middle College Open House. The students do a remarkable job. She also really enjoyed the CSBA conference and thinks it is very important and glad that TVROP also attends.

Ms. Miller reported that Dublin has two new trustees and would love to set up tours of TVROP programs and internship sites to help them learn more about TVROP and CTE.

Ms. Arkin announced that at the PUSD organizational meeting Mark Miller was assigned as the new representative for the TVROP Board and Ms. Arkin will be the alternate.

Ms. Miller reported DUSD's organizational meeting is next week.

## 13. ANNOUNCEMENTS

- The next Regular Meeting (Organizational) of the Joint Powers Governing Board is scheduled for Wednesday, January 22, 2020.

## 14. ADJOURNMENT

There being no further business, Chairperson Arkin adjourned the meeting at 7:10 p.m.

Original Signed

Submitted,

Julie Duncan  
Julie Duncan  
Secretary to the Board

*Approved and entered into the proceedings  
of the Board this 22<sup>nd</sup> day of January, 2020.*

Amy Miller  
Board Chairperson