



**BOARD OF DIRECTORS MEETING**  
December 2022

**Monday, December 19, 2022**  
Mid-State Wisconsin Rapids Campus  
500 32<sup>nd</sup> Street North, Wisconsin Rapids

**4:00 p.m.** – Finance & Infrastructure Committee Meeting; Room A223 (page 14)  
**4:15 p.m.** – Academic & Student Services Committee Meeting; Room A112 (page 18)  
**4:30 p.m.** – Human Resources & External Relations Committee; Room A203 (page 21)  
**5:00 p.m.** – **Committee-of-the-Whole**; Room L133-134 (page 23)  
**Immediately following Committee-of-the-Whole – Board Meeting**; Room L133-134 (page 3)

***Mission:*** Mid-State Technical College transforms lives through the power of teaching and learning.

***Vision:*** Mid-State Technical College is the educational provider of first choice for its communities.

**INDEX**

December 19, 2022 Board Meeting Agenda..... Page 3

Exhibits..... Page 6

    A: November 21, 2022 Board Meeting Minutes..... Page 6

    B: Payment of Bills & Payroll ..... Page 10

    C: Finance & Infrastructure Committee Agenda ..... Page 14

    D: Finance & Infrastructure Committee Meeting Minutes ..... Page 16

    E: Academic & Student Services Committee Agenda ..... Page 18

    F: Academic & Student Services Committee Meeting Minutes..... Page 19

    G: Human Resources & External Relations Committee Agenda ..... Page 21

    H: Human Resources & External Relations Committee Meeting Minutes..... Page 22

    I: Committee-of-the-Whole Agenda ..... Page 23

    J: Committee-of-the-Whole Meeting Minutes..... Page 24

    K: Contracted Service Agreements..... Page 25

    L: Procurements for Goods and Services ..... Page 26

    M: Financial Reports ..... Page 29

    N: Hires and Resignations of Contracted Employees..... Page 33

## DISTRICT BOARD OF DIRECTORS

**Monday, December 19, 2022**

**Immediately Following Committee-of-the-Whole**

**Mid-State Wisconsin Rapids Campus Room L133-134**

**500 32<sup>nd</sup> Street North, Wisconsin Rapids**

## AGENDA

### A. CALL TO ORDER – KRISTIN CRASS

### B. ROLL CALL

### C. OPEN MEETING CERTIFICATION – KRISTIN CRASS

*This December 19, 2022, meeting of the Mid-State Technical College District Board of Directors, and all other meetings of the Board and/or its committees, is open to the public in compliance with State Statutes. Notice of this meeting has been sent to news media and designated persons in an attempt to make the citizens of the Mid-State Technical College District aware of the place, time and agenda of the meeting.*

### D. OPEN FORUM – KRISTIN CRASS

*The open forum is at the option of the Board Chairperson and ground rules have been established to ensure the orderly conduct of business. This is a meeting of the District Board open to the public and not a public hearing. Persons who wish to address the District Board may make a statement as long as it pertains to a specific agenda item. Individuals should not expect to engage in discussion with the members of the District Board. The District Board Chairperson may or may not respond to statements made.*

*Ground rules regarding public comment on Board agenda item(s):*

- 1. Public comments must pertain to an agenda item.*
- 2. No person may speak more than once to an issue or for a period longer than three to five minutes.*
- 3. No more than three people may be heard to one side of an issue.*
- 4. The District Board reserves the right to limit the total amount of time during which public comments will be heard at any given meeting.*
- 5. The Board Chairperson reserves the right to stop unprofessional discussion or discussion targeted toward a specific individual. Deviation from these parameters may occur upon the consent of the majority of the Board.*

### E. ACTION ON NOVEMBER 21, 2022 BOARD MEETING MINUTES (Exhibit A)

### F. ACTION ON CONSENT AGENDA

1. Payment of Bills and Payroll (Exhibit B)

*District bills for November 2022 total \$1,467,331.15 of which \$1,061,182.98 represents operational expenditures and \$406,148.17 represents capital expenditures. Payroll disbursements for November totaled \$1,585,240.88 plus \$11,881.53 for travel and miscellaneous reimbursements, and \$633,688.13 in fringe benefits, for a total payroll disbursement of*

\$2,230,810.54. Administration recommends approval of the payment of these obligations totaling \$3,698,141.69.

2. Contracted Service Agreements (Exhibit K)  
*The District has entered into nine contracted service agreements totaling \$29,530. The individual contracts are available for review upon request. Administration recommends approval of these contracts.*
3. Procurements for Goods and Services (Exhibit L)  
*Procurements for Goods and Services fall into two groups: 1) procurements that require prior Board approval and 2) procurements approved by Administration but listed as information for the Board. Expertise regarding the purpose and specifications for procurements are generally unique to individual departments. Therefore, please notify the Business Office before the meeting if there are any questions. A response will be provided or arrangements for the subject-matter expert to be present will be made. There are no procurements which require board approval.*
4. District Board Approval of Hires and Resignations of Contracted Staff (Exhibit N)  
*Approval of hires and resignations of contracted staff per State Statute 118.22(2) is requested.*

**G. CHAIRPERSON'S REPORT – KRISTIN CRASS**

1. Meeting attendance
2. WTC District Boards Association
3. ACCT Leadership Congress
4. Next meeting date

**H. PRESIDENT'S REPORT – DR. SHELLY MONDEIK**

1. Campus Activities
2. Community Involvement
3. WTCS Updates
4. WTCS Presidents Association Activities

**I. COMMITTEE REPORTS**

1. Finance & Infrastructure Committee – Gordon Schalow
  - a. Review of Consent Agenda Items
  - b. AMETA Center Construction Bid Results
  - c. Informational Items
    1. Finance Implications for Topics in Other Committees
2. Academic & Student Services Committee – Are Vang
  - a. Review of Consent Agenda Items
  - b. Academic Programming
  - c. Informational Items
    1. None

3. Human Resources & External Relations Committee – Richard Merdan
  - a. Review of Consent Agenda Items
  - b. Informational Items
    1. Faculty Hires and Resignations
    2. 2022-2023 WTCS Program Guidebook

**J. COMMITTEE-OF-THE-WHOLE – KRISTIN CRASS**

1. Board Policies

**K. DISCUSSION & ACTION – KRISTIN CRASS**

1. *No Discussion & Action topic(s) this month.*

**L. ADJOURNMENT – KRISTIN CRASS**

**MID-STATE TECHNICAL COLLEGE  
DISTRICT BOARD MEETING MINUTES**

Marshfield Campus	November 21, 2022
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**A. CALL TO ORDER** – Richard Merdan

The meeting was called to order at 5:35 p.m.

**ROLL CALL**

**PRESENT:** Betty Bruski Mallek, Richard Merdan, Lynnea Miller (via phone), Charles Spargo, Are Vang (via phone), and Dr. Shelly Mondeik

**EXCUSED:** Kristin Crass, Justin Feltz, and Gordon Schalow

**OTHERS:** Brian Anderson, Craig Bernstein, Greg Bruckbauer, Dr. Karen Brzezinski, Dr. Bobbi Damrow, Dr. Beth Ellie, William Fahey, Dr. Mandy Lang, Dr. Alex Lendved, Brad Russell, Dr. Chris Severson, Dr. Deb Stencil, Angie Susa, Brenda Swan, and Mike Vilcinkas

**B. OPEN MEETING CERTIFICATION** – Richard Merdan

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.

**C. MODIFY AGENDA** – Richard Merdan

To best utilize time as it related to action items, board members calling in and guests who traveled to participate, a modification of the agenda was recommended.

Motion by Mr. Spargo, seconded by Ms. Bruski Mallek, upon a voice vote, approved modification of the agenda order as announced by Mr. Merdan.

**D. OPEN FORUM** – Richard Merdan

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 Ms. Bruski Mallek, upon a voice vote, approved minutes from the board meeting held October 17, 2022 as presented.

**F. CONSENT AGENDA**

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

1. The district's bills for the month of October 2022 were presented in Exhibit B. These bills totaled \$1,046,078.48 of which \$895,474.48 represents operational expenditures and \$150,6040.00 represents capital expenditures. The district's payroll for the month of October totaled \$1,556,274.92 plus \$16,819.72 for travel and miscellaneous reimbursements and \$629,953.39 in fringe benefits. The district's bills and payroll totaled \$3,249,126.51.

2. Entered into the following contracted service agreements:

<u>Agreement #</u>	<u>Contracted Service:</u>	<u>Amount</u>
146866	Welding Safety	\$ 480.00
146867	Confined Space Rescue	\$ 1,295.00
146868	Phlebotomy Confirmatory Draw Initial	\$ 9,650.00
146869	Forklift Training / Certification	\$ 1,620.91
146870	Handling Difficult Customers Skills	\$ 525.00
146871	Standardized Field Sobriety Testing	\$ 360.00

146872	Nursing Assistant	\$ 9,950.00
146873	BLS Renewal	\$ 2,400.00
146875	HS FA/CPR Skill Test for Online Course	\$ 975.00
146876	Radar Operator Training	\$ 240.00

3. Approved the following procurement(s) for goods and services:  
Amount                      Company                                      College Division/Dept.  
 No procurements required Board action.

