



BOARD OF DIRECTORS MEETING
February 2023

Monday, February 20, 2023
Mid-State Stevens Point Campus
1001 Centerpoint Drive, Stevens Point

4:00 p.m. – Finance & Infrastructure Committee Meeting; Room 116 (page 14)
4:15 p.m. – Academic & Student Services Committee Meeting; Room 111 (page 17)
4:15 p.m. – Human Resources & External Relations Committee; Room 410 (page 19)
5:00 p.m. – **Committee-of-the-Whole**; CER 634/635 (page 21)
Immediately following Committee-of-the-Whole – Board Meeting; CER 634/635 (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.

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DISTRICT BOARD OF DIRECTORS

Monday, February 20, 2023

Immediately Following Committee-of-the-Whole

Mid-State Stevens Point Campus Community Engagement Room 634/635

1001 Centerpoint Drive, Stevens Point

AGENDA

A. CALL TO ORDER – KRISTIN CRASS

B. ROLL CALL

C. OPEN MEETING CERTIFICATION – KRISTIN CRASS

This February 20, 2023, 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 JANUARY 16, 2023 BOARD MEETING MINUTES (Exhibit A)

F. ACTION ON CONSENT AGENDA

- Payment of Bills and Payroll (Exhibit B)
District bills for January 2023 total \$817,261.83 of which \$606,672.26 represents operational expenditures and \$210,589.57 represents capital expenditures. Payroll disbursements for January totaled \$1,447,179.33 plus \$13,126.82 for travel and miscellaneous reimbursements, and \$863,279.25 in fringe benefits, for a total payroll disbursement of \$2,323,585.40. Administration recommends approval of the payment of these obligations totaling \$3,140,847.23.

- Contracted Service Agreements (Exhibit K)
The District has entered into 16 contracted service agreements totaling \$73,142.25. The individual contracts are available for review upon request. Administration recommends approval of these contracts.
- 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. Administration recommends approval of the proposal(s) totaling \$369,173.26 which requires prior Board action.

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

- Campus Activities
- Community Involvement
- WTCS Updates
- WTCS Presidents Association Activities

I. COMMITTEE REPORTS

- Finance & Infrastructure Committee – Gordon Schalow
 - a. Review of Consent Agenda Items
 - b. Treasurer's Report
 - c. Informational Items
 1. FY22 Mid-State Technical College Foundation Audit
 2. Anthology Project Update
 3. Finance Implications for Topics in Other Committees
- Academic & Student Services Committee – Are Vang
 - a. Review of Consent Agenda Items
 - b. Academic Programming
 - c. Informational Items
 1. Student Activity Fee
 2. New Dean of Enrollment Strategy
- Human Resources & External Relations Committee – Richard Merdan

- a. Review of Consent Agenda Items
- b. Informational Items
 - 1. Security Update
 - 2. Winning with Wisconsin Workforce Forum
 - 3. Summer Student Programming

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

- 2022-2023 Mid-Year College Dashboard

K. DISCUSSION & ACTION – KRISTIN CRASS

- Stevens Point Campus Updates – Ben Nusz and Amber Stancher
Campus updates and highlights will be provided.

L. CLOSED SESSION – KRISTIN CRASS

The Board will entertain a motion to convene to closed session, under Sections 19.85(1)(c), (e), (f), and (g), Wisconsin Statutes, for the following purposes:

- *To consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (to discuss performance of the College President)*
- *To deliberate or negotiate the purchase of public properties, the investing of public funds, or conduction other specified public business, whenever competitive or bargaining reasons require a closed session (to discuss possible leasing of property; to discuss possible litigation and strategy regarding tax dispute).*

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.

M. ADJOURNMENT – KRISTIN CRASS

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

Wisconsin Rapids Campus	January 16, 2023
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A. CALL TO ORDER – Kristin Crass

The meeting was called to order at 5:28 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, Jackie Esselman, Logan Hamman, Dr. Mandy Lang, Brad Russell, Dr. Deb Stencil, and Angie Susa

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 December 19, 2022 as presented.

F. CONSENT AGENDA

Motion by Mr. Merdan, 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), approved the following consent agenda items:

1. The district's bills for the month of December 2022 were presented in Exhibit B. These bills totaled \$647,560.33 of which \$582,555.54 represents operational expenditures and \$65,004.79 represents capital expenditures. The district's payroll for the month of December totaled \$2,193,734.23 plus \$23,560.34 for travel and miscellaneous reimbursements and \$719,654.12 in fringe benefits. The district's bills and payroll totaled \$3,584,509.02.

2. Entered into the following contracted service agreements:

<u>Agreement #</u>	<u>Contracted Service:</u>	<u>Amount</u>
146886	Heartsaver First Aid/CPR	\$ 2,240.01
146887	Surveying – Construction Trades	\$ 4,495.00
146888	Fundamental Electricity and Safety	\$ 3,120.00
146889	EMT Basic Refresher Course	\$ 3,900.00
146890	Small Engine Maintenance	\$ 3,150.38
146891	Blood Borne pathogens	\$ 595.00
146892	Harassment and DEI Training	\$ 760.00
146893	Mental Health Seminar	
146894	Mechanical Maintenance	\$ 2,638.35
146895	HR Basics	\$ 2,374.96
146898	Quickbooks – Bookkeeping	\$ 2,462.92
146897	Diesel Maintenance	\$ 6,240.00
146898	Communication Skills	\$ 8,320.00
146899	DEI Training – Respecting Personal Pronouns	\$ 2,049.00
146900	Pharmacology for Allied Health	\$ 4,360.00

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.		

G. CHAIRPERSON'S REPORT – Kristin Crass

1. Ms. Miller asked to be excused.
2. In honor of Dr. Martin Luther King, Jr. Day, Ms. Crass read a statement and asked for a moment of silence in observance of the holiday.
3. The Winter Boards Association meeting and Legislative Seminar was held January 11-13 in Madison. Ms Bruski Mallek, Mr. Merdan and Mr. Spargo attended. Each shared information and perspective on the meeting and legislative visits. Upcoming meeting dates were shared with the Board.
4. ACCT National Legislative Summit will be held February 5-8 in Washington, D.C. Ms. Bruski Mallek and Mr. Spargo plan to attend. The Wisconsin Delegation is scheduled to meet with Senators Tammy Baldwin and Ron Johnson.
5. Future meeting dates (times unless otherwise announced):

MONTHLY MEETING Monday, February 20, 2023 Stevens Point Campus	Committee-of-the-Whole: 5:00 p.m. Board Meeting: Following Committee-of-the-Whole
MONTHLY MEETING Monday, March 20, 2023 Wisconsin Rapids Campus	Committee-of-the-Whole: 5:00 p.m. Board Meeting: Following Committee-of-the-Whole

H. PRESIDENT'S REPORT – Dr. Shelly Mondeik

1. Dr. Mondeik recognized Mid-State Retiree Mike Kinney. She thanked him for his service and wished him well in retirement.
2. Dr. Mondeik provided an update on recent campus activities including hosting over 400 students for DECA (20th year) and In-Service for faculty, part-time faculty and employees.
3. Dr. Mondeik highlighted a visit with leadership of Marshfield Medical Center and receipt of an AMETA donation from Chet's Plumbing of Stevens Point. Mid-State's Executive Leadership Team met for annual planning and discussion.
4. The WTCS Board of Directors and WTCS Presidents Association will meet later in the week.

