

# NORTH KERN VOCATIONAL TRAINING CENTER



## BOARD OF DIRECTORS

Patricia Sanchez, President  
Joel Ackerknecht, Vice-President  
Art Armendariz, Clerk  
Joe Roman, Member  
Wayne Montgomery, Member

## PARTNERING DISTRICTS

Delano Joint Union High School District  
Wasco Union High School District

## EXECUTIVE DIRECTOR

Amy Bean

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## BOARD OF DIRECTOR'S REGULAR BOARD MEETING

Thursday, October 19, 2017 - 5:00 p.m.  
Location: NK-Wasco – Room 3904

### ADOPTED MINUTES

Board Members Present: Joe Roman, Joel Ackerknecht, Patricia Sanchez, Wayne Montgomery and Art Armendariz

Board Members Absent: None.

- I. Call to Order  
The meeting was called to order at 5:01 p.m. by Patricia Sanchez, Board President.
  1. The flag was saluted
  
- II. Adopt the Agenda  
It was moved by Mr. Montgomery and seconded by Mr. Armendariz to adopt the Agenda of the October 19, 2017, Regular Board Meeting. Motion Carried: 4-0-1
  
- III. Approval of Minutes  
It was moved by Mr. Roman and seconded by Mr. Armendariz to approve the Unadopted Minutes of the September 21, 2017, Regular Board Meeting. Motion Carried: 4-0-1
  
- IV. Public Comments  
None.
  
- V. Board Members' Reports
  - Mr. Armendariz – Mrs. Bean came to the DHS Board Meeting and gave a presentation regarding NKVTC; it was a good presentation.
  - Mrs. Sanchez – Nothing at this time.
  - Mr. Roman – Nothing at this time.
  - Mr. Montgomery – Nothing at this time.
  
- VI. Executive Director's Report
  - Mrs. Bean reported that NK is still not ready to purchase a bus; we are in the final stages of getting bids and narrowing choices. There was discussion about the need for seatbelts. Mrs. Bean stated that any buses that we have will be forward thinking about seatbelts, back of the bus notification systems (no child left within the bus), etc.
  - Mrs. Bean reported that she, Mrs. Briseno and Mrs. Hart attended a training workshop in Human Resources. NKVTC policies are quite dated and will need to be updated. This will entail needing to join the CSBA who will provide us with updated and legal policies.

Mr. Ackerknecht arrived: 5:04 pm.

VII. Discussion and Action

1. There was discussion about the distribution of certificates for Venipuncture and Injections for NK students. Because there is no mandatory industry standard for training through a specific process or institution, local industry partners expressed an interest in having proof of training. NKVTC can offer an "introduction to" certificate for both due to the level of training that we are offering in our courses. It was moved by Mr. Roman and seconded by Mr. Montgomery to Approve the "Introduction to Venipunctures" for the Medical Assistant Students who successfully mastered the skills. Motion Carried: 5-0-0
2. It was moved by Mr. Ackerknecht and seconded by Mr. Roman to Approve the Distribution of Certificates for "Introduction to Injections" for the Medical Assistant Students who successfully mastered the skills. Motion Carried: 5-0-0
3. It was moved by Mr. Montgomery and seconded by Mr. Ackerknecht to Approve aligning with the National Healthcare Association's Certified Clinical Medical Assistant Certification Program and Process (NHACCMA Certification). Motion Carried: 5-0-0
4. It was moved by Mr. Montgomery and seconded by Mr. Ackerknecht to Approve Mrs. Bean attending a One-Day ACSA Workshop, "The Skillful Certificated Evaluator," on January 24, 2018, in San Diego, CA. Motion Carried: 5-0-0
5. It was moved by Mr. Ackerknecht and seconded by Mr. Roman to Approve the Monthly Budget Report. Motion Carried: 5-0-0
6. It was moved by Mr. Ackerknecht and seconded by Mr. Montgomery to Approve B-Warrants. Motion Carried: 5-0-0

VIII. Closed Session/Government Code Section Public Employee Dismissal/Discipline/Release

The meeting convened in Closed Session at 5:16 p.m.

Regular Session

The meeting reconvened in Open Session at 5:24 p.m.

Announcements of Closed Session Actions

Nothing to report.

IX. Discussion and Information

1. The Board reviewed the Monthly Enrollment Report.
2. The Board reviewed the letter from KCSOS Administration and Finance Division, dated September 15, 2017, regarding the Approval of the 2017-18 Adopted Budget for NKVTC.
3. Mrs. Bean stated she would be out of the office on Thursday, November 9 and Monday, November 13, for a family wedding.

X. Adjournment

It was moved by Mr. Ackerknecht and seconded by Mr. Roman to adjourn the meeting.

Motion Carried: 5-0-0

Meeting adjourned at 5:26 p.m.

