

April 6, 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 7:16 p.m. at the Bethlehem Area Vocational-Technical School, 3300 Chester Avenue, Bethlehem, PA, for general purposes.

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

Others Present: Mr. Adam S. Lazarchak, Executive Director of BAVTS; Mr. Joseph Kovalchik, Superintendent of Northampton Area School District and BAVTS Superintendent of Record, Mr. Donald F. Spry II, Solicitor, 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 Donaher and unanimous voice vote.

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

The minutes of the March 2, 2021 meeting were approved on motion of Directors Dettmar and Faccinetto and unanimous voice vote.

The Report of the Secretary/Treasurer for the period ending February 28, 2021, was approved on motion of Directors Faccinetto and Eichfeld and unanimous voice vote.

Mr. Lazarchak acknowledged Carol Murphy, Instructional Assistant, whose retirement is on the agenda this evening, and thanked her for her many years of service as a valuable employee.

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL
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PAYMENT OF BILLS

RECOMMENDATION:

a.) GENERAL BUDGET

That the bills through April 6, 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 Faccinetto
SECOND BY: Director Makary
ROLL CALL Motion carried by the following roll call vote: Aye:
Directors Donaher, Faccinetto, Sinkler, Makary, Dettmar, Eichfeld,
Schenkel (except Check #29299) - seven; Nay: none; Abstain:
Director Schenkel (for Check #29299 only)

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

April 6, 2021

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

The administration respectfully submits the following information and recommendations:

1. STAFFING

RECOMMENDATION:

- a. That the following appointment be approved:

Jeffrey Bower

Position: Supervisor of Buildings and Grounds
(replacement for Ryan Davis)

Salary/Benefits: \$85,000, pro-rated for the 2020-2021 school year, with
Benefits in accordance with the Act 93 Employee
Benefit Package

Effective: April 12, 2021, pending receipt of
all required paperwork and Drug Screening

- b. That the following retirements be accepted:

Lisa Gruschow

Position: Instructional Assistant (part-time)

Effective: June 11, 2021

Carol Murphy

Position: Instructional Assistant

Effective: April 26, 2021

MOTION BY: Director Faccinetto

SECOND BY: Director Makary

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

Directors Donaher, Faccinetto, Sinkler, Makary, Dettmar, Eichfeld,
Schenkel - seven; Nay: none

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2. 2020-2021 SUBSTITUTES

RECOMMENDATION:

That the following individuals be approved as substitutes for the 2020-2021 school term, subject to the call of the Executive Director of Bethlehem Area Vocational-Technical School, or his/her designee, as needed, at the rates approved by the Joint Committee, pending receipt of all required paperwork.

Daniel Berardesca
Thomas A. Rutherford

MOTION BY: Director Faccinetto

SECOND BY: Director Makary

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

Directors Donaher, Faccinetto, Sinkler, Makary, Dettmar, Eichfeld,
Schenkel - seven; Nay: none

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

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3. EXTENSION OF CUSTODIAL/MAINTENANCE AGREEMENT

RECOMMENDATION:

That the attached Amendment to the Agreement with the Custodial and Maintenance Employees extending the current agreement through June 30, 2022 be approved by the Joint Committee.

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

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4. BUDGET TRANSFERS

INFORMATION:

At the March meeting, administration advised that we would 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. Addition transfer are also requested as presented.

RECOMMENDATION:

That the attached budget transfers for April 2021 be approved as presented:

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

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

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5. JOINT PURCHASING BOARD BID AWARDS

RECOMMENDATION:

That the attached bids awarded through the Northampton/Monroe/Pike County Joint Purchasing Board be approved for the 2021-2022 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, Makary, Dettmar, Eichfeld,
Schenkel - seven; Nay: none

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6. LAWN MOWING SERVICES FOR 2021 SEASON

INFORMATION:

BAVTS has been contracting lawn mowing services for a number of years. Searock's has provided lawn care services for many seasons at BAVTS. The agreement is based on a contract originally developed by Attorney Spry. In their proposal the contracted fee will be \$500 per cut for the 3300 Chester Avenue campus and \$200 per cut for the 3266 Hecktown Road property. Their proposal also included Spring Cleanup for \$250 and Fall Cleanup for \$250.

RECOMMENDATION:

That the Joint Committee accept the proposal from Searock's Lawn Care and authorize Administration to enter into an agreement for lawn mowing and clean up services for the 2021 season.

