



MINUTES
Joint Operating Committee Regular Meeting
Tuesday, August 1, 2023

1. Call to order

The meeting was called to order by President Schaap at 7:45pm at Steel Center.

1.1. Flag Salute

1.2. Roll Call

Baldwin-Whitehall
Bethel Park
Clairton
Duquesne
Elizabeth Forward
South Allegheny
South Park
Steel Valley
West Jefferson Hills
West Mifflin Area
Brentwood

Mr. Pete Giglione
Mrs. Gail Hoppe
Mr. Roger Tachoir
Mrs. Calvina Harris
Mr. Travis Stoffer - ABSENT
Mrs. Lauren DiBeneditto - ZOOM
Mr. Wayne Perry
Mrs. Cara Karstetter
Mrs. Suzanne Downer
Mrs. Debra Kostelnik
Mr. David Schaap

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 alternate
Matt Franz, HHSDR
Matt Fusco, Construction Manager

Steel Center Staff:

Kevin Rice, Executive Director
Patrice Allison, Asst. Business Manager
David Hall, Supervisor of Building and Grounds
Chris Hamilton, Business Manager
Tricia Cousino, Board Secretary
Jay Cherep, Technology Specialist

2. Board Member Comments & Visitor Comments on Agenda Items

The agenda was posted on the Steel Center website by 6:00 PM on July 31, 2023. The meeting is open to the public to attend in-person.

3. President Remarks

An executive session was held prior to tonight's meeting for purposes of discussing personnel and legal matters. Mr. Schaap thanked Mrs. Dorothy Wycoff for providing an excellent meal for the attendees.

4. Student Representative – NONE

5. Presentations – Annual Steel Center Technology Update by Questeq

Jay Cherup, Technology Specialist, shared a PowerPoint covering the following technology updates here at Steel Center:

- Completed IT projects.
- Completed projects in preparation for the renovation.
- An overview of the tasks completed by the summer intern, Michael Ross.
- Goals within the IT department for the 2023-2024 school year.

6. Minutes

No completed meeting minutes to approve.

7. Financial ACTION ITEMS

A motion was made by Mrs. Harris, seconded by Mr. Giglione, carried by a 10-0 vote to approve Finance items 7.1 to 7.6 as presented.

7.1. Treasurer's Report Ending May 31, 2023

7.2. Treasurer's Report Ending June 30, 2023

7.3. Bills to be Approved

7.3.1 General Fund Check Register – Payments June 2023

7.3.2 General Fund Check Register – Payments July 2023

7.3.3 General Fund Contracted Services to be Ratified – Over \$1,000 (Included in Check Register listing)

7.3.4 General Fund Purchase Orders to be Ratified —Over \$1,000 – Future Payments

7.3.5 Administrative Fund Check Register – Payments June 2023

7.3.6 Administrative Fund Check Register – Payments July 2023

7.3.7 Administrative Fund Checks to Approve – Future Payments

7.3.8 Renovation Fund Expenses to be Ratified – Future Payments

7.4 Ratified Student Activity Report for June 2023

7.5 Renovation Fund Treasurer's Report Ending May 31, 2023**7.6 Renovation Fund Treasurer's Report Ending June 30, 2023****8. Administrative ACTION ITEMS**

A motion was made by Mrs. Hoppe, seconded by Mr. Giglione, carried by a 10-0 vote to approve the Operations and Personnel items 8.1 to 8.2.8 as presented.

8.1 Operations**8.1.1 Executive Advisory Council**

- Approved the list of individuals to serve on the EAC for 2023-2024 as presented.

8.1.2 STAT Staffing Services Agreement

- Approved the renewal agreement between Steel Center and STAT Staffing Medical Services, Inc. to provide nursing services and staff for the 2023-2024 school year, payable with ARP ESSER funds subject to final terms and conditions approved by the Solicitor.

8.1.3 Educational Consultant Agreement

- Approved the services agreement between Steel Center and **Kurt Speicher, Educational Consultant**, as presented subject to final terms and conditions approved by the Solicitor.

8.1.4 Donations

- Accepted the donations from the following for materials used in the programs area as presented:
 - Roberta Gibson, multiple program/department areas valued at \$2,620.
 - Greensburg Veterinary Associates, Veterinary Assistant program, valued at \$14,630.

8.2 Personnel**8.2.1 Vacant Positions**

- Authorized the Executive Director to make binding offers of employment to fill vacant positions in the 2023-2024 school year to be ratified at the subsequent board meeting.

8.2.2 Employee Resignations

8.2.2..1 Accepted the resignation of **Adam Mika**, Culinary Arts Instructor for the 2022-2023 school year, effective August 5, 2023.

8.2.2..2 Accepted the resignation of **Lauren Germanowski**, Sports Medicine & Rehabilitation Instructor for the 2022-2023 school year, effective August 1, 2023.

8.2.2.3 Accepted the resignation of **Robert Weaver**, Diesel Technology Instructor for the 2022-2023 school year, effective August 1, 2023.

8.2.2.4 Accepted the resignation of **William Hipkiss, Jr.**, Service Employee for the 2022-2023 school year, effective June 16, 2023.

