



MOUNTAIN DESERT REGIONAL CAREER AND OCCUPATIONAL PATHWAYS

**Governing Board Meeting Minutes**

Friday, September 8, 2017

Location: Roy C Hill Education Center, Telepresence Room

1:00 p.m. – 3:00 p.m.

**In Attendance:**

- Ted Alejandre, San Bernardino County Superintendent
- Tom Hoegerman, Chair/Superintendent, Apple Valley USD
- Ryan Holman, Superintendent, Snowline JUSD
- Peter Livingston, Superintendent, Lucerne Valley USD
- Jeff Malan, Co-Chair/Superintendent, Barstow USD
- David Olney, Superintendent, Hesperia USD
- Keith Tomes, Superintendent, Trona JUSD
- Ron Williams, Superintendent, Victor Valley UHSD
- Kendle Crowell, OSIII, Mountain Desert Regional Career and Occupational Pathways JPA/SBCSS

Agenda Item	Presenter(s)	Notes:
<b>1.0</b> <i>Call to Order</i>	Tom Hoegerman	<ul style="list-style-type: none"> <li>• The meeting was called to order at 1:36 p.m.</li> <li>• Tom Hoegerman thanked County Superintendent Ted Alejandre for his attendance and ongoing support of the JPA.</li> </ul>
<b>2.0</b> <i>Matters Brought by Citizens</i>	Tom Hoegerman	<ul style="list-style-type: none"> <li>• No matters were brought forward.</li> </ul>
<b>3.0</b> <i>Action/Discussion Items</i>	Tom Hoegerman	<p><b>3.1 Review and Approval of the Agenda</b></p> <ul style="list-style-type: none"> <li>• On a motion by Peter Livingston, with a second by Ryan Holman, the Agenda was unanimously approved.</li> </ul> <p><b>3.2 Review and Approval of the August 18, 2017 Meeting Minutes</b></p> <ul style="list-style-type: none"> <li>• On a motion by Peter Livingston, with a second by Ron Williams, the August 18, 2017 Meeting Minutes were unanimously approved.</li> </ul> <p><b>3.3 Follow Up: Vacant Director Position</b></p> <ul style="list-style-type: none"> <li>• Tom Hoegerman mentioned that, after speaking with everyone regarding the needs for the vacant Director position, it is clear what things need to be part of the job description:               <ul style="list-style-type: none"> <li>○ The person needs to have close involvement with the community colleges and industry partners.</li> <li>○ The person needs to be able to form</li> </ul> </li> </ul>