I. COMMITTEE REPORTS

1. FINANCE & INFRASTRUCTURE COMMITTEE – Gordon Schalow
 - a. TREASURER'S REPORT: Following discussion, no questions or concerns were presented.
 - b. RFP #810 – HELP DESK SERVICES: Results of request for proposals for Help Desk Services were highlighted. Two bids were received.

The following Resolution For Awarding Of RFP #910 Help Desk Services was moved by Mr. Spargo, seconded by Ms. Crass, upon a roll call vote (Merdan – Yes, Schalow – Yes, Spargo – Yes, Vang – Yes, Whitmore – Yes, Bruski Mallek – Yes, Feltz – Yes, Crass – Yes), and bid awarded to BlackBeltHelp LLC in the amount of \$208,350.00.

WHEREAS, the college has need for Help Desk Services; and

WHEREAS, the existing Help Desk agreement has reached its contractual life; and

WHEREAS, the existing Help Desk is an integral part of managing and providing timely appropriate IT solutions throughout the College; and

WHEREAS, the responses of Requests For Proposal #810 were submitted, documented, opened, recorded, and scored in accordance with College and WTCS procedures and policies, and

WHEREAS, Administration has provided its recommendations to the District Board for the selection of services and the District Board wishes to award the selection of services for the project, as set forth in the schedule attached hereto.

BE IT RESOLVED that the Mid-State Technical College Board accepts and approves the awarding of Request for Proposal #810 to the supplier and in the contract amount, for a period of 3 years, commencing on July 10, 2023, as recommended to the Board by Administration.

- c. BUDGET DEVELOPMENT CALENDAR FOR FISCAL YEAR 2023-24 (FY24): The annual budget calendar was reviewed. Special meeting dates to review capital and operational budgets were discussed.
 - d. ADVANCED MANUFACTURING, ENGINEERING TECHNOLOGY, AND APPRENTICESHIP (AMETA) CENTER: Contracts for the AMETA Center have been completed by Findorff and routed for signatures. Those contracts that didn't receive bids will be handled in house.
 - e. FINANCE IMPLICATIONS FOR TOPICS IN OTHER COMMITTEES: No topics discussed.
3. ACADEMIC & STUDENT SERVICES COMMITTEE – Are Vang
 - a. ADVISORY COMMITTEES: Program Advisory Committees for the School of Applied Technology and the School of General Education were reviewed. This includes review of the Liberal Arts Program Advisory Committee. There are 110 active members; 33 added this year. In the fall, the Committee will review the other schools.
 4. HUMAN RESOURCES & EXTERNAL RELATIONS COMMITTEE
 - a. MLK DAY AND DEI ACTIVITIES: Martin Luther King, Jr. Day activities were shared; College staff received pins to wear in honor of the day. Upcoming diversity, equity and inclusion events, including economically disadvantaged student panel, DEI conference and Joseph Reid seminars, were highlighted.

- b. GPR GRANT APPLICATION UPDATE: Work on ten grant applications totaling \$1.8M is nearing completion. Applications will include a look at new technology and innovative pathway opportunities.
- c. CONTINUING EDUCATION SPRING CATALOGUE: Mid-State Continuing Education “Something for Everyone” catalogue, including over 65 course offerings, was highlighted and distributed to the Board for review.

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

- 1. GUIDED CAREER PATHWAYS: Information about Jobs for the Future’s student success model Guided Career Pathways was shared. This model merges Guided Pathways and Career Pathways to provide colleges with strategies supporting student success and completion in alignment with Wisconsin’s 60 Forward credential attainment goal.

K. DISCUSSION & ACTION

- 1. K-12 ANNUAL REPORT: The was provided highlights of and reviewed the K-12 Annual Report. Outreach and recruitment events, Dual Credit information and transition information was shared.

I. ADJOURNMENT – Kristin Crass

There being no further action or business of the Board, the meeting adjourned at 6:31 p.m. with a motion by Mr. Merdan, seconded by Mr. Feltz, upon a voice vote.