4. District Board Approval of Hires and Resignations of Contracted Staff:
- Resignations
    - Ed Crownhart (effective June 30, 2023) – Retiring
    - Brandon Hageman (effective December 31, 2022)
    - Susan Strautmann (effective September 27, 2022)

**G. COMMITTEE REPORTS**

1. FINANCE & INFRASTRUCTURE COMMITTEE – Charles Spargo in place of Gordon Schalow
- a. TREASURER’S REPORT: Following discussion, no questions or concerns were presented.
  - b. FY22 AUDITED FINANCIAL STATEMENTS: A representative from Wipfli LLP provided an overview of the Audit. A clean opinion was presented. The Finance & Infrastructure Committee reviewed the statements in detail earlier in the evening.  
  
 Motion by Mr. Spargo, seconded by Ms. Bruski Mallek upon a roll call vote, approved the FY22 Audited Financial Statements as presented.
  - c. FINANCE IMPLICATIONS FOR TOPICS IN OTHER COMMITTEES: No topics discussed.
2. ACADEMIC & STUDENT SERVICES COMMITTEE – Betty Bruski Mallek
- a. ACADEMIC PROGRAMMING: Action to approve the following changes related to academic programming was requested.  
  
 Program Suspension – Carpentry Apprentice (ABC): due to low enrollment and ability for students to be served by another technical college  
  
 Motion by Ms. Bruski Mallek, seconded by Mr. Spargo, upon a voice vote, approved the Carpentry Apprentice (ABC) program suspension.  
  
 Program Suspension – Metering Technician Apprentice: approved in 2006 along with hiring of faculty; faculty has since moved to NWTC district and students are served through that technical college  
  
 Motion by Ms. Bruski Mallek, seconded by Mr. Spargo, upon a voice vote, approved the Metering Technician Apprentice program suspension.
  - b. NOVEMBER 21, 2022 FACULTY TEACHING AND LEARNING DAY: Professional development and planning day for faculty held virtually. Six focused workshops centered on the theme: Make One Thing Better Day. Over 90 faculty participated.
  - c. COHORT DEFAULT RATE: Highlights of Mid-State’s cohort default rate, group of federal student loan borrowers who enter re-payment within the fiscal year, were provided. The

current rate of 3.3% is down from 10.4% last year. COVID payment pause impacted this rate decrease.

3. HUMAN RESOURCES & EXTERNAL RELATIONS COMMITTEE
  - a. No meeting was held.

**H. CLOSED SESSION** – Richard Merdan

The Board entertained a motion to convene to closed session, pursuant to s. 19.85(1)(e) and (g) Wisconsin Statutes, for the purpose of discussing, considering, and potentially acting upon items related to construction contracting for the AMETA Center. Following 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, approved the closed session beginning at 5:56 p.m., as announced by Mr. Merdan.

**I. RECONVENE TO OPEN SESSION** – Richard Merdan

The Board reconvened in open session at 6:28 p.m. on a motion from Mr. Spargo, seconded by Ms. Bruski Mallek, upon a roll call vote.

As a result of closed session, Mr. Merdan announced that in order to ensure compliance with regulatory requirements, the District will be rebidding the work of the AMETA Center project. The District is working with its construction manager to advance the work of the project in an efficient and expeditious manner.

**J. CHAIRPERSON'S REPORT** – Richard Merdan

1. Ms. Crass, Mr. Feltz and Mr. Schalow asked to be excused. Appreciation was expressed to Ms. Miller and Ms. Vang for joining the meeting by phone.
2. The Winter Boards Association meeting and Legislative Seminar will be held January 11-13 in Madison. Legislative leaders will provided updates and briefing on issues affecting technical colleges along with budget priorities will be presented. Capital visits will be held. Contact Ms. Susa if you are interested in attending.
3. ACCT Leadership Congress was held October 26-29 in New York. Ms. Bruski Mallek and Mr. Merdan attended. Comments on sessions, including Mid-State's presentation were made.
4. ACCT National Legislative Summit will be held February 5-8 in Washington, D.C. Anyone interested in attending should contact Ms. Susa to discuss arrangements.
5. Mid-State's graduation ceremony will be held Saturday, December 10 at 1:30 p.m. Mr. Spargo will provide the Board Address. Ms. Bruski Mallek also plans to attend.
6. Mid-State's Fall Board Advance will be held November 30. Feedback on the draft agenda was sought.
7. Future meeting dates (times unless otherwise announced):  
**BOARD ADVANCE**  
Wednesday, November 30, 2022  
Wisconsin Rapids Campus

**MONTHLY MEETING**  
Monday, December 19, 2022  
Wisconsin Rapids Campus

**Committee-of-the-Whole:** 5:00 p.m.  
**Board Meeting:** Following Committee-  
of-the-Whole

**K. PRESIDENT'S REPORT** – Dr. Shelly Mondeik

1. Dr. Mondeik provided an update on recent campus activities including the announcement of Mid-State's new Vice President of Academics Dr. Chris Severson. The college wrapped up the annual United Way Campaign and Phi Theta Kappa Meet and Greet. Mid-State's COVID Team announced the college reached the low or medium transmission goal and will relax protocol as appropriate. For the second year in a row, no plan changes or health/dental insurance increases for employees.
2. Mid-State's recent community involvement includes the holiday parade in Stevens Point, hosting the CWIMA November Board meeting and Dr. Mondeik being a speaker for the leadership series in Stevens Point.
3. During the November 15-16 WTCS Board meeting, Nekoosa Superintendent Terry Whitmore was appointed to the Mid-State Board.
4. The WTCS Presidents Association met November 16. Budget and legislative activities were discussed. Administrative changes in the WTCS were also shared.

**L. COMMITTEE-OF-THE-WHOLE** – Richard Merdan

1. MARSHFIELD CAMPUS UPDATES: Highlights of recent activities and events at the Marshfield Campus and in the community were presented.
2. HLC AND PROGRAM ACCREDITATION UPDATES: An update on Higher Learning Commission (HLC) and program accreditation activities were presented.

**M. DISCUSSION & ACTION**

1. WORKFORCE AND ECONOMIC DEVELOPMENT ANNUAL REPORT: The annual presentation of Mid-State's Division of Workforce & Economic Development Division was provided.

**N. ADJOURNMENT** – Richard Merdan

There being no further action or business of the Board, the meeting adjourned at 7:20 p.m. with a motion by Mr. Spargo, seconded by Ms. Bruski Mallek, upon a voice vote.

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Lynneia Miller, Secretary  
Mid-State Technical College Board

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Angela R. Susa  
Recording Secretary

## Paid Invoice Listing November 2022

Account	Descr	Name	Sum Amount	Notes
2106	Accrued Encumbrances	CONVERGEONE, INC.	10,627.71	
2106	Accrued Encumbrances	JPW INDUSTRIES, INC.	81,789.00	Hydraulic Shear. Was part of the Board approved FY22 budget. PO# 2022000170.
2106	Accrued Encumbrances	LAB MIDWEST LLC	9,030.00	
2106	Accrued Encumbrances	PARAGON DEVELOPMENT SYSTEMS INC	1,909.00	
2107	Accounts Payable-Bookstore	DIGICOPY INC	7,853.44	
4118	Real Tax Levy Refunds	CITY OF MARSHFIELD	2,061.93	
4118	Real Tax Levy Refunds	TOWN OF HULL	325.28	
4118	Real Tax Levy Refunds	VILLAGE OF BIRON	2,191.39	
4256	WI Higher Education Grants	GRANT LOAN REFUND MONITOR	9,974.00	
4594	Criminal Research Fee	WI DEPT OF JUSTICE	380.00	
4692	Scholarship Revenue	UFCW LOCAL 1473	1,000.00	
5201	Travel - Meeting Expenses	HOTEL MEAD	217.20	
5201	Travel - Meeting Expenses	MERDAN, RICHARD	520.15	
5201	Travel - Meeting Expenses	US BANK-PCARD	20,930.70	
5202	Vehicle Expense	O'REILLY AUTOMOTIVE INC	1,011.91	
5202	Vehicle Expense	US BANK-PCARD	8.50	
5203	Mileage	CRASS, KRISTIN	205.92	
5203	Mileage	MERDAN, RICHARD	134.55	
5204	Meals	CHIPPEWA VALLEY TECHNICAL COLLEGE	100.00	
5204	Meals	MERDAN, RICHARD	116.12	
5204	Meals	US BANK-PCARD	1,720.19	
5205	Lodging	MERDAN, RICHARD	1,335.87	
5205	Lodging	US BANK-PCARD	13,049.65	
5210	Staff Development Expense	AIRUM	225.00	
5210	Staff Development Expense	MID-STATE TECHNICAL COLLEGE	1,710.78	
5210	Staff Development Expense	US BANK-PCARD	4,581.20	
5212	Tuition Reimbursement	MARSHFIELD AREA CHAMBER OF COMMERCE	65.00	
5212	Tuition Reimbursement	TOMORROW RIVER SCHOOL DISTRICT	600.00	
5213	Dues_Memberships_Subscriptions	AIRUM	25.00	
5213	Dues_Memberships_Subscriptions	HEARTLAND BUSINESS SYSTEMS	173.02	
5213	Dues_Memberships_Subscriptions	MARSHFIELD AREA CHAMBER OF COMMERCE	995.00	
5213	Dues_Memberships_Subscriptions	MID-STATE TECHNICAL COLLEGE	475.00	
5213	Dues_Memberships_Subscriptions	NORTHEAST WI TECHNICAL COLLEGE	1,699.00	
5213	Dues_Memberships_Subscriptions	US BANK-PCARD	1,141.58	
5213	Dues_Memberships_Subscriptions	WI RAPIDS ROTARY CLUB	176.50	
5230	Instructional Supplies	ADVANCE AUTO PARTS	23.45	
5230	Instructional Supplies	CENTRAL WI AUTO PARTS - NAPA	168.69	
5230	Instructional Supplies	CHICAGO IRON & SUPPLIES INC	4,192.47	
5230	Instructional Supplies	EMERGENCY MEDICAL PRODUCTS INC	389.29	
5230	Instructional Supplies	LINCOLN ELECTRIC COMPANY	815.15	
5230	Instructional Supplies	LONDERVILLE STEEL ENTERPRISES INC	453.58	
5230	Instructional Supplies	MISSISSIPPI WELDERS SUPPLY CO., INC	2,163.91	
5230	Instructional Supplies	NASSCO, INC.	65.32	
5230	Instructional Supplies	O'REILLY AUTOMOTIVE INC	201.07	
5230	Instructional Supplies	POCKET NURSE ENTERPRISES INC	339.96	
5230	Instructional Supplies	REINHART FOODSERVICE INC	2,240.37	
5230	Instructional Supplies	US BANK-PCARD	36,246.88	Multiple Charges
5230	Instructional Supplies	WINSUPPLY OF WISCONSIN RAPIDS CO #286	102.00	
5231	Noninstructional Supplies	1ST AYD CORP	40.44	
5231	Noninstructional Supplies	BROCK, MELISSA	462.00	
5231	Noninstructional Supplies	CDW GOVERNMENT INC	514.96	
5231	Noninstructional Supplies	CENTRAL WI MANUFACTURING ALLIANCE, INC	450.45	
5231	Noninstructional Supplies	CITY OF MARSHFIELD	22.83	
5231	Noninstructional Supplies	CURRENT TECHNOLOGIES INC	5,000.00	
5231	Noninstructional Supplies	FINAL CUT APPAREL & DECALS, LLC	612.00	
5231	Noninstructional Supplies	INSIGHT FS	4,814.00	
5231	Noninstructional Supplies	MADA EMB & SCREEN PRINTING	871.20	
5231	Noninstructional Supplies	MID-STATE TECHNICAL COLLEGE	86.21	
5231	Noninstructional Supplies	MIDLAND PAPER	1,798.00	

