

**Clarion County Career Center  
Joint Operating Committee  
Minutes  
February 24, 2020**

The regular meeting of the Clarion County Career Center Joint Operating Committee was called to order on February 24, 2020 at 6:58 p.m. by Braxton White, Chairperson. Members present were: Shelly Atzeni, Jim Beary, Joseph Billotte, Corry Bish, Jill Foys, Todd MacBeth, James Shaftic, Corey Sherman, Jameen Stump, Tressa Smith, Dwayne VanTassel and Braxton White.

Members: Linda Ferringer and Donald Nair were absent.

Administration present were: Doug Mays, Interim Director, David McDeavitt, Superintendent of Record and Linda Skelley, Board Secretary/Confidential Secretary. Also present for a portion of the meeting was previous Superintendent of Record Steve Young.

On a motion by Jim Beary, seconded by Todd MacBeth with all members voting in the affirmative, **IT WAS RESOLVED** to approve the agenda of the February 24, 2020 meeting.

***Public Comment Period:***

No members of the public were present.

***Minutes Approved:***

On a motion by James Shaftic, seconded by Jill Foys, with all members voting in the affirmative, **IT WAS RESOLVED** to approve the minutes of the January 27, 2020 meeting.

***Financial Reports Approved:***

On a motion by Jim Beary, seconded by Todd MacBeth, with all members voting in the affirmative, **IT WAS RESOLVED** to approve the payment of the general fund bills for February, 2020, the Activity report for January, 2020 and the Treasurer's report for January, 2020.

***Executive Session:***

An executive session was held.

***Personnel:***

On a motion by James Shaftic, seconded by Jill Foys, with all members voting in the affirmative, **IT WAS RESOLVED** to item A. Motion to authorize the Solicitor to file an appeal with the Clarion County Court of Common Pleas regarding an arbitration decision involving Employee #0002.

***Travel:***

On a motion by Dwayne VanTassel, seconded by Todd MacBeth, with all members voting in the affirmative, **IT WAS RESOLVED** to item A. Approve (retroactively) Dan Emings, Construction Technology Instructor to accompany six senior students to Colony Homes in Shippenville on February 20, 2020 to tour the plant and discuss employment opportunities. No cost is involved and the school van will be used to transport the students.

***Policy***

No policy items were presented.

***Considerations:***

On a motion by Jim Beary, seconded by Corry Bish, with all members voting in the affirmative, **IT WAS RESOLVED to A.** Approve Brooks & Rhoads 2018-19 school year audit report.

On a motion by James Shaftic, seconded by Jim Beary, with all members voting in the affirmative, **IT WAS RESOLVED to item B.** Approve (retroactively) Adult Education, in collaboration with Guardian Eldercare, to facilitate a CNA (Certified Nursing Assistant) class to begin the week of February 19, 2020 for 4 weeks, from 7:30 a.m. to 4:00 p.m., Monday-Friday.

On a motion by Jim Beary, seconded by Dwayne VanTassel, with all members voting in the affirmative, **IT WAS RESOLVED to item C.** Approve the quote from Network Technologies to purchase the upgrade computers and necessary monitors at a cost of \$15,644.80 for computers and \$1,830.60 for monitors. The funding is in the budget.

On a motion by Todd MacBeth, seconded by James Shaftic, with all members voting in the affirmative, **IT WAS RESOLVED to item D.** Approve hiring an engineer to provide specs for the resurfacing needs of the school drive.

***Old Business:***

Jill Foys stated at the previous month's meeting a discussion took place about local welding employers offering to bring in equipment. There is a 'Manufacturing Training to Career' grant through the Department of Community Economic Development. It is a non-match grant which can award up to \$200,000 and could benefit not only the secondary students, but also adult education students. Doug Mays agreed to work with Jill Foys on pursuing these grant funds.

***Director of Technical Education Report – Doug Mays, Interim Director***

Doug Mays provided the following report to the group:

- The corrective action, which was submitted on the Perkins Audit, was accepted.
- The modular home in Construction is almost complete. There is an interested party who may want to purchase the home. Doug inquired to the group if the school can proceed with putting a contract together. The Construction program will also be requesting to change the timeline of the modular home back to a one year process instead of two years.