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

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7. ELECTRIC VEHICLE SITE VISIT

RECOMMENDATION:

That the following be permitted to conduct Electric Vehicle (EV) site visits in Huntington Beach/Carlsbad CA, from June 13th-16th, 2021. This trip will allow staff to tour facilities, work with technicians and explore partnerships with companies in preparation to start EV projects at BAVTS. The cost of this trip is in the budget and shall not exceed \$13,000 based on the following attendees:

Adam Lazarchak, Executive Director
Mike Galler, Supervisor of Secondary Programs
Jeff Cantrel, Automotive Technology Instructor
Dan Mirza, Automotive Technology Instructor
** Up to 2 Sending District representatives TBA**

Mr. Galler will be present at the Joint Committee meeting to provide additional information regarding this agenda item.

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

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8. CORE SWITCH UPDATE

INFORMATION

At the February Joint Committee meeting, Administration advised that in the current 2020-21 school year we budgeted to refresh the Apple computers utilized in our creative cluster programs. Following an assessment of the technology within our school, we requested approval at the March meeting to reallocate those funds to upgrade staff devices and technology department infrastructure. Administration worked with the Technology Department and identified various infrastructure items that need to be refreshed.

The three switches working in tandem, known as "the Core" of the network, will not be supported after October of 2021, and will no longer be eligible for software updates. The Core is what routes all network traffic to its appropriate destination. Every time you send a print job, or make a phone call, or double-click a file to open it, it all gets routed through the Core.

Our Technology Coordinator/Network Administrator has researched and worked with Integra One for a cost effective solution to replace these devices with 4 Aruba switches for the sake of high availability and redundancy. The attached quote for \$38,646.73 includes 3 years of support and professional technical assistance in migrating all configurations from the old switches to the new switches, as well as knowledge transfer and training. Pricing is PEPPM and the contract number is on the attached quote.

RECOMMENDATION:

That the Joint Committee accept the attached quote from Integra One for the upgrade of the core switches in the amount of \$38,646.73 utilizing PEPPM pricing and authorize Administration to proceed with the purchase.

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

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9. COMPUTER REFRESH

INFORMATION:

At the February Joint Committee meeting, Administration advised that in the current 2020-21 school year we budgeted to refresh the Apple computers utilized in our creative cluster programs. Following an assessment of the technology within our school, we requested approval at the March meeting to reallocate those funds to upgrade staff devices and technology department infrastructure. Administration worked with the Technology Department and identified staff computers that needed to be refreshed because they were several years old and out of warranty.

We have received 2 quotes from Dell using COSTARS pricing to purchase 16 laptop systems at a total cost of \$31,098.56 and 2 desktop units at a total cost of \$1,876.10.

RECOMMENDATION:

That the Joint Committee accept the quotes form Dell Marketing LP utilizing COSTARS pricing for the purchase of 16 laptop systems at a total cost of \$31,098.56 and 2 desktop units at a total cost of \$1,876.10.

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

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10. NIMBLE SERVER STORAGE REPLACEMENT

INFORMATION:

At the February Joint Committee meeting, Administration advised that in the current 2020-21 school year we budgeted to refresh the Apple computers utilized in our creative cluster programs. Following an assessment of the technology within our school, we requested approval at the March meeting to reallocate those funds to upgrade staff devices and technology department infrastructure. Administration worked with the Technology Department and identified various infrastructure items that need to be refreshed.

The storage device that provides hard drive space for all of our servers will not be supported after December of 2021; however, it is not feasible to replace it in the fall so this must be done over the summer months.

Our current device is an enterprise-grade device with enterprise-grade support and has been serving us very well. Our Technology Coordinator/Network Administrator recommends replacing it with a newer version of the same device. The attached quote for \$51,912.85 includes the cost of a 5-year support contract, professional assistance with installation and a full day of official HP/Nimble professional development on the management of the device. Pricing is PEPPM and the contract number is on the attached quote.

RECOMMENDATION:

That the Joint Committee accept the attached quote from Integra One for the Nimble server storage replacement in the amount of \$51,912.85 utilizing PEPPM pricing and authorize Administration to proceed with the purchase.

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

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11. SWITCH CLOSET SWITCH REPLACEMENT

INFORMATION:

At the February Joint Committee meeting, Administration advised that in the current 2020-21 school year we budgeted to refresh the Apple computers utilized in our creative cluster programs. Following an assessment of the technology within our school, we requested approval at the March meeting to reallocate those funds to upgrade staff devices and technology department infrastructure. Administration worked with the Technology Department and identified various infrastructure items that need to be refreshed.