Lynneia Miller, Secretary
Mid-State Technical College Board

Angela R. Susa
Recording Secretary

Paid Invoice Listing January 2023

Account	Descr	Name	Sum Amount	Notes
2102	Accounts Payable-Other	MID-STATE TECHNICAL COLLEGE FOUNDATION	350.00	
2107	Accounts Payable-Bookstore	DIGICOPY INC	14,638.41	
4594	Criminal Research Fee	WI DEPT OF JUSTICE	80.00	
5201	Travel - Meeting Expenses	US BANK-PCARD	7,983.91	
5201	Travel - Meeting Expenses	WATEA	518.75	WIG Payment
5203	Mileage	James C. DuCanto, M.D.	245.70	
5204	Meals	PORTAGE COUNTY BUSINESS COUNCIL INC	490.00	
5204	Meals	US BANK-PCARD	796.85	
5205	Lodging	US BANK-PCARD	4,723.70	
5210	Staff Development Expense	US BANK-PCARD	1,815.49	
5212	Tuition Reimbursement	AMERICAN COLLEGE OF EDUCATION, INC.	825.00	
5213	Dues_Memberships_Subscriptions	CENTERGY INC	5,000.00	
5213	Dues_Memberships_Subscriptions	HEARTLAND BUSINESS SYSTEMS	173.02	
5213	Dues_Memberships_Subscriptions	James C. DuCanto, M.D.	1,350.00	
5213	Dues_Memberships_Subscriptions	PORTAGE COUNTY BUSINESS COUNCIL INC	1,500.00	
5213	Dues_Memberships_Subscriptions	SUNRISE ROTARY	150.00	
5213	Dues_Memberships_Subscriptions	US BANK-PCARD	2,680.57	
5230	Instructional Supplies	CARLIN HORTICULTURAL SUPPLIES	1,371.86	
5230	Instructional Supplies	MISSISSIPPI WELDERS SUPPLY CO., INC	458.80	
5230	Instructional Supplies	O'REILLY AUTOMOTIVE INC	222.20	
5230	Instructional Supplies	US BANK-PCARD	12,090.18	
5231	Noninstructional Supplies	1ST AYD CORP	289.38	
5231	Noninstructional Supplies	BOYS & GIRLS CLUB OF PORTAGE COUNTY INC	275.31	WIG Payment
5231	Noninstructional Supplies	BRILLIANT MARKETING AND CONSULTING, LLC	5,971.60	
5231	Noninstructional Supplies	FASTSIGNS 629	1,795.53	
5231	Noninstructional Supplies	HEART OF WISCONSIN	400.00	
5231	Noninstructional Supplies	INSIGHT FS	2,823.16	
5231	Noninstructional Supplies	JEFFERSON FIRE & SAFETY INC	473.15	
5231	Noninstructional Supplies	NASSCO, INC.	1,534.53	
5231	Noninstructional Supplies	SOUNDWORKS SYSTEMS INC	271.00	
5231	Noninstructional Supplies	US BANK-PCARD	14,925.47	
5231	Noninstructional Supplies	WATEA	2,404.85	WIG Payment
5232	Minor Equipment	BRILLIANT MARKETING AND CONSULTING, LLC	774.98	
5232	Minor Equipment	PARAGON DEVELOPMENT SYSTEMS INC	995.00	
5232	Minor Equipment	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	11,453.82	
5232	Minor Equipment	US BANK-PCARD	1,879.31	
5234	Postage	QUADIENT FINANCE USA INC.	500.00	
5234	Postage	UPS	11.38	
5271	Advertising_Promotions	GRAPHICS DIRECT INC	50.00	
5271	Advertising_Promotions	LA CROSSE GRAPHICS INC	2,321.76	
5271	Advertising_Promotions	MARSHFIELD AREA CHAMBER OF COMMERCE	239.00	
5271	Advertising_Promotions	MULTI MEDIA CHANNELS LLC	25.00	
5271	Advertising_Promotions	NICOLET PROMOTIONS INC	27.50	
5271	Advertising_Promotions	QUALITY PLUS PRINTING	1,015.00	
5271	Advertising_Promotions	US BANK-PCARD	2,058.20	
5271	Advertising_Promotions	WI POTATO & VEGETABLE GROWERS ASSOC. INC	1,000.00	
5281	Repairs	E O JOHNSON INC	82.50	
5281	Repairs	O'REILLY AUTOMOTIVE INC	123.47	
5281	Repairs	TWEET/GAROT MECHANICAL INC	4,867.93	
5281	Repairs	US BANK-PCARD	1,471.10	
5281	Repairs	WHEELERS OF WI RAPIDS INC	94.95	
5283	Building Repair	A PLUS DOORS, LLC	189.90	
5283	Building Repair	ASCENT CONSTRUCTION, LLC	2,884.40	
5283	Building Repair	CURRENT TECHNOLOGIES INC	6,544.22	
5283	Building Repair	ERON & GEE/HERMAN'S PLUMBING & HEATING	466.57	
5283	Building Repair	TWEET/GAROT MECHANICAL INC	3,663.50	
5283	Building Repair	US BANK-PCARD	1,026.89	
5284	Grounds Repair	ZARNOTH BRUSH WORKS INC	489.00	
5301	Professional Academic Contract	REID, JOSEPH EDWARD	5,546.77	
5351	Other Contracts and Services	ADAMS-FRIENDSHIP AREA SCHOOL DISTRICT	1,400.00	Career Prep Mini-Grant Award
5351	Other Contracts and Services	AIRGAS USA LLC	216.13	

Paid Invoice Listing January 2023

Account	Descr	Name	Sum Amount	Notes
5351	Other Contracts and Services	ALMOND-BANCROFT SCHOOL DISTRICT	1,400.00	Career Prep Mini-Grant Award
5351	Other Contracts and Services	ASPIRUS RIVERVIEW HOSPITAL & CLINICS INC	26.50	
5351	Other Contracts and Services	ASSUMPTION CATHOLIC SCHOOLS	2,400.00	
5351	Other Contracts and Services	AUBURNDALE SCHOOL DISTRICT	1,400.00	Career Prep Mini-Grant Award
5351	Other Contracts and Services	BOHN TRUCKING & EXCAVATING INC	5,243.00	
5351	Other Contracts and Services	CAP SERVICES INC	82.10	WIG Payment
5351	Other Contracts and Services	CARLSON DETTMANN CONSULTING	825.00	
5351	Other Contracts and Services	COMMISSION ON ACCRED FOR RESP CARE	2,895.87	
5351	Other Contracts and Services	CONCENTRA	60.00	
5351	Other Contracts and Services	EXPRESS EMPLOYMENT PROFESSIONALS	4,085.10	
5351	Other Contracts and Services	GRANTON AREA SCHOOLS	1,400.00	Career Prep Mini-Grant Award
5351	Other Contracts and Services	GROUNDS DETAIL SERVICE LLC	14,968.80	
5351	Other Contracts and Services	HIRERIGHT LLC	394.07	
5351	Other Contracts and Services	HealthCheck360	1,380.10	
5351	Other Contracts and Services	James C. DuCanto, M.D.	2,000.00	
5351	Other Contracts and Services	LAKESHORE TECHNICAL COLLEGE	21,609.42	
5351	Other Contracts and Services	MARSHFIELD SCHOOL DISTRICT	1,400.00	Career Prep Mini-Grant Award
5351	Other Contracts and Services	MOTIMATIC PBC	28,080.00	3 invoices. Advertising to people who have applied to MSTC but not yet enrolled.
5351	Other Contracts and Services	MRM CONSULTING, LLC	1,500.00	
5351	Other Contracts and Services	NAACLS	1,838.25	
5351	Other Contracts and Services	NEKOOSA SCHOOL DISTRICT	1,400.00	Career Prep Mini-Grant Award
5351	Other Contracts and Services	NORTHCENTRAL TECHNICAL COLLEGE	854.90	
5351	Other Contracts and Services	PACELLI CATHOLIC SCHOOLS	1,500.00	
5351	Other Contracts and Services	PER MAR SECURITY SERVICES	148.20	
5351	Other Contracts and Services	PITTSVILLE PUBLIC DISTRICT SCHOOL	2,900.00	
5351	Other Contracts and Services	PORT EDWARDS PUBLIC SCHOOLS	900.50	
5351	Other Contracts and Services	PROPERTY WORKS LLC	1,306.10	
5351	Other Contracts and Services	SHRED IT	66.00	
5351	Other Contracts and Services	SIGN HERE INTERPRETING LLC	403.75	
5351	Other Contracts and Services	SOLUTIONZ, LLC	250.00	
5351	Other Contracts and Services	SOUTHWEST WISCONSIN TECHNICAL COLLEGE	799.00	
5351	Other Contracts and Services	SPECTRUM BUSINESS	8,471.61	
5351	Other Contracts and Services	STAFFWORKS GROUP	4,729.73	
5351	Other Contracts and Services	STERICYCLE INC	110.52	
5351	Other Contracts and Services	STEVENS POINT AREA SCHOOL DISTRICT	1,400.00	Career Prep Mini-Grant Award
5351	Other Contracts and Services	STEVENS POINT PUBLIC UTILITIES	4,800.00	
5351	Other Contracts and Services	STOCOR PORTABLE STORAGE LLC	1,455.00	
5351	Other Contracts and Services	TOMORROW RIVER SCHOOL DISTRICT	3,100.00	
5351	Other Contracts and Services	TRI-COUNTY AREA SCHOOL DISTRICT	1,400.00	Career Prep Mini-Grant Award
5351	Other Contracts and Services	TWEET/GAROT MECHANICAL INC	8,960.00	
5351	Other Contracts and Services	US BANK-PCARD	2,797.79	
5351	Other Contracts and Services	US OMNI & TSACG COMPLIANCE SERVICES, INC	88.36	
5351	Other Contracts and Services	WATEA	508.53	WIG Payment
5351	Other Contracts and Services	WI RAPIDS PUBLIC SCHOOLS	3,400.00	
5351	Other Contracts and Services	WNA SERVICES CO	69.00	
5351	Other Contracts and Services	WOOD COUNTY HIGHWAY DEPT	3,310.80	
5351	Other Contracts and Services	WROBLEWSKI CONCRETE CONSTRUCTION LLC	1,574.00	
5351	Other Contracts and Services	WTCS FOUNDATION INC	8,000.00	
5352	Maintenance Contracts	BAUERNFEIND BUSINESS TECHNOLOGIES INC	1,599.06	
5352	Maintenance Contracts	E O JOHNSON INC	227.70	
5353	Professional Fees	Boardman & Clark LLP	11,703.00	
5353	Professional Fees	WISCONSIN MEDIA	1,054.34	

