



BOARD OF DIRECTORS MEETING
March 2023

Monday, March 20, 2023
Mid-State Wisconsin Rapids Campus
500 32nd 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 17)
4:15 p.m. – Human Resources & External Relations Committee; Room A203 (page 19)
5:00 p.m. – **Committee-of-the-Whole**; Room L133-134 (page 21)
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.

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DISTRICT BOARD OF DIRECTORS

Monday, March 20, 2023

Immediately Following Committee-of-the-Whole

Mid-State Wisconsin Rapids Campus Room L133-134

500 32nd Street North, Wisconsin Rapids

AGENDA

A. CALL TO ORDER – RICHARD MERDAN

B. ROLL CALL

C. OPEN MEETING CERTIFICATION – RICHARD MERDAN

This March 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 – RICHARD MERDAN

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 FEBRUARY 20, 2023 BOARD MEETING MINUTES (Exhibit A)

F. ACTION ON CONSENT AGENDA

- Payment of Bills and Payroll (Exhibit B)
District bills for February 2023 total \$1,178,624.33 of which \$1,084,270.70 represents operational expenditures and \$94,353.63 represents capital expenditures. Payroll disbursements for February totaled \$1,490,712 plus \$18,643.39 for travel and miscellaneous reimbursements, and \$633,504.51 in fringe benefits, for a total payroll disbursement of \$2,142,859.90. Administration recommends approval of the payment of these obligations totaling \$3,321,484.23.

- Contracted Service Agreements (Exhibit K)
The District has entered into ten contracted service agreements totaling \$29,094. 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. There are no procurements which require Board approval.

G. CHAIRPERSON'S REPORT – RICHARD MERDAN

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. FY24 Capital Budget
 - d. Informational Items
 1. Finance Implications for Topics in Other Committees

- Academic & Student Services Committee – Are Vang
 - a. Review of Consent Agenda Items
 - b. Academic Programming
 - c. Student Activity Fee
 - d. Informational Items
 1. Winterim Report

- Human Resources & External Relations Committee – Richard Merdan
 - a. Review of Consent Agenda Items
 - b. Informational Items

1. Affirmative Action
2. Mid-State Awards
3. March 17 Legislative Event

J. COMMITTEE-OF-THE-WHOLE – RICHARD MERDAN

- AMETA Update

K. DISCUSSION & ACTION – RICHARD MERDAN

- Information Technology Department Introductions – Brad Russell
Introductions of Mid-State's Information Technology Team will be made to the Board.

L. ADJOURNMENT – RICHARD MERDAN

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

Stevens Point Campus	February 20, 2023
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A. CALL TO ORDER – Kristin Crass

The meeting was called to order at 5:19 p.m.

B. ROLL CALL

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

EXCUSED: Lynneia Miller

OTHERS: Greg Bruckbauer, Dr. Karen Brzezinski, Dr. Bobbi Damrow, Micki Dirks-Luebbe, Dr. Beth Ellie, Logan Hamman, Dr. Mandy Lang, Benjamin Nusz, Brad Russell, Amber Stancher, Dr. Deb Stencil, Angie Susa, and Kimberly Valenza

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 Ms. Vang, upon a voice vote, approved minutes from the board meeting held January 16, 2023 as presented.

F. CONSENT AGENDA

Motion by Mr. Whitmore, seconded by Mr. Schalow, 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 January 2023 were presented in Exhibit B. These bills totaled \$817,261.83 of which \$606,672.26 represents operational expenditures and \$210,589.57 represents capital expenditures. The district's payroll for the month of January totaled \$1,447,179.33 plus \$13,126.82 for travel and miscellaneous reimbursements and \$863,279.25 in fringe benefits. The district's bills and payroll totaled \$3,140,847.23.

