

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, October 9, 2023.

Present were:

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

Staff Members: Mrs. Tammie Burnaford, Superintendent of Record
Mr. Rick Carra
Dr. Scott Etter, Solicitor
Mrs. Jessica Martin
Mr. Todd Taylor
Mrs. MaryAnn Volders

Visitors:

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

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

Ms. Hamilton moved, seconded by Mr. Miller, approval of the minutes of the regular meeting held on September 11, 2023. 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:

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

Motion carried.

Old Business:

There was no old business.

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New Business:

Vice-President of Secondary Education:

Mrs. Martin reported on the Secondary Education goals; Gracefully Built, LLC agreement; John Fike, Diesel Technology Instructor, is going to attend Train the Trainer event at Wayne Community College in Goldsboro, NC on October 25-27; and new hire - Collin Philips, a Penns Valley Instructor, as IDEA Hub Instructor/Trainer.

Vice-President of Post-Secondary Education:

Mr. Taylor reported on the Adult/Post-Secondary Education goals; PA Power Library agreement which replaces EBSCO; Parchment Award Services agreement for the Centre County Public Safety Training Center (CCPSTC); Educational Training Agency Agreement with the Commonwealth of Pennsylvania, acting through the Office of the State Fire Commissioner and the Pennsylvania State Fire Academy for the CCPSTC; the Centre County Commissioners are hosting a media event at the CCPSTC on Wednesday, October 11th to discuss a new partnership between the CCPSTC and the University Park Airport; the Centre County Commissioners also discussed the pursuit of grant funding to add a classroom and admin facility at the CCPSTC; resignation – Melonie Romig as per diem Practical Nursing Instructor; new hire – Robert Reed as per diem Practical Nursing Instructor; new hires for the CCPSTC – Greg Fabrizio, Sr., Kurt Shelhamer, and Nicholas Wachter; representatives from Advance Central PA and CPI will be meeting with the Apprenticeship and training Office (ATO) of the PA Department of Labor and Industry on October 11th, and then on October 12th we will present talking points to create a pathway toward the creation of a Solar Installer Apprenticeship in PA; and a meeting is scheduled with Graymont next week to discuss resuming the Graymont Mobile Master Tech program which is conducted through our Post-Secondary Diesel lab.

Director of Facilities:

Mr. Carra gave an update on the old Diesel Repair building roof repairs; and we are still looking to hire a maintenance technician.

Business Manager:

Mr. Livergood reported that he is working on the audits.

President:

Mrs. Volders reported that the Occupational Advisory Committee meetings will be held on October 18th; Memorandum of Agreement with Centre County to use CPI as the county's alternate operations center; second reading and final approval of Policy 331-Job Related Expenses; Secondary and Adult/Post-Secondary enrollment; Fall Open House will be held on November 2nd; Festival of Trees will be held December 8-10; interviewing a potential Career Guidance Counselor; and will share next month and updated document for naming rights and facilities use fee updates.

Superintendent of Record:

Mrs. Burnaford had Dr. Etter, Solicitor, speak about the Health Sciences Building architect contracts and the research of those documents, emails, payments, payments from the foundation, and re-design.

Mrs. Volders shared that she and Todd met with Dan Hawbaker, Kevin Murray from Mount Nittany, and Greg Scott from the CBICC and they thought that a capital campaign for \$2.5 million would not be an issue.

Ms. Hamilton moved, seconded by Mr. Sands, approval of the 2023-2024 Secondary Education Goals; approval of the 2023-2024 Post-Secondary Goals; approval of the 2023-2024 Occupational Advisory Committee Members; approval of a client agreement with Gracefully Built LLC at a cost of \$4,000, effective October 10, 2023; approval of a POWER Library Services agreement with the Pennsylvania Department of Education (PDE) Office of Commonwealth Libraries (OCL) at an annual cost of \$32; approval of an agreement with Parchment Award Services -CertificateSERVICES for the Centre County Public Safety Training Center, effective March 1, 2024; approval of an Educational Training Agency Agreement for PSFA-Accredited Emergency Services Training Education with the Commonwealth of Pennsylvania, acting through the Office of the State Fire Commissioner and the Pennsylvania State Fire Academy for the Centre County Public Safety Training Center effective when agreement has been fully executed by both parties; approval for John Fike to attend a Train the Trainer event at Wayne Community College in Goldsboro, NC on October 25-27, 2023; approval of a Memorandum of Agreement with the County of Centre for the use of the CPI main facility as the County's Alternate Operations Center effective November 1, 2023; approval to accept the resignation of Melonie Romig, Part-Time Practical Nursing Instructor, retroactive to September 28, 2023; approval to hire Robert Reed, Jr., as a per diem Instructor for the Practical Nursing program at an hourly rate of \$30.00, effective October 10, 2023; approval to hire Collin Philips, Penns Valley Area School District Teacher, as an adjunct IDEA Hub Instructor/Trainer at an hourly rate of \$32.00, effective October 10, 2023; approval to hire Gregory Fabrizio, Sr. as a Contractor/Instructor for the Centre County Public Safety Training Center at an hourly rate of \$21.00 as Fire Instructor and \$27.00 as Industrial Instructor, effective October 10, 2023; approval to hire Kurt Shelhamer as a Contractor/ Instructor for the Centre County Public Safety Training Center at an hourly rate of \$21.00 as Fire Instructor and \$27.00 as Industrial Instructor, effective October 10, 2023; approval to hire Nicholas Wachter as an Contractor/Evaluator for the Centre County Public Safety Training Center at a daily rate of \$150.00, effective October 10, 2023; 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 13, 2023.

Second Reading and Final Approval of Policies:

Section 300 – Employees

331 – Job Related Expenses

Roll call vote as follows:

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

Motion carried.

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

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At 6:12 p.m. Mrs. Weaver adjourned the meeting.

Secretary