

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

Wisconsin Rapids Campus

December 19, 2022

**A. CALL TO ORDER** – Kristin Crass

The meeting was called to order at 5:53 p.m.

**B. ROLL CALL**

PRESENT: Betty Bruski Mallek, Kristin Crass, Justin Feltz, Richard Merdan, Gordon Schalow, Charles Spargo, Are Vang, Terry Whitmore and Dr. Shelly Mondeik

EXCUSED: Lynneia Miller

OTHERS: Greg Bruckbauer, Dr. Karen Brzezinski, Dr. Bobbi Damrow, William Fahey, matt Femel, Logan Hamman, Ryan Kawski, Dr. Mandy Lang, Brad Russell, Matt Schneider, Dr. Deb Stencil, Angie Susa, and Craig Wagner

**C. OPEN MEETING CERTIFICATION** – Kristin Crass

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** – Kristin Crass

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, approved minutes from the board meeting held November 21, 2022 as presented.

**F. CONSENT AGENDA**

Motion by Mr. Merdan, seconded by Mr. Schalow, upon a roll call vote, approved the following consent agenda items:

1. The district's bills for the month of November 2022 were presented in Exhibit B. These bills totaled \$1,467,331.15 of which \$1,061,182.98 represents operational expenditures and \$406,148.17 represents capital expenditures. The district's payroll for the month of November totaled \$1,585,240.88 plus \$11,881.53 for travel and miscellaneous reimbursements and \$633,688.13 in fringe benefits. The district's bills and payroll totaled \$3,698,141.69.

2. Entered into the following contracted service agreements:

<u>Agreement #</u>	<u>Contracted Service:</u>	<u>Amount</u>
146877	Commercial Blue Print Reading	\$ 1,600.00
146878	Residential Blueprint Reading	\$ 1,600.00
146879	Fire Alarm Systems	\$ 2,880.00
146880	PLC	\$ 3,600.00
146881	Human Body in Health and Disease	\$ 10,460.00
146882	Minitab/MS Project	\$ 4,440.00
146883	Photography Assistance	\$ 250.00
146884	Intro to AutoCAD	\$ 4,600.00
146885	Security Officer Firearms Training	\$ 100.00

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

<u>Amount</u>	<u>Company</u>	<u>College Division/Dept.</u>
No procurements required Board action.		
4. District Board Approval of Hires and Resignations of Contracted Staff:
  - Resignations
    - Sue Akey (effective June 30, 2023) – Retiring
  - Hires
    - Clint Gosse (effective January 3, 2023) – Instructor, Natural Science
    - Kathleen Orminski (effective January 3, 2023) – Instructor, Nursing Assistant

**G. CHAIRPERSON'S REPORT – Kristin Crass**

1. Ms. Miller asked to be excused. Terry Whitmore was welcomed to the Board. He serves as the School District Administrator member and is the District Administrator for Nekoosa School District.
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. Ms. Bruski Mallek, Mr. Merdan and Mr. Spargo plan to attend. A summary on work of the Bylaws Committee was provided by Mr. Spargo.
3. ACCT National Legislative Summit will be held February 5-8 in Washington, D.C. Ms. Bruski Mallek and Mr. Spargo plan to attend.
4. Mid-State's Fall Board Advance was held November 30. Comments on the day were provided.
5. Future meeting dates (times unless otherwise announced):

<b>MONTHLY MEETING</b> Monday, January 16, 2023 Wisconsin Rapids Campus	<b>Committee-of-the-Whole:</b> 5:00 p.m. <b>Board Meeting:</b> Following Committee-of-the-Whole
<b>MONTHLY MEETING</b> Monday, February 20, 2023 Stevens Point Campus	<b>Committee-of-the-Whole:</b> 5:00 p.m. <b>Board Meeting:</b> Following Committee-of-the-Whole

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

1. Dr. Mondeik provided an update on recent campus activities including Anthology Discovery Days, completion of College Conversations and graduation. Respiratory Therapy Accreditation reviewers were on site; initial recommendations include the recommendation to continue accreditation.
2. Dr. Mondeik highlighted the Wisconsin Technical College Systems state budget ask. She also provided an update on the WTCS President Association and recent strategy meeting.