Paid Invoice Listing January 2023

Account	Descr	Name	Sum Amount	Notes
5357	Software maint annual agreemen	BRILLIANT MARKETING AND CONSULTING, LLC	296.00	
5357	Software maint annual agreemen	US BANK-PCARD	1,040.02	
5357	Software maint annual agreemen	ZUMASYS, INC.	356.58	
5411	Equipment Rental	QUADIENT LEASING USA, INC.	450.05	
5419	Facilities Rental	ASPIRUS RIVERVIEW HOSPITAL & CLINICS INC	22,333.34	
5419	Facilities Rental	NORTH CENTRAL WI WDB INC	2,646.00	
5432	Uncollectible Student Fees	RECOVERY MANAGEMENT SERVICES, INC.	15.83	
5452	Electricity Expense	ALLIANT ENERGY/WP&L	1,537.53	
5452	Electricity Expense	MARSHFIELD UTILITIES	4,503.55	
5452	Electricity Expense	WATER WORKS & LIGHTING COMMISSION	20,162.37	
5452	Electricity Expense	WI PUBLIC SERVICE CORP	3,923.27	
5453	Sewer_Water	CITY OF ADAMS WATER & SEWER UTILITIES	298.58	
5453	Sewer_Water	MARSHFIELD UTILITIES	606.00	
5453	Sewer_Water	STEVENS POINT PUBLIC UTILITIES	1,601.29	
5453	Sewer_Water	WATER WORKS & LIGHTING COMMISSION	2,199.80	
5454	Heat	BLUE EDGE ENERGY LLC	699.72	
5454	Heat	WE ENERGIES	19,183.83	
5454	Heat	WI PUBLIC SERVICE CORP	3,558.91	
5455	Telephone	AT&T	979.69	
5455	Telephone	CONCORD TECHNOLOGIES	100.06	
5455	Telephone	FRONTIER NORTH INC	2,600.27	
5455	Telephone	HEARTLAND BUSINESS SYSTEMS	617.50	
5455	Telephone	SOLARUS	2,537.11	
5455	Telephone	US CELLULAR	2,131.40	
5456	Garbage Pickup	ADAMS COUNTY SOLID WASTE	40.75	
5456	Garbage Pickup	GFL ENVIRONMENTAL	540.84	
5456	Garbage Pickup	HARTER'S FOX VALLEY DISPOSAL	2,138.82	
5456	Garbage Pickup	WASTE MANAGEMENT CORP	877.31	
5501	Student Activity_Club Expense	US BANK-PCARD	4,708.10	
5650	Graduation Expense	BRICKHOUSE SCHOOL SERVICES	138.91	
5650	Graduation Expense	US BANK-PCARD	1,740.81	
5654	Project Participant Cost	ALLY FINANCIAL, INC.	423.78	
5654	Project Participant Cost	MID-STATE TECHNICAL COLLEGE	13,157.91	
5654	Project Participant Cost	STEVENS POINT HOUSING AUTHORITY	287.00	
5654	Project Participant Cost	US CELLULAR	185.91	
5654	Project Participant Cost	WATER WORKS & LIGHTING COMMISSION	273.88	
5655	Sub Recip Wage and Fringe Pays	BOYS & GIRLS CLUB OF PORTAGE COUNTY INC	6,902.85	WIG Payment
5655	Sub Recip Wage and Fringe Pays	CAP SERVICES INC	1,006.37	WIG Payment
5655	Sub Recip Wage and Fringe Pays	CREATE PORTAGE COUNTY, INC.	248.75	WIG Payment
5655	Sub Recip Wage and Fringe Pays	WATEA	7,342.18	WIG Payment
5662	Indirect Expense	CAP SERVICES INC	108.85	WIG Payment
5662	Indirect Expense	CREATE PORTAGE COUNTY, INC.	24.88	WIG Payment
5699	Other Expenditures	SADOFF IRON AND METAL COMPANY	2,149.33	
5701	Books Resale	AHIMA	7,887.78	
5701	Books Resale	ARCHETYPE INNOVATIONS, LLC	840.00	
5701	Books Resale	ASCEND LEARNING HOLDINGS, LLC	83,210.00	Book resale
5701	Books Resale	ELSEVIER INC	556.74	
5701	Books Resale	JOHN WILEY & SONS INC	648.92	
5701	Books Resale	JONES & BARTLETT LEARNING LLC	2,131.87	
5701	Books Resale	LAB MIDWEST LLC	506.00	
5701	Books Resale	MCGRAW-HILL LLC	510.00	
5701	Books Resale	PEARSON EDUCATION	5,999.60	
5701	Books Resale	POWER TRANSMISSION DISTRIBUTORS ASSOC	1,864.27	
5701	Books Resale	REDSHELF, INC	1,912.46	
5701	Books Resale	TESTOUT CORPORATION	1,548.00	
5701	Books Resale	US BANK-PCARD	7,345.35	
5702	Resale Expense	JARDINE ASSOCIATES	853.63	
5702	Resale Expense	MERCER TOOL CORP.	3,454.97	
5702	Resale Expense	O'REILLY AUTOMOTIVE INC	858.79	
5702	Resale Expense	US BANK-PCARD	2,342.86	
5707	Freight	FEDEX	64.47	
5707	Freight	JARDINE ASSOCIATES	25.00	