Paid Invoice Listing November 2022

Account	Descr	Name	Sum Amount	Notes
5231	Noninstructional Supplies	MISSISSIPPI WELDERS SUPPLY CO., INC	23.80	
5231	Noninstructional Supplies	NASSCO, INC.	1,654.18	
5231	Noninstructional Supplies	REELDX, INC.	1,325.00	
5231	Noninstructional Supplies	SEEHAFER ACRES, INC.	340.00	
5231	Noninstructional Supplies	THE UNIFORM SHOPPE OF GREEN BAY, INC.	5,002.30	
5231	Noninstructional Supplies	US BANK-PCARD	37,317.11	Multiple Charges
5231	Noninstructional Supplies	WINDOW ENHANCEMENTS, LLC	2,950.00	
5232	Minor Equipment	CURRENT TECHNOLOGIES INC	692.00	
5232	Minor Equipment	PARAGON DEVELOPMENT SYSTEMS INC	7,391.00	
5232	Minor Equipment	US BANK-PCARD	47,638.01	Multiple Charges
5232	Minor Equipment	ZARNOTH BRUSH WORKS INC	876.30	
5234	Postage	UNITED MAILING SERVICE INC	7,355.25	
5271	Advertising_Promotions	4 IMPRINT INC	656.82	
5271	Advertising_Promotions	BROCK, MELISSA	84.00	
5271	Advertising_Promotions	CAREERBUILDER EMPLOYMENT SCREENING, LLC	4,200.00	
5271	Advertising_Promotions	HEINZEN PRINTING INC	1,371.95	
5271	Advertising_Promotions	LA CROSSE GRAPHICS INC	7,113.86	
5271	Advertising_Promotions	NICOLET PROMOTIONS INC	27.50	
5271	Advertising_Promotions	REID, JOSEPH EDWARD	1,000.00	
5271	Advertising_Promotions	US BANK-PCARD	7,695.44	
5271	Advertising_Promotions	WI PAPER COUNCIL	1,000.00	
5281	Repairs	CHILI SERVICE	90.00	
5281	Repairs	FIRE APPARATUS AND EQUIPMENT, INC.	333.70	
5281	Repairs	MISSISSIPPI WELDERS SUPPLY CO., INC	145.20	
5281	Repairs	SERVICE MOTOR COMPANY INC	575.49	
5281	Repairs	US BANK-PCARD	5,195.03	
5283	Building Repair	AIR DEMAND, LLC	981.47	
5283	Building Repair	BUREAU VERITAS NATIONAL ELEVATOR	88.00	
5283	Building Repair	CURRENT TECHNOLOGIES INC	340.00	
5283	Building Repair	REIGEL PLUMBING & HEATING INC	337.54	
5283	Building Repair	TWEET/GAROT MECHANICAL INC	218.00	
5283	Building Repair	US BANK-PCARD	1,593.32	
5284	Grounds Repair	US BANK-PCARD	559.52	
5301	Professional Academic Contract	REID, JOSEPH EDWARD	4,220.33	
5351	Other Contracts and Services	AUTOMATED LOGIC - WISCONSIN	1,015.00	
5351	Other Contracts and Services	BRILLIANT MARKETING AND CONSULTING, LLC	2,690.50	
5351	Other Contracts and Services	CARLSON DETTMANN CONSULTING	1,100.00	
5351	Other Contracts and Services	CHAT-R-BOX RESTAURANT AND CATERING	3,545.00	
5351	Other Contracts and Services	EXPRESS EMPLOYMENT PROFESSIONALS	6,586.65	
5351	Other Contracts and Services	FOUNDATION PARTNERS, LLC	24,435.00	
5351	Other Contracts and Services	HIRERIGHT LLC	925.12	
5351	Other Contracts and Services	INFOBASE PUBLISHING	6,804.35	
5351	Other Contracts and Services	INTERNET2	400.00	
5351	Other Contracts and Services	LAKESHORE TECHNICAL COLLEGE	29,330.03	October WILM Charges
5351	Other Contracts and Services	LINGK, INC.	16,070.00	
5351	Other Contracts and Services	MARSHFIELD CLINIC HEALTH SYSTEM, INC.	175.00	
5351	Other Contracts and Services	MEDICAL ASSISTING EDUCATION REVIEW BOARD	3,000.00	
5351	Other Contracts and Services	PER MAR SECURITY SERVICES	4,518.84	
5351	Other Contracts and Services	PROPERTY WORKS LLC	355.00	
5351	Other Contracts and Services	SHRED IT	164.50	
5351	Other Contracts and Services	SKILL SURVEY, INC.	100.00	
5351	Other Contracts and Services	SPECTRUM BUSINESS	8,614.37	
5351	Other Contracts and Services	STAFFWORKS GROUP	5,601.75	
5351	Other Contracts and Services	STERICYCLE INC	110.52	
5351	Other Contracts and Services	STOCOR PORTABLE STORAGE LLC	2,075.00	
5351	Other Contracts and Services	TK ELEVATOR CORPORATION	1,487.23	
5351	Other Contracts and Services	TOTAL ENERGY SYSTEMS LLC	1,714.00	
5351	Other Contracts and Services	TRUGREEN	1,150.00	
5351	Other Contracts and Services	US BANK-PCARD	8,536.05	
5351	Other Contracts and Services	US OMNI & TSACG COMPLIANCE SERVICES, INC	88.36	
5351	Other Contracts and Services	WNA SERVICES CO	80.00	

