

MID-STATE TECHNICAL COLLEGE
DISTRICT BOARD MEETING MINUTES

Wisconsin Rapids Campus

October 19, 2020

A. CALL TO ORDER – Robert Beaver

The meeting was called to order at 5:24 p.m.

B. ROLL CALL

PRESENT: Robert Beaver (via Teams), Betty Bruski Mallek (via Teams), Kristin Crass (via Teams), Justin Hoerter (via Teams), Richard Merdan (via Teams), Lynneia Miller (via Teams), Charles Spargo (via Teams) and Dr. Shelly Mondeik

EXCUSED: Craig Gerlach and Gordon Schalow

OTHERS: Greg Bruckbauer, Dr. Karen Brzezinski, Dr. Bobbi Damrow (via Teams), Dr. Beth Ellie (via Teams), Dr. Mandy Lang (via Teams), Natasha Miller (via Teams), Brad Russell (via Teams), Matt Schneider (via Teams), Dr. Deb Stencil (via Teams), Angie Susa, and Mike Vilcinskas

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 Mr. Spargo, seconded by Mr. Hoerter, upon a voice vote, unanimously approved minutes from the board meeting held September 21, 2020 as presented.

F. CONSENT AGENDA

Motion by Mr. Spargo, seconded by Ms. Miller, upon a roll call vote, unanimously approved the following consent agenda items:

1. The district's bills for the month of September 2020 were presented in Exhibit B. These bills totaled \$2,440,302.81 of which \$1,550,059.67 represents operational expenditures and \$1,022,542.20 represents capital expenditures. The district's payroll for the month of September totaled \$1,360,682.12 plus \$5,470.31 for travel and miscellaneous reimbursements and \$636,429.45 in fringe benefits. The district's bills and payroll totaled \$4,442,884.69.
2. Entered into the following contracted service agreements:

<u>Agreement #</u>	<u>Contracted Service:</u>	<u>Amount</u>
146626	Culinary Training	\$ 34,000.00
146627	Sales and Use Tax Training	\$ 1,550.00

146628 Principles of Lean Manufacturing \$ 13,200.00

3. Approved the following procurement(s) for goods and services:
There were no procurements which required approval.
4. District Board Approval of Hires and Resignations of Contracted Staff:
 - Lisa Whitley (effective October 1, 2020 – hired)
5. Ethics Resolution:
WHEREAS, technical college district board members, district directors, and other key administrative staff of technical college districts are subject to the State Code of Ethics.

THEREFORE, BE IT RESOLVED that, for purposes of Wisconsin's Code of Ethics for Public Officials and Employees, Sections 19.41 through 19.59, Stats., the Mid-State Technical College District Board of Directors designates the following positions deputy, associate, or assistant district directors and indicates its intention that the current occupants of these positions and their successors be subject to the Wisconsin Ethics Code:

President	Dr. Shelly Mondeik
Vice President – Academics	Dr. Deb Stencil
Vice President – Finance & Facilities	Vacant
Vice President – Human Resources & Organizational Development	Dr. Karen Brzezinski
Vice President – Student Services & Enrollment Management	Dr. Amanda Lang
Vice President – Information Technology	Brad Russell
Vice President – Workforce Development & Community Relations	Dr. Bobbi Damrow
Director, Facilities & Procurement	Matt Schneider
Director, Foundation & Alumni	Jill Steckbauer

G. CHAIRPERSON'S REPORT – Robert Beaver

1. Board members were welcomed to the meeting. Mr. Gerlach and Mr. Schalow asked to be excused.
2. Fall Boards Association meeting will be held virtually on October 23, 2020. It will feature Nicolet College, Perception of Technical Colleges, Graduate Outcomes and the Marketing Consortium.
3. ACCT Leadership Congress was held October 5-8, 2020 virtually. As a college, Mid-State participated virtually and presented on the Simulation Center collaboration with Aspirus Riverview and Legacy Foundation. Mr. Beaver, Ms. Bruski Mallek and Mr. Merdan attended.
4. Future meeting dates (times unless otherwise announced):

MONTHLY MEETING	Committee Meetings – 4:15 p.m.
Monday, November 16, 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. Dr. Mondeik provided a campus activities update which included: COVID Team meetings, December graduation planning, and working with local fire/EMS/Law enforcement agencies on opportunities.
2. Mid-State recently celebrated selection of Wayne Bushman as Wisconsin Technical College District Boards Association Board Member of the Year. Mr. Bushman was presented the award during a virtual celebration attended by Mid-State leadership and the Bushman family.
3. Dr. Mondeik highlighted the WTCS state budget ask and components of the ask. In addition, the Presidents Association continues to discuss DEI, enrollment and COVID during their monthly meetings.