January 31 – Jeff Courson and I met with Swartfager Welding and the representatives from Thomas P. Miller and Associates to continue our attempt to get the Apprenticeship program moving. We met with Dustin Swartfager. He indicated he would like to get this started once his questions were answered and would get the paperwork in the next week. Hopefully, we can get this program moving.

February 4 – Paula and I met with Cynthia Nellis from the Clarion University Small Business Development Center to discuss a potential opportunity to collaborate. Cynthia is looking to support as she works through a grant to gain funding for entrepreneurial opportunities in local Career Centers. We are excited with this chance to have our students work with her group on connecting with these students on future business. She does not have all the details worked out, but may look for a letter of support to get the process started.

February 6 – The sixth grade classes from North Clarion and A-C Valley were at the Career Center to tour the building and programs.

February 7 – Weather Cancellation. The next available make-up day is March 20.

February 10 – Paula and I met with two representatives from Clarion University. Jeffrey Allen, who is a Dean at the University, and Debra Sobina, an Assistant Dean. Debra Sobina called me to set up the meeting. Prior to this position, she had served as an administrator at the Venango Campus for Clarion University. She is seeking ways for the Career Center and University to collaborate. While here, she wanted to especially meet with Allied Health and Police Science. I invited her to our Act 80 day on February 17 to meet with the staff and make connections.

February 11 – Paula and I attended the Comprehensive Plan training to show us how to put our information into the new template that has been created. While there, we were still informed of a few bugs in the system and to avoid a couple areas.

February 14 – Dr. Tammy Dulaney, Clarion University of PA Venango Campus, was in the Construction class today to talk to students about the Pole Climbing program they offer for electric. Mr. Emings brought her to the office to meet with me. It was a great discussion as we talked about possible articulation credits for students. We also discussed meeting with the School of Business at Clarion to see the thoughts of the Career Center starting a Business program to connect with the college for students.

February 14 – Traci Wildeson worked with me in the afternoon on the Teacher Induction and Chapter 4 Plans that will need to be submitted to the state, along with the Comprehensive Plan.

February 17 – Debra Sobina, Clarion University, attended our Act 80 Day to meet with the instructors. The meeting was to introduce herself to the staff and how she can potentially work with some of them in building relationships with the university through articulations. It was a very positive meeting.

February 19 – Meeting with Neil Donovan, the CTDSL of the Career Center. He met with me to look to my Comprehensive Needs Assessment prior to submission.

February 19 – David and I met with Dr. Rupert and her Director from the Indiana County Tech Center to tour the PN Building. Carl Beard, our Solicitor, reviewed the lease agreement and

had one small change to recommend. Indiana County plans to have their Board look this over in March with hopes it will be approved in April. They do not suspect any issues as they have briefed them on this issue. Dr. Rupert is beginning preparations with the hope of a Fall start.

February 19 – Linda, Tina, David, and I met to cover the Board agenda.

February 19 – David and I reviewed the decision from the arbitrator regarding the automotive instructor. We also called Attorney Beard to get a briefing from him. We will discuss this finding with the JOC on Monday.

February 20 – Seniors from Construction and Welding went to Colony Homes to tour the facility with Dan Emings in both morning and afternoon sessions.

February 21 – The monthly meeting of the Superintendents was held at the Career Center.

*Superintendent of Record – David McDeavitt*

- Mr. McDeavitt reported he and Doug Mays met with two representatives from Indiana County Technology Center (ICTC) and toured the Practical Nursing facility. There is a contract between the two entities which was sent to the solicitor for review. After the solicitor review, ICTC's JOC will approve the contract, then it will come here to CCCC's JOC for approval. ICTC is looking for a fall start for a part-time class which runs for 16 months. There is flat rate rental for the building. (Other possible options on how to utilize the additional space in the building were discussed during the JOC meeting.)
- Mr. McDeavitt reported staff contract negotiations are under way and going well.

*Adjournment*

On a motion by Jill Foys, seconded by James Shaftic, with all members voting in the affirmative, **IT WAS RESOLVED** to adjourn the meeting at 8:15 p.m.

Respectfully submitted,

Linda Skelley  
J.O.C. Secretary