

The regular meeting of the Central Pennsylvania Institute of Science and Technology Joint Operating Committee was held in the Conference Room of the Central Pennsylvania Institute of Science and Technology at 540 North Harrison Road, Pleasant Gap, Pennsylvania on Monday, October 8, 2018.

Present were:

Committee Members: Ms. Mary Ann Hamilton
Ms. Kimberly Hearn
Mrs. Tina Greene
Mr. Darren Narber
Dr. Michelle Saylor, Superintendent of Record
Mr. David Van Buskirk, non-voting Treasurer
Mrs. Theresa Brickley, non-voting Secretary

Staff Members: Dr. Richard C. Makin
Mr. Todd Taylor
Mrs. MaryAnn Volders
Dr. Scott Etter, Solicitor

Visitors: Mr. Jeffrey Miles

Ms. Hamilton called the regular meeting to order at 5:31 p.m.

Roll was called: Ms. Hamilton, Ms. Hearn, Mrs. Greene, and Mr. Narber were present. Mr. Houser was absent.

Ms. Hamilton welcomed Mr. Miles. Mr. Miles did not have any comments.

Mrs. Greene moved, seconded by Ms. Hearn, approval of the minutes of the regular meeting held on September 10, 2018. Motion carried.

Ms. Hearn moved, seconded by Mr. Narber, approval of the Treasurer's reports to be filed for audit and approval of the prepaid and current bills as presented.

Roll call vote as follows:

Ms. Hearn	yes	Mrs. Greene	yes	Mr. Narber	yes
Ms. Hamilton	yes				

Old Business:

New Business:

Vice-President of Secondary Education:

Mrs. Volders asked if the JOC had any changes or suggestions for the Comprehensive Plan. Ms. Hamilton had some changes. Mrs. Volders will update the Comprehensive Plan and will put it on CPI's website for public view. Mrs. Volders also reported on that CPI participated in the United Way Day of Caring; she

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handed out the FFA “Big E” competition results; reviewed the upcoming SkillsUSA Leadership Conference to be held on November 7-9, 2018 in Gettysburg, PA; and upcoming dates/events include: College Fair – October 17, and CareerLink Job Fair – October 18.

Vice-President of Post-Secondary Education:

Mr. Taylor reported that the healthcare programs will be holding a “Fall into Healthcare” event to create awareness and for recruitment on October 24th for the healthcare programs beginning in January 2019; curriculum changes and mapping documents for the Medical Assistant program have been submitted to our accreditor (MAERB) which will realign the program with the Healthcare Management program; the Centre County Public Safety Training Center construction of the new \$1.2 million equipment/maintenance facility is underway; there will be a CareerLink job fair at CPI on October 18th; First Quality Tissue in Lock Haven is hosting a “New Era in Manufacturing” event at their facility on October 12th which their representatives have reached out to CPI to discuss a partnership similar to what we have in place with CAT/Ariel; and on October 9th Cleveland Brothers is bringing representatives from the CAT Power Generation Division and from Cummins Engine to look into potentially expanding our relationship.

Director of Business and Development:

Mr. Van Buskirk reported that we have a 2008 Chevrolet Express 3500, 15 passenger van, which will be put up for sale on the Municibid system.

President:

Dr. Makin reviewed the consent agenda items. He then asked the Joint Operating Committee to consider adding an item to the consent agenda for approval. It would be Item A8 approval of an agreement with Seven Mountains Creative to provide adult/post-secondary student recruitment digital marketing services in the amount of \$11,450.00.

Dr. Makin also reported that the Department of Labor Secretary, Jerry Oleksiak, visited CPI on October 3rd; he gave an update on the Centre Ready initiative; handed out a *Town and Gown* magazine which has Tom and Sara Songer on the front cover because they are being honored at the Renaissance Dinner; CPI will take over the Festival of Trees; and on October 1st we were one of three CTC’s selected by the state to be in a video to represent the state. Important dates include: OAC Meetings - October 11th; Heroscape Dedication – November 9th at 1:00 p.m.; Heroscape Spaghetti Dinner to benefit FFA – November 9th at 4:00 p.m.; and a recognition luncheon – October 12th at 11:30 a.m.