Paid Invoice Listing November 2022

Account	Descr	Name	Sum Amount	Notes
				Two invoices. One invoice for \$222,000.00. WIDS FY23 contract. Nothing is procured so did not need Board approval.
5351	Other Contracts and Services	WTCS FOUNDATION INC	230,000.00	
5351	Other Contracts and Services	WiLS	8,350.99	
5351	Other Contracts and Services	YMCA - SOUTH WOOD COUNTY	400.00	
5352	Maintenance Contracts	BAUERNFEIND BUSINESS TECHNOLOGIES INC	2,713.47	
5353	Professional Fees	Boardman & Clark LLP	2,407.50	
5353	Professional Fees	WISCONSIN MEDIA	451.57	
5357	Software maint annual agreemen	BURLINGTON ENGLISH INC	4,320.00	
5357	Software maint annual agreemen	E O JOHNSON INC	3,016.00	
5357	Software maint annual agreemen	ORACLE OF AMERICA INC	4,980.00	
5357	Software maint annual agreemen	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	49,233.39	ProofPoint 1 year subscription.
5357	Software maint annual agreemen	RECAST SOFTWARE, INC	9,540.00	
5357	Software maint annual agreemen	US BANK-PCARD	12,491.62	
5357	Software maint annual agreemen	WISNET	90.00	
5357	Software maint annual agreemen	ZUMASYS, INC.	303.25	
5411	Equipment Rental	AIRGAS USA LLC	216.13	
5411	Equipment Rental	US BANK-PCARD	373.59	
5419	Facilities Rental	ASPIRUS RIVERVIEW HOSPITAL & CLINICS INC	9,416.67	
5452	Electricity Expense	ALLIANT ENERGY/WP&L	1,129.96	
5452	Electricity Expense	MARSHFIELD UTILITIES	3,736.11	
5452	Electricity Expense	WATER WORKS & LIGHTING COMMISSION	23,668.44	
5452	Electricity Expense	WI PUBLIC SERVICE CORP	5,339.43	
5453	Sewer_Water	MARSHFIELD UTILITIES	622.36	
5453	Sewer_Water	WATER WORKS & LIGHTING COMMISSION	2,568.35	
5454	Heat	BLUE EDGE ENERGY LLC	287.12	
5454	Heat	TWIN EAGLE RESOURCE MANAGEMENT LLC	7,750.43	
5454	Heat	WE ENERGIES	4,316.80	
5455	Telephone	AT&T	973.18	
5455	Telephone	AT&T TELECONFERENCE SERVICES	1.48	
5455	Telephone	CONCORD TECHNOLOGIES	130.00	
5455	Telephone	FRONTIER NORTH INC	2,532.39	
5455	Telephone	HEARTLAND BUSINESS SYSTEMS	617.50	
5455	Telephone	SOLARUS	2,471.56	
5455	Telephone	US CELLULAR	2,066.72	
5456	Garbage Pickup	ADAMS COUNTY SOLID WASTE	40.75	
5456	Garbage Pickup	GFL ENVIRONMENTAL	2,939.29	
5456	Garbage Pickup	WASTE MANAGEMENT CORP	914.78	
5501	Student Activity_Club Expense	BRANDED IMAGE	258.00	
5501	Student Activity_Club Expense	BUSINESS PROFESSIONALS OF AMERICA	200.00	
5501	Student Activity_Club Expense	TREATS BY TORIE, LLC	480.00	
5501	Student Activity_Club Expense	US BANK-PCARD	4,407.26	
5650	Graduation Expense	BRICKHOUSE SCHOOL SERVICES	5,019.67	
5650	Graduation Expense	QUALITY RESOURCE GROUP, INC.	2,758.04	
5654	Project Participant Cost	T-MOBILE	304.66	
5654	Project Participant Cost	TDS	50.99	
5654	Project Participant Cost	US CELLULAR	188.33	
5654	Project Participant Cost	VILLAGE OF PLAINFIELD	97.80	
5654	Project Participant Cost	WE ENERGIES	47.54	
5654	Project Participant Cost	WI PUBLIC SERVICE CORP	806.72	
5699	Other Expenditures	PARAGON DEVELOPMENT SYSTEMS INC	398.00	
5699	Other Expenditures	US BANK-PCARD	1,322.08	
5699	Other Expenditures	WI DEPT OF PUBLIC INSTRUCTION	240.00	
5701	Books Resale	ACRA ENTERPRISES INC.	794.03	
5701	Books Resale	ATP-AMERICAN TECHNICAL PUBLISHERS INC	2,512.50	
5701	Books Resale	CENGAGE LEARNING	11,217.00	
5701	Books Resale	JOHN WILEY & SONS INC	635.09	

Paid Invoice Listing November 2022

Account	Descr	Name	Sum Amount	Notes
5701	Books Resale	JONES & BARTLETT LEARNING LLC	1,469.25	
5701	Books Resale	LABYRINTH LEARNING	2,806.75	
5701	Books Resale	MBS SERVICE COMPANY INC	26.40	
5701	Books Resale	MCGRAW-HILL LLC	2,608.20	
5701	Books Resale	NATIONAL RESTAURANT ASSOCIATION	1,390.34	
5701	Books Resale	PEARSON EDUCATION	3,226.34	
5701	Books Resale	REDSHELF, INC	2,746.64	
5701	Books Resale	RITTENHOUSE BOOK DISTRIBUTORS INC	323.50	
5701	Books Resale	US BANK-PCARD	1,830.10	
5702	Resale Expense	ADVANCE AUTO PARTS	129.91	
5702	Resale Expense	AUTOZONE	339.12	
5702	Resale Expense	EMERGENCY MEDICAL PRODUCTS INC	1,301.70	
5702	Resale Expense	FREEDOM WEAR CO.	724.50	
5702	Resale Expense	JARDINE ASSOCIATES	870.60	
5702	Resale Expense	MADA EMB & SCREEN PRINTING	687.78	
5702	Resale Expense	MIDLAND PAPER	1,798.00	
5702	Resale Expense	O'REILLY AUTOMOTIVE INC	2,747.75	
5702	Resale Expense	US BANK-PCARD	34,255.08	Multiple Charges
5706	Internal Sales	US BANK-PCARD	5,340.41	
5707	Freight	ATP-AMERICAN TECHNICAL PUBLISHERS INC	137.88	
5707	Freight	FREEDOM WEAR CO.	22.29	
5707	Freight	JARDINE ASSOCIATES	15.63	
5707	Freight	PARTNERSHIP, LLC	442.24	
5708	Outgoing Freight	FEDEX	553.52	
5831	Building Remodeling and Improv	PIEPER ELECTRIC, INC.	24,279.77	
5841	Furniture and Equipment	HAAS FACTORY OUTLET LLC	178,362.77	3 invoices. \$76,642.84 invoice AMETA-CNC Lathe. \$100,659.93 invoice AMETA-CNC w/robot. Both included in the Board approved FY23 budget.
5841	Furniture and Equipment	LAB MIDWEST LLC	117,201.00	Two invoices. \$45,399.00 Skill Boss Hand Tool Package. \$71,802.00 Skills Boss Logistics & Associated hardware & software. Both were approved at the February 2022 board meeting.
5841	Furniture and Equipment	POWER PAC INC	832.50	
5841	Furniture and Equipment	US BANK-PCARD	5,627.89	
5842	Computers and Comp Software	ANTHOLOGY, INC	3,675.98	Scholarship software. Included in the Board approved FY23 budget.
5842	Computers and Comp Software	BLACKBAUD INC	56,773.76	
5842	Computers and Comp Software	HEARTLAND BUSINESS SYSTEMS	277.50	
5842	Computers and Comp Software	PARAGON DEVELOPMENT SYSTEMS INC	19,117.00	
5971	Agent, Legal and Other Fees	ASSOCIATED TRUST COMPANY, NA	475.00	
		Total	1,426,063.85	
2105	Refund Clearing	Total Financial Aid/Student Refunds	41,267.30	
		Total Payments for November 2022	1,467,331.15	
		Capital	406,148.17	
		Operational	\$ 1,061,182.98	

## **FINANCE & INFRASTRUCTURE COMMITTEE**

**Monday, December 19, 2022**

**4:00 p.m.**

Mid-State Wisconsin Rapids Campus Room A223  
500 32<sup>nd</sup> Street North, Wisconsin Rapids

### **AGENDA**

**A. CALL TO ORDER – GORDON SCHALOW**

**B. OPEN MEETING CERTIFICATION – GORDON SCHALOW**

*This December 19, 2022 meeting of the Mid-State Technical College District Board of Directors, and all other meetings of the Board and/or its committees, is open to the public in compliance with State Statutes. Notice of this meeting has been sent to news media and designated persons in an attempt to make the citizens of the Mid-State Technical College District aware of the place, time and agenda of the meeting.*

**C. ACTION ON NOVEMBER 21, 2022 AND OCTOBER 17, 2022 COMMITTEE MEETING MINUTES (Exhibit D) – GORDON SCHALOW**

**D. REVIEW OF CONSENT AGENDA ITEMS – GREG BRUCKBAUER**

1. Payment of Bills and Payroll (Exhibit B)

*Each month a list of disbursements is provided to the Board to demonstrate statutory compliance. All processed disbursements are released immediately on a pre-approval basis in accordance with Mid-State's "Release of District Checks" policy. Purchases of goods (supplies, materials and equipment) and services exceeding \$50,000 and facility construction and remodeling projects exceeding \$25,000 require prior Board approval.*

2. Contracted Service Agreements (Exhibit K)

*Each month a list of contracted service agreements is provided to the Board to demonstrate statutory compliance. In compliance with WTCS Policy, pricing is established at a level above full cost recovery in accordance with a system-wide policy. Exceptions are allowed and are authorized by the District Board and are noted in the list when they exist.*

3. Procurements for Goods and Services (Exhibit L)

*Each month a list of procurements is provided to the Board to demonstrate statutory compliance and adherence to WTCS guidelines and procedures. They are presented in two groups – less than \$50,000 and equal to or greater than \$50,000. Purchases of goods (supplies, materials and equipment) and services greater than \$50,000 require prior Board approval unless an exception is allowed by WTCS policy.*

**E. TREASURER'S REPORT (Exhibit M) – GREG BRUCKBAUER**

**F. AMETA CENTER CONSTRUCTION BID RESULTS – GREG BRUCKBAUER**

*Results of Bid #811 for the construction of the Advanced Manufacturing, Engineering Technology, and Apprenticeship (AMETA) Center will be presented. The Board will consider the acceptance of bids and awarding of contracts for the performance of the work of the divisions of the project to the lowest responsible bidders.*

**G. INFORMATIONAL ITEMS**

1. Finance Implications for Topics in Other Committees

*Often topics directed by the other two committees have fiscal or financial implications that would be of interest or concern by the Finance & Infrastructure Committee. The purpose of this agenda item is to enable committee members to raise any finance related questions. Any necessary action will be incorporated into the action reported by the originating committee.*

**H. ADJOURNMENT – GORDON SCHALOW**

**MID-STATE TECHNICAL COLLEGE**  
**FINANCE AND INFRASTRUCTURE COMMITTEE MEETING MINUTES**

Wisconsin Rapids Campus	November 21, 2022
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**A. CALL TO ORDER** – Charles Spargo

The meeting was called to order at 4:01 p.m.

