



Farmworker Institute of Education and Leadership Development FIELD/EPIC BOARD OF DIRECTORS MEETING

MINUTES

**Location: University of La Verne
10800 Stockdale Hwy., Suite 201.
Bakersfield, CA 93311**

**Teleconference Meeting Locations:
17352 Martha St. Encino, CA 91316
1006 First St. Napa, CA 94559**

Or by phone: 1-218-339-7800 Access Code 502-5673

Friday February 23, 2018 1:30 P.M.

NOTE: In compliance with the Americans with Disabilities Act if you need special assistance to participate in the meeting, please contact us 24 hours prior to the meeting.

ON THE WEB: Agendas may be viewed at www.farmworkerinstitute.org

1. MEETING CALLED TO ORDER:

Mr. Villarino called the meeting to order at 1:37 p.m.

2. ESTABLISH A QUORUM

Roll Call: David Villarino-President (*present*)
Patrick Pine, Secretary (*present by phone*)
Michael Gomez, Treasurer (*present by phone*)
Anthony Chavez (*present*)
Dr. Mark Martinez (*present-joined by phone at 1:45pm/in-person at 2:20pm*)
Rick Najera (*present by phone*)
Inez DeLuna (*present by phone*)
Dr. Nora Dominguez (*present*)

Staff Present: Brian Cargile (*present*)
Rosa Ruelas (*present*)
Mona Sidhu (*present*)



Delilah Martinez (*present*)
Dr. Tamar Asatryan (*present by phone*)
Joe Mota (*present by phone*)
Sergio Guzman (*present by phone*)
Jose Miguel Ruiz (*present*)
Susana Escamilla (*present*)
Joseph Casas (General Counsel – nonvoting) (*present by phone at 1:53pm*)
Mike Mena (*present*)

3. SALUTE TO THE FLAG / FARMWORKER POEM

Salute to the flag/Farmworker prayer done at 1:41pm

4. ADOPTION OF THE AGENDA

Mr. Villarino asked everyone to review the agenda. There were no comments. Chair entertained a motion to approve the agenda as amended. Anthony Chavez moved and Rick Najera seconded the motion. There was no discussion and the motion was approved unanimously by David Villarino, Dr. Nora Dominguez, Rick Najera, Anthony Chavez, Ines de Luna, and Dr. Mark Martinez.

5. OPEN PUBLIC FORUM

It is appropriate for the public to address the FIELD Board regarding items of public interest within the jurisdiction of the board before or during the Board's consideration of the items. Time allowed may be limited to three minutes per item. If a large number wish to speak on a specific item, the board may limit total input to 30 minutes on any item. Individuals or groups may address the board on items not listed on the agenda; however, no action can or will be taken on the unlisted items.

Further, Education Code §35145.5 also establishes the right of the public to place items on the agenda directly relating to business of the FIELD/EPIC Board of Directors. Agenda requests must be made in writing ten days prior to board meetings.

In accordance with the law, the public and Board are hereby given notice that a tape recording of today's meeting is being made. This recording is to assist in the completion of the minutes. It is NOT a transcript of the meeting and may be disposed of in 30 days. The official transcript of this meeting will continue to be the adopted minutes.

Mr. Villarino opened public forum at 1:43 P.M. He asked if there were any comments to the public. There were none.

6. CLOSE PUBLIC FORUM

Close public forum at 1:44 P.M.



7. CLOSED SESSION

The board may call for a closed session to discuss confidential personnel matters, potential litigation, or other matters allowed under the Brown Act.

a.) Pending litigation and personal matters

Mr. Villarino added a closed session. The board went into closed session at 4:20 P.M.

8. OPEN SESSION

9. APPROVAL OF THE CONSENT AGENDA:

All consent agenda items for the FIELD BOARD OF DIRECTORS are considered to be routine and will be enacted by one motion unless a board member requests separate action on a specific item. Approval recommended on all items listed:

- a) Approval of Minutes from the November 4, 2017 meeting.*
- b) Approval of Minutes from the December 8, 2017 meeting.*
- c) Approval of Minutes from the January 30, 2018 meeting.*

Mr. Villarino asked everyone to review the agenda. Patrick Pine made a comment regarding the date of January 30, 2018. The day was Friday, January 30th, 2018. Change noted.