Paid Invoice Listing January 2023

Account	Descr	Name	Sum Amount	Notes
5707	Freight	MERCER TOOL CORP.	124.03	
5707	Freight	PARTNERSHIP, LLC	1,144.20	
5708	Outgoing Freight	FEDEX	603.84	
5708	Outgoing Freight	US BANK-PCARD	100.00	
5821	Building and Fixtures	EPPSTEIN UHEN ARCHITECTS, INC.	23,133.02	
5831	Building Remodeling and Improv	ASCENT CONSTRUCTION, LLC	12,331.18	
5831	Building Remodeling and Improv	BRILLIANT MARKETING AND CONSULTING, LLC	12,827.19	
5831	Building Remodeling and Improv	PIEPER ELECTRIC, INC.	2,426.60	
				Robot trainers. This was in the original FY23 Board approved budget.
5841	Furniture and Equipment	LAB MIDWEST LLC	76,500.00	
5842	Computers and Comp Software	ANTHOLOGY, INC	9,060.38	
5842	Computers and Comp Software	BRILLIANT MARKETING AND CONSULTING, LLC	278.40	
				Sharepoint Project. This was in the original FY23 Board approved budget.
5842	Computers and Comp Software	HEARTLAND BUSINESS SYSTEMS	60,750.00	
5842	Computers and Comp Software	HENRICKSEN & COMPANY, INC.	5,194.80	
5842	Computers and Comp Software	US BANK-PCARD	8,088.00	
5971	Agent, Legal and Other Fees	ASSOCIATED TRUST COMPANY, NA	1,425.00	
		Total	785,546.08	
2105	Refund Clearing	Total Financial Aid/Student Refunds	31,715.75	
		Total Payments for January 2023	817,261.83	
		Capital	210,589.57	
		Operational	606,672.26	

FINANCE & INFRASTRUCTURE COMMITTEE

Monday, February 20, 2023

4:00 p.m.

Mid-State Stevens Point Campus Room 116

1001 Centerpoint Drive, Stevens Point

AGENDA

A. CALL TO ORDER – GORDON SCHALOW

B. OPEN MEETING CERTIFICATION – GORDON SCHALOW

This February 20, 2023 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 JANUARY 16, 2023 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. INFORMATIONAL ITEMS

1. FY22 Mid-State Technical College Foundation Audit – Greg Bruckbauer

An overview of the audit results for the Mid-State Foundation for the fiscal year ending June 30, 2022 will be provided. The results are informational and no action is being requested.

2. Anthology Project Update – Brad Russell

An update on the implementation of Anthology as our new Enterprise Resource Planning System will be provided.

3. 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.

G. ADJOURNMENT – GORDON SCHALOW

MID-STATE TECHNICAL COLLEGE
FINANCE AND INFRASTRUCTURE COMMITTEE MEETING MINUTES

Wisconsin Rapids Campus	January 16, 2023
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- A. CALL TO ORDER** – Gordon Schalow
The meeting was called to order at 4:00 p.m.
- ROLL CALL**
PRESENT: Kristin Crass, Gordon Schalow, and Charles Spargo
OTHERS: Greg Bruckbauer, Dr. Shelly Mondeik, and Brad Russell
- B. OPEN MEETING CERTIFICATION** – Gordon Schalow
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 (December 19, 2022 MEETING)** – Gordon Schalow
Motion by Mr. Spargo, seconded by Ms. Crass, upon a voice vote, 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. FRP #810 – HELP DESK SERVICES** – Brad Russell
Results of Bid #810 for Help Desk Services were presented and discussed. Action will be requested during the regular board meeting.
- G. BUDGET DEVELOPMENT CALENDAR FOR FISCAL YEAR 2023-24 (FY24)** – Greg Bruckbauer
The committee reviewed the FY24 Budget Development Calendar. Dates for committee and Board action were highlighted. No action was taken.
- H. ADVANCED MANUFACTURING, ENGINEERING TECHNOLOGY, AND APPRENTICESHIP (AMETA) CENTER** – Greg Bruckbauer
An update on the AMETAC Center contract was provided. No action was taken.
- I. ADJOURNMENT** – Gordon Schalow
There being no further action or business, the meeting adjourned at 4:53 p.m. with a motion by Mr. Spargo, seconded by Ms. Crass, upon a voice vote.

Lynneia Miller, Secretary
Mid-State Technical College Board

Angela R. Susa
Recording Secretary

ACADEMIC & STUDENT SERVICES COMMITTEE

Monday, February 20, 2023

4:15 p.m.

Mid-State Stevens Point Campus Conference Room 111

1001 Centerpoint Drive, Stevens Point

AGENDA

A. CALL TO ORDER – ARE VANG

B. OPEN MEETING CERTIFICATION – ARE VANG

This February 20, 2023 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 (January 16, 2023 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 – Pharmacy Services Management (shared program with Lakeshore Technical College)*
- *Program Suspension – Pharmacy Technician (shared program with Lakeshore Technical College)*
- *Program Approval – Utility Tree Trimmer Embedded Technical Diploma*

F. INFORMATIONAL ITEMS

1. Student Activity Fee – Dr. Mandy Lang
Information about the College's student activity fee will be shared.
2. New Dean of Enrollment Strategy – Dr. Mandy Lang
The College's new Dean, Enrollment Strategy will be introduced to the committee.

G. ADJOURNMENT

MID-STATE TECHNICAL COLLEGE
ACADEMIC & STUDENT SERVICES COMMITTEE MEETING MINUTES

Wisconsin Rapids Campus	January 16, 2023
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A. CALL TO ORDER – Are Vang

The meeting was called to order at 4:30 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 (DECEMBER 19, 2022 MEETING) – Are Vang

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

D. REVIEW OF CONSENT AGENDA ITEMS – Are Vang

E. ADVISORY COMMITTEES – Dr. Deb Stencil

Information regarding Advisory Committee members from programs in the School of Applied Technology and Liberal Studies were reviewed. No action was taken.

F. ADJOURNMENT – Are Vang

There being no further action or business, the meeting adjourned at 4:40 p.m. with a motion by Ms. Bruski Mallek, seconded by Mr. Feltz.

 Lynneia Miller, Secretary
 Mid-State Technical College Board

 Angela R. Susa
 Recording Secretary

HUMAN RESOURCES & EXTERNAL RELATIONS COMMITTEE

Monday, February 20, 2023

4:15 p.m.

Mid-State Stevens Point Campus Conference Room 410

1001 Centerpoint Drive, Stevens Point

AGENDA

A. CALL TO ORDER – RICHARD MERDAN

B. OPEN MEETING CERTIFICATION – RICHARD MERDAN

This February 20, 2023 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 (JANUARY 16, 2023 MEETING) (Exhibit H) – RICHARD MERDAN

D. REVIEW OF CONSENT AGENDA ITEMS – RICHARD MERDAN

E. INFORMATIONAL ITEMS

1. Security Update – Dr. Karen Brzezinski
An update on the College's security efforts including our new Student Security Force will be provided.
2. Winning with Wisconsin Workforce Forum – Dr. Bobbi Damrow
In collaboration with Northcentral Workforce Development Board, Winning with Wisconsin Workforce Forum, will be hosted on Mid-State Technical College's Wisconsin Rapids Campus on February 24, 2023 and is part of a larger series of events organized by Wisconsin's regional Workforce Development Boards and the Wisconsin Department of Workforce Development. An update will be provided.
3. Summer Student Programming – Dr. Bobbi Damrow
An overview of summer student programming, sponsored by external partners will be shared. Along with an overview of Mid-State's Fuse Your Future and Metal Mania events.