**ROLL CALL**

PRESENT: Charles Spargo

OTHERS: Brian Anderson, Greg Bruckbauer, Dr. Shelly Mondeik, Brad Russell and Brenda Swan

**B. OPEN MEETING CERTIFICATION** – Charles Spargo

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.

**C. APPROVAL OF COMMITTEE MINUTES (October 17, 2022 MEETING)** – Charles Spargo

Minutes were presented for review.

**D. REVIEW OF CONSENT AGENDA ITEMS** – Greg Bruckbauer

Consent Agenda items were reviewed. No action was taken.

**E. TREASURER'S REPORT** – Greg Bruckbauer

Treasurer's Report was provided and reviewed. No action was taken.

**F. FY22 AUDITED FINANCIAL STATEMENTS** – Greg Bruckbauer

Audited Financial Statements were presented by Wipfli LLP. Detailed review occurred in committee. Presentation to the full board will occur during the regular meeting. No action was taken.

**G. ADJOURNMENT** – Charles Spargo

There being no further action or business, the meeting adjourned at 4:46 p.m. with a motion by Ms. Crass, seconded by Mr. Spargo, upon a voice vote.

\_\_\_\_\_  
 Lynneia Miller, Secretary  
 Mid-State Technical College Board

\_\_\_\_\_  
 Angela R. Susa  
 Recording Secretary

**MID-STATE TECHNICAL COLLEGE**  
**FINANCE AND INFRASTRUCTURE COMMITTEE MEETING MINUTES**

Marshfield Campus	October 17, 2022
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- A. CALL TO ORDER** – Charles Spargo  
The meeting was called to order at 4:00 p.m.
- ROLL CALL**  
PRESENT: Kristin Crass and Charles Spargo  
  
OTHERS: Greg Bruckbauer, Dr. Shelly Mondeik and Brad Russell
- B. OPEN MEETING CERTIFICATION** – Charles Spargo  
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.
- C. APPROVAL OF COMMITTEE MINUTES (September 19, 2022 MEETING)** – Charles Spargo  
Motion by Ms. Crass, seconded by Mr. Spargo, upon a voice vote, unanimously approved the minutes as presented.
- D. REVIEW OF CONSENT AGENDA ITEMS** – Greg Bruckbauer  
Consent Agenda items were reviewed. No action was taken.
- E. TREASURER'S REPORT** – Greg Bruckbauer  
Treasurer's Report was provided and reviewed. No action was taken.
- F. CERTIFICATION OF 2022-23 TAX LEVY** – Greg Bruckbauer  
The annual tax levy certification was reviewed and discussed. No action was taken.
- G. FY22 BUDGET AMENDMENTS** – Greg Bruckbauer  
End-of-year budget amendments were reviewed and discussed. No action was taken.
- H. ANTHOLOGY PROJECT KICKOFF UPDATE** – Brad Russell  
Information regarding the Anthology project kickoff event was shared. No action was taken.
- I. BOARD POLICIES** – Greg Bruckbauer  
An overview of Board Policies was provided. No action was taken.
- J. ADJOURNMENT** – Charles Spargo  
There being no further action or business, the meeting adjourned at 4:46 p.m. with a motion by Ms. Crass, seconded by Mr. Spargo, upon a voice vote.

\_\_\_\_\_  
Lynneia Miller, Secretary  
Mid-State Technical College Board

\_\_\_\_\_  
Angela R. Susa  
Recording Secretary

## ACADEMIC & STUDENT SERVICES COMMITTEE

**Monday, December 19, 2022**

**4:15 p.m.**

Mid-State Wisconsin Rapids Campus Room A112

500 32<sup>nd</sup> Street North, Wisconsin Rapids

## AGENDA

### A. CALL TO ORDER – ARE VANG

### B. OPEN MEETING CERTIFICATION – ARE VANG

*This December 19, 2022 meeting of the Mid-State Technical College District Board of Directors, and all other meetings of the Board and/or its committees, is open to the public in compliance with State Statutes. Notice of this meeting has been sent to news media and designated persons in an attempt to make the citizens of the Mid-State Technical College District aware of the place, time and agenda of the meeting.*

### C. APPROVAL OF COMMITTEE MINUTES (November 21, 2022 MEETING) (Exhibit F) – ARE VANG

### D. REVIEW OF CONSENT AGENDA ITEMS – ARE VANG

### E. ACADEMIC PROGRAMMING – DR. DEB STENCIL

*The College will seek Board approval to take the following actions related to academic programming:*

- *Program Suspension – IT Computer Support Specialist*
- *Program Suspension – Microsoft System Administrator Embedded Technical Diploma*
- *Program Approval – IT User Support Technician Embedded Technical Diploma*
  
- *Program Suspension – Fire Protection Technician*
- *Program Suspension – Firefighter Technician Embedded Technical Diploma*
- *Program Approval – Fire Service Certification Technical Diploma*
  
- *Program Approval – Hospitality Specialist Embedded Technical Diploma*
- *Program Approval – Culinary Assistant Embedded Technical Diploma*

### F. ADJOURNMENT

## MID-STATE TECHNICAL COLLEGE

## ACADEMIC &amp; STUDENT SERVICES COMMITTEE MEETING MINUTES

Marshfield Campus

November 21, 2022

**A. CALL TO ORDER** – Betty Bruski Mallek

The meeting was called to order at 4:15 p.m.

**ROLL CALL**

PRESENT: Betty Bruski Mallek

OTHERS: Dr. Mandy Lang and Dr. Deb Stencil

**B. OPEN MEETING CERTIFICATION** – Betty Bruski Mallek

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.

**C. APPROVAL OF COMMITTEE MINUTES (OCTOBER 17, 2022 MEETING)** – Betty Bruski Mallek

Minutes were presented.

**D. REVIEW OF CONSENT AGENDA ITEMS** – Betty Bruski Mallek**E. ACADEMIC PROGRAMMING** – Dr. Deb Stencil

Information regarding program suspension of the Carpentry Apprentice and Metering Technician Apprentice programs was shared. No action was taken.

**F. NOVEMBER 21, 2022 FACULTY TEACHING AND LEARNING DAY** – Dr. Deb Stencil

Highlights of Faculty Teaching and Learning Day were provided. No action was taken.

**G. COHORT DEFAULT RATE** – Dr. Mandy Lang

The latest cohort default rate was shared. No action was taken.

**H. ADJOURNMENT** – Betty Bruski Mallek

There being no further action or business, the meeting adjourned at 4:27 p.m. with a motion by Ms. Bruski Mallek.

\_\_\_\_\_  
Lynneia Miller, Secretary  
Mid-State Technical College Board

\_\_\_\_\_  
Angela R. Susa  
Recording Secretary

MID-STATE TECHNICAL COLLEGE

ACADEMIC & STUDENT SERVICES COMMITTEE MEETING MINUTES

Wisconsin Rapids Campus	October 17, 2022
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**A. CALL TO ORDER – Are Vang**

The meeting was called to order at 4:18 p.m.

**ROLL CALL**

PRESENT: Betty Bruski Mallek, Justin Feltz, and Are Vang

OTHERS: Dr. Mandy Lang and Dr. Deb Stencil

**B. OPEN MEETING CERTIFICATION – Are Vang**

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.

**C. APPROVAL OF COMMITTEE MINUTES (SEPTEMBER 19, 2022 MEETING) – Are Vang**

Motion by Ms. Bruski Mallek, seconded by Mr. Feltz, approved the minutes as presented.

**D. REVIEW OF CONSENT AGENDA ITEMS – Are Vang**

**E. ADVISORY COMMITTEES – Dr. Mandy Lang**

Information regarding Advisory Committees from programs in the School of Business and Information Technology, School of Health and School of Protective and Human Services was provided. No action was taken.

**F. RECENT K-12 EVENTS – Dr. Mandy Lang**

Highlights of Mid-State’s recent K-12 events was provided. No action was taken.

**G. ADJOURNMENT –**

There being no further action or business, the meeting adjourned at 4:37 p.m. with a motion by Ms. Bruski Mallek, seconded by Mr. Feltz, upon a voice vote.

\_\_\_\_\_  
Lynneia Miller, Secretary  
Mid-State Technical College Board

\_\_\_\_\_  
Angela R. Susa  
Recording Secretary

## HUMAN RESOURCES & EXTERNAL RELATIONS COMMITTEE

**Monday, December 19, 2022**

**4:30 p.m.**

Mid-State Wisconsin Rapids Campus Room A203

500 32<sup>nd</sup> Street North, Wisconsin Rapids

### AGENDA

**A. CALL TO ORDER – RICHARD MERDAN**

**B. OPEN MEETING CERTIFICATION – RICHARD MERDAN**

*This December 19, 2022 meeting of the Mid-State Technical College District Board of Directors, and all other meetings of the Board and/or its committees, is open to the public in compliance with State Statutes. Notice of this meeting has been sent to news media and designated persons in an attempt to make the citizens of the Mid-State Technical College District aware of the place, time and agenda of the meeting.*

**C. APPROVAL OF COMMITTEE MINUTES (October 17, 2022 MEETING) (Exhibit H) – RICHARD MERDAN**

**D. REVIEW OF CONSENT AGENDA ITEMS – RICHARD MERDAN**

**E. INFORMATIONAL ITEMS**

1. Faculty Hires and Resignations – Dr. Karen Brzezinski  
*A facilitated conversation regarding the Human Resources Consent Agenda item: Faculty Hires and Resignations will be had.*
2. 2022-2023 WTCS Program Guidebook – Dr. Bobbi Damrow  
*Annual guidebooks are a product of the WTCS Marketing Consortium and published annually and distributed throughout the state. More information will be shared.*

**F. ADJOURNMENT**

## MID-STATE TECHNICAL COLLEGE

## HUMAN RESOURCES AND EXTERNAL RELATIONS COMMITTEE MEETING MINUTES

Wisconsin Rapids Campus	October 17, 2022
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**A. CALL TO ORDER** – Richard Merdan

The meeting was called to order at 4:30 p.m.

