

**LUZERNE COUNTY COMMUNITY COLLEGE BOARD OF TRUSTEES  
BOARD MEETING**

**Tuesday, August 30, 2022**

**5 PM-Executive Session 5:30 PM Work Session 6 PM Board Meeting Educational Conference Center**

Join Zoom Meeting: <https://us06web.zoom.us/j/93003918834?pwd=b0gwaVFWSUQxakMyM09HVVB5NEExWQT09>

Meeting ID: 930 0391 8834 Passcode: 888095 Dial: +1-646-558-8656

**BUSINESS SESSION**

**AGENDA**

**Pledge of Allegiance** (all rise)

1. Roll Call
2. Public Comment
3. Approval of Previous Board Minutes Daniel C. Rodgers, Board Chair
  - ❖ May 6, 2022, Board Minutes
  - ❖ June 21, 2022, Board Minutes
  - ❖ July 26, 2022, Board Minutes
4. Approval of August 30, 2022, Board Agenda Daniel C. Rodgers, Board Chair
5. **REPORT OF OFFICERS & AGENTS**
  - ❖ President's Report Thomas P. Leary, President
  - ❖ Treasurer's Report Cheryl Baur, Vice President, Finance
  - ❖ Foundation Report Rebecca Brominski, Executive Director,  
Institutional Advancement/Foundation
6. **ACTION ITEMS:**
  - 6. **Executive Committee Report** Daniel C. Rodgers, Board Chair
    - A. Ratification, Parking Lot Repaving Project C.O.#1
    - B. Ratification, Parking Lot Repaving Project C.O.#2
    - C. Ratification, Water Infiltration Remediation C.O.#2
    - D. Ratification, Technology Center Atrium C.O.#1
    - E. Ratification, Naming of New Student Learning Commons
7. **Student Success & Workforce Development  
Committee Report** Bernard W. Graham, Ph.D., Committee Chair
8. **Audit, Finance & Facilities Committee Report** Susan E. Unvarsky, Committee Chair
  - A. RFP, Banking and Financial Services
  - B. Bid, Courtyard Stair Replacement
  - C. RFP, Remote Captioning Services for the Deaf  
and Hard of Hearing
9. **Compliance, Legal Affairs, Policies, Human  
Resources, Diversity & Inclusion Committee Report** August Piazza, Committee Chair
10. **Government and External Affairs, Public Relations,  
Marketing, and College Foundation Report** Catherine O'Donnell, Esq., Committee Chair
1. **INFORMATIONAL ITEMS**
  - 1. **Unfinished Business of Previous Meeting** Daniel C. Rodgers, Board Chair
  - 2. **Communications** Daniel C. Rodgers, Board Chair
  - 3. **Adjournment** Daniel C. Rodgers, Board Chair

## 6. EXECUTIVE COMMITTEE ACTION ITEMS

### 6A. Ratification of Main Parking Lot Repaving Change Order

Recommend the Luzerne County Community College Board of Trustees ratify and reaffirm the change order to Don Bower, Inc. in the amount of \$173,513.00 for additional work identified during the progression of the work.

Funding for this change order is available within the original Board of Trustees approved project costs utilizing the contingency and with previously allocated capital funds.

### 6B. Ratification of Main Parking Lot Repaving Change Order #2

Recommend the Luzerne County Community College Board of Trustees ratify and reaffirm the change order to Don Bower, Inc. in the amount of \$20,389.72 for additional work identified during the progression of work.

Funding for this change order is available with previously allocated capital funds.

### 6C. Ratification of Campus Center Water Infiltration Remediation Change Order #2

Recommend the Luzerne County Community College Board of Trustees ratify and reaffirm the change order to D&M Construction Unlimited Inc. in the amount of \$30,020.73 for additional work identified during the progression of the work.

Funding for this change order is available within the original Board of Trustees approved project costs by utilizing the contingency and previously allocated capital funds.

### 6D. Ratification of Technology Center Atrium Replacement Change Order

Recommend the Luzerne County Community College Board of Trustees ratify and reaffirm the change order #1 for the Technology Center Atrium Replacement Project in the amount of \$15,768 to Champion Builders, Inc for unforeseen costs associated with the project.

