

The regular meeting of the Central Pennsylvania Institute of Science and Technology Joint Operating Committee was held in the President's Suite at the Central Pennsylvania Institute of Science and Technology, Pleasant Gap, PA on Monday, November 8, 2021.

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. Craig Livergood, 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: Miss Ayla Hearn

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 announced that there was an Executive Session held on Thursday, October 14, 2021 at 5:30 p.m. for the purpose of student confidentiality.

Mrs. Greene moved, seconded by Dr. Badger, approval of the minutes of the regular meeting held on October 11, 2021. All in favor. Motion carried.

Ms. Hamilton moved, seconded by Mr. Smeltzer, 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		

Motion carried.

Old Business:

There was no old business.

New Business:

Vice-President of Secondary Education:

Mrs. Volders reported on the Occupational Advisory Committee member list; Hungry for Travel Italy trip; Christine Reid's resignation; new hire Jeffrey McCardle as HVAC instructor; October Students of the Month; pre-NOCTI scores; and Career Days hybrid approach.

Vice-President of Post-Secondary Education:

Mr. Taylor reported on the submission of the competitive equipment grant; new hire Robert Fryer as Chief Financial Aid Officer; rehire Merrel Kellander as part-time CDL instructor; and he gave an update on recent workforce/industry trainings.

Mr. Taylor also requested that consent agenda item A6-Hearthside, LLC clinical agreement be tabled.

Director of Facilities:

Mr. Carra gave an update on the fuel storage project and the roof restoration project.

Business Manager:

Mr. Livergood reported on the selection of Topp Business Solutions New Contract - Option 3 with all new equipment; PaperCut software purchase; and the agreement with OMNI Partners-Public Sector to participate in their cooperative purchasing programs.

President:

Dr. Makin reported on the BlackHoof Technology agreement; secondary program enrollment with a total of 531 students, 497 secondary and 34 intergenerational students; and he reviewed policies 006-Meetings and 903-Public Participation in Joint Operating Committee Meetings.

Superintendent of Record:

Dr. Griffith had nothing to report.

Mrs. Greene moved, seconded by Mr. Smeltzer to add approval of the adjudication for student 2021-1 to the Consent Agenda.

Roll call vote as follows:

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

Motion carried.

Mr. Smeltzer moved, seconded by Dr. Badger to table agenda item A6 – Hearthside, LLC d/b/a Embassy of Hearthside clinical agreement revisions retroactive to August 10, 2021.

Roll call vote as follows:

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

Motion carried.

There was no request for discussion of the Consent Agenda items.

Ms. Hamilton moved, seconded by Dr. Badger approval of a Master Service Agreement for Technology Help Desk Services with Black Hoof Technology, LLC effective January 1, 2022 through September 30, 2024; approval of Topp Business Solutions Proposal for a sixty (60) month equipment lease for all new equipment and cost per copy service contract (with annual meter reads) spanning the same period as

the equipment lease, as recommended by Administration and for the Business Manager, Craig M. Livergood, to execute documents in connection with this proposal; approval of Topp Business Solutions Proposal for Paper Cut Software, and for the Business Manager, Craig M. Livergood, to execute documents in connection with this proposal; approval of the 2021-2022 Occupational Advisory Committee Members; approval of an out-of-country learning opportunity to Italy for Culinary Arts students and two chaperones on December 28, 2022 – January 6, 2023; approval to enter into an agreement with OMNIA Partners-Public Sector in order to participate in their cooperative purchasing programs; approval to accept the resignation of Christine Reid, Medical Science instructor, effective December 31, 2021; approval to hire Robert Fryer as Chief Financial Aid Officer, at a salary of \$57,250 effective November 15, 2021. All clearances have been received; approval to rehire Merrel Kellander as a part-time CDL instructor at an hourly rate of \$20.00 effective November 9, 2021; approval to hire Jeffrey McCardle as HVAC instructor at a salary of \$46,500 effective December 1, 2021, pending receipt of the FBI Criminal Background Check, Pennsylvania State Police Criminal History Report, Pennsylvania Child Abuse History Certification, and Recognizing and Reporting Child Abuse Training Certificate; 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 December 13, 2021.; second reading and final approval of policies: 006 – Meetings, and 903 – Public Participation in Joint Operating Committee Meetings; approval of the adjudication for student 2021-1.

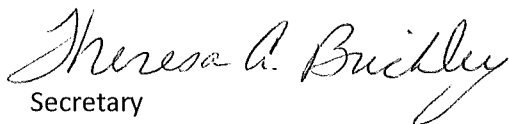
Roll call vote as follows:

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 5:59 p.m. Mrs. Weaver adjourned the meeting.


Secretary