



**MINUTES**  
**Virtual Board of Directors' Meeting**  
**DECEMBER 16, 2020**

1. The meeting was called to order at 6:45 p.m. by the Chairperson of the Board, Mr. William Fonseca. The following were present:

Board of Directors:                    Mr. Carmino Mineo, Agawam  
                                                 Mr. William Fonseca, East Longmeadow  
                                                 Ms. Michelle Emirzian, Hampden-Wilbraham Regional  
                                                 Ms. Bronwyn Monahan, Longmeadow  
                                                 Mr. Jacob Oliveira, Ludlow  
                                                 Ms. Pamela Petschke, Southwick-Tolland-Granville Regional

Collaborative:                            Mr. Roland Joyal, Jr., Executive Director  
                                                 Ms. Anna Bishop, Director of Finance  
                                                 Ms. Cheryl Wiblyi, Director of Human Resources

2. A public forum was offered. There were no comments from the public. Ms. Emirzian requested clarification for her school committee regarding the Collaborative seeking reimbursement from districts on PPE purchases. Mr. Joyal and Ms. Bishop indicated that the Collaborative is not eligible to apply for reimbursement. Districts would have to do so on our behalf.

Ms. Monroe joined the meeting at 6:48 p.m.

3. Ms. Petschke moved to approve the consent agenda as presented. Mr. Mineo seconded. On a roll call vote, the following voted YES: Mr. Mineo, Ms. Monahan, Ms. Petschke, Ms. Emirzian, and Mr. Fonseca. Approved unanimously.
4. A. Ms. Monroe reported that the Collaborative has applied for and received notice of a grant award for \$10,000 to be used to develop and implement an action plan to create safe and supportive school environments with the focus on social-emotional wellbeing. The group congratulated everyone's efforts. Ms. Monroe left the meeting at 6:55 p.m.
- B. Ms. Bishop reported that we are moving forward with identifying referrals and renovating classroom space for a social-emotional elementary program. She expects approximately 6 students starting the end of January.

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- C. Mr. Joyal noted that when we receive any correspondence praising our drivers or monitors, we send a letter of recognition. We wanted to share the positive feedback from the community.
- 5. A. Ms. Bishop reviewed the most recent revenue and expenditures which reflect the billing for the first two quarters.
- B. Ms. Bishop reviewed current special education enrollments.

Mr. Oliveira joined the meeting at 7:06 p.m.

- C. Ms. Bishop noted that funds need to be transferred to Capital Projects for a number of renovation projects. As previously discussed, space is being renovated to accommodate a social-emotional elementary program. Roof repairs need to be accomplished in the Bistro area as well. Ms. Emirzian moved to transfer from the General Fund Unreserved Fund Balance to the Capital Projects Fund the amount of \$346,538 for the remaining costs associated with the Twain Elementary Program space renovation and the Bistro roof repair. Mr. Mineo seconded. On a roll call vote, the following voted YES: Mr. Mineo, Ms. Monahan, Ms. Petschke, Ms. Emirzian, Mr. Oliveira, and Mr. Fonseca. Approved unanimously.
  - D. Ms. Bishop noted that she is obligated to disclose a potential conflict of interest as she serves on the Scantic Valley Health Trust board of directors who make decisions on health insurance premium costs and she is enrolled in one of the health plan offerings.
  - E. Ms. Bishop reported that the LPVEC has finally received the FY19 Certificate for Excellence in Financial Reporting from the GFOA.
  - F. Mr. Joyal noted that superintendents and business managers will meet in January to review our preliminary FY22 budget proposal. Any changes as a result of this meeting will be brought to the Board at their January meeting as well.
6. At 7:14 p.m. Ms. Petschke moved to enter into Executive Session to conduct collective bargaining and later vote in open session to approve any agreement reached so that it may take effect. On a roll call vote, the following voted YES: Mr. Mineo, Ms. Monahan, Ms. Petschke, Ms. Emirzian, Mr. Oliveira, and Mr. Fonseca.

Open Session resumed at 7:29 p.m. Ms. Petschke moved to approve the settlement agreement with UFCW Local 1459 as discussed. Mr. Mineo seconded. On a roll call vote, the following voted YES: Mr. Mineo, Ms. Monahan, Ms. Petschke, Ms. Emirzian, Mr. Oliveira, and Mr. Fonseca.

8. The next regularly scheduled meeting is January 20, 2021.

Ms. Emirzian moved to adjourn the meeting. Ms. Petschke seconded. On a roll call vote, the following voted YES: Mr. Mineo, Ms. Monahan, Ms. Petschke, Ms. Emirzian, Mr. Oliveira, and Mr. Fonseca. The meeting adjourned at 7:31 p.m.

2/25/2021  
(date)

Will P. Fonseca  
, Clerk