**I. COMMITTEE REPORTS**

1. FINANCE & INFRASTRUCTURE COMMITTEE – Gordon Schalow
  - a. TREASURER'S REPORT: Following discussion, no questions or concerns were presented.
  - b. AMETA CENTER CONSTRUCTION BID RESULTS: Results of request for bids for the Advanced Manufacturing, Engineering Technology, and Apprenticeship (AMETA) Center were presented for approval. The following Resolution For Awarding Of Contract For the

Construction of The Advanced Manufacturing, Engineering Technology, and Apprenticeship (AMETA) Center in Stevens Point, Wisconsin accompanied each approved bid.

WHEREAS, the Mid-State District Board of Directors and the Wisconsin Technical College System (WTCS) Board have previously approved the construction of an Advanced Manufacturing, Engineering Technology, and Apprenticeship (AMETA) Center in Stevens Point, Wisconsin (the "Project"), and

WHEREAS, bids for the performance of the various divisions of the work of the Project have been submitted, documented, opened, and recorded, and the Administration has provided its recommendations to the District Board for the award of construction contracts, and

WHEREAS, the District Board wishes to award the contracts for construction of the Project.

BE IT RESOLVED that the Mid-State Technical College Board accepts the individual bid submitted for the performance of the work of the Project in each division and approves the awarding of the construction contract for such division to the contractor and in the contract amount, in each case as recommended to the Board by the District's Administration, as set forth in the schedules attached hereto.

BE IT FURTHER RESOLVED, that, upon confirmation from the Vice President, Finance and Facilities, that sufficient funds are in the treasury to meet the expenses thereof, the construction contracts shall be executed on behalf of the District by the District Board Chairman and the District Board Secretary.

Motion by Mr. Spargo, seconded by Ms. Bruski Mallek, upon a roll call vote (Bruski Mallek - Yes, Feltz - Yes, Merdan - Yes, Schalow - Yes, Spargo - Yes, Vang - Yes, Whitmore - Yes, Crass - Yes), awarded Bid #811 Trade Pack #TP01 to Lewis Construction, Inc., in the amount of \$618,645.00 for concrete building division of work of the project.

Motion by Mr. Merdan, seconded by Mr. Feltz, upon a roll call vote (Feltz - Yes, Merdan - Yes, Schalow - Yes, Spargo - Yes, Vang - Yes, Whitmore - Yes, Bruski Mallek - Yes, Crass - Yes), awarded Bid #811 Trade Pack #TP02 to Lewis Construction, Inc., in the amount of \$166,155.00 for concrete exterior site division of work of the project.

Motion by Ms. Bruski Mallek, seconded by Mr. Merdan, upon a roll call vote (Merdan - Yes, Schalow - Yes, Spargo - Yes, Vang - Yes, Whitmore - Yes, Bruski Mallek - Yes, Feltz - Yes, Crass - Yes), awarded Bid #811 Trade Pack #TP03 to The Boldt Company in the amount of \$647,896.00 for concrete masonry division of work of the project.

Motion by Mr. Spargo, seconded by Ms. Bruski Mallek, upon a roll call vote (Schalow - Yes, Spargo - Yes, Vang - Yes, Whitmore - Yes, Bruski Mallek - Yes, Feltz - Yes, Merdan - Yes, Crass - Yes), awarded Bid #811 Trade Pack #TP04 to Daigle Brothers, Inc., in the amount of \$1,252,757.00 for structural and misc. steel division of work of the project.

Motion by Ms. Bruski Mallek, seconded by Mr. Spargo, upon a roll call vote (Spargo - Yes, Vang - Yes, Whitmore - Yes, Bruski Mallek - Yes, Feltz - Yes, Merdan - Yes, Schalow - Yes, Crass - Yes), awarded Bid #811 Trade Pack #TP05 (includes alternate 4) to JH Findorff & Son, Inc., in the amount of \$390,805.00 for carpentry and general trades division of work of the project.

