

MID-STATE TECHNICAL COLLEGE
DISTRICT BOARD MEETING MINUTES

Wisconsin Rapids Campus

March 15, 2021

A. CALL TO ORDER – Robert Beaver

The meeting was called to order at 4:49 p.m.

B. ROLL CALL

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

EXCUSED: Craig Gerlach

OTHERS: Tom Bordenkircher (via Teams @ 5:32 p.m.), Greg Bruckbauer (via Teams), Dr. Karen Brzezinski (via Teams), Dr. Bobbi Damrow (via Teams), Dr. Beth Ellie (via Teams), Dr. Colleen Kane (via Teams), Dr. Mandy Lang (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 Ms. Bruski Mallek, seconded by Ms. Miller, upon a voice vote, unanimously approved minutes from the board meeting held February 15, 2021 as presented.

F. CONSENT AGENDA

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

1. The district's bills for the month of February 2021 were presented in Exhibit B. These bills totaled \$1,825,391.33 of which \$1,311,742.65 represents operational expenditures and \$513,648.68 represents capital expenditures. The district's payroll for the month of February totaled \$1,375,088.92 plus \$2,003.84 for travel and miscellaneous reimbursements and \$2,015,990.33 in fringe benefits. The district's bills and payroll totaled \$3,841,381.66.
2. Entered into the following contracted service agreements:

<u>Agreement #</u>	<u>Contracted Service:</u>	<u>Amount</u>
146652	Forklift Training and Certification	\$ 440.00
146653	Software Training Technical Assistance	\$ 555.00
146654	Adult/Child CPR Skill Test	\$ 650.00
146655	Lifting and Rigging	\$ 6,300.00
146656	Mobile Crane	\$ 6,250.00

3. Approved the following procurement(s) for goods and services:
There were no items requiring approval.
4. District Board Approval of Hires and Resignations of Contracted Staff:
 - Alison Graf (effective February 15, 2021) - hired

G. CHAIRPERSON'S REPORT – Robert Beaver

1. Board members were welcomed to the meeting.
2. The Spring District Boards Association meeting will be held virtually April 16. Anyone interested in attending should contact Ms. Susa to make arrangements.
3. A letter will be sent to County Board Chairpersons announcing the start of a second Board Appointment Process for 2021. The Appointment Committee will seek members for the Employer, Employee and School District Administrator positions.
4. Dr. Mondeik provided an overview of college activities, legislative advocacy, budget planning, and upcoming WTCS Board and Presidents Association meetings. Dr. Mondeik led a discussion regarding the April board meeting and comfort with hosting in-person at the Wisconsin Rapids Campus and virtually.
5. Future meeting dates (times unless otherwise announced):
MONTHLY MEETING Committee-of-the-Whole - 4:30 p.m.
Monday, April 19, 2021 Board Meeting – 4:40 p.m.
Wisconsin Rapids Campus and
Virtually via Microsoft Teams

H. 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. WISCONSIN RAPIDS CULINARY REMODEL PROJECT: Bid results for the Wisconsin Rapids Culinary Remodel Project were shared and discussed. Bid results were higher than anticipated.

Motion by Mr. Spargo, seconded by Ms. Bruski Mallek, upon a roll call vote, unanimously awarded the Wisconsin Rapids Culinary Remodel Project, in the amount of \$846,000, to Eagle Construction, contingent upon WTCS Board approval.
 - c. FY22 CAPITAL BUDGET: A summary of the FY22 capital budget was presented. The proposal was previously reviewed by the Finance & Infrastructure Committee at a special meeting held March 11. An overview of capital budget planning, financing timeline, and project overview was provided.

Motion by Mr. Spargo, seconded by Ms. Bruski Mallek, upon a roll call vote, unanimously approved the FY22 capital budget as presented.
 - d. GROUP REQUEST-FOR-PROPOSAL (RFP) FOR FUTURE FINANCIAL AUDITS: Mid-State's engagement with Clifton Larson Allen ended with the FY20 audit. A group RFP with eight

other Wisconsin Technical Colleges and the Wisconsin Technical College Employee Benefits Consortium was conducted. Six bid proposals were received and reviewed. Highlights of the review were provided.

Motion by Mr. Spargo, seconded by Ms. Miller, upon a roll call vote unanimously approved a 5-year engagement with Wipfli LLP for financial audit purposes.

- e. SPECIAL FY22 BUDGET PRESENTATION FOR FINANCE & INFRASTRUCTURE COMMITTEE: A date will be established with the committee for review of the FY22 budget proposal. The meeting will be open to all board members.
 - f. FINANCE IMPLICATIONS FOR TOPICS IN OTHER COMMITTEES: No topics discussed.
2. ACADEMIC & STUDENT SERVICES COMMITTEE – Betty Bruski Mallek
- a. COSMETOLOGY REMODEL UPDATE: An update on recently completed Salon and Nail Technician classroom renovation was provided along with images of the newly enhanced space.
3. HUMAN RESOURCES & EXTERNAL RELATIONS COMMITTEE
- a. IN-SERVICE UPDATE: College In-Service was held virtually and focused on HLC Accreditation. Content was presented through various interactive games.

K. COMMITTEE-OF-THE-WHOLE

- 1. COVID RELIEF FUNDING: A COVID-19 emergency relief funding and status presentation was provided. Three rounds of funding have thus far been authorized. Spending was reviewed. The COVID Funding Team continues to review information, forecast and prioritize needs of the college.

L. DISCUSSION & ACTION

- 1. SIMULATION CENTER: Mid-State’s Healthcare Simulation Center opened on the third floor of Aspirus Riverview Hospital in January 2021. Since its opening, over 250 students have utilized the Center as part of their educational programming. A video highlighting the Center was shared.

M. CLOSED SESSION

The Board will entertain a motion to convene to closed session, pursuant to s.19.85(1)(c) and (f), Wisconsin Statutes, to discuss the Presidents evaluation and information concerning certain College employee’s execution of their responsibilities. The Board may take action in closed session. Following closed session, the Board will entertain a motion to reconvene in open session and will then take 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 Mr. Spargo, upon a roll call vote, unanimously approved closed session as announced. Closed session convened at 5:42 p.m.

M. ADJOURNMENT – Robert Beaver

The Board reconvened in open session at 6:11 p.m. with a motion by Mr. Merdan, seconded by Ms. Crass, unanimously approved upon a roll call vote.

There being no further action or business of the Board, the meeting adjourned at 6:12 p.m. with a motion by Mr. Merdan, seconded by Ms. Bruski Mallek, upon a roll call vote.

Lynneia Miller, Secretary
Mid-State Technical College Board

Angela R. Susa
Recording Secretary