



MINUTES
Joint Operating Committee Regular Meeting
Tuesday, December 10, 2024

1. Call to order

The meeting was called to order by President Giglione at 8:07pm at Mon Valley School.

1.1. Roll Call

Brentwood	Mr. David Schaap
Clairton	Mr. Roger Tachoir
Duquesne	Mrs. Calvina Harris
Elizabeth Forward	Mr. Travis Stoffer
South Allegheny	Mrs. Lauren DiBeneditto Huey
South Park	Mr. Wayne Perry
Steel Valley	Mrs. Cara Karstetter - ABSENT
West Jefferson Hills	Mrs. Suzanne Downer
West Mifflin Area	Mr. Mark Donahoe
Baldwin-Whitehall	Mr. Pete Giglione

The President declared a quorum.

Others Present:

Dr. Randal Lutz, Superintendent of Record
Jocelyn Kramer, Weiss Burkardt Kramer
Dr. Richard Dowell, Mon Valley School Principal
Melissa Wood, Baldwin-Whitehall School District
Sonya Gooden, Duquesne City School District

Steel Center Staff:

Kevin Rice, Executive Director
Patrice Allison, Asst. Business Manager
Tom Bernick, Supervisor of Building & Grounds
Scott Kane, Assistant Director/Principal
Kaitlyn Youngstead, Assistant Principal
Tricia Cousino, Board Secretary
Jay Cherep, Technology Specialist
Chris Hamilton, Business Manager

2. Board Member Comments & Visitor Comments on Agenda Items

The agenda was posted on the Steel Center website by 6:00 PM on December 9, 2024. The meeting is open to the public to attend in-person.

3. President Remarks

An executive session was not held prior to tonight's meeting.

Mr. Mark Turnley CPA provided an overview of the audit report for the SEASS Administrative Budget, for the fiscal year ending June 30, 2024, along with a five-year history analysis. The report was presented during the Steel Center meeting.

4. Nominations for President and Vice President

Ms. Kramer opened the floor for nominations.

4.1. Nomination for President

A motion was made by Mr. Tachoir, seconded by Mrs. DiBeneditto to nominate **Mr. Giglione for the position of President**. A motion was made by Mr. Schaap, seconded by Mrs. DiBeneditto to close nominations and appoint Mr. Giglione as President. This motion was carried by an aye vote.

4.2. Nominations for Vice President

A motion was made by Mr. Tachoir, seconded by Mrs. DiBeneditto to nominate **Mr. Perry for the position of Vice President**. A motion was made by Mr. Schaap, seconded by Mrs. DiBeneditto to close nominations and appoint Mr. Perry as Vice President. This motion was carried by an aye vote.

5. Minutes

5.1. A motion was made by Mr. Schaap, seconded by Mr. Perry, and carried by an aye vote to approve the minutes from November 12, 2024.

6. Financial ACTION ITEMS

A motion was made by Mr. Perry, seconded by Mrs. Harris, carried by a roll call vote of 9-0 to approve Finance items 6.1 to 6.3 as presented.

6.1. Treasurer's Report ending October 31, 2024

6.2. Bills to be Approved

6.2.1 SEASS Administrative Fund Check Register – Payments November 2024

6.2.2 SEASS Administrative Fund Checks to Approve – Future Payments

6.3. Authorized the Administration to pay invoices when received and ratify them at the February 4, 2025 JOC meeting if necessary.

7. Principal's Report – NONE

8. Facilities ACTION ITEMS – NONE

9. Allegheny Intermediate Unit Report – NONE

10. Superintendent of Record Report – NONE

11. Solicitor's Report – NONE

12. Information Items – NONE

13. Other Business - Joint Operating Committee Business ACTION ITEMS

A motion was made by Mr. Schaap, seconded by Mr. Donahoe, carried by a roll call vote of 9-0 to approve item 13.1 as presented.

13.1. Reappointment of Solicitor

- Approved the reappointment of **Weiss Burkardt Kramer LLC** as solicitor for 2025, with a retainer of \$500 per month and hourly billing rate of \$160 per hour.

14. Visitor Comments – NONE

15. Adjournment

There being no further business, a motion was made by Mr. Schaap, seconded by Mrs. DiBeneditto, carried by an aye vote to adjourn the meeting at 8:15pm.

NEXT MEETING: Tuesday, February 4, 2025, at Mon Valley School – Media Center

Respectfully submitted,

Tricia Cousino

Tricia Cousino, Board Secretary