**ROLL CALL**

PRESENT: Richard Merdan and Lynneia Miller

OTHERS: Dr. Karen Brzezinski and Dr. Bobbi Damrow

**B. OPEN MEETING CERTIFICATION** – Richard Merdan

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.

**C. REVIEW OF CONSENT AGENDA ITEMS** – Richard Merdan**D. FALL FAMILY FUN** – Dr. Karen Brzezinski

An overview of Mid-State's recent employee engagement event was provided. No action was taken.

**E. BOARD POLICIES** – Dr. Karen Brzezinski and Dr. Bobbi Damrow

An overview of Board Policies was provided. No action was taken.

**F. COMMUNITY ENGAGEMENT/RELATIONS** – Dr. Bobbi Damrow

A report on community events was provided. No action was taken.

**G. ADJOURNMENT** – Richard Merdan

There being no further action or business, the meeting adjourned at 4:50 p.m. with a motion by Ms. Miller, seconded by Mr. Merdan, upon a voice vote.

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Lynneia Miller, Secretary  
Mid-State Technical College Board

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Angela R. Susa  
Recording Secretary

## COMMITTEE-OF-THE-WHOLE

**Monday, December 19, 2022**

**5:00 p.m.**

Mid-State Wisconsin Rapids Campus Room L133-134

500 32<sup>nd</sup> Street North, Wisconsin Rapids

## AGENDA

**A. CALL TO ORDER – KRISTIN CRASS**

**B. OPEN MEETING CERTIFICATION – KRISTIN CRASS**

*This December 19, 2022 meeting of the Mid-State Technical College District Board of Directors, and all other meetings of the Board and/or its committees, is open to the public in compliance with State Statutes. Notice of this meeting has been sent to news media and designated persons in an attempt to make the citizens of the Mid-State Technical College District aware of the place, time and agenda of the meeting.*

**C. APPROVAL OF COMMITTEE MINUTES (NOVEMBER 21, 2022 Meeting) (Exhibit J) – KRISTIN CRASS**

**D. BOARD POLICIES – KRISTIN CRASS**

*Over the last three months, Board members have reviewed all Board Policies. Those policies with suggested changes will be discussed. Approval will be sought.*

**E. ADJOURNMENT**

**MID-STATE TECHNICAL COLLEGE**  
**COMMITTEE-OF-THE-WHOLE MEETING MINUTES**

Marshfield Campus	November 21, 2022
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**A. CALL TO ORDER – Richard Merdan**

The meeting was called to order at 5:01 p.m.

**ROLL CALL**

**PRESENT:** Betty Bruski Mallek, Richard Merdan, Lynneia Miller (via phone), Charles Spargo, Are Vang (via phone), and Dr. Shelly Mondeik

**EXCUSED:** Kristin Crass, Justin Feltz, and Gordon Schalow

**OTHERS:** Brian Anderson, Craig Bernstein, Greg Bruckbauer, Dr. Karen Brzezinski, Dr. Bobbi Damrow, Dr. Beth Ellie, Bill Fahey, Dr. Mandy Lang, Dr. Alex Lendved, Brad Russell, Dr. Chris Severson, Dr. Deb Stencil, Angie Susa, Brenda Swan, Mike Vilcinskas

**B. OPEN MEETING CERTIFICATION – Richard Merdan**

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.

**C. APPROVAL OF COMMITTEE MINUTES (OCTOBER 17, 2022 MEETING) – Richard Merdan**

Motion by Mr. Spargo, seconded by Ms. Bruski Mallek, upon a voice vote, approved the minutes as presented.

**D. MARSHFIELD CAMPUS UPDATES – Dr. Alex Lendved**

A Campus update was provided.

**E. HLC AND PROGRAM ACCREDITATION UPDATES – Dr. Deb Stencil and Dr. Beth Ellie**

An update on Higher Learning Commission (HLC) and program accreditation activities was provided.

**F. ADJOURNMENT – Richard Merdan**

There being no further action or business, the meeting adjourned at 5:35 p.m. with a motion by Ms. Bruski Mallek, seconded by Mr. Spargo, upon a voice vote.

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Lynneia Miller, Secretary  
 Mid-State Technical College Board

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Angela R. Susa  
 Recording Secretary

## November Accepted Contract Service Agreements Meeting on December 19, 2022

Contract Number	Location of Business/Agency	Industry Type	Type of Service	Hours of Instructions	Estimated Number Served	Contract Amount
146877	Madison	Business and Industry	Commercial Blue Print Reading	10	20	\$1,600.00
146878	Madison	Business and Industry	Residential Blueprint Reading	10	20	\$1,600.00
146879	Madison	Business and Industry	Fire Alarm Systems	10	20	\$2,880.00
146880	Madison	Business and Industry	PLC	24	20	\$3,600.00
146881	Marshfield	Business and Industry	Human Body in Health and Disease	108	24	\$10,460.00
146882	Nekoosa	Business and Industry	Minitab/MS Project	16	15	\$4,440.00
146883	Wausau	Economic Development Corporations	Photography Assistance	2		\$250.00
146884	Wisconsin Rapids	Private Educational Institutions	Intro to AutoCAD	36	8	\$4,600.00
146885	Stevens Point	Business and Industry	Security Officer Firearms Training	2	5	\$100.00
				<b>Total:</b>		<b>\$29,530.00</b>

## November Contract Training Proposals For Informational Purposes

Monthly Contract Training Proposal Recap - November 2022					
Proposal #	Bill to City	Industry Type	Type of Service	Proposal Amount	Current Status
435	Marshfield	Business and Industry	Surveying for Construction - Spring 23	\$4,695.00	Presented
436	Wausau	Economic Development Corporations	Photography for Welcome Event	\$250.00	Accepted
437	Stevens Point	Business and Industry	DEI Training 2023	\$2,049.00	Presented
439	Nekoosa	Business and Industry	Reasonable Suspicion - What to look for and why	\$375.00	Presented
442	Stevens Point	Business and Industry	Security Officer Firearms Training - Dec 2022	\$100.00	Accepted
443	Nekoosa	Business and Industry	Aerial Lift - Rough Terrain, Scissor Lift, & Manlift	\$9,600.00	Presented
444	Marshfield	Business and Industry	CPR/AED/First Aid - Dec 2023	\$1,090.00	Presented
<b>TOTAL</b>				<b>\$18,159.00</b>	

**FINANCE & INFRASTRUCTURE COMMITTEE**  
**Procurement of Goods and Services**  
**December 19, 2022 Board Meeting**

	<u>Amount</u>	<u>Procurement Method</u>
<b><u>Procurements Requiring Board Action</u></b>		
None		
<b>Subtotal for Procurements Requiring Board Action</b>	<b>\$0.00</b>	
<b><u>Procurements Not Requiring Board Action</u></b>		
IT Department		
Software - Presidio Networked Solutions, LLC (Madison, WI)	49,233.39	State Contract
<b>Subtotal for Procurements Not Requiring Board Action</b>	<b>\$49,233.39</b>	
<b><u>Procurements Approved in Budget Process Not Requiring Board Action</u></b>		
School of Applies Technology		
Equipment - JPW Industries (Manitowoc, WI)	81,789.00	RFP
Equipment - Haas Factory Outlet (Milwaukee, WI)	178,362.77	RFP
Equipment & Software - Lab Midwest, LLC (Mosinee, WI)	117,201.00	State Contract
Mid-State Foundation		
Software (Scholarship) - Blackbaud Inc. (Charleston, SC)	56,773.76	State Contract
<b>Subtotal for Procurements Approved in Budget Process Not Requiring Board Action</b>	<b>\$434,126.53</b>	
<b><u>Mandatory Procurements Not Requiring Board Action</u></b>		
Lakeshore Technical College		
WILM expenses (October)	29,330.03	Mandatory
WTCS Foundation, Inc.	230,000.00	Mandatory
<b>Subtotal for Mandatory Procurements</b>	<b>\$259,330.03</b>	

FINANCE & INFRASTRUCTURE COMMITTEE

Procurement of Goods and Services

December 19, 2022 Board Meeting

	<u>Amount</u>	<u>Procurement Method</u>
<b><u>Emergency Procurements</u></b>		
<u>None</u>		
<b>Subtotal for Emergency Procurements</b>	<u>\$0.00</u>	
<b>Grand Total</b>	<u><u>\$742,689.95</u></u>	

**Mid-State Technical College and the Wisconsin Technical College System have purchasing policies. The purchasing method applied meets those policies.**

**BID** – A public notice is published in the local newspaper. Potential bidders are notified of the publication based on industry knowledge and past projects. Interested bidders can request plans and specifications to be used for bid preparation. The lowest fixed-price bid is accepted from a responsible bidder meeting specifications.

**QUOTE** – Quotes are solicited from three or more vendors (if available). The lowest quote meeting specifications is selected.