F. ADJOURNMENT

MID-STATE TECHNICAL COLLEGE

HUMAN RESOURCES AND EXTERNAL RELATIONS COMMITTEE MEETING MINUTES

Wisconsin Rapids Campus

January 16, 2023

A. CALL TO ORDER – Richard Merdan

The meeting was called to order at 4:16 p.m.

ROLL CALL

PRESENT: Richard Merdan and Terry Whitmore

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. APPROVAL OF COMMITTEE MINUTES (December 19, 2022 Meeting) – Richard Merdan

Motion by Mr. Whitmore, seconded by Mr. Merdan, upon a voice vote, approved the minutes as presented.

D. REVIEW OF CONSENT AGENDA ITEMS – Richard Merdan**E. INFORMATIONAL ITEMS**

1. MLK Day and DEI Activities – Dr. Karen Brzezinski
Information on the College's Martin Luther King, Jr. Day activities and highlights of some upcoming Diversity, Equity and Inclusion activities were provided. No action was taken.
2. Continuing Education Spring Catalogue – Dr. Bobbi Damrow
The Spring 2023, Continuing Education "Something for Everyone" catalogue was highlighted. No action was taken.

F. ADJOURNMENT – Richard Merdan

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

Lynneia Miller, Secretary
Mid-State Technical College Board

Angela R. Susa
Recording Secretary

COMMITTEE-OF-THE-WHOLE

Monday, February 20, 2023

5:00 p.m.

Mid-State Stevens Point Campus Community Engagement Room 634/635
1001 Centerpoint Drive, Stevens Point

AGENDA

A. CALL TO ORDER – KRISTIN CRASS

B. OPEN MEETING CERTIFICATION – KRISTIN CRASS

This February 20, 2023 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 (JANUARY 16, 2023 Meeting) (Exhibit J) – KRISTIN CRASS

D. 2022-2023 MID-YEAR COLLEGE DASHBOARD – DR. SHELLY MONDEIK

The 2022-2023 Mid-Year Dashboard will be reviewed.

E. ADJOURNMENT

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

Wisconsin Rapids Campus	January 16, 2023
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A. CALL TO ORDER – Kristin Crass

The meeting was called to order at 5:09 p.m.

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, Jackie Esselman, Logan Hamman, Dr. Mandy Lang, Brad Russell, Dr. Deb Stencil, and Angie Susa

B. 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.

C. APPROVAL OF COMMITTEE MINUTES (December 19, 2023 MEETING) – Kristin Crass

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

D. GUIDED CAREER PATHWAYS – Kristin Crass

Information about the student success Guided Career Pathways model was shared. No action was taken.

E. ADJOURNMENT – Kristin Crass

There being no further action or business, the meeting adjourned at 5:24 p.m. with a motion by Ms. Vang, seconded by Mr. Spargo, upon a voice vote.

Lynneia Miller, Secretary
Mid-State Technical College Board

Angela R. Susa
Recording Secretary

January Accepted Contract Service Agreements

Meeting on February 20, 2023

Contract Number	Location of Business/Agency	Industry Type	Type of Service	Hours of Instructions	Estimated Number Served	Contract Amount
146901	Wisconsin Rapids	Public Educational Inst.-Postsecondary	Intro to Turning Machines	72	10	\$9,090.90
146902	Wisconsin Rapids	Public Educational Inst.-Postsecondary	Safety, Measurement and Layout	36	10	\$4,545.45
146903	Wisconsin Rapids	Public Educational Inst.-Postsecondary	CNC Lathes Set Up and Operation	72	10	\$9,090.90
146904	Marshfield	Business and Industry	Conflict Resolution	2	36	\$1,090.00
146905	Nekoosa	Business and Industry	Rigging & Lifting Train-the-Trainer	8	12	\$3,995.00
146906	Wisconsin Rapids	Business and Industry	ACLS Provider Renewal	10	5	\$1,290.00
146907	Wisconsin Rapids	Business and Industry	Heartsaver First Aid/CPR	8	8	\$990.00
146908	Marshfield	Business and Industry	BLS Renewal	3	62	\$5,450.00
146909	Wisconsin Rapids	Business and Industry	Customer Service	2	40	\$950.00
146910	Nekoosa	Business and Industry	Leadership & Talent Development Training	27	20	\$10,690.00
146911	Stevens Point	Business and Industry	Security Officer Firearms Training	2	5	\$100.00
146912	Wausau	Economic Development Corporations	Strategic Planning Assistance	8		\$1,200.00
146913	Marshfield	Community Based Organizations	Customer Service Training	2		\$400.00
146914	Stevens Point	Business and Industry	Print Reading for Welding	36	10	\$5,166.00
146915	Stevens Point	Business and Industry	Gas Tungsten Arc Welding: Introduction	72	10	\$10,334.00
146916	Nekoosa	Business and Industry	Hazwoper Refresher	8	48	\$8,760.00
			Total:			\$73,142.25

January Contract Training Proposals

For Informational Purposes

Monthly Contract Training Proposal Recap - January 2023						
Proposal #	Bill to City	Industry Type	Type of Service	Proposal Amount	Current Status	
476	Wisconsin Rapids	Business and Industry	Emergency Medical Responder Training	\$9,700.00	Presented	
475	Wisconsin Rapids	Business and Industry	Team Building	\$3,100.00	Presented	
474	Wisconsin Rapids	Business and Industry	First Aid - CPR - AED	\$1,970.00	Presented	
473	Marshfield	Business and Industry	Workplace Professionalism and Grant Writing	\$800.00	Presented	
472	Plover	Business and Industry	Simulator Training and Equipment Rental	\$1,000.00	Presented	
471	Stevens Point	Business and Industry	Simulator Training and Equipment Rental	\$1,000.00	Presented	
470	Marshfield	Business and Industry	Simulator Training and Equipment Rental	\$1,000.00	Presented	
469	Wisconsin Rapids	Business and Industry	Simulator Training and Equipment Rental	\$1,000.00	Presented	
468	Stevens Point	Business and Industry	Firearms Training - Jan 2023	\$100.00	Accepted	
467	Marshfield	Business and Industry	Coffee & Connections - Cust Service	\$400.00	Accepted	
466	Stevens Point	Business and Industry	2023 Fuse Your Future - Summer Program	\$15,500.00	Accepted	
465	Marshfield	Education	Student First Aid/CPR/AED Training	\$640.00	Presented	
464	Marshfield	Business and Industry	BLS Renewal Training	\$4,290.00	Accepted	
463	Wausau	Business and Industry	Strategic Planning Session	\$1,500.00	Accepted	
462	Marshfield	Business and Industry	Conflict Resolution	\$1,090.00	Accepted	
461	Wisconsin Rapids	Business and Industry	FA/CPR/AED	\$990.00	Accepted	
460	Wisc Rapids	Business and Industry	ACLS Renewal Training	\$1,290.00	Accepted	
459	Wisconsin Rapids	Business and Industry	Customer Service Training	\$950.00	Accepted	
TOTAL				\$46,320.00		