Motion by Mr. Spargo, seconded by Mr. Merdan, upon a roll call vote (Vang – Yes, Whitmore – Yes, Bruski Mallek – Yes, Feltz – Yes, Merdan – Yes, Schalow – Yes, Spargo – Yes, Crass – Yes), awarded Bid #811 Trade Pack #TP07 to FSS Business Systems, Inc., in the amount of \$203,955.88 for aluminum casework division of work of the project.

Motion by Mr. Merdan, seconded by Ms. Bruski Mallek, upon a roll call vote (Whitmore – Yes, Bruski Mallek – Yes, Feltz – Yes, Merdan – Yes, Schalow – Yes, Spargo – Yes, Vang – Yes, Crass – Yes), awarded Bid #811 Trade Pack #TP09 to Appleton Lathing Corporation in the amount of \$65,746.00 for weather barrier and spray insulation division of work of the project.

Motion by Mr. Spargo, seconded by Ms. Bruski Mallek, upon a roll call vote (Bruski Mallek – Yes, Feltz – Yes, Merdan – Yes, Schalow – Yes, Spargo – Yes, Vang – Yes, Whitmore – Yes, Crass – Yes), awarded Bid #811 Trade Pack #TP10 to Nations Roof North LLC in the amount of \$779,800.00 for metal wall panel division of work of the project.

Motion by Mr. Spargo, seconded by Ms. Bruski Mallek, upon a roll call vote (Feltz – Yes, Merdan – Yes, Schalow – Yes, Spargo – Yes, Vang – Yes, Whitmore – Yes, Bruski Mallek – Yes, Crass – Yes), awarded Bid #811 Trade Pack #TP11 to PHD Roof Doctor's Inc., in the amount of \$474,870.00 for membrane roofing division of work of the project.

Motion by Mr. Merdan, seconded by Mr. Spargo, upon a roll call vote (Merdan – Yes, Schalow – Yes, Spargo – Yes, Vang – Yes, Whitmore – Yes, Bruski Mallek – Yes, Feltz – Yes, Crass – Yes), awarded Bid #811 Trade Pack #TP12 to Entrance Technologies 1 LLC, in the amount of \$25,250.00 for auto operators division of work of the project.

Motion by Mr. Spargo, seconded by Mr. Feltz, upon a roll call vote (Schalow – Yes, Spargo – Yes, Vang – Yes, Whitmore – Yes, Bruski Mallek – Yes, Feltz – Yes, Merdan – Yes, Crass – Yes), awarded Bid #811 Trade Pack #TP14 to Omni Glass & Paint LLC in the amount of \$292,728.00 for glazing and aluminum entrances division of work of the project.

Motion by Ms. Bruski Mallek, seconded by Mr. Feltz, upon a roll call vote (Schalow – Yes, Spargo – Yes, Vang – Yes, Whitmore – Yes, Bruski Mallek – Yes, Feltz – Yes, Merdan – Yes, Crass – Yes), awarded Bid #811 Trade Pack #TP16 to Appleton Lathing Corporation in the amount of \$752,872.00 for gypsum board assemblies division of work of the project.

Motion by Mr. Spargo, seconded by Mr. Merdan, upon a roll call vote (Schalow – Yes, Spargo – Yes, Vang – Yes, Whitmore – Yes, Bruski Mallek – Yes, Feltz – Yes, Merdan – Yes, Crass – Yes), awarded Bid #811 Trade Pack #TP17 to Gegare Tile, Inc., in the amount of \$132,452.00 for flooring division of work of the project.