I. COMMITTEE REPORTS

1. FINANCE & INFRASTRUCTURE COMMITTEE – Charles Spargo
 - a. TREASURER’S REPORT: No questions or concerns resulted from review of the Treasurer’s Report.
 - b. CERTIFICATION OF 2020-21 TAX LEVY: The Mid-State Board is required to certify their tax levy for the current fiscal year and notify the 97 municipalities of their proportionate share of Mid-State’s total levy prior to October 31.

Motion by Mr. Spargo, seconded by Ms. Bruski Mallek, upon a roll call vote, unanimously approved the following resolution:

BE IT RESOLVED that the Mid-State Technical College Board authorized a \$13,960,624 property tax levy for fiscal year 2020-21, representing an overall mill rate of \$0.94490 on \$14,774,732,762 of equalized valuation without TIFs within the boundaries of the Mid-State Technical College District.

BE IT FURTHER RESOLVED that this levy be made up of \$7,356,404 in operational levy representing an operational mill rate of \$0.49791 and \$6,604,220 in debt service representing a debt service mill rate of \$0.44699.

BE IT FURTHER RESOLVED that administration apportion this levy based on the certified equalized property values for its 97 municipalities and notify them of their apportionment in accordance with state statutes.

- c. ANNUAL PROCUREMENT REPORT: The annual procurement report, which identifies vendors in which the college conducts more than \$50,000 of business with in one year, was reviewed. Further evaluation to ensure product value and proper pricing is conducted.

Motion by Ms. Bruski Mallek, seconded by Mr. Spargo, upon a roll call vote with Ms. Crass voting no, approved the Annual Procurement Report.

- d. 2019-2020 FINANCIAL AUDIT UPDATE: On site work has been completed. Presentation of the audit is expected at the December meeting.

- e. IT SYSTEMS BRIEFING: Mr. Russell provided an overview of the recent IT Systems Outage including the incident, action steps taken, data recovery and restoration, cost, and enhancements made to date.
 - f. FINANCE IMPLICATIONS FOR TOPICS IN OTHER COMMITTEES: No topics discussed.
2. ACADEMIC & STUDENT SERVICES COMMITTEE – Betty Bruski Mallek
- a. UNINTERRUPTED EDUCATION: An overview of academic response to the IT Systems Outage was provided. Due to the efforts of many, courses were transitioned to a different delivery method whereas Mid-State could offer between 72%-93% of courses each day during the outage.
 - b. K-12 FOCUS DURING COVID-19: Due to COVID-19, work with district high schools has changed. Mid-State continues efforts to connect with the high school student population and offer opportunities for interaction with Mid-State.
3. HUMAN RESOURCES & EXTERNAL RELATIONS COMMITTEE – Robert Beaver
- a. COUGAR MASCOT NAMING: Mid-State engaged internal and external stakeholders in the naming of the cougar mascot. Of the two finalists, “Grit” emerged as the name of Mid-State’s cougar. Naming activities for the cub will occur in the near future.

J. COMMITTEE-OF-THE-WHOLE

- 1. DASHBOARD AND BUDGET IMPLICATIONS: Dr. Mondeik provided a report on the dashboard, campus dashboards and current budget work.

K. DISCUSSION & ACTION – Dr. Karen Brzezinski and Natasha Miller

- 1. EQUITY AND INCLUSION TASK FORCE: An overview of Mid-State’s Equity and Inclusion Task Force was provided. This action oriented group strives to cultivate an environment of equity and inclusion.

L. CLOSED SESSION

The Board will entertain a motion to convene to closed session, pursuant to s.19.85(1)(e) Wisconsin Statutes, to discuss labor relation matters. 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 then take any further action that is necessary and appropriate. The Board will thereafter entertain a motion to adjourn the meeting.

Motion by Mr. Spargo, seconded by Ms. Bruski Mallek, upon a roll call vote, unanimously approved closed session as announced. Closed session convened at 6:31 p.m.

M. ADJOURNMENT – Robert Beaver

The Board reconvened in open session at 6:38 p.m. with a motion by Mr. Spargo, seconded by Ms. Bruski Mallek, unanimously approved upon a roll call vote.

There being no further action or business of the Board, the meeting adjourned at 6:39 p.m. with a motion by Mr. Spargo, seconded by Ms. Bruski Mallek, upon a roll call vote.

Lynneia Miller, Secretary
Mid-State Technical College Board

Angela R. Susa
Recording Secretary