8.2.3 Sports Medicine & Rehabilitation Services Instructor

- Ratified the hiring of **Rachel Arovits** for the Sports Medicine & Rehabilitation Services Instructor position for the 2023-2024 school year, contingent upon Steel Center's receipt of required documentation prior to the first day of employment. Her salary will be Lane 1, Step 2 at \$50,842 plus benefits as stated in the Professional Employee Contract.

8.2.4 Automotive Technology Instructor

- Ratified the hiring of **Joseph Pace** for the Automotive Technology Instructor position for the 2023-2024 school year, contingent upon Steel Center's receipt of required documentation prior to the first day of employment. His salary will be Lane 1, Step 4 at \$53,445 plus benefits as stated in the Professional Employee Contract.

8.2.5 Culinary Arts Instructor

- Ratified the hiring of **Nathan Horrell** for the Culinary Arts Instructor position for the 2023-2024 school year, contingent upon Steel Center's receipt of required documentation prior to the first day of employment. His salary will be Lane 1, Step 2 at \$50,842 plus benefits as stated in the Professional Employee Contract.

8.2.6 Supplemental Contracts

- Approved **Stacey Caudill** as a Mentor Teacher for the 2023-2024 school year with a stipend of \$1,230 as well as a Mentor Teacher for the second semester of the 2022-2023 school year with a pro-rated stipend of \$615.

8.2.7 Student Employment

- Authorized the Executive Director to seek Steel Center students for cooperative education employment during the fall 2023 at the rate of \$12.00 per hour, to be paid with funds from the Business Education Partnership grant.

8.2.8 Other

- Approved the Settlement and Release Agreement regarding Employee #7307.

9. Facilities ACTION ITEMS – NONE

10. Architect's Report

Matt Franz with HHSDR, provided the following renovation updates:

- The number of interested bidders for the construction projects increased.
- Bids were approximately 25% higher than originally anticipated but in alignment with rising costs in the market.
- A packet was distributed to attendees outlining a summary of the bids, a summary of proposals for professional services, and detailed breakdowns of 4 options including scope, cost comparison and alternate bid components.
- A special kick-off conference will be held on August 16, 2023, with the companies that are awarded the contracts.

A motion was made by Mr. Giglione, seconded by Mr. Perry, with a roll call vote of 10-0 to approve action item 10.1 as presented:

10.1. Approved Resolution No. 1 - Award Contracts with final terms and conditions approved by the Architect and Solicitor

- General Construction, to DiMarco Construction Co., Inc. in the amount of \$10,624,000.
- HVAC Construction, to First American Industries, Inc. in the amount of \$7,270,500.
- Plumbing Construction, to First American Industries, Inc. in the amount of \$1,500,000.
- Electrical Construction, to Merit Electrical Group, Inc. in the amount of \$5,362,600.

A motion was made by Mr. Perry, seconded by Mrs. Hoppe, with a roll call vote of 10-0 to approve action items 10.2 to 10.5. Original resolution 10.5, Geotechnical Inspection Services, was eliminated and not needed and 10.5 was renamed Resolution to Approve Purchase of Building Permit:

- 10.2. Approved Resolution No. 2 - Purchase of OCIP Insurance from **CM Regent, LLC**. at a rate of \$24.8686 per \$1,000.00 of contracted construction cost value.
- 10.3. Approved Resolution No. 3 - Purchase of Builder's Risk Insurance from **Henderson Brothers, Inc.** in the not-to-exceed amount of \$48,000.
- 10.4. Approved Resolution No. 4 - Appoint Commissioning Agent **Pitchford Diversified, Inc.** in the amount of \$152,800.
- 10.5. Approved Resolution No. 5 - Purchase of Building Permit in the not-to-exceed amount of \$28,656 to **Jefferson Hills Borough**.

Construction Manager Matt Fusco was formally introduced and will begin his work next week. Mr. Hall, Supervisor of Building and Grounds, was thanked for his ongoing support, efforts, and professional contribution.

11. Superintendent of Record Report – NONE

12. Solicitor's Report – NONE

13. Information Items

13.1. JOC Brief

Mr. Rice gave the following updates:

- Mr. Rice, Matt Franz with HHSDR, and Jamie Doyle and Melissa Hughes with PFM, presented a workshop *Renovation 101* at the summer PACTA Conference.
- Congratulations to Mr. Rivituso, Veterinary Assistant program teacher, who was awarded Outstanding Career & Technical Educator at the 2023 AFT Pennsylvania Biennial Convention on June 30, 2023, in Philadelphia. Also, Mr. Rivituso's co-authored chapter on "Noninvasive Arterial Blood Pressure Monitoring" was published in the textbook *Advanced Monitoring and Procedures for Small Animal Emergency and Critical Care, Second Edition*.

14. Other Business – NONE

15. Visitor Comments - NONE

16. Adjournment

There being no further business, a motion was made by Mr. Perry, seconded by Mrs. Hoppe, carried by an aye vote to adjourn the meeting at 8:36pm.

NEXT MEETING: Tuesday, September 5, 2023

Respectfully submitted,

Tricia Cousino

Tricia Cousino, Board Secretary