

**LUZERNE COUNTY COMMUNITY COLLEGE BOARD OF TRUSTEES**  
**Virtual Board Meeting - Tuesday, February 23, 2021**

**Time: 5 p.m.-Executive Session (closed)**

**5:30 p.m. Work Session 6 p.m. Board Meeting (Zoom link noted below)**

**AGENDA**  
**BUSINESS SESSION**

***Pledge of Allegiance***

1. Roll Call
2. Public Comment
3. Approval of Previous Board Minutes Lynn Distasio, Board Chair
  - A. Approval of December 22, 2020 Board Minutes
  - B. Approval of January 19, 2021 Board Minutes
4. Approval of February 23, 2021 Board Agenda Lynn Distasio, Board Chair
5. Report of Officers and Agents
  - o President's Report Thomas P. Leary, President  
-Middle States Update Natalie Staron, Co-Chair, Middle States  
-Dental Department Presentation Rachel Coffee, MS, RDH, CDA, Director, Dental Health
  - o Treasurer's Report Cheryl Baur, Vice President, Finance
  - o Foundation Report Rebecca Brominski, Executive Director, Institutional Advancement

**ACTION ITEMS**

6. Executive Committee Lynn Distasio, Board Chair
  - A. Amendment of LCCC Board By-Laws
7. Academic Committee Bernard W. Graham, Ph.D., Committee Chair
8. Finance Committee Erin K. Keating, Ed.D.
  - A. Building 5 Switchgear Replacement Bid
  - B. Buildings 3 and 4 Operable Partitions Installation Bid
  - C. Board Resolution – PDE Capital Application Projects
9. Human Resources Committee Paul A. Halesy, Committee Chair
10. Legislative Committee Catherine O'Donnell, Esq., Committee Chair

**INFORMATIONAL ITEMS**

1. Unfinished Business of Previous Meeting Lynn Distasio, Board Chair
2. Informational Item - Executive Committee Lynn Distasio, Board Chair
3. Informational Item Human Resources Committee Paul Halesy, Committee Chair
  - Information on Appointments/Leave Report
4. Communications Lynn Distasio, Board Chair
5. Adjournment Lynn Distasio, Board Chair

Join Zoom Meeting: <https://zoom.us/j/94146808138?pwd=djJhVG5qRXRKbWZlZkZzOj09>  
Meeting ID: 941 4680 8138  
Passcode: 356824  
One tap mobile +1646-558-8656

## **6. Executive Committee Action Item**

### **6A. Recommendation to Approve the Amended LCCC Board of Trustees By-Laws**

Recommend the Luzerne County Community College Board of Trustees approve the LCCC Board By-Laws as amended this day, February 23, 2021.

## **8. Finance Committee Action Items**

### **8A. Recommendation to approve Building 5 Switchgear Replacement Bid**

Recommend Luzerne County Community College Board of Trustees approve the award of The Building 5 Switchgear Replacement bid to the lowest responsible bidder: Brennan Electric in the amount of \$167,685. In addition, a 5% project contingency (\$9,096.07), engineering fees (\$9,000), and hemmler+camayd architects will be compensated in line with our agreement for miscellaneous services in the amount of \$14,236.46 for a total project cost of \$200,017.53.

### **8B. Recommendation to Approve Buildings 3 and 4 Operable Partitions Installation Bid**

Recommend the Luzerne County Community College Board of Trustees approve the award of the Buildings 3 and 4 Operable Partitions Installation bid to the lowest responsible bidder: A. Pickett Construction, Inc. in the amount of \$154,900. In addition, a 5% project contingency (\$8,402.55), engineering fees (\$6,000) and hemmler+camayd architects will be compensated in line with our agreement for miscellaneous services in the amount of \$13,151 for a total project cost of \$182,453.55.

### **8C. Recommendation to Approve Board Resolution – PDE Capital Application Projects**

Recommend the Luzerne County Community College Board of Trustees approve the capital projects to be submitted in March 2021 via the Pennsylvania Department of Education (PDE) capital application process.

Additionally, Luzerne County Community College Board of Trustees approve the authorization of matching funds for any capital project submitted via the Pennsylvania Department of Education capital application process and approved for funding by PDE for Fiscal Year 2021-2022.

The capital projects approve to be submitted to PDE in March 2021 capital application process and the estimated costs are:

- Increase to the Hazleton Center Lease \$92,198.33
- Building 1 Switchgear Replacement \$200,017.33

Final Board of Trustees approval of the project(s) will be submitted with exact funding amounts when approved for funding by PDE. All College policies and procedures will be followed.

**INFORMATION ON RECENT APPOINTMENTS**

**New Hires since December 22, 2020**

**Administration**

Joelle Zanella, PT Extension Center Administrator, Northumberland Center, \$27.50/hr, January 4, 2021

**Faculty**

Georgia Egan, FT Distance Education Director, \$48,433.00/yr, January 4, 2021

David Hontz, FT Temporary Instructor of Biology and Chemistry, Spring 2021 Semester, \$36,739.00/yr, January 27, 2021

Mary Murphy, FT Temporary Instructor of Human Services and Sociology, Spring 2021 Semester, \$36,739.00/yr, January 27, 2021

Giovanni Sealey, FT Temporary Instructor of Computer Information Systems, Spring 2021 Semester, \$36,739.00/yr, January 27, 2021

**Classified**

Stacy Lewis, FT Assistant to the Director, Financial Aid, \$33,914.44/yr, January 4, 2021

Colleen Lavelle, FT Financial Aid Specialist, \$25,354.04/yr, January 25, 2021

**LEAVE REPORT STATUS**

**Separations from Employment**

Melanie Parrish, FT Faculty, English, December 30, 2020

Carol Valanoski, PT Secretary, Northumberland Regional Center, December 31, 2020

Marianne Ostrowsky, FT Faculty, Computer Information Systems, January 15, 2021

Antoinette Sacco, FT Director of All One Recovery Education Institute (AREI), February 5, 2021