Motion by Ms. Bruski Mallek, seconded by Mr. Merdan, upon a roll call vote (Spargo – Yes, Vang – Yes, Whitmore – Yes, Bruski Mallek – Yes, Feltz – Yes, Merdan – Yes, Schalow – Yes, Crass – Yes), awarded Bid #811 Trade Pack #TP18 to Appleton Lathing Corporation in the amount of \$162,640.00 for acoustical ceilings division of work of the project.

Motion by Mr. Spargo, seconded by Mr. Merdan, upon a roll call vote (Vang – Yes, Whitmore – Yes, Bruski Mallek – Yes, Feltz – Yes, Merdan – Yes, Schalow – Yes, Spargo – Yes, Crass – Yes), awarded Bid #811 Trade Pack #TP19 to SDS Painting Company Inc., in the amount of \$166,920.00 for painting and wall coverings division of work of the project.

Motion by Ms. Bruski Mallek, seconded by Mr. Feltz, upon a roll call vote (Whitmore – Yes, Bruski Mallek – Yes, Feltz – Yes, Merdan – Yes, Schalow – Yes, Spargo – Yes, Vang – Yes, Crass – Yes),

awarded Bid #811 Trade Pack #TP20 to Amerifence Corporation of Wisconsin in the amount of \$25,136.00 for temporary security fence division of work of the project.

Motion by Mr. Merdan, seconded by Ms. Bruski Mallek, upon a roll call vote (Bruski Mallek – Yes, Feltz – Yes, Merdan – Yes, Schalow – Yes, Spargo – Yes, Vang – Yes, Whitmore – Yes, Crass – Yes), awarded Bid #811 Trade Pack #TP21 to HJ Martin & Son Inc., in the amount of \$31,900.00 for folding panel partiitons division of work of the project.

Motion by Mr. Spargo, seconded by Mr. Merdan, upon a roll call vote (Feltz – Yes, Merdan – Yes, Schalow – Yes, Spargo – Yes, Vang – Yes, Whitmore – Yes, Bruski Mallek – Yes, Crass – Yes), awarded Bid #811 Trade Pack #TP22 to MMK Enterprises Inc. DBA Flag Center in the amount of \$7,640.00 for flagpoles division of work of the project.

Motion by Ms. Bruski Mallek, seconded by Mr. Spargo, upon a roll call vote (Feltz – Yes, Merdan – Yes, Schalow – Yes, Spargo – Yes, Vang – Yes, Whitmore – Yes, Bruski Mallek – Yes, Crass – Yes), awarded Bid #811 Trade Pack #TP24 to Apex Fire Protection LLC in the amount of \$128,860.00 for fire protection division of work of the project.

Motion by Ms. Bruski Mallek, seconded by Mr. Merdan, upon a roll call vote (Merdan – Yes, Schalow – Yes, Spargo – Yes, Vang – Yes, Whitmore – Yes, Bruski Mallek – Yes, Feltz – Yes, Crass – Yes), awarded Bid #811 Trade Pack #TP25 to RJ Rasmussen Plumbing & Heating Inc., in the amount of \$665,070.00 for plumbing division of work of the project.

Motion by Ms. Bruski Mallek, seconded by Mr. Feltz, upon a roll call vote (Schalow – Yes, Spargo – Yes, Vang – Yes, Whitmore – Yes, Bruski Mallek – Yes, Feltz – Yes, Merdan – Yes, Crass – Yes), awarded Bid #811 Trade Pack #TP26 to Badger HVAC LLC DBA Badger Heating & Air Conditioning in the amount of \$1,468,000.00 for HVAC division of work of the project.

Motion by Ms. Bruski Mallek, seconded by Mr. Merdan, upon a roll call vote (Spargo – No, Vang – Yes, Whitmore – Yes, Bruski Mallek – Yes, Feltz – Yes, Merdan – Yes, Schalow – Yes, Crass – No), awarded Bid #811 Trade Pack #TP27 (includes alternates 1,2A, 3, 5) to Dakota Electric Service Inc, in the amount of \$1,109,518.00 for electrical and low voltage - building division of work of the project.

