



8500 Oliver Road, Erie, PA 16509

Joint Operating Committee - Meeting Minutes

Thursday, July 23, 2020

6:00pm

Chris Coughlin, HRLC Architects, presented and discussed building renovation drawings and plans. Mr. Coughlin was accompanied by Jim Kelly, HRLC Architects, and George McMillan of H.F. Lenz

An Executive Session was held from 8:13 p.m. to 9:01 p.m. regarding personnel matters

Call to Order

Mr. Ring, JOC Chairman, called the special meeting to order at 9:02 p.m. and announced an Executive Session regarding personnel was held just prior to the meeting

Moment of Reflection and Pledge of Allegiance

Roll Call

Terri Birchard, Board Secretary, called the roll:

<u>Committee members:</u>	<u>District:</u>	<u>Present</u>	<u>Absent</u>
David Mahoney	Fairview	x	
Andy Dinsmore	Fort LeBoeuf	x	
James Bucskbee	General McLane	x	
Dennis Olesnanik	Girard	x	
Terri Brink	Harbor Creek		x
Edward Rickrode	Iroquois	x	
John DiPlacido	Millcreek	x	
Joseph Cancilla	North East	x	
Sam Ring	Northwestern	x	
Stephen Gilbert	Union City	x	
Stephen O'Donnell	Wattsburg		x

<u>Administrators:</u>	<u>Position:</u>	<u>Present</u>	<u>Absent</u>
Mr. Rick Emerick	Superintendent of Record	x	
Dr. H Fred Walker	Director	x	
Attorney Tim Sennett	Solicitor	x	
Joseph Tarasovitch	Principal	x	
Terri Birchard	Business Manager	x	
TBD	Human & Quality Resources Coordinator		
Del VonVolkenburg	Facilities Manager	x	
Jeff Smith	Technology Manager	x	
Lesa Scalise	Supervisor of Student Services	x	
Sandra Carr	Supervisor of Student Services	x	

Agenda and Amendments

Motion to approve the following agenda amendments:

- 1) Operations section 5 – New Business (xi) – Motion to approve declaration for reopening
- 2) Operations section 5 – New Business (x) – Motion to accept the resignation of Steven O'Donnell – Wattsburg School District
- 3) Human and Quality Resources section 8 – Hiring (iii) – Motion to hire Catherine Doty as Administrative Services and Human Resources Coordinator at an annual salary of \$70,000 plus benefits consistent with PA Act 93

Moved for approval by Rickrode, with a second by Dinsmore

The motion is approved with an all “ayes” voice vote

Meeting Minutes

Motion to accept the minutes of June 25, 2020 meeting as presented

Moved for approval by DiPlacido, with a second by Dinsmore

The motion is approved with an all “ayes” voice vote

Guests and Public Comment – Items related to the Agenda - None

Guests signed in and present: Lisa Sorenson, Joe Salorino

Operations

New Business

Act 93 Administrators' Contract One-Year Extension 2020-2021

Motion to approve the one-year extension of the Act 93 Administrators' contract from July 1, 2020 through June 30, 2021

Business Manager's Contract One-Year Extension 2020-2021

Motion to approve the one-year extension of the Business Manager's contract from July 1, 2020 through June 30, 2021

Motion to approve New Business items i and ii above

Moved for approval by Mahoney, with a second by Gilbert

The motion is approved with an all “ayes” voice vote

Director's Unused 2019-2020 Vacation/Non-Duty Days

Motion to approve the Director's use of 10 unused 2019-2020 vacation/non-duty days prior to August 25, 2020

Additional Hours for School Nurse

Motion to approve up to 50 additional hours of pay prior to the 2020-2021 school year for Sharon Kresse, School Nurse, at hourly rate of \$27.57

Snow Plowing Contract for 2020-2021

Motion to extend the snow plowing contract with Helen Nelson Trucking for one year at the base contract amount of \$16,669.50

Textbooks for 2020-2021

Motion to approve the 2020-2021 textbooks, as presented

Donation to Metal Fabrication Program

Motion to accept donation of Metal Fabrication lab supplies from Welder's Supply Company