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		<p>partnerships with industry and then go back to the schools to ensure students are being pushed to meet the level of skills necessary to be hired by those industries.</p> <ul style="list-style-type: none"><li>○ The person needs to understand CTSOs and be an advocate for them in schools and with industry partners.</li><li>○ The person needs to have knowledge of Perkins compliance, legal expectations, community classrooms, CTE curriculum, advisory structure, etc.</li><li>○ The person needs to be able to “sell” the JPA and market it throughout the high desert.</li><li>○ The person needs to have district experience, similar to someone at an Assistant Superintendent level.</li><li>○ Tom commented that the leadership of the CA HELP JPA is something to look at as an example of what the JPA should be looking for in a candidate.</li></ul> <ul style="list-style-type: none"><li>● Tom met with Ted Alejandre and Beth Higbee, Assistant Superintendent of ESS, to discuss the future of the position. They agreed that the Board could customize the Director position and add the specific qualifications desired. At the Board’s recommendation, the revamped job description will be reviewed by Ted. Once he approves, Beth will work with County Schools Human Resources to open the position for applicants.</li><li>● On a motion by David Olney, with a second by Jeff Malan, the group unanimously agreed to move forward with the Director position through County Schools and develop the qualifications for the position.</li></ul> <p><b>3.4 Follow Up: Ratify Budget</b></p> <ul style="list-style-type: none"><li>● In Tom’s meeting with Ted and Beth, they agreed that the JPA should not be charged the 8.89% on Precision Exams, since that is considered pass through funds. Those charges can be removed from the total expenses.</li><li>● Tom also asked that the data processing fee for the two County Schools positions be expunged since Apple Valley’s firewall is the one being used. Tom will have a meeting with the Assistant Superintendent of Business Services to discuss further.</li><li>● There have been some adjustments made to the budget under insurance:</li></ul>
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		<ul style="list-style-type: none"> <li>○ An official quote still hasn't been received for the liability coverage, but once it is, the Board will need to vote on the amount and a line item added into the budget.</li> <li>○ The D &amp; O policy came in at \$4,083 - \$83 more than was anticipated in the last Board Meeting. Tom asked for a motion to increase that line item by \$83, bringing the total expenses of the JPA to \$401,067.00.</li> <li>○ On a motion by Ron Williams, with a second by Jeff Malan, the increase to the line item for the D &amp; O insurance policy was unanimously approved.</li> <li>○ A line item for legal counsel will also need to be added to the budget and voted on by the Board at a later date. The JPA has already used outside counsel to review Affiliation Agreements and it is likely that we will need to have other documents reviewed throughout the year.</li> </ul>
<p><b>4.0</b> <i>Discussion/ Informational Items</i></p>	<p>Tom Hoegerman</p>	<p><b>4.1 Follow Up: Revisions to Agreements (Master Agreement, JPA Agreement, Bylaws)</b></p> <ul style="list-style-type: none"> <li>● Tom Hoegerman noted that any changes to the Agreements and Bylaws will need to be very thoughtful and comprehensive, since they must go through a long process to become official.</li> <li>● Tom informed the group that Coordinators requested shortening the name of the JPA as well as selecting another logo that better reflects our mission. Once they have brought forward their ideas, they will need to be approved by the Board. The JPA can work under a different name and acronym until such time as new paperwork is submitted at state level.</li> <li>● Tom advised that any revisions wait until the name of the JPA, logo, and budget are finalized. There will also be some changes to the existing verbiage since the JPA has grown and changed a lot since its inception.</li> <li>● Tom suggested that once the Agreements and Bylaws have been changed and reviewed by Ted Alejandro, they should also be reviewed by legal counsel to ensure compliance.</li> </ul>
<p><b>5.0</b> <i>Board Comments</i></p>	<p>Group Discussion</p>	<ul style="list-style-type: none"> <li>● Tom Hoegerman gave a recap of the Energy &amp; Utilities Advisory held at Spring Valley Lake Country Club on September 6<sup>th</sup>:             <ul style="list-style-type: none"> <li>○ Many employers expressed concerns that most of their workforce will be retiring soon and</li> </ul> </li> </ul>



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		<p>they need qualified individuals to fill those positions.</p> <ul style="list-style-type: none"> <li>○ They still see a lack of qualified applicants who possess the necessary soft skills, which solidifies the need for high school curriculum to reflect the kind of skills that industry needs.</li> <li>○ A major issue that needs to be addressed at the high school level, or even younger, is to help students realize the kinds of opportunities available to them in these kinds of fields. They would benefit from hearing from actual employees of these companies that they can make a good living after graduation.</li> <li>○ There needs to be more reinforcement for schools to teach the kind of specific skills that industry needs, which is where curriculum development between the two entities needs to take place.</li> <li>○ CTSOs are a good model for what students need to achieve as far as structure, soft skills, etc.</li> <li>○ Industry was complimentary of recent K12 accomplishments and the work of the JPA.</li> <li>○ There is a possibility of externship opportunities.</li> <li>● Tom and Ted Alejandre spoke on the coalitions that have been formed by many of the high desert Chambers in an effort to brand the region more; they are using the JPA model as part of that effort.</li> <li>● The Desert Economic Partnership is well underway and Superintendents can help by finding the right people in political office to help represent the mission. It is important to gain their support and have them involved in future discussions so the organization can become more stabilized. Building economic opportunities and a better workforce and granting kids more opportunities is something that is well defined, but having political support is what is going to accomplish those goals.</li> </ul>
<p><b>6.0</b> <i>Adjournment</i></p>	<p>Tom Hoegerman</p>	<ul style="list-style-type: none"> <li>● On a motion by Jeff Malan, with a second by Ryan Holman, the meeting was adjourned at 1:58 p.m.</li> </ul>