

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, December 11, 2017.

Present were:

Committee Members: Ms. Mary Ann Hamilton
Ms. Kimberly Hearn
Mr. Chris Houser
Mr. Robert Pacella
Mr. Jeffrey Miles, 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

Ms. Hamilton called the regular meeting to order at 5:30 p.m.

Roll was called: Ms. Mary Ann Hamilton, Ms. Kimberly Hearn, Mr. Chris Houser, and Mr. Robert Pacella were present. Mr. Darren Narber was absent.

Ms. Hamilton opened nominations for a Temporary Chairman. Mr. Pacella moved, seconded by Ms. Hamilton to appoint Mr. Houser as Temporary Chairman. Ms. Hearn moved, seconded by Mr. Pacella to close nominations for Temporary Chairman. A nomination was made and seconded and there were no other nominations. All votes were cast unanimously for the nomination. Motion carried. Mr. Houser was declared Temporary Chairman.

The Joint Operating Committee must elect a Chairman and a Vice-Chairman to serve for 2018.

Mr. Houser opened nominations for Chairman.

Ms. Hearn nominated Ms. Hamilton for Chairman. There were no other nominations. Mr. Houser closed the nominations. All votes were cast unanimously for the nomination. Motion carried. Ms. Hamilton was declared Chairman.

Ms. Hamilton opened the nominations for Vice-Chairman.

Ms. Hamilton nominated Ms. Hearn for Vice-Chairman. Ms. Hamilton moved, seconded by Mr. Pacella to elect Ms. Hearn as Vice-Chairman. A nomination was made and seconded and there were no other nominations. All votes were cast unanimously for the nomination. Mr. Pacella moved, seconded by Ms. Hearn to close nominations for Vice-Chairman. Motion carried. Ms. Hearn was declared Vice-Chairman.

Ms. Hamilton welcomed the new JOC members, Mr. Houser and Mr. Pacella.

Ms. Hearn moved, seconded by Mr. Houser, approval of the minutes of the regular meeting held on November 13, 2017. Motion carried.

Ms. Hearn moved, seconded by Mr. Pacella, 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	Ms. Hearn	yes	Mr. Houser	yes
Mr. Pacella	yes				

Old Business:

New Business:

Vice-President of Secondary Education:

Mrs. Volders gave an update on Comprehensive Planning; three teams from Automotive Technology competed in an Automotive Challenge Competition at UTI and the team consisting of Brenton Etters (12, BEA), and Alan Stever (11, BASD) made it to the top 20 teams and advanced to the second level of the competition; Mr. Joe Luther, Horticulture/Landscaping Instructor, was recently named the 2017 Carl J. Schaefer Memorial CTE Teacher Candidate Award Recipient; she shared the list of student of the Month recipients with the theme of Respectful; and the following upcoming dates/events included, BEA 9th Grade Career Day – December 12, and the Faculty/Staff Christmas Luncheon – December 22.

Vice-President of Post-Secondary Education:

Mr. Taylor reported that the Centre County Commissioners approved \$800,000 in capital funding towards the building of a firehouse training facility/storage building at the CCPSTC; Graymont said their legal department is nearly complete in drafting a lease for a new police shooting range to be managed through the CCPSTC; the CAT/Ariel NGC program started November 20th with nine students; he invited everyone to the Practical Nursing graduation on December 18th at 7:00 PM; two new Practical Nursing classes will begin in January, a part-time class with 35 students enrolled and a full-time class with 31 students enrolled; and we are preparing a "Letter of Intent" for the Accreditation Council for Occupational Therapy Education (ACOTE) for our intent to eventually offer an OTA specialized degree program.

Director of Business and Development:

Mr. Van Buskirk reviewed agenda items A3 – Change from TeleDoc to SwiftMD, and A4 – Contract with L3 Communications to upgrade our band width to 1GB.

President:

Dr. Makin thank Ms. Hamilton and Ms. Hearn for agreeing to serve as Chairman and Vice-Chairman respectively. He welcomed Mr. Pacella as a new member and welcomed back Mr. Houser. Dr. Makin reviewed the proposed 2018 JOC meeting dates; he reviewed the agenda item to hire Mr. Monty Steele as Emerging Energy & Infrastructure Adjunct Instructor; he reviewed the request to hire personnel as necessary with JOC approval in January, upcoming new hires will be Practical Nursing Coordinator and Natural Gas Compressor Coordinator/Instructor; he reviewed the updated enrollment figures of 462 secondary students, 51 intergenerational students and 152 post-secondary students; he spoke of having an orientation and reception for the new JOC members in January, and mentioned that we are starting to think of adding programs.

Superintendent of Record:

Mr. Miles said that he thinks it is very important that we talk about adding programs and that it will take some money but it is money well spent. He also spoke of the Bald Eagle bus drivers concern for travelling on I80 during the winter season and they may arrive a little later than normal due travel route changes when necessary.

Discussion Item:

Mr. Pacella moved, seconded by Mr. Houser to approve and appoint Mr. Van Buskirk, Ms. Hamilton and Ms. Hearn as signors on CPI drafts.

Roll call vote as follows:

Mr. Pacella	yes	Ms. Hamilton	yes	Ms. Hearn	yes
Mr. Houser	yes				

Motion carried.

Mr. Houser moved, seconded by Ms. Hearn approval of the following dates for the 2018 regular meetings of the Joint Operating Committee to be held in the CPI Boardroom beginning at 5:30 PM: January 8, February 12, March 12, April 9, May 14, June 11, August 13, September 10, October 8, November 12, and December 10; approval of the Comprehensive Plan Steering Committee Members; approval to switch from TeleDoc to SwiftMD to provide telemedicine consults with a doctor 24/7 online or by phone at an annual cost of \$1,976.40; approval of a new three year contract with L3 Communications for increased band width to 1GB for \$3,201 per month contingent upon review of the solicitor; approval to hire Mr. Monty Steele as an Emerging Energy & Infrastructure Adjunct Instructor at an hourly rate of \$27.50 effective December 12, 2017, pending receipt of the FBI Criminal Background Check, Recognizing and Reporting Child Abuse Training Certificate, and Sexual Misconduct/Abuse Disclosure Release, and approval for the President to hire personnel as necessary with JOC approval in January 2018.

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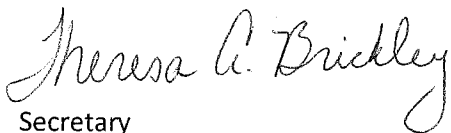
Roll call vote as follows:

Mr. Pacella	yes	Ms. Hamilton	yes	Ms. Hearn	yes
Mr. Houser	yes				

Motion carried.

Ms. Hearn moved, seconded by Mr. Pacella to adjourn.

At 6:13 p.m. Ms. Hamilton adjourned the meeting.


Secretary