



**The Farmworkers Institute of Education and Leadership Development, Inc  
FIELD BOARD OF DIRECTORS QUARTERLY MEETING  
EPIC de Cesar Chavez Board of Trustees Meeting  
MINUTES**

**Location: Farmworkers Institute of Education & Leadership Development  
CTE Operations Center  
2240 S. Union Ave  
Bakersfield, CA 93307**

**Zoom Meeting/Teleconference Location:**  
<https://us02web.zoom.us/j/86102994316>

**Meeting ID: 861 0299 431  
By phone (669) 900-9128**

**Saturday, June 25 2022 at 9:00 am**

**NOTE:** In compliance with the Americans with Disabilities Act if you need special assistance to participate in the meeting, please contact us 48 hours prior to the meeting.

**ON THE WEB:** Agendas may be viewed at [www.farmworkerinstitute.org](http://www.farmworkerinstitute.org)

**1. MEETING CALLED TO ORDER:** *Mr. Villarino called the meeting to order at 9:09am*

**2. ESTABLISH A QUORUM** *Secretary Patrick Pine established quorum at 9:13 am*

**Roll Call:**

David Villarino (*present, by video conference*)

Dr. Nora Dominguez (*present*)

Dr. Mark Martinez (*present*)

Dr. Jesse Ortiz (*not present*)

Ines De Luna (*present*)

Nadia Villagran (*present*)

**Nonvoting:**

Patrick Pine, Secretary (*present*)

Michael Gomez, Treasurer (*not present*)

Joseph Casas (*General Counsel*) (*present, by video conference*)

**Staff Present:**

Rosa Ruelas (*present*)

Dr. Tamar Asatryan (*present*)

Lisa Tabarez (*present*)

Vanessa Gutierrez (*present*)

Maria Rawls (*present, by video conference*)

Gustavo Olvera (*present*)

Erin Hicks (*present*)

Susana Navarro-Llamas (*present*)

Silva Ohannessian (*present, by video conference*)

### **3. SALUTE TO THE FLAG / FARMWORKER POEM**

*Ines De Luna recited the Farmworker Poem*

### **4. ADOPTION OF THE AGENDA**

*Mr. Villarino asked everyone to review the agenda, there were no comments. Chair entertained a motion to adopt the Agenda. Nadia Villagran moved, Ines De Luna seconded. There was no discussion and the motion was approved unanimously.*

### **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 wishes 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 the public forum at 9:18 am. He asked if there were any comments by the public. There were none.*

### **6. CLOSE PUBLIC FORUM**

*Public forum closed at 9:19 am*

### **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.*

*No closed session*

### **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 February 17, 2022*
- b) Approval of Minutes from March 11, 2022*
- c) Approval of Minutes from March 26, 2022*

*Mr. Villarino asked the Board Members to review minutes from February 17, 2022, March 11, 2022 & March 26, 2022 meeting. Chair entertained a motion to approve the minutes. Ines De Luna moved and Mark Martinez seconded. There was no discussion and the motion to approve the minutes was approved unanimously.*

**10. PUBLIC HEARING: LOCAL CONTROL ACCOUNTABILITY PLAN (LCAP) EPIC DE CESAR CHAVEZ CHARTER HIGH SCHOOL.**

- i) The Purpose of the Public Hearing is to present the 2022-23 Local Control and Accountability Plan and to address any public comments and questions and to address any public comments and questions.*

*Chair opened public hearing at 10:00am to present the 2022-23 Local Control and Accountability Plan (LCAP) and to address any public comments and questions. No comments or questions from the public.*

*Public hearing closed at 10:01am.*

**11. REPORTS: THE BOARD MAY, IF TIME PERMITS, TAKE BOARD REPORTS AND 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.*

- a) Financial Report*

**12. INFORMATION ITEMS (nonvoting)**

**1. David Villarino, President/CEO**

- a) Executive Reports*
- b) Proposed Quarterly Board Meeting Dates for 2022-2023 Fiscal Year*  
*Mr. Villarino shared the Quarterly Board Meeting dates from 2022-2023, dates were reviewed and agreed upon.*
- c) Presentation of Cadiz - FIELD Water and Land Joint Venture Proposal*

