

Joint Operating Committee Minutes
LANCASTER COUNTY CAREER & TECHNOLOGY CENTER
Thursday September 24, 2026
Mount Joy Campus

Attendees: Andrew Welk, Brian Conroy, Debra Sturgis, Jason Breckbill, Jerry Steinman, Justin Wimer, Kaleb Best, Matt Beakes, Menno Riggleman, Dr. Molly Henderson, Nicholas Marinaro, Pam Blickle, Philip Eby, Sandra Duncan, Steve Riehl

Absent: Desiree Wagner, Grant Keener, Ramon Rivera

Also Present: - Dr. Kevin Peart-Superintendent of Record, Dr. Scott Long - Administrative Director, Mike Moeller - Assistant Administrative Director, Jeremy Wiker - CFO, Jodi Schuler - HR Manager, Baiesha Dudley - Recording Secretary, Karin Shipman, Dave Smith, Dr. Judi Brendle, Tim Klein, Jeremy King, Dr. Julie Frey, Justin Bruhn, Cory Adams

Mr. Wimer called the JOC meeting to order at 7:00 PM.

WELCOME

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF AGENDA- JOC members voted on approving the current agenda as presented.

Mr. Breckbill motioned and Mrs. Sturgis seconded to approve the JOC Agenda. All members present voted in favor.

PUBLIC PARTICIPATION* – Mr. Wimer asked the audience if anyone wished to formally comment.
There was no public participation.

SUPERINTENDENT'S REPORT – Dr. Peart provided the Superintendent's report.

A PAC Meeting was held on September 8, 2026 virtually.

At the meeting there was a discussion on Current Enrollments, the Annual Report was shared, an update on the Feasibility Study was shared, an update on the Building & Property Maintenance program was given and the possibility of starting a new General Education program is being developed. The Adult HVAC program is developed and will be launched in the winter of 2027. The next Superintendents meeting will be November 10th at the Brownstown campus

DIRECTOR'S REPORT- Dr. Long provided the Director's Report.

Organizational Updates

- We continue to work with Crabtree, Rohrbaugh & Associates on LCCTC's facilities feasibility study.
- Planning continues for LCCTC's proposed Future Educators program (CIP 13.0101), targeted for the 2027-28 school year.
- LCCTC will expand hands-on fiber optic training opportunities through Techlink, a regional partnership supported by a \$280,000 PAsmart grant.
- The search for LCCTC's next Communications Coordinator is underway following the recent vacancy in the position.

- Senator Scott Martin is scheduled to visit the Mount Joy campus on Friday, September 25, from 10:00 am-12:00 pm.

The following committee minutes were shared.

Minutes of the August 27, 2026 Board Meeting, Personnel Committee Minutes, Building And Property Committee Minutes, Planning and Development Committee Minutes, Finance Committee Minutes and Authority Committee Minutes.

Local, State, and Federal Projects – Mr. Moeller provided the committee with updates.

All changes from the previous meeting are reflected in red.

Our supplemental grant is requested.

Secondary Update

Mr. Moeller shared a document about secondary education.

Post Secondary Update

Mr. Smith shared a document about the updates with post-secondary programs.

Mr. Welk motioned and Mrs. Sturgis seconded to approve the Director's Report. All members present voted in favor.

COMMITTEE REPORTS

PERSONNEL COMMITTEE

Chair – Debbie Sturgis

Members – Dr. Molly Henderson, Nicholas Marinaro

Administrators – Jodi Schuler, Jeremy King, Rachel Hetzel

All hourly employee appointments are on a 90 working day probation period beginning on individual effective dates.

Mrs. Sturgis provided the Personnel Committee report.

Resignations/Retirement:

Employee	Position Title	Start Date	Resignation Date	Location
Margaret Hartman	PTSubstitute PN Instructor	08/01/2022	9/21/2026	Health Sciences
Carol Thatch	PT Substitute PN Instructor	05/11/2026	09/15/2026	Health Sciences

Appointments:

Employee	Position Title	Employment Info	Start Date	Location
Alan Danthua	Part-Time Daytime Custodian	\$18.59/hour, non-exempt, no benefits, 12 months	09/15/2026	Willow Street
Raymond Kline	Full-Time Evening PN Instructor	\$76,641.80 (Column B, Step 4), exempt, benefits eligible, 205 days	10/05/2026	Health Sciences
Ian Pammer	Part-Time Adult Ed HVAC Instructor	\$32.75/hour, exempt, no benefits	02/01/2027	Brownstown
Christopher Wilson	Full-Time 2nd Shift Custodian	\$17.00/hour, non-exempt, benefits eligible, 12 months	09/21/2026	Brownstown

Transfers:

Employee	Position Title	Employment Info	Start Date	Location
William (Mark) Stuckey	Assistant Principal	Transferring from Assistant Principal at BT to Supervisor of Curriculum-Special Projects at WS, \$111,728 per year, exempt, no change in benefits	TBD	Willow Street

Mr. Stuckey introduced himself and spoke about his past experience in the education field. He expressed that he is looking forward to the opportunity with the new position.