Our Technology Coordinator/Network Administrator has identified 2 switch closet switches that are out of support and need to be replaced. The replacement switches will provide added security and added functionality to control network traffic and will be deployed in our more technology intensive areas.

RECOMMENDATION:

That the Joint Committee accept the attached quote from Integra One for 2 switch closet switches in the amount of \$8,822.50 utilizing PEPPM pricing and authorize Administration to proceed with the purchase.

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

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12. COLONIAL IU 20 HOSTED FIREWALL SERVICES CONTRACT

INFORMATION:

We recommend entering into the attached contract with Colonial Intermediate Unit 20 for hosted firewall services. The current firewall is near the end of its lifecycle and the need for more remote work and VPN users has caused malfunctioning, resulting in many hours devoted to troubleshooting and reconfiguration by our Technology Department. The hosted firewall services will provide better quality and functionality as well as increased bandwidth (4 times greater than our existing capacity). We will also receive better support without utilizing BAVTS Technology Department time. In addition, the switch to hosted firewall services should be more cost effective over the life of the agreement when factoring in the purchase of a replacement firewall and the related licensing and support costs.

RECOMMENDATION:

That the Joint Committee authorize the administration to enter into the attached contract with Colonial Intermediate Unit 20 for hosted firewall services for the period from May 1, 2021 through April 30, 2026 at a cost of \$552.63 per month for 60 months, not to exceed \$33,157.80.

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

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13. BID AWARD - COMPLETE TOOLKIT WITH CHEST

INFORMATION:

BAVTS would like to purchase 6 Complete Toolkits with Chest for the Automotive Technology Program. We have been advised that the specific complete toolkits utilized by the BAVTS Auto Tech program are being phased out by the vendor. The toolkits offer warranty service and come with organizational foam and are individually etched to assist with inventory control. We would like to purchase the 6 kits to complete both Automotive Technology Programs. Funding will be provided with a mixture of remaining unexpended programs budgeted funds and available Supplemental Equipment Grant funds, which will cover a portion of the purchase. BAVTS received a Supplemental Equipment Grant in the amount of \$101,569.43 – significantly more than our requested amount of \$65K. That will allow us to use additional funds toward the cost of approximately 1 toolkit.

The following bid for a Complete Toolkit with Chest was opened on March 29, 2021:

Vendor:	COMPLETE TOOLKIT WITH CHEST - COST PER UNIT	Quantity - if purchased	COMPLETE TOOLKIT WITH CHEST - TOTAL FOR QUANTITY OF:	
Snap-On Industrial	\$17,198.75	1	\$17,198.75	
		2	\$34,397.50	
	Pricing was requested for a total quantity between 1 and 6 units - Price per unit per bid did not change		3	\$51,596.25
			4	\$68,795.00
			5	\$85,993.75
			6	\$103,192.50

RECOMMENDATION:

It is recommended that the Joint Committee award the bid for the purchase of 6 Complete Toolkit with Chest to Snap-On Industrial in the amount of \$17,198.75 per unit, total cost of \$103,192.50 as they were the sole bidder.

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

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14. BID AWARD - VACUUM FEED FOLDER

INFORMATION:

BAVTS was approved to purchase a Vacuum Feed Folder for the Graphic Communications Program under the Supplemental Equipment Grant which will cover 100% of the cost.

The following bids for a Vacuum Feed Folder were opened on March 29, 2021:

Vendor	Amount of Bid
Best Tech Offset & Bindery Service Inc.	\$12,967
Northern Machine Works, Inc.	\$13,948

Best Tech Offset & Bindery Service Inc. also submitted a bid for the Vacuum Feed Folder with an optional mobile stand for a total price of \$13,382.

If the instructor wants to purchase the optional mobile stand, it will done separately from the bid award since it was not included as part of the original bid.

RECOMMENDATION:

It is recommended that the Joint Committee award the bid for the purchase of the Vacuum Feed Folder to Best Tech Offset & Bindery Service Inc. in the amount of \$12,967 as they were the lowest bidder for the equipment as specified.

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

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

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15. BID AWARD – NURSING SIMULATOR

INFORMATION:

BAVTS was approved to purchase a Nursing Anne Nursing Simulator for the Health Careers Program under the Supplemental Equipment Grant. BAVTS received a Supplemental Equipment Grant in the amount of \$101,569.43 – significantly more than our requested amount of \$65K. That will allow us to use additional funds toward the cost of a 2nd and 3rd simulator – one for each program instructor. The Supplemental Equipment Grant will cover 100% of the purchase.