*Mr. Villarino introduced former Clinton White House official Maria Echevestre and former Chief of Staff to Gov. Schwarzenegger and Gov Brown, and current Executive Chairman of the Cadiz board Susan Kennedy. They presented a proposal for Cadiz-FIELD Water and Land Joint Venture to the board of directors.*

- d) Board Vacancies - Cirenio Rodriguez proposed replacement for Jesse Ortiz

*Mr. Villarino shared we have a board vacancy, board member Jesse Ortiz from Woodland, CA significantly has to cut back from his duties due to health issues. Mr. Ortiz has appointed Dr. Cirenio Rodriguez, resume was shared with the board of directors for review. Mr. Villarino asked our board of directors if they would like to nominate someone from the northern area to provide a resume for review.*

## **2. Rosa Ruelas, Accounting Manager**

- a) EPIC Budget

*Rosa Ruelas, Accounting Manager shared the balance sheet reflecting totals through May 31, 2022. FIELD's Total Assets stand at \$11,051,874 which includes Building and Land which refers to our facility CTE Operations Center in Bakersfield, our Watts location and Cal City. Total Liabilities are \$8,782,946 with a roll over fund balance of \$5,379,188. In Excess revenue we are negative (\$3,110,259) we are projected to stay within that negative number but it may fluctuate. Net assets reflect \$2,268,929 at the end of the fiscal year. Total Liabilities and Net assets \$11,051,875.*

*Revenue and Expenditures was shared with our board of directors, this document projects the expenditures for the end of the fiscal year, June 30, 2022.*

*Total revenue is \$11,155,062 budget was \$12,993,191 with a loss of \$1,838,129*

*Total Expendures \$14,437,008 budget was \$15,053,245 with a loss of \$616,238*

*Excess Revenue over (under) Expenditures Actual (\$3,281,946) Budget (\$2,060,054) with a variance of (\$1,221,892)*

*Rosa Ruelas, Accounting Manager also shared the **FIELD Proposed Budget 2022-2023** Combined overall FIELD reflecting a revenue of \$16,848,424 with a ADA of 405, Total Expenses \$16,379,252 with an excess revenue of \$469,172 as of June 30, 2023.*

*Rosa also presented the Adopted Budget for EPIC High School reflecting \$11.5M in total Revenue, total projected expenditures are projected at \$10.6M, with an excess of \$859,237 with a rollover fund balance \$5,377,182. The projected ending balance at June 30th, 2023 is to be \$6,236,419.*

- b) Leases/Property Management

## **3. Lisa Tabarez, EPIC Academic**

- a) Academic Reports
  - i) EPIC

- ii) ESL
  - b) Local Control Accountability Plan (LCAP) Presentation
  - c) EPIC School Calendar & Teacher Work Days
  - d) Declaration of Need for 2022-23
  - e) Declaration of Need for the 2021-22 School Year, including Maggie Rodgers emergency CLAD
- i) Approval of the Declaration of Need for the 2021-22 school year in order to verify this item has been presented and adopted during a regularly scheduled public board meeting and approved as a separate agenda item and not part of a consent agenda or calendar. This item is in consideration of EPIC Teacher Maggie Rodgers who has applied for the Emergency Cross Cultural, Language and Academic Development Permit for the 2021-22 school year.
- f) Review of Local Indicators

*Lisa Tabarez shared with the board of directors the Local Control Accountability Plan (LCAP) presentation, EPIC School Calendar & Teacher Work Days, Declaration of Need for 2022-23, Declaration of Need for the 2021-22 School Year, including Maggie Rodgers emergency CLAD and the Review of Local Indicators.*

**4. Vanessa Gutierrez, Student Services**

- a) Student Services Report
- b) Approval of Students and Staff with Disabilities Policy

*Vanessa Gutierrez, Student Services Manager shared the Student Services Report and the Approval of Students and Staff with Disabilities Policy.*

**5. Dr. Tamar Asatryan, Strategic Initiatives**

- a) Strategic Initiatives Report

*Dr. Tamar Asatryan shared the Strategic Initiatives report, Grant Analysis and Agreement of Partnership by the Workforce Innovation and Opportunity Act One-Stop/America's Job Center of California Mandated Partner.*

**6. Gustavo Olvera, EPIC Workforce Development**

- a) EPIC Workforce Development Reports
  - I. CTE Report
  - II. CCEC Report

*Gustavo Olvera, Director EPIC Workforce Development shared the CTE Report & CCEC Report to the board of directors as well as shared the board resolution for*

