



**MINUTES**  
**Joint Operating Committee Regular Meeting**  
**Tuesday, February 6, 2024**

**1. Call to order**

The meeting was called to order by President Giglione at 7:51pm at Steel Center.

**1.1. Roll Call**

- |                      |                                       |
|----------------------|---------------------------------------|
| Brentwood            | Mr. David Schaap                      |
| Clairton             | Mr. Roger Tachoir                     |
| Duquesne             | Mrs. Calvina Harris                   |
| Elizabeth Forward    | Mr. Travis Stoffer - ABSENT           |
| South Allegheny      | Mrs. Lauren DiBeneditto Huey - ABSENT |
| South Park           | Mr. Wayne Perry                       |
| Steel Valley         | Mrs. Cara Karstetter                  |
| 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 alternate
- Candice Butler-Davis, Duquesne alternate

- 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

## **2. Board Member Comments & Visitor Comments on Agenda Items**

The agenda was posted on the Steel Center website by 6:00 PM on February 5, 2024. The meeting is open to the public to attend in-person.

## **3. President Remarks**

An executive session was not necessary nor held prior to tonight's meeting.

## **4. Minutes**

**4.1.** A motion was made by Mr. Schaap, seconded by Mrs. Karstetter, and carried by an aye vote to approve the minutes from December 12, 2023.

## **5. Financial ACTION ITEMS**

A motion was made by Mr. Schaap, seconded by Mr. Perry, carried by a roll call vote of 8-0 to approve Finance items 5.1 to 5.3.2 as presented.

**5.1.** Treasurer's Report ending November 30, 2023

**5.2.** Treasurer's Report ending December 31, 2023

**5.3.** Bills to be Approved

**5.3.1** SEASS Administrative Fund Check Register – Payments December 2023 – January 2024

**5.3.2** SEASS Administrative Fund Checks to Approve – Future Payments

## **6. Principal's Report**

Dr. Dowell share the following updates:

- Mr. Platt from the AIU is working on a proposal for an intercom system for Mon Valley. A walk through was done on February 5, 2024, to gain more information on specifications. More discussion with be forthcoming.

## **7. Facilities ACTION ITEMS**

A motion was made by Mr. Schaap, seconded by Mrs. Karstetter, carried by a roll call vote of 8-0 to approve Facilities items 7.1 as presented.

### **7.1. Condensate Piping**

- Approved the quote to install condensate piping by **Tobey Karg** at an approximate cost of **\$5,850**.

**8. Allegheny Intermediate Unit Report – NONE**

**9. Superintendent of Record Report – NONE**

**10. Solicitor's Report – NONE**

**11. Information Items – NONE**

**12. Other Business**

Mr. Schaap thanked Dr. Dowell for the recent tour given to several School Directors of Mon Valley School and its programs.

**13. Visitor Comments – NONE**

**14. Adjournment**

There being no further business, a motion was made by Mr. Schaap, seconded by Mrs. Harris, carried by an aye vote to adjourn the meeting at 8:02pm.

**NEXT MEETING: Tuesday, March 5, 2024**

Respectfully submitted,

*Tricia Cousino*

Tricia Cousino, Board Secretary