

March 2, 2021

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL
JOINT COMMITTEE
REGULAR MEETING

The Regular Meeting of the Bethlehem Area Vocational-Technical School Joint Committee was held on the evening of the above date, beginning at 7:00 p.m. at the Bethlehem Area Vocational-Technical School, 3300 Chester Avenue, Bethlehem, PA, for general purposes.

Members Present: Directors Donaher (via Zoom), Faccinetto, Schenkel, Sinkler (via Zoom), Gogel, Makary, Dettmar, Eichfeld – eight. Absent: Director Neiman - one.

Others Present: Mr. Adam S. Lazarchak, Executive Director of BAVTS; Mr. Joseph Kovalchik, Superintendent of Northampton Area School District and BAVTS Superintendent of Record, Ms. Avery Smith, Alternate Solicitor, Mrs. Susan Fahrenkopf, Secretary/ Treasurer; Mrs. Debra Miller, Business Administrator, and interested staff members.

The agenda was approved on motion of Directors Faccinetto and Dettmar and unanimous voice vote.

An Executive Session was held before the regular meeting regarding personnel matters.

The minutes of the February 11, 2021 meeting were approved on motion of Directors Faccinetto and Eichfeld and unanimous voice vote.

The Report of the Secretary/Treasurer for the period ending January 31, 2021, was approved on motion of Directors Faccinetto and Dettmar and unanimous voice vote.

Mr. Glenn Milositz, BAVTS Electronics Technology Instructor, was given Courtesy of the Floor regarding Board Policy 107.1 Program Continuation, which is on the agenda as a first reading. He asked the Joint Committee for the rationale for changing the policy. Director Schenkel replied that the Joint Committee had requested Administration revise the policy based on the concerns raised in the letter that the BAVTS Professional Association had presented to the Joint Committee in February. After much discussion, it was suggested that BAVTS Administration and Professional Association leadership meet to review the policy prior to its second reading in April to avoid any misunderstanding or miscommunication.

Mr. Milositz was again given Courtesy of the Floor prior to the conclusion of the meeting and spoke regarding NOCTI testing as it relates to employment. He stated that work ethic and attendance are more important attributes to an employer than a testing score.

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL
March 2, 2021

PAYMENT OF BILLS

RECOMMENDATION:

a.) GENERAL BUDGET

That the bills through March 2, 2021 for the General Budget as tabulated on the following pages and certified as to correctness and receipt of materials or services, be paid.

MOTION BY: Director Dettmar
SECOND BY: Director Gogel
ROLL CALL Motion carried by the following roll call vote: Aye:
Directors Donaher, Faccinetto, Sinkler, Gogel, Makary, Dettmar,
Eichfeld, Schenkel (except Check #29203) - eight; Nay: none;
Abstain: Director Schenkel (for Check #29203 only)

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL
3300 Chester Avenue
Bethlehem, PA 18020

March 2, 2021

To the Members of the Bethlehem Area
Vocational-Technical School Joint Committee

The administration respectfully submits the following information and recommendations:

1. STAFFING:

- a. That the following resignation be accepted:

Ryan Davis

Position: Supervisor of Buildings and Grounds
Effective: March 5, 2020

- b. That the Executive Director be authorized to hire for the Supervisor of Buildings and Grounds position, with salary and benefits in accordance with the current Act 93 Employee Agreement. Ratification to be performed at the April Joint Committee Meeting.

MOTION BY: Director Faccinetto
SECOND BY: Director Makary
ROLL CALL Motion carried by the following roll call vote: Aye:
Directors Donaher, Faccinetto, Sinkler, Gogel, Makary, Dettmar,
Eichfeld, Schenkel - eight; Nay: none.

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

March 2, 2021

2. 2021-2022 BUDGET CONSIDERATION

INFORMATION:

The 2021-2022 Bethlehem Area Vocational-Technical School budget in the amount of \$12,787,668 was presented at the February Joint Committee meeting.

A revised 2021-2022 BAVTS budget was provided to the Joint Committee in the amount of \$13,171,494, reflecting the addition of the anticipated \$384,002 GEER grant and a reduction of \$176 from the initial budget.