**7. Erin Hicks, Coops Program Manager**

- a) Cooperative Program Report

*Erin Hicks, Coops Program Manager shared the Cooperative Program Report and FIELD's Worker-Cooperative Strategic Plan with the board of directors.*

**8. Maria Rawls, Asset and Development**

- a) Marketing & Real Estate Report
- b) Acquisition & construction

*Maria Rawls shared the Marketing & Real Estate Report as well as the Acquisition & Construction report with the board of directors.*

**9. Silva Ohannessian, Human Resources**

- a) Human Resources Report
- b) Diversity, Equity and Inclusion Statement
- c) Amendment to the 403(b) Plan to adopt auto enrollment/increase

*Silva Ohannessian shared the Human Resources Report, Diversity, Equity and Inclusion Statement & Amendment to the 403(b) Plan to adopt auto enrollment/increase.*

**13. OLD BUSINESS:**

**14. NEW BUSINESS:**

**FIELD/EPIC:**

1. **Action Item:** Shall the FIELD Board of Directors/EPIC Board of Trustees approve the proposed Joint venture proposal between Cadiz and FIELD?

*Chair entertained a motion to approve the proposed Joint venture proposal between Cadiz and FIELD.*

*In addition to the development proposed, the Board of Trustees decided that additional language needed to be included in the proposal. 1. CADIZ to consider in good faith appointment to their board of directors 2. Consider allocation for defrayed cost for participation on the development side. 3. To consider land management as part of our Career Technical Education, Workforce Development piece.*

*Mark Martinez moved, Nora Dominguez seconded. There was no additional discussion and the motion was approved unanimously.*

2. **Action Item:** Shall the FIELD Board of Directors/EPIC Board of Trustees approve the EPIC de Cesar Chavez High School Budget for 2022-23?

*Chair entertained a motion to approve and group the following action items 2, 3, 4, 5 & 6. Nadia Villagran moved, Nora Dominuez seconded. Item was discussed during Information Items, motion was approved unanimously.*

3. **Action Item:** Shall the FIELD Board of Directors/EPIC Board of Trustees approve the 2022-23 EPIC School Calendar & Teacher Work Days?

*Chair entertained a motion to approve and group the following action items 2, 3, 4, 5 & 6. Nadia Villagran moved, Nora Dominuez seconded. Item was discussed during Information Items, motion was approved unanimously.*

4. **Action Item:** Shall the FIELD Board of Directors/EPIC Board of Trustees approve the Declaration of Need for the 2021-22 school year, including Maggie Rodgers Emergency CLAD?

*Chair entertained a motion to approve and group the following action items 2, 3, 4, 5 & 6. Nadia Villagran moved, Nora Dominuez seconded. Item was discussed during Information Items, motion was approved unanimously.*

5. **Action Item:** Shall the FIELD Board of Directors/EPIC Board of Trustees approve the Declaration of Need for qualified teachers for the 2022-23 school year?

*Chair entertained a motion to approve and group the following action items 2, 3, 4, 5 & 6. Nadia Villagran moved, Nora Dominuez seconded. Item was discussed during Information Items, motion was approved unanimously.*

6. **Action Item:** Shall the FIELD Board of Directors/EPIC Board of Trustees approve the Provisional Internship Permits (PIP) for the following employees?

- a) Noemi Mejia- Classroom teacher, multiple subjects, grades 9-12, EPIC Greenfield, Provisional Internship Permit, no objections to the issuance of this permit, signed by *Lisa Tabarez*, Administrator
- b) Alyssa Castanon - Classroom teacher, multiple subjects, grades 9-12, EPIC Palmdale, Provisional Internship Permit, no objections to the issuance of this permit, signed by *Lisa Tabarez*, Administrator
- c) Barbara Flores - Classroom teacher, multiple subjects, grades 9-12, EPIC Riverside, Provisional Internship Permit, no objections to the issuance of this permit, signed by *Lisa Tabarez*, Administrator

*Chair entertained a motion to approve and group the following action items 2, 3, 4, 5 & 6. Nadia Villagran moved, Nora Dominuez seconded. Item was discussed during Information Items, motion was approved unanimously.*

7. **Action Item:** Shall the FIELD Board of Directors/EPIC Board of Trustees approve the Local Control Accountability Plan (LCAP) for the 2022-23 School Year?