"Declaration" of Emergency due to COVID-19

Motion to make a "declaration" of emergency due to the COVID-19 implications

Resignation of Wattsburg JOC Representative O'Donnell

Motion to approve the resignation of Steven O'Donnell – Wattsburg Area School District

Motion to approve New Business Items iii to x above

Moved for approval by Dinsmore, with a second by Rickrode
The motion is approved with an all "ayes" voice vote

Old Business

Discussion was held regarding updated information about the fingerprinting operations conducted through the RCTC Adult Education office. Other area locations provide this service and there are increased security concerns by allowing additional visitors into the building, particularly once students return to the school.

Motion to terminate the finger printing contract with Identigo effective at the earliest date available per the contract

Moved for approval by DiPlacido, with a second by Mahoney
The motion is approved with an all "ayes" voice vote

Financial Items

Motion to approve the Financial Items section of the agenda

Moved by Dinsmore, with a second by Mahoney
The motion is approved with 8 "ayes" voice votes, and one "no" vote by DiPlacido

Human and Quality Resources

Resignation – Beck

Motion to ratify the resignation of Heather Beck, part-time secretary, effective July 10, 2020

Resignation – Burnham

Motion to approve the resignation of Donald (“Marty”) M. Burnham effective August 31, 2020

Transition Center Instructor – Garvey

Motion to hire Michele Garvey at Master + 15 Column-Step 8 at the rate of \$47,449 reflected in the 2019-2020 school year; contingent to any adjustment that would reflect the Professional Unit 2020-2021 schedule

Metal Fabrication Instructor – Taylor

Motion to hire Lyle Taylor at VOC 1 Column -Step 9 at the rate of \$45,508 reflected in the 2019-2020 school year; contingent to any adjustment that would reflect the Professional Unit 2020-2021 schedule

Administrative Services and Human Resources Coordinator – Doty

Motion to hire Catherine Doty as Administrative Services and Human Resources Coordinator at an annual salary of \$70,000 plus benefits consistent with PA Act 93

COVID-related Staff Training funded through PCCD COVID grant

Motion to approve 2 full days of COVID-related training for all Professional Unit and Classified Unit staff to be funded through the PCCD COVID grant (Approximate total cost = \$30,493.32)

Curriculum Development

Motion to approve 1 full day of curriculum development for all instructors at the curriculum development rate of \$35 per hour for 6.5 hour each to be funded through the 2019-2020 Assigned Fund Balance for COVID (Approximate total cost = \$8,085.35)

Motion to approve the Human and Quality Resources section of the agenda

Moved by Dinsmore, with a second by Olesnanik
The motion is approved with an all “ayes” voice vote

Additional Amendments to Human and Quality Resources Section of Agenda from the floor

Professional Unit Contract Extension for 2020-2021

Motion to approve a one-year extension to the Professional Unit’s AFT Collective Bargaining Agreement to extend current contract terms from July 1, 2020 to June 30, 2021

Increase in Director’s salary for 2020-2021

Motion to increase Dr. Walker’s 2020-2021 salary by 2.75% over 2019-2020 salary

Motion to approve the Additional Amendment Motions from the floor to the Human and Quality Resources section of the agenda

Moved by Rickrode, with a second by Olesnanik
The motion is approved with an all “ayes” voice vote

JOC Board Remarks and Comments

Comments were made regarding the building renovation project presentation. Mr. Gilbert suggested that a Clerk of the Works; Roofing Consultant; and ESCO/GESA project should all be considered. Mr. DiPlacido noted that use of an ESCO at this point would stop the process currently underway and also could present potential loss of control over the project. Plans with cost estimates should be ready to send to the Districts for approval resolutions in either November or December 2020, which would then allow the project to go to bid in January 2021.

Adjournment

Motion was made by Buckbee to adjourn the meeting

Mr. Ring, Chairperson, adjourned the meeting at 9:41 p.m.

Minutes prepared by,

Terri L. Birchard, Secretary
Joint Operating Committee