RECOMMENDATION:

That the Joint Committee approve the preliminary 2021-2022 Bethlehem Area Vocational-Technical School budget in the amount of \$13,171,494 and recommend the adoption of that budget by the three participating school districts' Board of Directors.

MOTION BY: Director Faccinetto
SECOND BY: Director Makary
ROLL CALL Motion carried by the following roll call vote: Aye:
Directors Donaher, Faccinetto, Sinkler, Gogel, Makary, Dettmar,
Eichfeld, Schenkel - eight; Nay: none.

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

March 2, 2021

3. BUDGET TRANSFERS

RECOMMENDATION:

That the following budget transfer for March, 2021, be approved as presented.

Account	Description	To	From	REASON
10.1110.650.000.000	TECHNOLOGY RELATED SUPPLIES		\$ 3,000.00	Reallocate available technology funds
10.1380.650.000.000	TECHNOLOGY RELATED SUPPLIES & FEES		\$80,000.00	Reallocate Apple Technology Refresh
10.2120.650.000.000	TECHNOLOGY RELATED SUPPLIES & FEES	\$ 4,000.00		Staff Computer Update
10.2170.650.000.000	TECHNOLOGY RELATED SUPPLIES & FEES	\$ 2,000.00		Staff Computer Update
10.2360.650.000.000	TECHNOLOGY RELATED SUPPLIES & FEES	\$ 2,000.00		Staff Computer Update
10.2380.650.000.000	TECHNOLOGY RELATED SUPPLIES & FEES	\$ 2,000.00		Staff Computer Update
10.2440.650.000.000	TECHNOLOGY RELATED SUPPLIES & FEES	\$ 2,000.00		Staff Computer Update
10.2511.650.000.000	TECHNOLOGY RELATED SUPPLIES & FEES	\$ 6,000.00		Staff Computer Update
10.2620.650.000.000	TECHNOLOGY RELATED SUPPLIES & FEES	\$ 3,000.00		Staff Computer Update
10.2840.766.000.000	CAP TECH REPLACE EQUIPMENT	\$62,000.00		IT infrastructure upgrades - switches, storage devlces for server storage

Above transfers were an information item at the February 2021 Joint Committee Meeting.

MOTION BY: Director Faccinetto
SECOND BY: Director Makary
ROLL CALL Motion carried by the following roll call vote: Aye:
Directors Donaher, Faccinetto, Sinkler, Gogel, Makary, Dettmar,
Eichfeld, Schenkel - eight; Nay: none.

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

March 2, 2021

4. APPOINTMENT OF AUDITOR

INFORMATION:

Gorman and Associates have performed the School and Authority audits since 2009. They have provided a quotation to perform audit services through 2024 for the following fees:

Year ended June 30,	School	Authority
2021	\$13,750	\$2,400
2022	\$13,750	\$2,400
2023	\$14,500	\$2,500
2024	\$14,500	\$2,500

\$3,000 is the fee if a Single audit is required in any fiscal year.

\$1,200 is the fee if the auditor would prepare the Annual Financial Report for a fiscal year.

RECOMMENDATION:

It is recommended that the Joint Committee appoint Gorman and Associates, PC to perform the audit of the School and the Authority for the years ending 2021, 2022, 2023 and 2024.

MOTION BY: Director Faccinetto

SECOND BY: Director Makary

ROLL CALL Motion carried by the following roll call vote: Aye:

Directors Donaher, Faccinetto, Sinkler, Gogel, Makary, Dettmar, Eichfeld, Schenkel - eight; Nay: none.

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

March 2, 2021

5. 2020-2021 OCCUPATIONAL ADVISORY COMMITTEE MEMBERS

RECOMMENDATION:

That the Joint Committee approve the following Occupational Advisory Committee (OAC) members for the 2020-2021 school year.

First Name	Last Name	Job Title	Company	Shop/Program
Eric	Lasko	Estimator	All American Concrete Form	Masonry

MOTION BY: Director Faccinetto

SECOND BY: Director Makary

ROLL CALL Motion carried by the following roll call vote: Aye:
Directors Donaher, Faccinetto, Sinkler, Gogel, Makary, Dettmar,
Eichfeld, Schenkel - eight; Nay: none.