Action Items

- FMLA: #11416, Brownstown, 1/12-2/9/27 Intermittent
- 2026-27 Request For Column Movement
- 2025-2026 Tenure: Erick Leiva

Mrs. Sturgis motioned and Mr. Riehl seconded to approve the Personnel Committee Report. All members present voted in favor.

BUILDING AND PROPERTY COMMITTEE

Chair – Sandra Duncan

Members – Menno Riggelman, Matt Beakes, Jason Breckbill

Administrators – Tim Klein, Dr. Julie Frey, Justin Bruhn

Mr. Klein provided the Building & Property Committee report.

Informational Items**Brownstown Updates**

- Cafeteria Door replacements X3 (Grant ?)
- Lancaster Sewer Authority, Moving forward will be a low-pressure system plan (Turtle Road)
- Building Automation Software (LON to Bacnet) X3 On-going

Mount Joy Updates

- Boilers On-going
- Fire Alarm Panel (One trouble alarm to fix)
- Bright Horizon Awnings
- New Building & Property Space renovations on-going

Willow Street Updates

- Boilers On-going
- Box Truck replacement Request to Bid (Finance)

Health Science Updates

- Next steps to plan future improvements, Stair Case Sept 28, 29, Level 2 Flooring next

Facility Use**PLANNING AND DEVELOPMENT COMMITTEE**

Chair – Steve Riehl

Members – Desiree Wagner, Ramon Rivera

Administrators – Michael Moeller, Karin Shipman, David Smith

Mr. Riehl provided the Planning & Development Committee report.

Action Items

- Overnight or Out-of-State field tripsField Trips
 - FFA State Legislation Conference- Sheraton Hotel, Harrisburg, 3/14 - 316 (WS)
 - FFA Leadership Conference-Penn State Univ, 3/18 - 3/10 (WS)
 - SkillsUSA Leadership Conference - Camp Hill, 11/11 - 11/13
 - SkillsUSA State Conference - Hershey, 3/31 - 4/2
 - Bryant Park in New York City, NY to Grand Central Station and MoMA - Electrical Construction/Architectural CAD/Plumbing/DDPM/Commercial Art/Photo/IMWD (MJ)

Mr. Riehl motioned and Mrs. Duncan seconded approving the Planning and Development Committee Report. All members present voted in favor.

Informational Items

- Application Status Secondary 2026-27
- Enrollment Status Post-Secondary 2026-27
- Employer Engagement Fair
- Open Houses
 - November 2, 2026 BT Campus
 - November 4, 2026 MJ Campus
 - November 5, 2026 WS Campus
- Next Door Ready to Work Affiliation Agreement

Field Trips

Date(s)	Place	Program/Campus
9/16/26	Millport Conservancy, Lititz	Painting - MJ
9/29/26	ATC, Exton	Intro to Trans - MJ
10/15/26	Signature Custom Cabinetry, Ephrata	Cabinet/Painting - BT
10/20/26	Quality Custom Cabinetry, New Holland	Cabinet/Painting - BT
10/21/26	Premier Custom - Built, New Holland	Cabinet/Painting - BT
10/21/26	Spooky Nook, Manheim	PSTC - Manheim
10/22/26	Spooky Nook,. Manheim	Baking/Pastry and Culinary, MJ
10/23/26	Lion's Club Building, Willow Street	SkillsUSA - All Campuses
10/28/26	WHYY & Independence Hall, Philadelphia	Arch CAD Photography - BT
10/29/26	Conestoga Woods, Lancaster	Cabinet/Painting - BT
11/4/26	Flex-Cell, Lancaster	Precision Machining- MJ
11/17/26	Marshak Dairy & New Bolton Center, Kennett Square	APST - WS
11/18/26	Astro Machine, Ephrata	Precision Machining - MJ
12/16/26	Tech College High School, Brandywine	SkillsUSA
3/4/27	Farm & Home Center, Lancaster	APST - WS
4/13/27	Lebanon Fairgrounds, Lebanon	APST - WS

FINANCE COMMITTEE

Chair – Andrew Welk

Members – Philip Eby, Jerry Steinman

Administrators – Jeremy Wiker, Rachel Hetzel

Mr. Welk provided the Finance Committee report.