The following bids for a Nursing Simulator were opened on March 29, 2021:

<u>Vendor</u>	<u>Total Cost for 3 Units</u>
CPR Savers & First Aid Supply	\$31,800.00
Pocket Nurse Enterprises, Inc. DBA Pocket Nurse	\$33,742.62
Laerdal Medical Corporation	\$42,069.55

RECOMMENDATION:

It is recommended that bids be rejected and the items be rebid with revised specifications.

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

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16. BID AWARD – DIRECT GARMENT PRINTER

INFORMATION:

BAVTS was approved to purchase a Direct Garment Printer for the Graphic Communications Program under the Supplemental Equipment Grant which will cover 100% of the cost.

The following bid for a Direct Garment Printer was opened on March 29, 2021:

Company	Amount of Bid
Coldesi, Inc.	\$22,470

RECOMMENDATION:

It is recommended that the Joint Committee award the bid for the purchase of a Direct Garment Printer to Coldesi, Inc. in the amount of \$22,470, as they were the sole bidder.

MOTION BY: Director Faccinetto

SECOND BY: Director Makary

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

Directors Donaher, Faccinetto, Sinkler, Makary, Dettmar, Eichfeld,
Schenkel - seven; Nay: none

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

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17. REVISED BAVTS 2020-2021 SCHOOL CALENDAR

INFORMATION:

The 2020-2021 school year needs to be revised due to the number of snow/emergency days used to date. In keeping with the three sending school districts' calendar revisions, the following date has been added to the calendar as an instructional day:

Thursday, June 10, 2021

The last day for teachers will be Friday, June 11, 2021 and is an in-service day.

RECOMMENDATION:

That the revised 2020-2021 school calendar be approved as presented; and that should additional revisions be necessary, that the appropriate amount of days needed be added to the end of the 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, Makary, Dettmar, Eichfeld,
Schenkel - seven; Nay: none

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

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18. 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 approve the following policy as presented.

Policy 107.1, Program Continuation

This will be the required second reading of the above policy.

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

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

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

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19. OCCUPATIONAL ADVISORY COMMITTEE MEMBERS

RECOMMENDATION:

That the Joint Committee approve the following new members on the Occupational Advisory Committee (OAC) for the programs listed:

First Name	Last Name	Job Title	Company	Shop
Richard	Chiappa	Networking Instructor	Career Institute of Technology	Computer Networking
Amanda	Gimbar	Executive Chef	Steel Club	Culinary Arts
Christopher	Goodson	General Manager	Jeff's Automotive	Automotive Technology
Marie-Christina	Mensing	Safety Manager	AJ Trunzo, Inc.	Masonry
Dennis	Mundy	Service Manager	The Tustin Group	HVAC
Marilyn	Ward	SMT Manager	R & D Altanova.com	Electronics Technology
Heather	Williams	Executive Chef	Iron Pigs (J&E)	Culinary Arts

MOTION BY: Director Faccinnetto

SECOND BY: Director Makary

ROLL CALL

Motion carried by the following roll call vote: Aye:

Directors Donaher, Faccinnetto, Sinkler, Makary, Dettmar, Eichfeld, Schenkel - seven; Nay: none

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

April 6, 2021

J.(1.) 2021-2022 BETHLEHEM AVTS BUDGET

INFORMATION:

Administration has received, from all three participating school districts, the acceptance of the Bethlehem AVTS 2021-2022 budget in the amount of \$13,171,494.

At the Regular Meeting of the Board of School Directors of the Bethlehem Area School District held on March 22, 2021, the budget was approved with BASD contribution at \$7,146,157.

At the Regular Meeting of the Board of School Directors of the Northampton Area School District held on March 8, 2021, the budget was approved with NASD contribution at \$2,387,773.

At the Regular Meeting of the Board of School Directors of the Saucon Valley School District held on March 23, 2021, the budget was approved with SVSD contribution at \$711,323.

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J. (2.) CONDITION OF THE BUDGET

INFORMATION:

Presented for your information is the statement of the Condition of the Budget ending February 28, 2021.

Respectfully submitted,



Adam S. Lazarchak
Executive Director

Sf

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL

April 6, 2021

J.(3.) HOUSE PROJECT REPORT

INFORMATION:

Mr. Lazarchak informed the Joint Committee members present that the students have roughed in the plumbing, the porch beam and posts have been installed and HVAC and electrical work is currently being done.

The meeting adjourned at 7:34 p.m. on the motion of Director Dettmar, seconded by Director Faccinetto, and unanimous voice vote.

Attest,



Susan M. Fahrenkopf
Joint Committee Secretary