FINANCE & INFRASTRUCTURE COMMITTEE
Procurement of Goods and Services
February 20, 2023 Board Meeting

	<u>Amount</u>	<u>Procurement Method</u>
<u>Procurements Requiring Board Action</u>		
IT Department		
AMETA Center Equipment - Heartland Business Systems, LLC (Minneapolis, MN)	369,173.26	State Contract
Subtotal for Procurements Requiring Board Action	<u>\$369,173.26</u>	
<u>Procurements Not Requiring Board Action</u>		
Student Services		
Student Recruitment - Motimatic, PBC (Santa Cruz, CA)	28,080.00	State Contract
Subtotal for Procurements Not Requiring Board Action	<u>\$28,080.00</u>	
<u>Procurements Approved in Budget Process Not Requiring Board Action</u>		
School of Applied Technology		
Equipment & Software - Lab Midwest, LLC (Mosinee, WI)	76,500.00	State Contract
IT Department		
Software - Heartland Business Systems, LLC (Minneapolis, MN)	60,750.00	State Contract
Subtotal for Procurements Approved in Budget Process Not Requiring Board Action	<u>\$137,250.00</u>	
<u>Mandatory Procurements Not Requiring Board Action</u>		
<u>None</u>		
Subtotal for Mandatory Procurements	<u>\$0.00</u>	
<u>Emergency Procurements</u>		
<u>None</u>		
Subtotal for Emergency Procurements	<u>\$0.00</u>	
Grand Total	<u><u>\$534,503.26</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 January 2023						
Project #	Grant Title or Description	Type	Reason for Budget Change	Budgeted Revenue Change	Budgeted Expense Change	Budgeted Fund Balance Change
Fund 1 - General Fund Budget Notifications	141970 Workforce Innovation Grant	Federal	Reduce budgets to actuals	(22,410.00)	(22,410.00)	-
Fund 2 - Special Revenue Non-Aidable Fund Budget Notifications	140195 CARES Institutional	Federal	Increase COVID related budgets to actuals	85,642.00	85,642.00	-
Fund 3 - Capital Projects Fund Budget Notifications	143019 AMETA Center		Establish budget	-	23,133.00	(23,133.00)
Fund 4 - Debt Service Fund Budget Notifications						
Fund 7 - Special Revenue Non-Aidable Fund Budget Notifications	ARPA funds for Students	Federal	Increase COVID related budgets to actuals	2,708.00	2,708.00	-
Total Budget Changes For The Month				65,940.00	89,073.00	(23,133.00)



Mid-State Technical College
Budgeted Revenues, Expenditures and Changes in Fund Equity
Current Budget for Fiscal Year 2023
as of January 31, 2023

	General Operations & Grants		Special Rev Aidable Fund		Special Rev Non-Aidable Fund		Capital Projects		Annual Debt Service		Enterprise Units		Internal Sales, Media Services & Self-Funded Insurances		Percentage of Total Current Budget	Original Budget
	Fund 1	Fund 2	Fund 7	Fund 3	Fund 4	Fund 5	Fund 6	Total Current Budget	Total Current Budget							
Local Government	6,788,809	-	-	-	6,999,451	-	-	-	-	-	-	-	-	13,788,260	22.0%	13,788,260
Student Fees	6,716,846	45,000	359,368	-	-	-	-	-	-	-	-	-	-	7,121,214	11.4%	7,118,714
State Aid & Grants	17,850,622	-	730,000	70,000	-	-	-	-	-	-	-	-	-	18,650,622	29.8%	17,648,620
Institutional	448,489	865,000	611,500	614,548	100,500	1,113,505	6,133,200	-	-	-	-	-	-	9,886,742	15.8%	9,112,405
Federal	4,795,753	1,463,547	6,797,708	130,585	-	-	-	-	-	-	-	-	-	13,187,593	21.1%	8,148,338
Total Revenues	36,600,519	2,373,547	8,498,576	815,133	7,099,951	1,113,505	6,133,200	62,634,431	62,634,431	100.0%	62,634,431	62,634,431	100.0%	55,816,337		

	General Operations & Grants		Special Rev Aidable Fund		Special Rev Non-Aidable Fund		Capital Projects		Annual Debt Service		Enterprise Units		Internal Sales, Media Services & Self-Funded Insurances		Percentage of Total Current Budget	Original Budget
	Fund 1	Fund 2	Fund 7	Fund 3	Fund 4	Fund 5	Fund 6	Total Current Budget	Total Current Budget							
Salaries and Wages	18,992,139	415,478	275,991	100,000	-	240,378	-	-	-	-	-	-	-	20,023,986	27.9%	19,227,766
Benefits	8,525,743	168,479	314,043	-	-	68,720	-	-	-	-	-	-	-	9,076,985	12.6%	8,792,279
Current Expenditures	10,083,486	871,484	88,750	-	-	85,528	-	-	-	-	-	-	-	12,496,948	17.4%	8,087,531
Student Financial Aid & Activities	-	-	7,820,151	-	-	-	-	-	-	-	-	-	-	7,820,151	10.9%	7,817,443
Resale	-	-	-	-	-	793,215	-	-	-	-	-	-	-	5,460,715	7.6%	5,460,715
Capital Outlay	-	-	-	9,734,349	-	-	-	-	-	-	-	-	-	9,734,349	13.6%	8,670,000
Debt Retirement	-	-	-	-	7,174,874	-	-	-	-	-	-	-	-	7,174,874	10.0%	7,174,874
Total Expenditures	37,601,368	1,455,441	8,498,935	9,834,349	7,174,874	1,187,841	6,035,200	71,788,008	71,788,008	100.0%	71,788,008	71,788,008	100.0%	65,230,608		
% of Expenditures by Fund	52.4%	2.0%	11.8%	13.7%	10.0%	1.7%	8.4%	100.0%	100.0%							

Changes in Fund Equity

Budgeted Fund Equity as of 6/30/22																
Current Revenue over Expenses	10,846,361	7,744	7,216,240	897,539	760,753	909,069	2,765,178	23,402,884	23,402,884							
Other Sources and Uses:	(1,000,849)	918,106	(359)	(9,019,216)	(74,923)	(74,336)	98,000	(9,153,577)	(9,153,577)							
Proceeds from Debt	-	-	-	8,200,000	-	-	-	8,200,000	8,200,000							
Interfund Transfers In	1,047,000	-	-	-	-	-	-	1,047,000	1,047,000							
Interfund Transfers Out	-	(972,259)	(500,000)	-	-	(120,000)	-	(1,592,259)	(1,592,259)							
Repayment of Debt	-	-	-	-	-	-	-	-	-							
Budgeted Ending Fund Equity	10,892,512	(46,409)	6,715,881	78,323	685,830	714,733	2,863,178	21,904,048	21,904,048							



