

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

Wisconsin Rapids Campus

January 16, 2023

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

- Ms. Miller asked to be excused.
- 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.
- 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.
- 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.
- 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

- Dr. Mondeik recognized Mid-State Retiree Mike Kinney. She thanked him for his service and wished him well in retirement.
- 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.
- 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.
- The WTCS Board of Directors and WTCS Presidents Association will meet later in the week.

I. COMMITTEE REPORTS

- FINANCE & INFRASTRUCTURE COMMITTEE – Gordon Schalow
 - TREASURER'S REPORT: Following discussion, no questions or concerns were presented.
 - 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