Financial Reports

- Treasurer's Reports:
 - General Fund - August
 - Money Market Account - August
 - Cafeteria Fund - August
 - Capital Reserve 2001 - August
 - Capital Reserve 2018 - August
 - Production & Activity Accounts - August
 - Bill Payment: Summary
 - General Fund - Bill Payment List - August
 - 2001 Capital - Bill Payment List - August - No Payments to List
 - 2018 Capital - Bill Payment List - August
- Internal Service Fund Report - Health - August
- Internal Service Fund Report - Unemployment - August
- 13 Month Rolling Treasurer's Report Balances - August
- Financial Comparison Report

Permission to Purchase/Bid/RFP, Award Bids/RFPs

- Permission to Purchase:
 - Replacement Canopy for Bright Horizons
 - Additional Awnings at Mount Joy
 - BAS Controls - Brownstown

Seeking Approval

- Snow Removal - Mount Joy
 - Mr. Wimer wants to know how much the snow removal company is charging to put down salt per storm. Mr. Klein shared the price and Mr. Wimer then suggested that the price was too high. Mr. Wiker shared that he would look at what the school districts are paying to compare the pricing.
- United Concordia Dental Insurance Proposal - Analysis
- 2027-28 Budget Timeline
 - Mr. Best asked Mr. Wiker when the budget would be shared. Mr. Wiker shared that the draft will be out before Thanksgiving. At the December meeting the board members will be asked to vote, so that it could be sent to the school districts.
- Items to be Disposed
- Egrant Signature Resolution

Mr. Welk motioned and Mr. Riehl seconded to approve the Finance Committee Report. All members present voted in favor.

Informational Items

- IU Rental Agreement - Meetings
- IU Community-Based Training Experience Program
- Mount Joy Facilities Use Request
- Brownstown Facilities Use Request
- Brownstown Facilities Use Request meeting
- DC Gohn Lot #2 Stake Out
- Inspira Renewal
- E-rate Changes Being Considered

POLICY COMMITTEE

Chair - Grant Keener

Members – Brian Conroy, Jason Breckbill

Administrators – Dr. Peart, Dr. Scott Long, Mike Moeller, Rachel Hetzel

Mr. Breckbill provided the policy committee report.

Action Items

Policies for 2nd Read and Approval

221 VOL I Dress Code Secondary

320 VOL II Freedom of Speech

709 Building Security

903 VOL I Public Comment in Joint Operating Committee Meetings

Mrs. Duncan motioned and Mr. Riehl seconded to approve the Policy Committee Report. All members present voted in favor.

OLD BUSINESS

NEW BUSINESS

- **PSBA Officer Elections**
 - 2027 President-Elect (one-year term) January 1, 2027 - December 31, 2027
 - Matt Vannoy
 - 2027 Vice President- Elect (one-year term) January 1, 2027 - December 31, 2027
 - Kristy Bolte

OPEN JOC DISCUSSION – Mr. Wimer opened the floor for JOC member comments

Mr. Wimer shared that the Reorganization meeting is in December. The Chair and Vice Chair positions are up for election.

Mr. Riggleman said that if a student is moved out of CTC into the Adult program his school district will not be paying for the student. Dr. Long said that it should not be a concern and if a student does apply to the adult ed program, the school district has to sign the form accepting that change.

Mr. Riggleman also shared that his school district does not do business with Crabtree. They have not had a good business relationship with that company. His suggestion to the CTC is to not do business with them because it may cost more money if they get into business with them. Mr. Wimer said that Crabtree is just doing the Feasibility Study for the CTC and we have not decided to do business with them yet. Mr. Riehl shared that his school districts had some issues with Crabtree as well and he also suggested the CTC not doing business with them.

Mr. Bruhn shared that at Brownstown campus the new students seem to be a high performing group and he is very glad to see that.

Dr. Frey had the same thing to say about the students at the Mount Joy campus.

Mr. King says that it is going great at the Willow Street campus..

ADJOURN

Mr. Wimer called for an adjournment at 7:47 P.M. of the JOC Meeting.

Mrs. Sturgis motioned and Mr. Eby seconded the motion to adjourn. All members present voted in favor.

The next JOC meeting will be held on October 22, 2026 at the Willow Street Campus.

Sandra Duncan, Assistant Secretary

9/24/2026