Motion by Mr. Spargo, seconded by Mr. Feltz, upon a roll call vote (Vang – Yes, Whitmore – Yes, Bruski Mallek – Yes, Feltz – Yes, Merdan – Yes, Schalow – Yes, Spargo – Yes, Crass – Yes), awarded Bid #811 Trade Pack #TP28 to Current Technologies Inc., in the amount of \$113,740.00 for electrical site division of work of the project.

Motion by Ms. Bruski Mallek, seconded by Mr. Spargo, upon a roll call vote (Whitmore – Yes, Bruski Mallek – Yes, Feltz – Yes, Merdan – Yes, Schalow – Yes, Spargo – Yes, Vang – Yes, Crass – Yes), awarded Bid #811 Trade Pack #TP29 to American Asphalt of Wisconsin in the amount of \$365,220.00 for asphalt division of work of the project.

Motion by Ms. Bruski Mallek, seconded by Mr. Feltz, upon a roll call vote (Bruski Mallek – Yes, Feltz – Yes, Merdan – Yes, Schalow – Yes, Spargo – Yes, Vang – Yes, Whitmore – Yes, Crass – Yes), awarded Bid #811 Trade Pack #TP30 to Stuczynski Trucking & Excavating Inc., in the amount of \$422,450.00 for earthwork division of work of the project.

Motion by Mr. Spargo, seconded by Mr. Merdan, upon a roll call vote (Feltz – Yes, Merdan – Yes, Schalow – Yes, Spargo – Yes, Vang – Yes, Whitmore – Yes, Bruski Mallek – Yes, Crass – Yes), awarded Bid #811 Trade Pack #TP31 to Stuczynski Trucking & Excavating Inc., in the amount of \$141,490.00 for site utilities division of work of the project.

Motion by Mr. Spargo, seconded by Mr. Merdan, upon a roll call vote (Merdan – Yes, Schalow – Yes, Spargo – Yes, Vang – Yes, Whitmore – Yes, Bruski Mallek – Yes, Feltz – Yes, Crass – Yes), awarded Bid #811 Trade Pack #TP32 to Carl’s Landscape Service Inc., in the amount of \$92,487.00 for landscaping division of work of the project.

c. FINANCE IMPLICATIONS FOR TOPICS IN OTHER COMMITTEES: No topics discussed.

2. ACADEMIC & STUDENT SERVICES COMMITTEE – Are Vang

a. ACADEMIC PROGRAMMING: Following detailed discussion in committee, action to approve the following changes related to academic programming was requested.

Program Suspension – IT Computer Support Specialist: due to low enrollment and change to differently titled program

Motion by Ms. Bruski Mallek, seconded by Mr. Merdan, upon a roll call vote (Schalow – Yes, Spargo – Yes, Vang – Yes, Whitmore – Yes, Bruski Mallek – Yes, Feltz – Yes, Merdan – Yes, Crass – Yes), approved IT Computer Support specialist program suspension.

Program Suspension – Microsoft System Administrator Embedded Technical Diploma: embedded in IT Computer Support Specialist program just suspended.

Motion by Mr. Spargo, seconded by Ms. Bruski Mallek, upon a roll call vote (Spargo – Yes, Vang – Yes, Whitmore – Yes, Bruski Mallek – Yes, Feltz – Yes, Merdan – Yes, Schalow – Yes, Crass – Yes), approved Microsoft System Administrator Embedded Technical diploma program suspension.

Program Approval – IT User Support Technician Embedded Technical Diploma: accelerated option of the previously named IT Computer Support Specialist program.

Motion by Ms. Bruski Mallek, seconded by Mr. Spargo, upon a roll call vote (Vang – Yes, Whitmore – Yes, Bruski Mallek – Yes, Feltz – Yes, Merdan – Yes, Schalow – Yes, Spargo – Yes, Crass – Yes), approved the IT user Support Technician Embedded Technical Diploma.

Program Suspension – Fire Protection Technician: Associate Degree level program with 12 students currently; all students have options for completion.

