

The regular meeting of the Central Pennsylvania Institute of Science and Technology Joint Operating Committee was held in the Conference Room of the Central Pennsylvania Institute of Science and Technology at 540 North Harrison Road, Pleasant Gap, Pennsylvania on Monday, January 11, 2016.

Present were:

Committee Members: Mr. Henry Yeagley  
Mr. Michael Danneker  
Ms. Mary Ann Hamilton  
Dr. Cheryl Potteiger, 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  
Dr. Scott Etter, Solicitor

Visitors: None

Mr. Yeagley called the regular meeting to order at 6:05 p.m.

Roll was called: Mr. Yeagley, Mr. Danneker, and Ms. Hamilton were present. Mr. Gaffron and Mr. Turner were absent.

The Joint Operating Committee must elect a Vice-Chairman.

Mr. Danneker moved, seconded by Mr. Yeagley to elect Ms. Hamilton as Interim Vice-Chairman through April, 2016. 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 Interim Vice-Chairman through March, 2016.

Roll call vote as follows:

Mr. Yeagley    yes                      Mr. Danneker    yes                      Ms. Hamilton    yes

Mrs. Hamilton moved, seconded by Mr. Yeagley to elect Mr. Turner as Vice-Chairman beginning April, 2016. A nomination was made and seconded and there were no other nominations. All votes were cast unanimously for the nomination. Motion carried. Mr. Turner was declared Vice-President beginning April, 2016.

Motion carried.

Mr. Yeagley welcomed Mr. Danneker back to the Joint Operating Committee.

Mr. Danneker moved, seconded by Ms. Hamilton, approval of the minutes of the regular meeting held on December 14, 2015. Motion carried.

Ms. Hamilton moved, seconded by Mr. Danneker, 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. Yeagley    yes                      Mr. Danneker    yes                      Ms. Hamilton    yes

Motion carried.

Old Business:

New Business:

Director of Secondary Education:

Mrs. Volders reported on 8<sup>th</sup> and 9<sup>th</sup> Grade Career Days; School Resource Officer (SRO) grant pre-notification email stating that we would receive funding for another 2-years; Mr. William Luther was selected as a 2015-2016 LifeChanger of the Year sponsored by the National Life Group; shared the FFA/PA Farm Show results; and shared December Student of the Month information.

Director of Adult and Post-Secondary Education:

Mr. Taylor reported that a team from Ariel Corporation will be visiting CPI this month to start preparing a CPI compressor training program in partnership with Caterpillar; gave an update on the new AST program, Heavy Diesel Construction-Case Emphasis; the Centre County Commissioners voted to renew our existing lease agreement to manage the Centre County Public Safety Training Center; we are working with James Daniel & Associates on the AST programs curriculum development; students are enrolled in the new 600 hour CDL A Extended Program and will start in February; and he updated the JOC on PENNDOT's new regulations, rules, and test changes for 3<sup>rd</sup> party CDL testing.

Director of Business and Development:

Mr. Van Buskirk asked each JOC member to complete the Statement of Financial Interest forms; he reported that CPI has received \$261,000 from the state but in turn will need to pay the PSERS employer share payment of approximately \$193,000; and the 2016-2017 proposed preliminary budget shows a total increase of 5.23%.

President:

Dr. Makin reported that the preliminary budget per student cost is calculated based on enrollment of 418 students and he is optimistic that the budget will get better; he welcomed Mr. Danneker back to the JOC; he spoke of the PDE and ACCSC accreditations; shared the new CPI newsletter and adult education catalog; and gave an update on the Health Sciences Building and that they will be meeting with the Delta Development Group for possible funding opportunities.

Superintendent of Record:

Dr. Potteiger reported that the next guidance counselor meeting for the career to work curriculum will be held on January 26<sup>th</sup>; and she started a discussion about the Joint Operating Committee Recognition Dinner.

Ms. Hamilton moved, seconded by Mr. Danneker approval of the 2016 Practical Nursing Program Student Handbook Policies and Procedures; approval of the 2016 Nurse Aide Training Program Student Handbook Policies and Procedures; approval of the 2016 Nurse Aide Training Program Administration Policies and Procedures; approval of the amended Student Affiliation Agreement with Lock Haven Hospital through January 1, 2017; approval of the 2016-2017 Preliminary General Fund Operating Budget in the amount of \$3,943,244.06; approval for students in the Automotive Technology program to participate in the Universal Technical Institute High School Top Tech Challenge in Exton, PA on January 23, 2016; approval to advertise for proposals to provide engineering services related to re-paving of parking lots and driveways; approval to advertise for sealed bids to dispose of obsolete heavy equipment; approval to reclassify Ms. Cortney Snyder from Part-Time Practical Nursing Instructor to Full-Time Practical Nursing Instructor at a yearly salary of \$48,500 retroactive to January 4, 2016; and approval of the employment agreement with Ms. Margaret Herbstritt.

Roll call vote as follows:

Ms. Hamilton    yes                      Mr. Danneker    yes                      Mr. Yeagley     yes

Motion carried.

Mr. Yeagley led a conversation to explain to Mr. Danneker the Central Pennsylvania Institute of Advanced Technologies board governance structure and function decisions that need to be made. Mr. Yeagley recommended having talking points ready for the beginning of the February meeting so that Dr. Etter is present for the conversation.

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

At 7:10 p.m. Mr. Yeagley adjourned the meeting.

Secretary