8500 Oliver Road, Erie, PA 16509
Joint Operating Committee
Meeting Minutes

Tuesday, December 21, 2021

- During the Health & Safety plan discussion director, Tarasovitch discussed the COVID guidelines. ECTS will continue to follow the CDC guidelines and home district testing guidelines
- The foundation meeting was held from 6:05pm to 6:16pm. The approval of the new officers was held
- The executive session was held from 6:30pm to 7:05pm to discuss personnel matters

1. Temporary Chairperson

A. Temporary Chairperson
- Solicitor Sennett

2. Call to Order

- Solicitor Sennett, temporary chairperson, called the regular meeting to order at 7:10pm

A. Moment of Reflection

B. Pledge of Allegiance

C. New District Appointed Committee Members
- Millcreek – Michael Lindner (2024)
- Fort LeBoeuf – Dennis Fortin (2024)
- Iroquois – Jennifer Sheldon (2024)
- Wattsburg – Stephen Morvay (2025)

Recommended Action: Motion to Approve New District Appointed Committee Members moved by Brink, with a second by Ring
The motion is approved with all "Ayes" voice vote

D. Roll Call
- Cat Doty, Board Secretary called the roll

Committee Members	District	Present	Absent
David Mahoney	Fairview	X	
Dennis Fortin	Fort LeBoeuf	X	
Vacant	General McLane		X
Dennis Olesnanik	Girard	X	
Terri Brink	Harborcreek	X	

Jennifer Sheldon	Iroquois		X
Michael Lindner	Millcreek	X	
Corrie Boyd	North East	X	
Sam Ring	Northwestern	X	
Stephen Gilbert	Union City	X	
Nicole Lee	Wattsburg	X	

Administrators	Position	Present	Absent
Rick Emerick	Superintendent of Record	X	
Joseph Tarasovitch	Director	X	
Timothy Sennett	Solicitor	X	
Julie Aiken	Principal	X	
Jessica Garnica	Business Manager	X	
Catherine Doty	Administrative Services/HR Coordinator	X	
Del VonVolkenburg	Facilities Manager	X	
Michael Miller	Technology Manager	X	
Lesa Scalise	Supervisor of Student Services	X	
Sandra Carr	Supervisor of Student Services	X	

Public Attendees: NONE

E. Chairperson Election

- Gilbert nominated Ring

Recommended Action: Motion to Approve Chairperson Election moved by Boyd, with a second by Brink

The motion is approved with all “Ayes” voice vote

F. Vice Chairperson Election

- Brink nominated Boyd

Recommended Action: Motion to approve Vice Chairperson election moved by Brink, with second by Olesnanik

The motion is approved with all “Ayes” voice vote

G. Board Secretary Election

- Mahoney nominated Garnica

Recommended Action: Motion to approve Board Secretary Election moved by Brink, with second by Lee

The motion is approved with all “Ayes” voice vote

3. Amendments

A. Amendment Approval

- Add to 10G - Long Term Sub appointed to ECTS
- Add to 8I - Amendment to Erie Community College lease agreement

Recommended Action: Motion to approve amendments moved by Boyd, with second by Brink
The motion is approved with all “Ayes” voice vote

4. Meeting Minutes

A. Meeting Minute Approval - 10-28-21
Recommended Action: Motion to approve the 10-28-21 Meeting Minutes as presented moved by Mahoney, with second by Boyd
The motion is approved with all “Ayes” voice vote
Copies are filed with the official minutes

5. Student Accomplishments/Highlights

A. Student Spotlight - Culinary, Baking, and Pastry Arts

B. Q1 Exemplary Students

6. Guest and Public Comment

A. Erie's Choice letter from Robert E. Merski

7. Important Items Coming to the ECTS

- NONE

8. Operations

B. Matheson Tri-Gas RCTC Lease Agreement
Recommended Action: To approve the attached educational lease agreement for a portion of the Regional Skill Center Building to Matheson Tri-Gas in support of continuing education to residents of Erie County.

C. Approved Program Evaluation Correction Approval

D. 2022-2023 ECTS School Calendar
Recommended Action: Motion to approve the 2022-23 Erie County Technical School calendar.

