

MID-STATE TECHNICAL COLLEGE
DISTRICT BOARD MEETING MINUTES

Wisconsin Rapids Campus

February 24, 2020

A. CALL TO ORDER – Robert Beaver

The meeting was called to order at 5:20 p.m.

B. ROLL CALL

PRESENT: Robert Beaver, Betty Bruski Mallek, Kristin Crass, Craig Gerlach, Justin Hoerter, Richard Merdan, Lynneia Miller, and Dr. Shelly Mondeik

EXCUSED: Gordon Schalow and Charles Spargo

OTHERS: Dr. Karen Brzezinski, Dr. Bobbi Damrow, Dr. Beth Ellie, Robb Fish, Randy Jahns, Dr. Mandy Lang, Dean Pitt, Brad Russell, Matt Schneider, Jill Steckbauer, Kolina Stieber, Dr. Deb Stencil, Angie Susa, Mike Vilcinskas, and Bill Wanta

C. OPEN MEETING CERTIFICATION – Robert Beaver

The meeting notice was verified; stating that this meeting of the Mid-State Technical College District Board was announced to the public in an attempt to keep the citizens of the district aware of the date, time and place of the meeting.

D. OPEN FORUM – Robert Beaver

The meeting was opened for comments from the audience. No one wished to address the Board.

E. APPROVAL OF MINUTES

Motion by Ms. Bruski Mallek, seconded by Mr. Merdan, upon a voice vote, unanimously approved minutes from the board meeting held January 20, 2020 as presented.

F. CONSENT AGENDA

Motion by Mr. Gerlach, seconded by Mr. Hoerter, upon a roll call vote, unanimously approved the following consent agenda items:

1. The district's bills for the month of January 2020 were presented in Exhibit B. These bills totaled \$654,360.85 of which \$530,975.33 represents operational expenditures and \$123,385.52 represents capital expenditures. The district's payroll for the month of January totaled \$2,080,024.44 plus \$31,210.52 for travel and miscellaneous reimbursements and \$935,124.75 in fringe benefits. The district's bills and payroll totaled \$3,700,720.50.
2. Entered into the following contracted service agreements:

<u>Agreement #</u>	<u>Contracted Service:</u>	<u>Amount</u>
146564	OSHA 30	\$ 5,096.25
146565	DiSC Facilitation	\$ 490.00
146566	Intro to AutoCAD	\$ 3,990.00
146567	Fundamental Electricity and Safety	\$ 1,245.00

146568	Basic Life Support (BLS) Refresher	\$ 710.00
146569	HeartSaver First Aid/CPR/AED	\$ 3,395.00
146570	Basic Life Support (BLS)	\$ 2,710.00
146571	Leadership Development	
146572	Soft Skills for Modern Workplace	\$ 6,628.00
146573	Illness Management and Recovery (IMR) Training	\$ 4,995.00

3. Approved the following procurement(s) for goods and services:

<u>Amount</u>	<u>Vendor</u>	<u>Department</u>
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There are no procurements requiring board action this month.

4. Approved the following Resignations of Contracted Employees:

- Deb Johnson-Schuh (effective January 4, 2020 – internal promotion)
- Trina Kloehn (effective January 4, 2020 – internal promotion)
- Ben Nusz (effective February 15, 2020 – internal promotion)

G. CHAIRPERSON’S REPORT – Robert Beaver

1. Board members were welcomed to the meeting. Mr. Schalow and Mr. Spargo asked to be excused.
2. Winter Boards Association meeting was held January 16-18 in La Crosse. Those attending commented on sessions and professional development opportunities.
3. District Boards Association officer nominations were discussed.

Motion by Ms. Miller, seconded by Ms. Crass, upon a voice vote, unanimously nominated Vernon Jung for Association President, Betty Bruski-Mallek for Association Vice President and Dawn Garcia for Association Secretary/Treasurer.

4. ACCT Legislative Summit was held February 9-12 in Washington, D.C. Ms. Bruski Mallek, Mr. Merdan, Mr. Spargo, Dr. Brzezinski and Dr. Damrow represented the college. Attendees highlighted sessions attended and legislative visits.
5. Spring Board Advance will be held Friday, May 8. The morning session will be shared with the Mid-State Foundation Board for group professional development. Suggestions for topics can be shared with Dr. Mondeik or Ms. Susa.
6. 2020 Board Appointment is underway. The mandatory appointment meeting will be held Monday, March 9 at 5:00 p.m. at the Wisconsin Rapids Campus.
7. Future meeting dates (times unless otherwise announced):

MONTHLY MEETING	Committee Meetings – 4:15 p.m.
Monday, March 16, 2020	Committee-of-the-Whole – 5:00 p.m.
Adams Campus	Board Meeting – 5:20 p.m.
MONTHLY MEETING	Committee Meetings – 4:15 p.m.
Monday, April 20, 2020	Committee-of-the-Whole – 5:00 p.m.
Wisconsin Rapids Campus	Board Meeting – 5:20 p.m.