Superintendent of Record:

Dr. Saylor reported that they have been asked to present at the Annual State Education Conference in Hershey on the Centre Ready initiative. She applauded Dr. Makin and Mr. Taylor on their work with new marketing strategies and leveraging the information to our benefit. She also thanked Mrs. Volders for all of her work on the comprehensive planning initiative.

Mrs. Greene moved, seconded by Ms. Hearn approval for Mark Keller, Advisor, Mindi Tobias, Advisor, and student representatives Dalton Derugen-PV, Logan Gettig-BEL, Zachary McMaster-BEL, Rebecca Wenzel-BEL, and Cheyanne Wolfe-PV to attend the Central PA SkillsUSA Fall Leadership Workshop in Gettysburg, PA, November 7-9, 2018; approval of a School Resource Officer Agreement with Township of Spring effective September 1, 2018 through June 30, 202; approval of the Emissions Inspector Certification Program Performance Agreement with the Commonwealth of Pennsylvania which includes a resolution to authorize the Vice President, Post-Secondary Education to sign the agreement; approval of the Northern Tier Emissions Inspector Certification Testing Performance Agreement with the Commonwealth of Pennsylvania which includes a resolution to authorize the Vice President, Post-Secondary Education to sign the agreement; approval of the Safety Inspector Certification Training Program Performance Agreement with the Commonwealth of Pennsylvania which includes a resolution to authorize the Vice President, Post-Secondary Education to sign the agreement; approval of a 15 acre one year land lease agreement with Tom Ault in the amount of \$900.00 effective October 1, 2018 to September 30, 2019; approval of an agreement with LaserPro for website re-design and redevelopment in the amount of \$21,575.00; approval of an agreement with Seven Mountains Creative to provide adult/post-secondary student recruitment digital marketing services in the amount of \$11,450.00; approval to hire Sharon D. Nilson as an EMT instructor for the Centre County Public Safety Training Center Instructor at an hourly rate of \$21.00 and \$17.00 for lead instructor and assistant instructor responsibilities respectively, effective October 9, 2018. pending receipt of Recognizing and Reporting Child Abuse Training Certificate; approval to hire Theo M. Waksmundski as an EMT instructor for the Centre County Public Safety Training Center Instructor at an hourly rate of \$21.00 and \$17.00 for lead instructor and assistant instructor responsibilities respectively, effective October 9, 2018, pending receipt of Pennsylvania State Police Criminal History Report, Recognizing and Reporting Child Abuse Training Certificate, and Sexual Misconduct/Abuse Disclosure Release; approval to hire Ralph L. Lee as a Centre County Public Safety Training Center Instructor at an hourly rate of \$21.00 and \$27.50 for lead fire services instructor and industrial instructor responsibilities respectively, effective October 9, 2018, pending receipt of Pennsylvania State Police Criminal History Report, Recognizing and Reporting Child Abuse Training Certificate, and Sexual Misconduct/Abuse Disclosure Release; approval to hire Ashlie J. Crosson as a Post-Secondary Education adjunct instructor at a pay rate that will vary contingent on course taught effective October 9, 2018, pending receipt of the FBI Criminal Background Check, Pennsylvania State Police Criminal History Report, Pennsylvania Child Abuse History Certification, Recognizing and Reporting Child Abuse Training Certificate, and Sexual Misconduct/Abuse Disclosure Release; approval to hire Kaysey Beury as a Post-Secondary Education adjunct instructor at a pay rate that will vary contingent on course taught effective October 9, 2018, pending receipt of the FBI Criminal Background Check, Pennsylvania State Police Criminal History Report, Pennsylvania Child Abuse History Certification, Recognizing and Reporting Child Abuse Training Certificate, and Sexual Misconduct/Abuse Disclosure Release; and approval for the President to appoint staff to vacancies not yet filled or to those that become open until the Board can take action at the next regular meeting on November 12, 2018.

Roll call vote as follows:

Mrs. Greene	yes	Mr. Narber	yes	Ms. Hamilton	yes
Ms. Hearn	yes				

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Motion carried.

Ms. Hearn moved, seconded by Mr. Narber to adjourn.

At 6:06 p.m. Ms. Hamilton adjourned the meeting.

Secretary