E. Joint Operating Committee Meetings - 2022
Recommended Action: Approve the 2022 Joint Operating Committee Meetings

F. 2021-22 Health and Safety Plan Update
Recommended Action: Motion to approve the “updated” 2021-22 Erie County Technical School Health and Safety Plan.

G. Donation of Surplus Unused Technology Equipment to French Creek Council, Boy Scouts of America

Recommended Action: Motion to make a "donation" of surplus technology equipment no longer used by ECTS to the French Creek Council Boy Scouts of America non-profit organization.

H. Visa Limit Increase

Recommended Action: Motion to increase the VISA purchasing levels for 2021-2022 by $5,000 each.

I. Old Business

- Erie County Community College lease agreement amendment to add January and February and addition welding workshop

J. Approve Operations Section of the Agenda

Recommended Action: Motion to approve operations section of the agenda moved by Boyd, with a second by Lee

The motion is approved with all "Ayes" voice vote

9. New Financial Items

A. Business Manager Report

B. Treasurer Report

C. Statement of Activities through November 30, 2021

D. Checks and Wire Transfers for October 2021 and November 2021

- General Fund - $512,663.98
- Capital Projects Fund - $966,824
- Student Activities Fund - $9,030.50

E. Invoices Payable

- General Fund - $50,862.97
- Capital Projects Fund - $8,934
- Student Activities Fund - NONE

F. VISA Procurement Card Payment

- October 2021 - $30,391.61

G. Construction Cost Summary

H. Approval of Financial Items Section of the Agenda

Recommended Action: Motion to approve Financial Items Section of the Agenda as presented, moved by Brink, with a second by Boyd

The motion is approved with all "Ayes" voice vote

10. Administrative Services and Human Resources

A. Administrative Services and Human Resources Report

B. Resignations and Retirements

- NONE

Recommended Action: Motion to accept the following resignation and retirement requests.

C. Hiring

- Rehire Jane Boyd - SAA-2 PT

Recommended Action: Motion to approve the following hiring requests

D. ECTS Substitute Pay Rate Increase

Recommended Action: Recommendation to Increase Sub Rate

E. 2021 Policy Review

Recommended Action: Motion to approve 1st Read and advance to 2nd Read, the Board Policy Revisions as noted in the attached policies and Table of Content.

F. Job Description Update

Recommended Action: Motion to approve the Job Description change for the Business Partnerships and Cooperative Education Coordinator and Enrollment and Community Engagement Coordinator positions as noted in the attached job description.

G. Approve Administrative Services and Human Resources Section of the Agenda

- Add ECTS Long Term Sub

Recommended Action: Motion to approve Administrative Services and Human Resources Section of the Agenda moved by Brink, with a second by Boyd
The motion is approved with all "Ayes" voice vote

11. Reports

A. Superintendent – Emerick

- Thanking all board members on behalf of all the superintendents. Wishing a Merry Christmas and Happy New Year

B. Director – Tarasovitch

- Renovation update, and comprehensive local needs assessment for Perkins

C. Solicitor - Sennett

- NONE

D. Principal - Aiken

- NTHS annual donations, gingerbread house contest, door decorating contest, and clothing drive

E. Approval of Reports Section of the Agenda

Recommended Action: Motion to approve the Reports Section of the Agenda moved by Mahoney, with a second by Brink

The motion is approved with all "Ayes" voice vote

12. Supplemental Reports and Information

A. Facilities Report

B. Technology Report

C. Instructional Support Services Report

D. JOC Member Attendance Report

E. Secondary Program Enrollment Report

F. Transition Center Enrollment Report

G. Disabled Population by Program

H. Disabled Population by District

I. Business Partnership Coordinator Report

J. Enrollment and Community Engagement Coordinator Report

K. Career Planning Coordinator Report

L. RCTC Report

M. COW-Estok Properties, LLC Renovation Report

13. Statue-Related Business

A. Staff Travel > 400 Miles

B. Fundraising

C. Facility Use Request (for-profit groups only)

14. Board Actions

- NONE

15. Adjournment

A. Adjourn

Recommended Action: Motion to adjourn moved by Mahoney, with a second by Brink
The motion is approved with all “Ayes” voice vote

Mr. Ring, JOC Chairman, adjourned the meeting

16. Reminders

A. Next Meeting Date

- January 27, 2022 @ 6:00pm

Generated by Jessica I. Garnica,
Secretary Joint Operating Committee