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

March 2, 2021

6. NEW LOCAL ADVISORY COMMITTEE MEMBERS

RECOMMENDATION:

That Danielle Joseph, Executive Vice President, Business & Diversity Councils at the Greater Lehigh Valley Chamber of Commerce, and Vivian Robledo-Shorey, Director of Student Services at Bethlehem Area School District, be appointed as additional members of the Local Advisory Committee of Bethlehem Area Vocational-Technical School for the remainder of the 2020-2021 school year.

MOTION BY: Director Faccinetto
SECOND BY: Director Makary
ROLL CALL Motion carried by the following roll call vote: Aye:
Directors Donaher, Faccinetto, Sinkler, Gogel, Makary, Dettmar,
Eichfeld, Schenkel - eight; Nay: none.

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

March 2, 2021

7. NOCTI/NIMS TESTING WAIVER

INFORMATION:

Under Act 136 of 2020 approved November 25, 2020, Special Provisions Applicable to the 2020-21 school year were made whereby the Secretary of Education may waive the NIMS assessment and the NOCTI exam on a school-wide basis or for a specific career and technical education program provided by a school entity based on the recommendations of directors of career and technical education programs.

RECOMMENDATION:

That the Joint Committee authorize the Executive Director to seek a waiver from the PA Secretary of Education for both the NIMS assessment and the NOCTI exam for Bethlehem Area Vocational-Technical School for the 2020-2021 school year.

MOTION BY: Director Faccinetto
SECOND BY: Director Makary
ROLL CALL Motion carried by the following roll call vote: Aye:
Directors Donaher, Faccinetto, Sinkler, Gogel, Makary, Dettmar,
Eichfeld, Schenkel - eight; Nay: none.

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

March 2, 2021

8. JOB DESCRIPTION UPDATING

INFORMATION:

Since the first reading of the job description for Culinary Event Management Instructor in February, the following revisions were made:

- ❖ The second bullet point under “Primary Duties and Responsibilities” was revised to include the words “Director of” prior to Marketing & Development
- ❖ The seventh bullet point under “Primary Duties and Responsibilities” was reworded from “Maintains all aspects of the BAVTS Food Truck; coordinate all inspections, mechanical needs and maintenance as needed.” to “Maintains all Culinary Health & Safety aspects of the BAVTS Food Truck; coordinate all inspections, equipment/mechanical repairs, and maintenance as needed.”

RECOMMENDATION:

That the Joint Committee approve the following job description as presented. This is the required second reading of this job description.

- Culinary Event Management Instructor

MOTION BY: Director Faccinetto

SECOND BY: Director Makary

ROLL CALL Motion carried by the following roll call vote: Aye:

Directors Donaher, Faccinetto, Sinkler, Gogel, Makary, Dettmar, Eichfeld, Schenkel - eight; Nay: none.

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL
Job Description

Position Title: Culinary Event Management Instructor
Work Unit: Professional Staff
Reports to: Supervisor of Career & Technical Education

GENERAL POSITION REQUIREMENTS

Education/Certification Vocational II Certification and/or the ability to obtain, Relevant Industry Certifications Preferred. ServSafe certification and driver's license required.

Experience Minimum of five years of documented work-related experience in the Culinary/Event Planning fields required and vocational teaching experience preferred

Machinery & Equipment Program specific, computer, telephone, copy machine.