### 6E. Ratification of the Naming of the Hazleton Center Student Learning Commons

Recommend the Luzerne County Community College Board of Trustees ratify and reaffirm the naming of the new Pasco L. Schiavo Hazleton Center Student Learning Commons.

## 8. FINANCE COMMITTEE ACTION ITEMS

### 8A. Recommendation to Approve RFP- Banking and Financial Services

Recommend Luzerne County Community College Board of Trustees approve the proposal of FNCCB Bank for Banking Services for a three (3) year period.

### 8B. Recommendation to Approve Courtyard Stair Replacement

Recommend the Luzerne County Community College Board of Trustees approve the award of the Courtyard Stair Replacement project to the lowest responsible bidder: Panzitta Enterprises, Inc. in the amount of \$318,600. In addition, the architect and engineering fees payable to hemmler + camayd architects, in line with the agreement in place (7.99% for this project cost) in the

amount of \$25,456.14 will be incurred. An 8% contingency fee - \$25,488 for the contractor and \$2,036.49 for related architect and engineering services – could be incurred, for a total project cost of \$371,580.63.

The 8% contingency is not a definite expenditure; however, available if necessary. If it is not utilized as part of the project, the funds will be returned to the available funds for other projects.

**8C. Recommendation to Approve RFP for Agencies Providing Remote Captioning Services for the Deaf and Hard of Hearing.**

Recommend the Luzerne County Community College Board of Trustees approve the proposal to Classroom Captioning at the following rate of \$75.00 an hour with a 1-hour minimum time limit.

**INFORMATION ON APPOINTMENTS  
New Hires since June 21, 2022**

**Administration**

Rianna Karalunas, FT Director of Student Retention and Success, \$59,843.81/yr, July 18, 2022  
Keri Stewart, PT Extension Center Administrator, Scranton Extension Center, \$28.17/hr, August 22, 2022  
Karen Rainey, FT Temporary Emergency Director of Dental, \$64,979.95/yr, August 25, 2022  
Robert Perhacs, FT Assistant Director of Financial Aid, \$55,298.55/yr, August 29, 2022

**Faculty**

Russell Bigus, FT Assistant Professor of Biology, \$51,840.22/yr, August 25, 2022  
Maria Carr, FT Temporary Instructor of Medical Assisting (Academic Year 2022-2023), \$37,841.00/yr, August 25, 2022  
Kimberly Delbo, FT Temporary Instructor of Nursing (Academic Year 2022-2023), \$37,841.00/yr, August 25, 2022  
Margaret Harris, FT Assistant Professor of Nursing, \$41,292.00/yr, August 25, 2022  
Richard Kokas, FT Assistant Professor of Business, \$41,292.00/yr, August 25, 2022  
Gay Lemons, FT Assistant Professor of Psychology, \$41,292.00/yr, August 25, 2022  
Mary Murphy, FT Temporary Instructor of Human Services/Sociology (Fall Semester 2022), \$37,841.00/yr, August 25, 2022  
Lora Roebuck, FT Temporary Instructor of Math (Academic Year 2022-2023), \$37,841.00/yr, August 25, 2022  
John Sedlak, FT Professor of Business, \$75,472.80/yr, August 25, 2022  
Michael Senyk, FT Assistant Professor of Biology, \$41,292.00/yr, August 25, 2022

**Classified**

Halina Eckrote, FT Secretary of Dental, \$27,300.00/yr, July 5, 2022  
Beth Miller, FT Custodian, \$31,200.00/yr, July 11, 2022  
Patricia Evans, FT Custodian, \$31,200.00/yr, August 1, 2022  
Alesandra Colleen Lavelle, FT Custodian, \$34,348.98/yr, August 1, 2022  
Ann Marie Schraeder, FT Assistant to Chief Information Officer, \$51,303.98/yr, August 3, 2022

**LEAVE REPORT STATUS**

**Separations from Employment**

Christina Lavan, FT Faculty, Nursing, May 27, 2022  
George Lutz, PT Extension Center Administrator, Hazleton Extension Center, July 7, 2022  
Katherine Cummings, FT Director of Library, July 8, 2022  
Anthony Waichulis, FT Public Safety and Security Officer, August 26, 2022