*Chair entertained a motion to approve and group the following action items 7, 8, 9 & 13. Nora Dominuez moved, Ines De Luna seconded. Item was discussed during Information Items, motion was approved unanimously.*

8. **Action Item:** Shall the FIELD Board of Directors/EPIC Board of Trustees approve the EPIC Salary Schedule for the 2022-2023 school year?

*Chair entertained a motion to approve and group the following action items 7, 8, 9 & 13. Nora Dominuez moved, Ines De Luna seconded. Item was discussed during Information Items, motion was approved unanimously.*

9. **Action Item:** Shall the FIELD Board of Directors/EPIC Board of Trustees approve the Students and Staff with Disabilities Policy?

*Chair entertained a motion to approve and group the following action items 7, 8, 9 & 13. Nora Dominuez moved, Ines De Luna seconded. Item was discussed during Information Items, motion was approved unanimously.*

10. **Action Item:** Shall the FIELD Board of Directors/EPIC Board of Trustees approve David M. Villarino as signatory designation for all grant proposals and grant awards included but not limited to this years RLC 37 grant from Cal Recycle?

*Chair entertained a motion to approve David M. Villarino as signatory designation for all grant proposals and grant awards included but not limited to this years RLC 37 grant from Cal Recycle. Ines De Luna moved, Nora Dominguez seconded. Item was discussed during Information Items. Mark Martinez, Nora Dominguez, Ines De Luna, Nadia Villagran agreed and motion carried. David M. Villarino abstained.*

11. **Action Item:** Shall the FIELD Board of Directors/EPIC Board of Trustees approve the California State Department of Housing and Community Development a submission of an application for funding under the Multifamily Housing Program as part of the State's Super NOFA?

*Chair entertained a motion to approve the California State Department of Housing and Community Development a submission of an application for funding under the Multifamily Housing Program as part of the State's Super NOFA. Mark Martinez moved, Nadia Villagran seconded. Item was discussed during Information Items and the motion was approved unanimously.*

12. **Action Item:** Shall the FIELD Board of Directors/EPIC Board of Trustees approve David M. Villarino to be authorized to execute the standard agreements, any amendments thereto, and of any related documents necessary to participate in the Multifamily Housing Program?

*Chair entertained a motion to approve David M. Villarino to be authorized to execute the standard agreements, any amendments thereto, and of any related documents necessary to*



*participate in the Multifamily Housing Program. Mark Martinez moved, Nadia Villagran seconded. Item was discussed during information Items. Mark Martinez, Nora Dominguez, Ines De Luna, Nadia Villagran agreed and motion was carried. David M. Villarino abstained.*

13. **Action Item:** Shall the FIELD Board of Directors/EPIC Board of Trustees approve the Diversity, Equity and Inclusion Statement?

*Chair entertained a motion to approve and group the following action items 7, 8, 9 & 13. Nora Dominuez moved, Ines De Luna seconded. Item was discussed during Information Items, motion was approved unanimously.*

14. **Action Item:** Shall the FIELD Board of Directors/EPIC Board of Trustees approve the plan amendment to set up auto enrollment of the 403(b) plan?

*Chair entertained a motion to approve the plan amendment to set up auto enrollment of the 403(b) plan. Nadia Villagran moved, Mark Martinez seconded. Item was discussed during Information Items, motion was approved unanimously.*

15. **Action Item:** Shall the FIELD Board of Directors/EPIC Board of Trustees approve the proposed dates for Quarterly Board Meetings for 2022-23 fiscal year?

*Chair entertained a motion to approve the proposed dates for Quarterly Board Meetings for 2022-23 fiscal year. Nadia Villagran moved, Nora Dominguez seconded. No discussion, motion was approved unanimously.*

## **15. ADJOURNMENT:**

*Chair entertained a motion to adjourn. Mark Matinez moved, Ines De Luna seconded. There was no discussion and the motion was approved unanimously. The meeting was adjourned at 4:15 p.m.*

Next Meeting Date: Regularly Scheduled FIELD Board Meeting; Saturday, September 24, 2022 time and location to be determined.

*This Quarterly Meeting Agenda was posted at least 72 hours in advance of the meeting at FIELD, 2240 S. Union Ave., Bakersfield, CA 93307, online on the website, and at the meeting location.*