Other (skills) Microsoft Office, Program or trade specific software

PRIMARY DUTIES AND RESPONSIBILITIES

- Coordinates instructional aspects of BAVTS internal/external food service activities and special functions under direction of the Supervisor of Career and Technical Education and with approval from Supervisor of Buildings and Grounds
- Coordinates with CTSO Advisors and the Director of Marketing & Development for fund-raising activities
- Facilitates collaboration between the Culinary Arts/Baking & Pastry Arts Instructors to organize and execute events/functions that promote BAVTS with selected students as needed.
- Assists with the school restaurant, ala cart line and school store.
- Facilitates monthly meeting with stakeholders within BAVTS and externally as needed.
- Submits purchase requests to Business Office for processing orders.
- Maintains all Culinary Health & safety aspects of the BAVTS Food Truck; coordinate all inspections, equipment/mechanical repairs, and maintenance as needed.
- Availability for evenings and weekends as needed.
- Obtain permits/licenses as needed to attend venues
- Maintains all relevant trade certifications as needed.
- Performs additional duties as requested by the Executive Director and Supervisor of Career & Technical Education

Position Title:

Culinary Event Management Instructor

PHYSICAL REQUIREMENTS OF THE JOB

Work Environment:

The employee occasionally works near moving mechanical parts, such as trade-specific equipment. The employee may occasionally work outdoors when simulating the real-world work environment. Most environments are not air-conditioned nor do they provide access to windows. The noise level is usually moderate to loud, including interruptions from phones, visitors, other employees, students, and supervisors.

Language Skills:

Ability to read, analyze and interpret general business and technical periodicals, professional journals, technical procedures or governmental regulations; ability to effectively present information in small or large groups or individualized instruction; ability to write reports, take attendance and perform other customary paperwork associated with secondary education; ability to respond to questions from individuals, groups, parents, the general public or other stakeholder groups; ability to speak clearly.

Mathematics Skills:

Ability to work with mathematical concepts (fractions, ratios, proportions, percentages, etc.) in order to perform trade-specific calculations.

Computer Skills:

Ability to use computer technology for grading, attendance, e-mail, software applications, internet and other educational activities as required by the Administration.

Reasoning Skills:

Ability to apply principles of logical thinking to a wide range of intellectual and practical problems related to secondary students, the world of work and public education issues; ability to deal with a variety of abstract and concrete variables; ability to demonstrate prudent judgment.

Position Title:

Culinary Event Management Instructor

Physical Requirements:

MEASURED IN TERMS OF FREQUENCY

Not At All
0%

Occasionally
1 – 33%

Frequently
24 – 66%

Constantly
67 – 100%

LIFTING

Up to 10 lbs.	Frequently
11 to 20 lbs.	Frequently
Beyond 20 lbs.	Occasionally

BODY MOVEMENTS

Bend/Stoop	Frequently
Climb	Frequently
Kneel	Frequently
Push	Frequently
Pull	Frequently
Twist	Frequently
Stand	Frequently
Sit	Frequently
Walk	Frequently

TERMS OF EMPLOYMENT

Salary, Terms, Benefits, and Length of Work Year in accordance with the current Collective Bargaining Agreement.

Position Title:

Culinary Event Management Instructor

Events/Function Examples:

NTHS Banquet (DEC)
Bridges Banquet (MAY)
COOP Breakfast (MAY)
OAC Meeting (OCT/APR)
BAVTS Open House (OCT)
BASD Super Tailgate (OCT)
Rotary Taste/Tunes (OCT)
Counselors Luncheon (DEC/MAY)
Bridges Meetings (4x)
BAVTS Fundraising weeks (10x)
Perkins Luncheon (MAY)

District 11 Tennis Matches (MAY)
Middle School Open Houses (SEPT)
HS Open Houses (SEPT)
BASD Foundation Auction (TBA)
BAVTS Secretary Luncheon (APR)
NHS Fall Festival (OCT)
BAVTS Car Show (OCT)
BAVTS Careerfair (MAR)
Directors Meetings (3x)
Freedom Bonfire (NOV)
Local Advisory Luncheon (OCT/APR)

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

March 2, 2021

9. BOARD POLICY UPDATING

INFORMATION:

BAVTS is in the process of updating Board policies. Periodically, policies will be presented to the Joint Committee for review and approval.

RECOMMENDATION:

It is requested that the Joint Committee review the following policy and make any suggestions for changes or clarifications at the March Joint Committee Meeting:

Policy 107.1, Program Continuation

This will be the first reading of the above policy.

Any questions or information regarding this policy should be presented to Mr. Lazarchak or Director Schenkel prior to the March meeting.