Chair entertained a motion to approve the agenda and minutes as amended. Ines DeLuna moved and Rick Najera seconded the motion. There was no discussion and the motion was approved unanimously by David Villarino, Anthony Chavez, Rick Najera, Dr. Nora Dominguez, Ines DeLuna and Dr. Mark Martinez.

10. REPORTS: SUPERINTENDENT'S REPORT AT ANY TIME DURING THE MEETING AND NOT AT A SPECIFIC TIME.

There is very limited board discussion, between the board, except to ask questions or refer matters to staff, and no action will be taken unless listed elsewhere on the agenda or on a subsequent agenda:

11. INFORMATION ITEMS (nonvoting):

A. Executive Summary- David Villarino, CEO

- a. Plan v. Actuals**
- b. CTE Grant**

CTE grant will be in account in two weeks. FIELD will be meeting with other colleges regarding Career Technical Education.

c. Joint Powers Agreement

Mr. Villarino explained the function of a joint powers agreement. One college will collect all funds at a rate and procure FTE's.



B. Business Services- Brian Cargile, CBO

a. Technology

b. Facilities

Mr. Brian Cargile gave a report on the updates that have been done to several facilities throughout Kern County. Four new sites are opening in Merced, Atwater, Planada and in Livingston.

c. A&R

Jose Miguel Ruiz made a report on A&R. He gave an update on the hiring of a part-time CASAS coordinator, acting lead for A&R, and ESL A&R.

C. Financial Management - Rosa Ruelas, Finance Manager

D. Human Resources- Mona Sidhu

a. Applicable PIP/STIP, Julia Cruz

E. Development- Jose Miguel, Resource Specialist

a. Chavez Breakfast

The Cesar Chavez Legacy Breakfast will be held on March 23, 2018 at the IBEW Local 428 Hall in Bakersfield, CA. It is open to students and to the public. The keynote speaker for the breakfast this year will be Paul Chavez.

b. Migrant Ed

Jose Miguel and Delilah attended a State Parent Advisory Council Meeting in Sacramento on February 3rd, 2018 and met with parent regional directors. The regional directors want more info on career technical education. A State Migrant Parent Conference will be held in San Francisco where a presentation by FIELD will take place.

F. Program Manager- Delilah Martinez

a. Nevada County Visit/Accreditation- Delilah Martinez

Delilah Martinez spoke about the Nevada County visit and the WASC virtual visits. Delilah has been preparing for one year.

b. EPIC- Delilah

i. EPIC Course Outlines

First notice of the course outlines was shared and a special board meeting will be held to approve course outlines. There were no questions on the course outlines.

c. ESL- Delilah

d. CTE- Dr. Tamar Asatryan

Dr. Tamar Asatryan shared a report regarding Career Technical Education (CTE). FIELD Institute receives \$1.3 million for program development in 5 sectors. An advisory committee will be put into place for CTE.



G. KSACC- Anthony Chavez, Director

All corps members attended an e-waste training and all corps members passed exams. FIELD and Golden Hills Community Services District will be submitting an Off-Highway Vehicle (OHV) grant. FIELD will be the lead on the grant.

H. Regional Directors

- a. Dr. Tamar Asatryan
- b. Joe Mota
- c. Sergio Guzman

12. OLD BUSINESS: No old business.

13. NEW BUSINESS:

14. FIELD/EPIC:

1. Shall the FIELD/EPIC Board Approve the EPIC Course Outlines?
Agenda item postponed
2. Shall the FIELD/EPIC Board Approve PIP/STIP for Julia Cruz?

Chair entertain a motion to approve above action item. Anthony Chavez moved and it was seconded by Dr. Mark Martinez. There was no discussion. The motion carried unanimously at 4:15 P.M. Approved by David Villarino, Anthony Chavez, Rick Najera, Dr. Nora Dominguez, Ines DeLuna and, Dr. Mark Martinez

15. ADJOURNMENT:

Next Meeting Date: Regularly Scheduled FIELD Board Meeting; Saturday May 19, 2018. Time and location to be determined.

This Meeting Agenda was posted at least 72 hours in advance of the meeting at the FIELD Executive Office, 122 E. Tehachapi Blvd., Suite E. Tehachapi, CA 93561, online on the website, and at the meeting location.