**REQUEST FOR PROPOSAL (RFP)** – A competitive selection process was completed to select the vendor for the purchase. Award was based on criteria that may include price and other critical criteria such as service, experience, references etc. Criteria is weighted and scored by evaluators. Agreements for services can extend for multiple years.

**COOP (Cooperative) Purchase** – A competitive procurement method was utilized to select the vendor and the contract was approved by another WTCS district. (Includes NJPA – National Joint Powers Alliance, WSCA – Western States Contract Alliance, National IPA – National Intergovernmental Purchasing Alliance and others)

**STATE CONTRACT** – A state agency such as the Department of Administration or UW system processed a bid or RFP and awarded the products and/or services to this vendor. Mid-State reserves the right to negotiate a lower price directly with the vendor.

**CONSORTIUM CONTRACT** – The WTCS Purchasing Consortium has completed a competitive selection process by RFP or Bid. Mid-State is able to participate without fulfilling a college-directed process.

**SOLE SOURCE** – The item meets the requirements listed in the Financial & Administrative Manual for Sole Source procurements.

**MANDATORY** – Mid-State is required to pay for the service or membership to provide day to day operations such as utilities, leases, insurance, mandatory membership dues, etc.

FY23 Budget Notifications Made in the Month of November 2022						
Project #	Grant Title or Description	Type	Reason for Budget Change	Budgeted Revenue Change	Budgeted Expense Change	Budgeted Fund Balance Change
<b>Fund 1 - General Fund Budget Notifications</b>						
	141483 Meat Talent Development Grant	Federal	Establish budget	105,465.00	105,465.00	-
	141453 WIDS Apprenticeship Related Instruction Grant	State	Establish budget	38,325.00	36,500.00	1,825.00
	141970 Workforce Innovation Grant	Federal	Establish budget	(120,000.00)		(120,000.00)
<b>Fund 2 - Special Revenue Non-Aidable Fund Budget Notifications</b>						
	140195 CARES Institutional	Federal	Increase COVID related budgets to actuals	352,385.00	352,385.00	-
<b>Fund 3 - Capital Projects Fund Budget Notifications</b>						
	141483 Meat Talent Development Grant	Federal	Establish budget	90,919.00	90,919.00	-
	141970 Workforce Innovation Grant	Federal	Establish budget	120,000.00		120,000.00
<b>Fund 4 - Debt Service Fund Budget Notifications</b>						
<b>Fund 7 - Special Revenue Non-Aidable Fund Budget Notifications</b>						
<b>Total Budget Changes For The Month</b>				<b>587,084.00</b>	<b>585,269.00</b>	<b>1,825.00</b>



**Mid-State Technical College**  
**Budgeted Revenues, Expenditures and Changes in Fund Equity**  
**Current Budget for Fiscal Year 2023**  
as of November 30, 2022

	General Operations & Grants		Special Rev		Capital Projects		Annual Debt Service		Enterprise Units		Internal Sales, Media Services & Self-Funded Insurances		Percentage of Total Current Budget	
	Fund 1	Fund 2	Fund 7	Fund 3	Fund 4	Fund 5	Fund 6	Fund 6	Fund 6	Fund 6	Fund 6	Total Current Budget	Original Budget	Percentage of Total Current Budget
Local Government	6,788,809	-	-	-	6,999,451	-	-	-	-	-	-	13,788,260	13,788,260	22.1%
Student Fees	6,716,846	45,000	359,368	-	-	-	-	-	-	-	-	7,121,214	7,118,714	11.4%
State Aid & Grants	17,797,029	-	730,000	70,000	-	-	-	-	-	-	-	18,597,029	17,648,620	29.7%
Institutional	448,489	865,000	611,500	614,548	100,500	1,113,505	6,133,200	-	-	-	6,133,200	9,886,742	9,112,405	15.8%
Federal	4,727,244	1,377,905	6,795,000	221,504	-	-	-	-	-	-	-	13,121,653	8,148,338	21.0%
<b>Total Revenues</b>	<b>36,478,417</b>	<b>2,287,905</b>	<b>8,495,868</b>	<b>906,052</b>	<b>7,099,951</b>	<b>1,113,505</b>	<b>6,133,200</b>	<b>6,133,200</b>	<b>1,187,841</b>	<b>1,187,841</b>	<b>62,514,898</b>	<b>62,514,898</b>	<b>55,816,337</b>	<b>100.0%</b>

	Expenditures		Capital Projects		Annual Debt Service		Enterprise Units		Internal Sales, Media Services & Self-Funded Insurances		Percentage of Total Current Budget		
	Fund 1	Fund 2	Fund 3	Fund 4	Fund 5	Fund 6	Fund 6	Fund 6	Fund 6	Fund 6	Total Current Budget	Original Budget	
Salaries and Wages	18,976,004	415,478	275,991	100,000	-	240,378	-	-	-	-	20,007,851	19,227,766	27.9%
Benefits	8,510,695	170,521	314,043	-	-	68,720	-	-	-	-	9,063,979	8,792,279	12.7%
Current Expenditures	9,992,567	783,800	88,750	-	-	85,528	-	-	-	-	12,318,345	8,087,531	17.2%
Student Financial Aid & Activities	-	-	7,817,443	-	-	-	-	-	-	-	7,817,443	7,817,443	10.9%
Reserve	-	-	-	-	-	793,215	-	-	-	-	5,460,715	5,460,715	7.6%
Capital Outlay	-	-	-	9,802,135	-	-	-	-	-	-	9,802,135	8,670,000	13.7%
Debt Retirement	-	-	-	-	7,174,874	-	-	-	-	-	7,174,874	7,174,874	10.0%
<b>Total Expenditures</b>	<b>37,479,266</b>	<b>1,369,799</b>	<b>8,496,227</b>	<b>9,902,135</b>	<b>7,174,874</b>	<b>1,187,841</b>	<b>6,035,200</b>	<b>6,035,200</b>	<b>1,187,841</b>	<b>1,187,841</b>	<b>71,645,342</b>	<b>65,230,608</b>	<b>100.0%</b>
<b>% of Expenditures by Fund</b>	<b>52.3%</b>	<b>1.9%</b>	<b>11.9%</b>	<b>13.8%</b>	<b>10.0%</b>	<b>1.7%</b>	<b>8.4%</b>	<b>8.4%</b>	<b>1.7%</b>	<b>1.7%</b>	<b>100.0%</b>		

**Changes in Fund Equity**

Budgeted Fund Equity as of 6/30/22	10,846,361	7,744	7,216,240	897,539	760,753	909,069	2,765,178	23,402,884	23,402,884	23,402,884	23,402,884	23,402,884	23,402,884	(9,414,271)
Current Revenue over Expenses	(1,000,849)	918,106	(359)	(8,996,083)	(74,923)	(74,336)	98,000	(9,130,444)	(9,130,444)	(9,130,444)	(9,130,444)	(9,130,444)	(9,130,444)	(9,130,444)
Other Sources and Uses:														
Proceeds from Debt	-	-	-	8,200,000	-	-	-	-	-	-	8,200,000	8,200,000	8,200,000	8,200,000
Interfund Transfers In	1,047,000	-	-	-	-	-	-	-	-	-	1,047,000	1,047,000	1,047,000	1,047,000
Interfund Transfers Out	-	(972,259)	(500,000)	-	-	(120,000)	-	(1,592,259)	(1,592,259)	(1,592,259)	(1,592,259)	(1,592,259)	(1,592,259)	(1,047,000)
Repayment of Debt	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Budgeted Ending Fund Equity</b>	<b>10,892,512</b>	<b>(46,409)</b>	<b>6,715,881</b>	<b>101,456</b>	<b>685,830</b>	<b>714,733</b>	<b>2,863,178</b>	<b>21,927,181</b>	<b>21,927,181</b>	<b>21,927,181</b>	<b>22,188,613</b>	<b>22,188,613</b>	<b>22,188,613</b>	<b>22,188,613</b>



# Accrued Revenues, Expenditures and Changes in Fund Equity Current Actuals for the Fiscal Year 2023

as of November 30, 2022

YTD

41.7%

	General Operations & Grants		Special Rev		Special Rev Non-Aidable Fund		Capital Projects		Annual Debt Service		Enterprise Units		Internal Sales, Media Services & Self-Funded Insurances		Total YTD All Funds	Total Current Budget	% of Actual to Budget
	Fund 1	Fund 2	Fund 7	Fund 2	Fund 7	Fund 3	Fund 4	Fund 5	Fund 6	Fund 6	Fund 6	Fund 6					
Local Government	6,856,311	-	-	-	-	-	6,999,451	-	-	-	-	-	-	-	13,855,762	13,768,260	100.5%
Student Fees	5,451,659	41,628	304,721	-	-	-	-	-	-	-	-	-	-	-	5,798,008	7,121,214	81.4%
State Aid & Grants	3,648,401	-	453,441	-	-	-	-	-	-	-	-	-	-	-	4,101,842	18,597,029	22.1%
Institutional	346,794	218,373	65,203	4,985,812	-	-	255,453	538,883	2,465,083	-	-	-	-	8,875,601	9,886,742	89.8%	
Federal	379,502	1,131,759	2,638,568	1,386,674	-	-	-	-	-	-	-	-	-	5,536,503	13,121,653	42.2%	
<b>Total Revenues</b>	<b>16,682,669</b>	<b>1,391,760</b>	<b>3,461,933</b>	<b>6,372,486</b>	<b>7,254,904</b>	<b>538,883</b>	<b>2,465,083</b>	<b>38,167,717</b>	<b>62,514,898</b>	<b>61.1%</b>							
	<b>45.7%</b>	<b>60.8%</b>	<b>40.7%</b>	<b>703.3%</b>	<b>102.2%</b>	<b>48.4%</b>	<b>40.2%</b>	<b>61.1%</b>									