MOTION BY: Director Faccinetto

SECOND BY: Director Makary

ROLL CALL Motion carried by the following roll call vote: Aye:

Directors Donaher, Faccinetto, Sinkler, Gogel, Makary, Dettmar,
Eichfeld, Schenkel - eight; Nay: none.



Book	Policy Manual
Section	100 Programs
Title	Program Continuation
Code	107.1
Status	First Reading
Adopted	November 14, 2007
Last Revised	April 6, 2021

Authority

The Joint Committee adopts this policy to govern the continuation and/or probation of programs in the school.

Guidelines

At the end of each school year all career and technical programs will go under a complete review, by instructor, to determine if the course is operating at an efficient and effective level and if the course is viable according to State and local employment figures. If the administrator in charge identifies that a course is not meeting these expectations, a recommendation will be made to the Joint Committee to place the program on a probationary status, contract multiple sections, and/or when possible, re-design the course or re-allocate resources to meet the needs of the school and its community. The administrator in charge will meet with each program and its instructors at the start of the new school year to discuss the review. If placed on probation, this period will begin on the first day of the new school year.

A program's operating efficiency will be based on the following accountability data: end of year enrollment, overall student attendance, end of program assessment scores, average Occupational Advisory Committee (OAC) involvement, current career outlook, and the number of students who earned an industry certification and/or college credits during that school year.

Should a program be placed on probationary status, a team of individuals will be appointed by the Executive Director to work with the program instructor(s) to increase its accountability data. The team and instructor(s) shall implement an action plan and develop strategies to address under-performing areas within the course.

The reduction, contraction, and/or curtailment of a program requires a majority vote with at least two districts represented with affirmative votes.

Exceptions

The Joint Committee acknowledges that there are unique circumstances that impact a program's effectiveness and the educational community's needs such as, but not limited to, competition with high school offerings, off-site requirements of the career and technical program, logistical needs, specific licensing or certification requirements that govern the program, or other circumstance that can affect the viability, success, and/or need for the course.

Should this occur, the Executive Director, along with the Joint Committee, will review a program which encounters such special circumstances and will determine whether to grant an exception to the evaluation data. Each program that incurs such a unique situation will be evaluated on a case-by-case basis, without setting a precedent.

Non-tenured teachers will be part of the program review process but are exempt from probation, reduction, contraction, or curtailment.

Administrative Guidelines

For purposes of policy management and administrator and instructor awareness, a program's effectiveness and viability will be calculated as followed:

Bethlehem Area Vocational-Technical School: Program Report Card

PROGRAM NAME:
INSTRUCTOR:
ENROLLMENT:
SUPERVISOR:

SCHOOL YEAR:
TENURE:
CAPACITY:

1. **Enrollment:** This is the percentage of students enrolled, as of May 1st, versus the maximum capacity for the program area, AM and PM combined.

95%-100% = **40pts**
65%-74% = 10pts

85%-94% = 30pts
55%-64% = 5pts

75%-84% = 20pts
0%-54% = 0pts

2. **End-Of-Program Assessment*:** This is the percentage of students who have scored competent or above on the end of program assessment; i.e. NOCTI, NIMS, etc. for this School year.

90%-100% = 20pts
70%-74% = 5pts

80%-89% = 15pts
50%-69% = 3pts

75%-79% = 10pts
0%-49% = 0pts

3. **Attendance:** This is the overall attendance percentage of the program at the end of the School year.

95%-100% = 10pts
80%-84% = 3pts

90%-94% = 8pts
75%-79% = 1pt

85%-89% = 5pts
0%-74% = 0pts

4. **OAC Participation (Fall/Spring Average):** This is the average number of members who have participated in this year's OAC meetings

9-12 = 10pts
3-4 = 3pts

7-8 = 8pts
0-2 = 0pts

5-6 = 5pts

5. **Industry Certifications and/or Dual Enrollment Credits:** This indicates the number of students who have earned an industry certification and/or dual enrollment credits for the year.