Motion by Ms. Bruski Mallek, seconded by Mr. Spargo, upon a roll call vote (Whitmore – Yes, Bruski Mallek – Yes, Feltz – Yes, Merdan – Yes, Schalow – Yes, Spargo – Yes, Vang – Yes, Crass – Yes), approved Fire Protection Technician program suspension.

Program Suspension – Firefighter Technician Embedded Technical Diploma: embedded in Fire Protection Technician program just suspended.

Motion by Mr. Spargo, seconded by Ms. Bruski Mallek, upon a roll call vote (Bruski Mallek – Yes, Feltz – Yes, Merdan – Yes, Schalow – Yes, Spargo – Yes, Vang – Yes, Whitmore – Yes, Crass – Yes), approved Firefighter Technician Embedded Technical Diploma program suspension.

Program Approval – Fire Service Certification Technical Diploma: Concept approval of a 16 credit program to prepare students for Fire 1 and Fire 2 certification; program can be offered in high schools.

Motion by Mr. Spargo, seconded by Mr. Feltz, upon a roll call vote (Feltz – Yes, Merdan – Yes, Schalow – Yes, Spargo – Yes, Vang – Yes, Whitmore – Yes, Bruski Mallek – Yes, Crass – Yes), approved the Fire Service Certification Technical Diploma program.

Program Approval – Hospitality Specialist Embedded Technical Diploma: will be embedded into the current program; 23% growth expected by 2027.

Motion by Mr. Spargo, seconded by Ms. Bruski Mallek, upon a roll call vote (Merdan – Yes, Schalow – Yes, Spargo – Yes, Vang – Yes, Whitmore – Yes, Bruski Mallek – Yes, Feltz – Yes, Crass – Yes), approved the Hospitality Specialist Embedded Technical Diploma program.

Program Approval – Culinary Assistant Embedded Technical Diploma: an embedded 18 credit course slated to begin in fall 2023.

Motion by Mr. Spargo, seconded by Mr. Feltz, upon a roll call vote (Schalow – Yes, Spargo – Yes, Vang – Yes, Whitmore – Yes, Bruski Mallek – Yes, Feltz – Yes, Merdan – Yes, Crass – Yes), approved the Culinary Assistant Embedded Technical Diploma program.

3. HUMAN RESOURCES & EXTERNAL RELATIONS COMMITTEE
  - a. FACULTY HIRES AND RESIGNATIONS: The Committee discussed options for reviewing employee data as part of the faculty hire portion of this Consent Agenda item. This is in follow-up to the Board Advance.
  - b. 2022-2023 WTCS PROGRAM GUIDEBOOK: The 2022-2023 WTCS Program Guidebook was provided and highlighted for the board. This publication was put together by the WTCS Marketing Consortium for all technical colleges.

**J. COMMITTEE-OF-THE-WHOLE** – Kristin Crass

1. BOARD POLICIES: Board Policies have been reviewed over the past three months. Changes were discussed this evening.

Motion by Ms. Vang, seconded by Mr. Spargo, upon a roll call vote (Spargo – Yes, Vang – Yes, Whitmore – Yes, Bruski Mallek – Yes, Feltz – Yes, Merdan – Yes, Schalow – Yes, Crass – Yes), approved the use of virtual meetings beginning January 2023 for Mid-State District Board and Committee-of-the-Whole meetings.

Motion by Mr. Spargo, seconded by Ms. Crass, upon a roll call vote (Spargo – Yes, Vang – Yes, Whitmore – Yes, Bruski Mallek – Yes, Feltz – Yes, Merdan – Yes, Schalow – Yes, Crass – Yes), approved policy changes as discussed in Committee-of-the-Whole.

**K. DISCUSSION & ACTION**

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

**N. ADJOURNMENT** – Kristin Crass

There being no further action or business of the Board, the meeting adjourned at 7:09 p.m. with a motion by Mr. Merdan, seconded by Mr. Feltz, upon a voice vote.