

The regular meeting of the Central Pennsylvania Institute of Science and Technology Joint Operating Committee was held in the President's Suite of the Central Pennsylvania Institute of Science and Technology at 540 North Harrison Road, Pleasant Gap, Pennsylvania on Monday, December 14, 2020.

Present were:

Committee Members: Mrs. Kimberly Weaver
Ms. Mary Ann Hamilton
Dr. Mark Badger
Mrs. Tina Greene
Mr. Domer Smeltzer
Dr. Brian Griffith, 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
Mr. Rick Carra
Dr. Scott Etter, Solicitor

Visitors: John Compton
Christine Zoerner

Mrs. Weaver called the regular meeting to order at 5:30 p.m.

Roll was called: Mrs. Weaver, Ms. Hamilton, Dr. Badger, Mrs. Greene, and Mr. Smeltzer were present.

Mrs. Weaver opened nominations for a Temporary Chairman.

Mrs. Weaver moved, seconded by Ms. Hamilton, to appoint Mr. Van Buskirk as Temporary Chairman. A nomination was made and seconded and there were no other nominations. All votes were cast unanimously for the nomination. Motion carried. Mr. Van Buskirk was declared Temporary Chairman.

Mr. Van Buskirk opened nominations for Chairman.

Mr. Smeltzer moved, seconded by Ms. Hamilton, to appoint Mrs. Weaver as Chairman. A nomination was made and seconded and there were no other nominations. All votes were cast unanimously for the nomination. Motion carried. Mrs. Weaver was declared Chairman.

Mrs. Weaver opened nominations for Vice-Chairman.

Mrs. Greene moved, seconded by Mrs. Weaver, to appoint Ms. Hamilton as Vice-Chairman. A nomination was made and seconded and there were no other nominations. All votes were cast unanimously for the nomination. Motion carried. Ms. Hamilton was declared Vice-Chairman.

Mrs. Weaver welcomed Mr. Compton and Ms. Zoerner from Baker Tilly. Mr. Compton and Ms. Zoerner reviewed the Draft Financial Statements and Supplementary Information for the year ending June 30, 2020. CPI received an unmodified opinion which is the highest level of assurance.

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Ms. Hamilton moved, seconded by Mr. Smeltzer, approval of the minutes of the regular meeting held on November 9, 2020. All in favor. Motion carried.

Dr. Badger moved, seconded by Ms. Hamilton, 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:

Dr. Badger	yes	Mrs. Greene	yes	Mr. Smeltzer	yes
Ms. Hamilton	yes	Mrs. Weaver	yes		

Old Business:

There was no old business.

New Business:

Vice-President of Secondary Education:

Mrs. Volders reviewed the Students of the Month for November and also reviewed changes to the Phased School Reopening Health and Safety Plan. During the review of the changes to the Phased School Reopening Health and Safety Plan, there was a discussion regarding wording for Asymptomatic and Symptomatic cases and their return to CPI. The wording was changed as follows in the Plan:

- Asymptomatic: If a student/employee has had contact with someone with COVID-19, they are required to stay home for 10 days or longer after exposure. On day five after the exposure, the person may be tested and return on day 7 with a negative test. It is recommended that a negative COVID-19 test result be provided to MaryAnn Volders, Vice President, Secondary Education, before returning.
- Symptomatic: If a close contact develops symptoms, even if the symptoms are mild, the contact should promptly seek testing. If a patient is being evaluated for COVID-19 and has symptoms compatible with the disease, healthcare providers (HCPs) may advise SARS-CoV-2 testing. While waiting for the test results, the patient must isolate. If the test results are positive, the patient must continue to self-isolate at home for at least 10 days after symptom onset and resolution of fever for at least 24 hours, without the use of fever-reducing medications and with improvement of other symptoms. If the patient lives with someone who is at increased risk of severe illness, the patient should take special precautions in the home to protect that individual. If symptoms worsen, the patient should contact their HCP. Individuals who test positive for SARS-CoV-2 do not need to repeat a test for at least 3 months after the first test unless new symptoms develop or they are advised to do so by a healthcare provider. They will be required to provide a doctor's release to return to school/work to MaryAnn Volders, Vice President, Secondary Education, before returning.

Vice-President of Post-Secondary Education:

Mr. Taylor reported that the Surgical Technician program has been approved by the PA Department of Education. He then gave an update on the pending ACCSC reaccreditation with a deadline of January 8 but with a plan to submit before the holiday break on December 22.

Director of Facilities:
Mr. Carra did not have anything to report.

Business Manager:
Mr. Van Buskirk said that with the approval of the Financial Statements, they will be released and then we will track the OMB regulations when they are available so we can get the full single audit completed. There were no questions.

President:
Dr. Makin thanked and congratulated Mrs. Weaver and Ms. Hamilton for agreeing to continue in their leadership positions. Dr. Makin then congratulated and thanked Mr. Van Buskirk and the Business Office Staff for their work and for the unmodified opinion.

Dr. Makin reviewed the secondary and post-secondary enrollments and the 2021 JOC meeting dates. He then spoke about the health and safety plan, attestation and CPI's efforts to talk to the students about masking and other requirements.

Superintendent of Record:
Dr. Griffith wanted the JOC to know that the Superintendents and CPI's administrative team talk regularly to keep each other informed on what is happening at the schools. CPI is working the best they are able to provide education either synchronously or asynchronously.

Ms. Hamilton moved, seconded by Mr. Smeltzer approval to accept the Financial Statements and Supplemental Information for the fiscal year ending June 30, 2020; approval of the revised Health and Safety Plan; approval of the following dates for the 2021 regular meetings of the Joint Operating Committee to be held at 5:30 p.m. either by remote or in the CPI Boardroom (location will be posted on the CPI website) on the following dates: January 11, February 8, March 8, April 12, May 10, June 14, August 9, September 13, October 11, November 8, and December 13.

Roll call vote as follows:

Mrs. Greene	yes	Mr. Smeltzer	yes	Ms. Hamilton	yes
Mrs. Weaver	yes	Dr. Badger	yes		

Motion carried.

Ms. Hamilton moved, seconded by Mr. Smeltzer to adjourn.

At 6:13 p.m. Mrs. Weaver adjourned the meeting.


Secretary