10+ = 10pts
3-4 = 3pts

8-9 = 8pts
1-2 = 1pt

5-7 = 5pts
0 = 0pts

Certification(s) and/or Dual Enrollment Credit Opportunities:

6. **Occupational Outlook:** This is the current percentage of available jobs over the next 5-10 years in the State of Pennsylvania according to O-Net Online.

15% or better = 10pts
4%-6% = 3pts

11%-14% = 8pts
0% -3% = 0 pts

7%-10% = 5pts
Negative Growth = -3pts

TOTAL SCORE: TBD

Rating Scale:

Failing = 0-30

Needs Improvement = 31-55

Proficient = 56-84

Distinguished = 85-100

Program Highlights (Non-Cumulative to Rating): This is a list of student and program accomplishments for the current school year. For example: Scholarship Winners, NTHS Members, SkillsUSA Winners, Community Service Activities, etc.

Definition

Probationary Status - results from the program area not meeting the Proficient or Distinguished status for the current School year. The time frame for the probationary period is a minimum of one complete School year.

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

March 2, 2021

10. CONTINUING EDUCATION

INFORMATION:

In June of 2020 the Joint Committee approved Administration's recommendation for suspension of the Continuing Education Program from July 1, 2020 through December 31, 2020 due to the ongoing COVID-19 pandemic. Administration has reviewed and assessed the situation and is recommending that the suspension continue through June 30, 2021.

RECOMMENDATION:

That the Joint Committee approve the continuation of the suspension of the Continuing Education Program through June 30, 2021.

MOTION BY: Director Faccinetto
SECOND BY: Director Makary
ROLL CALL Motion carried by the following roll call vote: Aye:
Directors Donaher, Faccinetto, Sinkler, Gogel, Makary, Dettmar,
Eichfeld, Schenkel - eight; Nay: none.

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL
March 2, 2021

K. (1.) CONDITION OF THE BUDGET

INFORMATION:

Presented for your information is the statement of the Condition of the Budget ending January 31, 2021.

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

March 2, 2021

J.(2.) HOUSE PROJECT REPORT

INFORMATION:

Mr. Lazarchak informed the Joint Committee members present that the plumbers have been working at the house project after having to dig out several times due to the frequency of winter snow storms recently.

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

March 2, 2021

L.1. BIDS TO BE AWARDED AT UPCOMING JOINT COMMITTEE MEETING

Administration has submitted the Supplemental Equipment Grant application to the PA Department of Education. We anticipate hearing from PDE if we are awarded the grant by the end of March. Due to the advertising and bidding requirements, Administration will be soliciting bids as needed for equipment that was requested under the Supplemental Equipment Grant. In addition, Administration will also be soliciting bids for items that may be purchased from remaining instructional program funds, available GEER Grant funding or additional Supplemental Equipment funds, if awarded. We anticipate receiving bids with bid awards to be recommended at an upcoming Joint Committee Meeting.

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

March 2, 2021

L.2. UPCOMING BUDGET TRANSFERS

For many years, BAVTS has asked instructional programs to finish their purchasing for the school year in March. Once purchase requests have been processed, administration will review remaining funds and requests that were not funded in the 2020-21 or the proposed 2021-22 budget. This allows administration to fund equipment, technology and other needs without increasing the upcoming budget. It is anticipated that budget transfers will be recommended at the April, May and June meetings to reallocate available funds.

We anticipate seeking an additional transfer to the House Project fund to ensure that we have adequate funds to complete the existing house and have start-up funds available for starting the next home.

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

March 2, 2021

L.3. UPCOMING TECHNOLOGY UPGRADES

At the February meeting, administration discussed the need to reallocate Apple computer funds to upgrade staff devices and technology department infrastructure. We are in the process of working with our vendors to secure quotes for the staff refresh devices as well as the technology department infrastructure upgrades that will include our Core switches, Nimble storage device for server storage and switches for our IDF. We expect to have quotes secured with PEPPM or COSTARS pricing for approval at the April meeting.

The meeting adjourned at 7:35 p.m. on the motion of Director Eichfeld, seconded by Director Faccinetto, and unanimous voice vote.

Attest,



Susan M. Fahrenkopf
Joint Committee Secretary