	Expenditures		Salaries and Wages		Benefits		Current Expenditures		Student Financial Aid & Activities		Resale		Capital Outlay		Debt Retirement		Total YTD All Funds	Total Current Budget	% of Actual to Budget
	Fund 1	Fund 2	Fund 7	Fund 2	Fund 7	Fund 3	Fund 4	Fund 5	Fund 6	Fund 6	Fund 6	Fund 6	Fund 6	Fund 6					
Salaries and Wages	7,479,562	194,844	93,322	2,682	-	-	87,451	-	-	-	-	-	-	-	-	-	7,857,861	20,007,851	39.3%
Benefits	3,088,272	63,655	21,496	1,503	-	-	18,791	-	-	-	-	-	-	-	-	-	3,193,718	9,063,979	35.2%
Current Expenditures	3,182,548	199,747	40,988	-	-	-	44,451	-	-	-	-	-	-	-	-	-	3,879,084	12,318,345	31.5%
Student Financial Aid & Activities	-	-	3,316,893	-	-	-	-	-	-	-	-	-	-	-	-	-	3,316,893	7,817,443	42.4%
Resale	-	-	-	-	-	-	695,906	-	-	-	-	-	-	-	-	-	2,755,160	5,460,715	50.5%
Capital Outlay	-	-	-	5,341,047	-	-	-	-	-	-	-	-	-	-	-	-	5,341,047	9,802,135	54.5%
Debt Retirement	-	-	-	-	-	-	445,478	-	-	-	-	-	-	-	-	-	445,478	7,174,874	6.2%
<b>Total Expenditures</b>	<b>13,750,382</b>	<b>458,246</b>	<b>3,472,699</b>	<b>5,345,231</b>	<b>445,478</b>	<b>846,599</b>	<b>26,789,241</b>	<b>71,645,342</b>	<b>37.4%</b>										
	<b>36.7%</b>	<b>33.5%</b>	<b>40.9%</b>	<b>54.0%</b>	<b>6.2%</b>	<b>71.3%</b>	<b>40.9%</b>	<b>37.4%</b>											

### Changes in Fund Equity

Actual Fund Equity as of 6/30/22	10,732,540	176,838	6,659,729	1,191,400	757,391	1,074,856	2,939,974	23,532,729	23,402,884
Current Revenue over Expenses	2,932,287	933,513	(10,766)	1,027,255	6,809,425	(307,716)	(5,522)	11,378,476	(9,130,444)
Other Sources and Uses:									
Proceeds from Debt	-	-	-	6,000,000	-	-	-	6,000,000	8,200,000
Interfund Transfers In	834,106	65,274	-	-	-	72,878	-	972,259	1,047,000
Interfund Transfers Out	-	(972,259)	-	-	-	-	-	(972,259)	(1,592,259)
Repayment of Debt	-	-	-	-	-	-	-	-	-
<b>Accrued YTD Fund Equity</b>	<b>14,498,933</b>	<b>203,367</b>	<b>6,648,963</b>	<b>8,218,655</b>	<b>7,566,817</b>	<b>840,018</b>	<b>2,934,452</b>	<b>40,911,204</b>	<b>21,927,181</b>

**Mid State Technical College  
Combined Balance Sheet - All Fund Types and Account Groups  
November 30, 2022**

With comparative totals for November 30, 2021

	Governmental Fund Types				Proprietary Fund Types			Fiduciary	
	General	Special Rev Aidable	Capital Projects	Debt Service	Enterprise	Internal Service	Fund Type		
							Special Rev Non-Aidable	Memorandum only	
	2022-23	2021-22							
Cash	\$ 7,737,428	\$ -	\$ 6,993,436	\$ 1,402,033	\$ 1,550	\$ 1,887,651	\$ -	\$ 18,022,098	\$ 10,964,223
Investments	-	-	-	-	-	-	-	6,264,532	8,073,929
Receivables:									
Property taxes	13,860,341	-	-	-	-	-	-	13,860,341	13,922,903
Accounts receivable	2,992,067	81,372	60	-	134,893	-	170,380	3,378,773	3,587,896
Due from other funds	-	121,765	1,271,224	6,164,784	-	1,075,930	229,737	8,863,441	7,491,492
Inventories - at cost	-	-	-	-	521,728	-	-	521,728	493,401
Prepaid Assets	-	-	-	-	-	-	-	-	100,594
Other Current Assets	-	-	-	-	-	-	-	-	-
Fixed assets - at cost, less accumulated depreciation, where applicable	-	-	-	-	353,281	-	-	353,281	346,441
General Long Term Debt	-	-	-	-	-	-	-	-	-
All Other Noncurrent Assets	-	-	-	-	-	-	-	-	-
<b>TOTAL ASSETS AND OTHER DEBITS</b>	<b>\$ 24,589,837</b>	<b>\$ 203,137</b>	<b>\$ 8,264,720</b>	<b>\$ 7,566,817</b>	<b>\$ 1,011,452</b>	<b>\$ 2,963,561</b>	<b>\$ 6,664,650</b>	<b>\$ 51,264,194</b>	<b>\$ 44,980,880</b>

**LIABILITIES, FUND EQUITY AND OTHER CREDITS**

Liabilities									
Accounts Payable	\$ 34,834	\$ 1,848	\$ 46,065	\$ -	\$ (25,449)	\$ (0)	\$ 3,193	\$ 60,491	\$ 316,574
Accrued Liabilities:									
Wages	-	(9,200)	-	-	-	-	-	(9,200)	-
Employee related payables	250,518	(1,279)	-	-	29,130	-	-	276,370	227,723
Vacation	638,635	8,401	-	-	2,286	-	12,494	661,816	617,306
Other current liabilities	-	-	-	-	4,616	-	-	4,616	11,752
Due to other funds	-	-	-	-	189,981	-	-	8,863,441	7,491,492
Deferred Revenues	8,673,460	-	-	-	-	-	-	493,456	-
Def Compensation Liability	493,456	-	-	-	-	-	-	-	-
General Long Term Debt Group	-	-	-	-	-	-	-	-	-
<b>TOTAL LIABILITIES</b>	<b>10,090,904</b>	<b>(230)</b>	<b>46,065</b>	<b>-</b>	<b>171,434</b>	<b>29,130</b>	<b>15,687</b>	<b>10,352,990</b>	<b>8,664,848</b>

Fund equity and other credits									
Retained Earnings	-	-	-	-	1,074,856	167,129	7,176	1,249,161	1,217,764
Res for Prepaid Expenditures	11,040	-	-	-	-	-	-	11,040	30,801
Reserve for Self-Insurance	-	-	-	-	-	2,772,845	-	2,772,845	2,647,886
Reserve for Student Gov & O'g	-	-	-	-	-	-	85,462	85,462	99,941
Res for Student Fin Assistance	-	-	-	-	-	-	129,040	129,040	121,568
Res for Post-Employ Benefits	-	-	-	-	-	-	6,438,051	6,920,325	8,319,553
Res for Emerg Student Fin Aid	482,274	-	-	-	-	-	-	-	-
Res for Emergency Relief Funds	-	-	-	-	-	-	-	-	-
Reserve for Capital Projects	-	-	1,081,628	-	-	-	-	1,081,628	(191,314)
Res for Cap Proj - Motorcycle	-	-	109,772	-	-	-	-	109,772	99,679
Reserve for Debt Service	-	-	-	757,391	-	-	-	757,391	643,413
Designated for Operations	7,465,826	87,833	-	-	-	-	-	7,553,659	7,323,322
Des for State Aid Fluctuations	506,546	-	-	-	-	-	-	506,546	443,997
Des for Subsequent Year	2,266,854	89,005	-	-	-	-	-	2,355,860	2,361,237
<b>TOTAL FUND EQUITY AND OTHER CREDITS</b>	<b>10,732,540</b>	<b>176,838</b>	<b>1,191,400</b>	<b>757,391</b>	<b>1,074,856</b>	<b>2,939,974</b>	<b>6,659,729</b>	<b>23,532,729</b>	<b>23,117,848</b>
Year-to-date excess revenues(expenditures)	3,766,393	26,529	7,027,255	6,809,425	(234,838)	(5,522)	(10,766)	17,378,476	13,198,184
<b>TOTAL LIABILITIES, FUND EQUITY AND OTHER CREDITS</b>	<b>\$ 24,589,837</b>	<b>\$ 203,137</b>	<b>\$ 8,264,720</b>	<b>\$ 7,566,817</b>	<b>\$ 1,011,452</b>	<b>\$ 2,963,561</b>	<b>\$ 6,664,650</b>	<b>\$ 51,264,194</b>	<b>\$ 44,980,880</b>

## **Approval of Hires and Resignations of Contracted Employees December 19, 2022**

### **Resignations**

- Sue Akey (effective June 30, 2023)  
Instructor & Program Director, Nursing  
Retiring

### **Hires**

- Clint Gosse (effective January 3, 2023)  
Instructor, Natural Science
- Kathleen Orminski (effective January 3, 2023)  
Instructor, Nursing Assistant