

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 14, 2022.

Present were:

Committee Members: Mrs. Kimberly Weaver  
Ms. Mary Ann Hamilton  
Mrs. Tina Greene  
Mr. Allen Miller  
Mr. Barry Sands  
Mrs. Tammie Burnaford, Superintendent of Record  
Mr. Craig Livergood, non-voting Treasurer  
Mrs. Theresa Brickley, non-voting Secretary

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

Visitors: Ayla Hearn, CPI Student

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

Roll was called: Mrs. Weaver, Ms. Hamilton, Mr. Bechdel, Mrs. Greene were present. Mr. Miller was absent.

Ms. Hamilton moved, seconded by Mr. Sands, approval of the minutes of the regular meeting held on October 10, 2022. All in favor. Motion carried.

Mrs. Greene 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:

Ms. Hamilton	yes	Mrs. Weaver	yes	Mr. Sands	yes
Mrs. Greene	yes				

Motion carried.

Old Business:

There was no old business.

Mr. Miller arrived at 5:35 p.m.

New Business:

Vice-President of Secondary Education:

Mrs. Volders reported on the LAC and OAC committee member lists included for approval; new substitute- Bailey Watkins; October Students of the Month; and career days scheduled in December.

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Vice-President of Post-Secondary Education:

Mr. Taylor reported that the Federal Motor Carrier Safety Administration (FMCSA) changed the law in February that all CDL candidates must go to a school on the FMCSA training provider registry, which CPI is on; reviewed the Penn Highlands affiliation agreement; resignation – Jeanne Kerschner, Occupational Therapy Assistant coordinator/instructor; new hire – Mary Lou Stine, to teach HCC-122 Medical Coding; Mary Lou Stine is an Aunt to Brianna Couturiaux, the nepotism policy was reviewed with Dr. Etter and we are able to hire Ms. Stine; rehire - Monica Kinney to teach Professionalism and employment readiness; new hires – Brandon McMinn, Emily Lutz, and Sven Pedersen as EMT instructors for the CCPSTC; new hires – Christian Boyd and Theodore Gabriel, Sr. as fire instructors for the CCPSTC; and there will be a meeting with the Centre County commissioners to discuss building an administrative and classroom facility at the CCPSTC.

Director of Facilities:

Mr. Carra reported that Strouse Electric will be coming in to look at four panels in the Culinary Arts area that need updated.

Business Manager:

Mr. Livergood reviewed the request to appoint himself as the authorized representative for the PEMA DR-4506 – COVID 19 event.

President:

Dr. Makin reported on the unpaid leave request for Mr. Donald Crane; and at the National FFA Convention and Expo the CPI team placed 23rd overall in the competitions. The Festival of Trees will be held on December 9-11.

The JOC Revisioning Forum was rescheduled for January 23, 2023.

Superintendent of Record:

Mrs. Burnaford had nothing to report.

Ms. Hamilton moved, seconded by Mr. Miller, approval of the 2022-2023 Local Advisory Committee Members; approval of the 2022-2023 Occupational Advisory Committee Members; approval of a Penn Highlands Healthcare affiliation agreement effective upon signing; approval of Designation of Agent Resolution to name Craig M. Livergood, Business Manager as the authorized representative for CPI for the PEMA DR-4506 – COVID-19 event; approval to accept the resignation of Jeanne Kerschner, director/coordinator of the Occupational Therapy Assistant program, effective December 2, 2022; approval to hire Bayli Watkins as a substitute instructor at a daily rate of \$100.00 effective November 15, 2022, 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 to hire Mary Lou Stine as an adjunct instructor in the Medical Assistant program to teach hybrid Medical Coding at a rate of \$1,440 for the course, effective November 15, 2022, 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 to hire Monica Kenney as an adjunct instructor to teach Professionalism and Employment Readiness at a rate of \$1,056 for the course, effective November 16, 2022, pending receipt of the FBI Criminal Background Check and Recognizing and Reporting Child Abuse

Training Certificate; approval to hire Brandon McMinn as an EMT instructor for the Centre County Public Safety Training Center (CCPSTC) at an hourly rate of \$21.00 for lead instructor and \$17.00 as an assistant instructor, effective November 15, 2022; approval to hire Emily Lutz as an EMT instructor for the Centre County Public Safety Training Center (CCPSTC) at an hourly rate of \$21.00 for lead instructor and \$17.00 as an assistant instructor effective November 15, 2022; approval to hire Svend Pedersen as an EMT instructor for the Centre County Public Safety Training Center (CCPSTC) at an hourly rate of \$21.00 for lead instructor and \$17.00 as an assistant instructor, effective November 15, 2022; approval to hire Christian Boyd as a fire instructor for the Centre County Public Safety Training Center (CCPSTC) at an hourly rate of \$21.00 for lead instructor and \$17.00 as an assistant instructor, effective November 15, 2022; approval to hire Theodore Gabriel, Sr. as a fire instructor for the Centre County Public Safety Training Center (CCPSTC) at an hourly rate of \$21.00 for lead instructor and \$17.00 as an assistant instructor, effective November 15, 2022; approval of 4.5 days of unpaid leave for Donald Crane, Advertising and Commercial Arts instructor, on November 28 to December 2, 2022; 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 December 9, 2022.

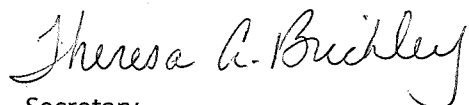
Roll call vote as follows:

Mrs. Weaver	yes	Mr. Sands	yes	Mrs. Greene	yes
Mr. Miller	yes	Ms. Hamilton	yes		

Motion carried.

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

At 6:02 p.m. Mrs. Weaver adjourned the meeting.

  
Secretary