

**Meeting of the Board of Directors
12:00pm, Monday, March 24, 2025
Meeting Minutes**

Board Members Present: Gracie Torres, Ex-officio (voting), Susan Allen, CalMutuals/JPRIMA (voting); Pacal Cornejo, EMWD (voting); Kelvin Moore, WVWD (voting); Haydee Sainz, WVWD.

Others Present: Arathi Ravier, JVS; Elizabeth Toups, JVS/IEWorks

Pursuant to Assembly Bill 361, this meeting was conducted via teleconference to minimize the spread of COVID-19.

Call to order at 12:03pm by Gracie.

1. **PLEDGE OF ALLEGIANCE** – Kelvin led the group in the Pledge of Allegiance.
2. **DETERMINATION OF A QUORUM** - Elizabeth called the roll of Board members present and announced the presence of a quorum.
3. **PUBLIC COMMENT**- Elizabeth announced that no comments from the public were received prior to the start of the meeting and no members of the public announced themselves or were present on the zoom call. If there were members of the public present, pursuant to Government Code Section 54954.3, they would have been instructed to make a Public Comment, they should click on the hand symbol on their screen to be placed in the queue, and when recognized and un-muted, they should announce their name for the record. No public comments were shared during the meeting.
4. **ADDITIONAL ITEMS TO THE AGENDA** - Gracie asked for any additional agenda items for the meeting and there was a request for introductions, given there were new staff from signatory agencies and JVS present.
5. **INTRODUCTIONS** – All meeting attendees introduced themselves and their organization affiliation.
6. **ADOPTION OF THE AGENDA** – With the addition of Introductions, the agenda was adopted.

7. CONSENT CALENDAR

7A. Approve the minutes of February 24, 2025, Meeting of Board of Directors.

The minutes were reviewed by the group. No changes were needed.

The motion to approve the Consent Calendar as presented was moved by Susan and seconded by Pacal. The roll was called with four members voting yes. The motion passed.

	AYES:	NOES:	ABSENT:	ABSTAIN:
Representative of Member Agency CalMutuals/JPRIMA	X			
Ex Officio Representative	X			
Representative of Member Agency IEUA			X	
Representative of Member Agency EMWD	X			
Representative of Member Agency WVWD	X			

INFORMATIONAL ITEMS

1. JVS REPORT OUT

The group discussed three agencies who have expressed interest in hiring interns and sourcing those candidates through IEWorks – IEUA, WVWD, and Twentynine Palms. JVS will work with IEWorks to identify options.

Elizabeth provided an update on the status of hiring a new JVS staff liaison to IEWorks. Elizabeth explained that the hiring of a new staff position and that person's role in supporting IEWorks is dependent on JVS securing new funding for programs in the IE and/or Southern CA. JVS will provide updates at future Board meetings.

No action was taken.

2. IEWORKS FINANCE COMMITTEE UPDATE

Elizabeth presented invoices from Leal Trejo, Attorneys at Law, totaling \$5,550 for services in November and December 2025 related to finalizing IEWorks' 501c3 status. The Board was asked to approve these invoices, consistent with the IEWorks Financial Policies, which require Board approval of payments exceeding \$5,000. Gracie invited discussion. There was none. Gracie asked if there were any objections. There was none. The motion to approve the payment as presented was moved by Pacal and seconded by Susan. The motion was passed by acclamation.

3. IDENTIFY BOARD PRIORITIES – PART 2

Gracie invited Board members to share the priorities of their agencies. Three priorities emerged – securing additional grant funding to support longer-term goals, candidate sourcing for internships, and identifying regional solutions for industry talent pool needs. The board brainstormed some ideas for moving forward on more immediate needs such as

securing intern candidates for agencies, including contract staffing, and working with JVS to identify potential funding opportunities. The Board's leadership plans to meet with JVS leaders to debrief next steps.

4. IEWORKS SPECIAL and REGULAR BOARD MEETING DATES

The Board was reminded of upcoming meeting dates:

- April 21st, 12:00 noon Regular Board Meeting
- June 16th, 12:00 noon Regular Board Meeting

5. CLOSED SESSION- Gracie announced there were no items for the closed session.

6. ADJOURNMENT

Gracie moved to adjourn the meeting at 12:54pm.

In compliance with the Americans with Disabilities Act (ADA), if special assistance is needed to participate in the meeting, please contact Elizabeth Touns at (415) 238-6545 for assistance to enable IEWorks to make reasonable accommodations.

All public records relating to an agenda item on this agenda are available for public inspection at the time the record is distributed to all, or a majority of all, members of the Board. Request for such records shall be made available by emailing Elizabeth Touns at etouns@jvs.org.

Agendas are available at the IEWorks website, www.ieworks.org.

EXHAUSTION OF ADMINISTRATIVE REMEDIES – If you challenge an IEWorks action in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the IEWorks Manager at, or prior to, the public hearing. Any written correspondence delivered to the IEWorks office before the IEWorks' final action on a matter will become a part of the administrative record.