

The regular meeting of the Central Pennsylvania Institute of Science and Technology Joint Operating Committee was held in the boardroom at the Central Pennsylvania Institute of Science and Technology, Pleasant Gap, PA on Monday, January 9, 2023.

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, via Zoom
Mr. Craig Livergood, non-voting Treasurer
Mrs. Theresa Brickley, non-voting Secretary

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

Visitors: Miss Ayla Hearn
Miss Remy Miller
Dr. Sherri Connell, Penns Valley Assistant Superintendent

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

Roll was called: Mrs. Weaver, Ms. Hamilton, Mrs. Greene, Mr. Miller, and Mr. Sands were present.

Mrs. Weaver welcomed the visitors.

Dr. Connell and Mrs. Volders gave a presentation on the IDEA Hub.

Ms. Hamilton moved, seconded by Mr. Miller, approval of the minutes of the regular meeting held on December 12, 2022. All in favor. Motion carried.

Ms. Hamilton moved, seconded by Mrs. Greene, 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:

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

Motion carried.

Old Business:
There was no old business.

Vice President of Secondary Education:

Mrs. Volders reported on the December students of the month; the Culinary Arts students will be giving a presentation on the Italy trip at the February JOC meeting; and February is CTE month and there are activities planned all month.

Vice President of Adult-Post Secondary Education:

Mr. Taylor reported that on the ARC grant (\$500,000) bid packet for the health science equipment, grant period is November 1, 2022-October 30, 2023; hearing before the PA Department of Labor ATO for approval of the Water Operator and Wastewater Operator Apprenticeship programs, the WIB will join us at the ATO hearing; Mount Nittany Health agreed to sponsor tuitions and partner with CPI to co-market CPI's medical Assistant, Nurse Aide, Practical Nursing, and Healthcare Management programs; and Nate Lavery has organized a National Technical Honor Society post-secondary division and the first meeting had 21 students attend.

Director of Facilities:

Mr. Carra reported on the five year capital improvement plan.

Business Manager:

Mr. Livergood reported that he has been working on the budgets. There have been increases in gas, electricity, and healthcare. The preliminary budgets will be presented in February.

President:

Dr. Makin reported on the IDEA hub and how it will benefit CPI; thanked Mr. Carra and his staff for the work on the move of the Medical Assistant program; resignation of Afton Dunkle, per diem Practical Nursing instructor; the JOC Discussion/Revisioning Forum will be held on January 23 at 5:00; a virtual tour with PDE will take place on January 19 for final approval of the Occupational Therapy Assistant program and Physical Therapy Assistant program; reviewed the enrollment reports included new post-secondary class starts; and with the completion of the roof project, our capital improvement fund balance is low and we will be requesting that the balance of last year's budget be retained for the capital improvement account.

Superintendent of Record:

Mrs. Burnaford had nothing to report.

Mr. Sands moved, seconded by Mr. Miller, approval for administration to release a health sciences equipment bid package contingent on review of the solicitor and all equipment will be paid for through the Appalachian Regional Commission equipment grant; approval to accept the resignation of Afton Dunkle as per diem Practical Nursing instructor retroactive to December 30, 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 February 13, 2023.

Roll call vote as follows:

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

Page 3
January 9, 2023

Motion carried.

Ms. Hamilton moved, seconded by Mrs. Greene to adjourn.

At 6:10 p.m. Mrs. Weaver adjourned the meeting.

Theresa A. Buckley
Secretary