Accrued Revenues, Expenditures and Changes in Fund Equity Current Actuals for the Fiscal Year 2023 as of January 31, 2023

YTD

58.3%

	General Operations & Grants			Special Rev		Special Rev		Capital Projects		Annual Debt Service		Enterprise Units		Internal Sales, Media Services & Self-Funded Insurances		Total YTD		% of Actual to Budget	
	Fund 1	Fund 2	Fund 7	Fund 2	Fund 7	Fund 4	Fund 3	Fund 4	Fund 5	Fund 6	Fund 5	Fund 6	All Funds	Total Current Budget	Total Current Budget	% of Actual to Budget			
Local Government	6,856,311	-	-	-	-	6,999,451	-	-	-	-	-	-	13,855,762	13,788,260	13,788,260	100.5%			
Student Fees	6,229,540	62,868	359,440	62,868	359,440	-	-	-	-	-	-	-	6,651,848	7,121,214	7,121,214	93.4%			
State Aid & Grants	4,441,808	-	464,809	-	464,809	-	-	-	-	-	-	-	4,906,617	18,650,622	18,650,622	26.3%			
Institutional	431,504	308,815	271,855	308,815	271,855	5,005,167	5,005,167	260,394	755,232	3,474,372	-	-	10,507,338	9,886,742	9,886,742	106.3%			
Federal	729,832	1,217,400	2,709,862	1,217,400	2,709,862	1,386,674	1,386,674	-	-	-	-	-	6,043,768	13,187,593	13,187,593	45.8%			
Total Revenues	18,688,995	1,589,084	3,805,966	1,589,084	3,805,966	7,259,845	6,391,841	7,259,845	755,232	3,474,372	755,232	3,474,372	41,965,334	62,634,431	62,634,431	67.0%			
	51.1%	66.9%	44.8%	66.9%	44.8%	102.3%	784.1%	102.3%	67.8%	56.6%	67.8%	56.6%	67.0%			67.0%			

Expenditures		% of Budget Recognized	
Salaries and Wages	10,917,823	275,828	141,190
Benefits	4,578,757	88,837	32,724
Current Expenditures	4,157,441	270,670	52,910
Student Financial Aid & Activities	-	-	3,372,737
Resale	-	-	-
Capital Outlay	-	-	5,613,069
Debt Retirement	-	-	446,903
Total Expenditures	19,654,021	635,335	3,599,561
	52.3%	43.7%	42.4%
			57.5%
			6.2%
			95.0%
			61.3%
			48.5%

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	23,402,884
Current Revenue over Expenses	(965,026)	953,748	206,405	737,659	6,812,942	(373,514)	(227,815)	(9,153,577)
Other Sources and Uses:								
Proceeds from Debt	-	-	-	6,000,000	-	-	-	8,200,000
Interfund Transfers In	834,106	65,274	-	-	-	72,878	-	1,047,000
Interfund Transfers Out	-	(972,259)	-	-	-	-	-	(1,592,259)
Repayment of Debt	-	-	-	-	-	-	-	-
Accrued YTD Fund Equity	10,601,621	223,602	6,866,134	7,929,059	7,570,333	774,220	2,712,159	21,904,048

**Mid State Technical College
Combined Balance Sheet - All Fund Types and Account Groups
January 31, 2023**

With comparative totals for January 31, 2022

	Governmental Fund Types				Proprietary Fund Types			Fiduciary Fund Type	
	General	Special Rev Aidable	Capital Projects	Debt Service	Enterprise	Internal Service	Non-Aidable	Memorandum only	
								2022-23	2021-22
ASSETS AND OTHER DEBITS									
Cash	\$ 5,983,993	\$ -	\$ 7,984,233	\$ 764,114	\$ 1,550	\$ 3,288,657	\$ -	\$ 18,022,547	\$ 11,687,561
Investments	-	-	-	-	-	-	6,445,030	6,445,030	8,154,205
Receivables:									
Property taxes	9,401,866	-	-	-	-	-	-	9,401,866	9,123,556
Accounts receivable	2,862,931	46,635	60	-	217,805	-	160,417	3,287,848	3,263,853
Due from other funds	-	214,655	-	6,806,219	-	-	274,467	7,295,342	7,837,347
Inventories - at cost	-	-	-	-	521,728	-	-	521,728	493,401
Prepaid Assets	-	-	-	-	-	-	-	-	-
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	-	-	-	-	-	-	-	-	-
TOTAL ASSETS AND OTHER DEBITS	\$ 18,248,790	\$ 261,290	\$ 7,984,294	\$ 7,570,333	\$ 1,094,364	\$ 3,288,657	\$ 6,879,914	\$ 45,327,642	\$ 40,906,364

LIABILITIES, FUND EQUITY AND OTHER CREDITS

LIABILITIES									
Accounts Payable	\$ 29,120	\$ 29,287	\$ 16,727	\$ -	\$ 32,462	\$ -	\$ 1,286	\$ 108,881	\$ 208,293
Accrued Liabilities:									
Wages	-	-	-	-	-	-	-	-	-
Employee related payables	265,429	-	-	-	-	29,130	-	294,559	219,235
Vacation	631,100	8,401	-	-	2,286	-	12,484	654,281	599,456
Other current liabilities	-	-	-	-	4,314	-	-	4,314	11,753
Due to other funds	6,428,384	-	38,508	-	281,082	547,369	-	7,295,342	7,837,347
Deferred Revenues	293,138	-	-	-	-	-	-	293,138	-
Def Compensation Liability	-	-	-	-	-	-	-	-	-
General Long Term Debt Group	-	-	-	-	-	-	-	-	-
TOTAL LIABILITIES	7,647,169	37,688	55,235	-	320,144	576,499	13,780	8,650,515	8,876,083

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 & Org	-	-	-	-	-	-	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
Reserve for Capital Projects	482,274	-	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
TOTAL FUND EQUITY AND OTHER CREDITS	10,732,540	176,838	1,191,400	757,391	1,074,856	2,939,974	6,659,729	23,532,729	23,117,848
Year-to-date excess revenues(expenditures)	(130,919)	46,764	6,737,659	6,812,942	(300,636)	(227,815)	206,405	13,144,399	8,912,433
TOTAL LIABILITIES, FUND EQUITY AND OTHER CREDITS	\$ 18,248,790	\$ 261,290	\$ 7,984,294	\$ 7,570,333	\$ 1,094,364	\$ 3,288,657	\$ 6,879,914	\$ 45,327,642	\$ 40,906,364