H. PRESIDENT'S REPORT – Dr. Shelly Mondeik

1. College-Wide In-Service was held today. Topics focused on Diversity, Equity and Inclusion.
2. Mid-State representatives participated in Central Wisconsin Days and WTEA meeting this week and will participate in WLDI next week.
3. WTCS Board meeting will be held March 17-18.

I. COMMITTEE REPORTS

1. FINANCE & INFRASTRUCTURE COMMITTEE – Lynneia Miller
 - a. REVIEW OF CONSENT AGENDA ITEMS: Committee reviewed and discussed Consent Agenda items. Questions were addressed during the committee meeting.
 - b. TREASURER'S REPORT: Reviewed and discussed college financial data.
 - c. SAFETY & SECURITY RFP: Committee reviewed results of Mid-State Safety and Security Update RFP. One bid was received and assessed. Work is scheduled to begin in late May and be complete in early August.

Motion by Mr. Merdan, seconded by Ms. Bruski Mallek, upon a roll call vote, unanimously awarded the Safety and Security RFP to Systems Technologies for \$492,571.

- d. SPECIAL FY21 BUDGET PRESENTATION FOR FINANCE & INFRASTRUCTURE COMMITTEE: Committee discussed potential dates to present the college's proposed FY21 operational budget. This meeting is typically held in early May.
 - e. FINANCE IMPLICATIONS FOR TOPICS IN OTHER COMMITTEES: No topics discussed.

2. ACADEMIC & STUDENT SERVICES COMMITTEE – Betty Bruski Mallek

- a. NEW PROGRAMMING: Committee reviewed program data on three potential new programs for Mid-State: Agronomy, Nail Technician, and Culinary Arts.

Motion by Mr. Hoerter, seconded by Ms. Crass, upon a roll call vote, unanimously provided concept approval for the Agronomy Technical Diploma.

Motion by Mr. Gerlach, seconded by Mr. Hoerter, upon a roll call vote, unanimously provided concept approval for the Nail Technician Technical Diploma.

Motion by Mr. Hoerter, seconded by Ms. Miller, upon a roll call vote, unanimously provided concept approval for the Culinary Arts Program.

- b. ENROLLMENT DATA: Current year FTE update was provided. Mid-State is on track for an increase in both FTE and headcount again this year.
3. HUMAN RESOURCES & EXTERNAL RELATIONS COMMITTEE – Justin Hoerter

- a. SECURITY ENHANCEMENTS: Enhancements to Mid-State’s safety and security measures were highlighted. Mid-State has two part-time Security Directors on staff who continue to review process and procedure for security enhancements.
 - b. WORKFORCE DEVELOPMENT CONTRACTS AND PROPOSALS: Highlighted workforce contract with Committee.
4. COMMITTEE-OF-THE-WHOLE – Robert Beaver
- a. FY21 CAPITAL BUDGET: A summary of the FY21 capital budget was provided (previously reviewed in detail by committee). A project list and proposed borrowing schedule was provided.

Motion by Ms. Miller, seconded by Mr. Gerlach, upon a roll call vote, unanimously approved the FY21 capital budget of \$5.5 M
 - b. MID-YEAR DASHBOARD: Presentation of Mid-State’s Mid-Year Dashboard was made. Data associated with the Key Results and Pillars of Opportunity were highlighted.

J. DISCUSSION & ACTION – Dr. Shelly Mondeik

1. Discussion & Action was not held this month.

K. CLOSED SESSION – Robert Beaver

The Board will entertain a motion to convene to closed session, pursuant to s. 19.85(1)(d) Wisconsin statutes, to discuss campus security measures. The Board may take action in closed session.

Following the closed session, the Board will entertain a motion to reconvene in open session and will take any further action that is necessary and appropriate. The Board will thereafter entertain a motion to adjourn the meeting.

Motion by Ms. Bruski Mallek, seconded by Ms. Crass, upon a roll call vote, unanimously approved the closed session as announced by Mr. Beaver. The board moved into closed session at 5:55 p.m.

L. ADJOURNMENT – Robert Beaver

Motion by Mr. Merdan, seconded by Ms. Crass, upon a roll call vote, unanimously approved reconvening in open session at 6:18 p.m.

There being no further action or business of the Board, the meeting adjourned at 6:25 p.m. with a motion by Mr. Merdan, seconded by Mr. Hoerter, upon a voice vote.