2. Entered into the following contracted service agreements:

<u>Agreement #</u>	<u>Contracted Service:</u>	<u>Amount</u>
146901	Intro to Turning Machines	\$ 9,090.90
146902	Safety, measurement and Layout	\$ 4,545.45
146903	CNC Lathes Set Up and Operation	\$ 9,090.90
146904	Conflict Resolution	\$ 1,090.00
146905	Rigging & Lifting Train-the-Trainer	\$ 3,995.00
146906	ACLS Provider Renewal	\$ 1,290.00
146907	Heartsaver First Aid/CPR	\$ 990.00
146908	BLS Renewal	\$ 5,450.00
146909	Customer Service	\$ 950.00
146910	Leadership & Talent Development Training	\$ 10,690.00
146911	Security Officer Firearms Training	\$ 100.00
146912	Strategic Planning Assistance	\$ 1,200.00
146913	Customer Service Training	\$ 400.00
146914	Print Reading for Welding	\$ 5,166.00

146915	Gas Tungsten Arc Welding: Introduction	\$ 10,334.00
146916	Hazwoper Refresher	\$ 8,760.00

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

<u>Amount</u>	<u>Company</u>	<u>College Division/Dept.</u>
\$ 369,173.26	Heartland Business Systems, LLC	IT Department

G. CHAIRPERSON'S REPORT – Kristin Crass

- Ms. Miller asked to be excused. Mr. Feltz and Mr. Spargo joined virtually via Teams.
- In an effort to best inform Board members of upcoming events as well as assist in arrangements being made, a Board of Directors Event Schedule was provided. Responses regarding involvement were requested.
- The annual Board Appointment process is underway. Application period opened February 16 and closes March 6. The appointment meeting is scheduled for March 22, 2023.
- ACCT National Legislative Summit was held February 5-8 in Washington, D.C. Ms. Bruski Mallek and Mr. Spargo attended. Highlights of sessions attended and legislative visits were provided.
- The Spring Boards Association meeting will be held in Kenosha, April 20-22, 2023. In-Service topic will be Governance for Accountability. Those interested in attending should indicate so on the Board of Directors Event Schedule.

District Boards Association elections will occur during the Spring Meeting. As a Board, the following action was taken related to the Boards Association:

Motion by Ms. Crass, seconded by Mr. Merdan, upon a voice vote, approved Betty Bruski Mallek and Charles Spargo as potential Boards Association Officer representation on behalf of Mid-State Technical College.

Motion by Mr. Merdan, seconded by Mr. Schalow, upon a voice vote, approved Betty Bruski Mallek and Mid-State Delegate to the District Boards Association.

Motion by Mr. Merdan, seconded by Ms. Bruski Mallek, with Ms. Crass abstaining, approved nomination of Chuck Bolstead for Association President and William Duncan for Association Secretary/Treasurer.

Actions of the Mid-State Board will be forwarded to the District Boards Association for consideration during their April meeting.

- Future meeting dates (times unless otherwise announced):

MONTHLY MEETING Monday, March 20, 2023 Wisconsin Rapids Campus	Committee-of-the-Whole: 5:00 p.m. Board Meeting: Following Committee-of-the-Whole
MONTHLY MEETING Monday, April 17, 2023 Adams 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 offered appreciation to Stevens Point Campus Dean Benjamin Nusz for hosting the Board of Directors for the meeting.

2. Dr. Mondeik highlighted various college and community activities recently occurring, including: accreditation visits for college accreditation and program accreditations, student recognition events and hosting Senator Patrick Testing as part of his “On The Job” Series.
3. Dr. Mondeik highlighted the WTCS State Budget ask along with Presidents Association activities.

I. COMMITTEE REPORTS

1. FINANCE & INFRASTRUCTURE COMMITTEE – Gordon Schalow
 - a. TREASURER’S REPORT: Following discussion, no questions or concerns were presented.
 - b. FY22 MID-STATE TECHNICAL COLLEGE FOUNDATION AUDIT: The Committee reviewed the Mid-State Technical College Foundation audit per Memorandum of Understanding. To assist with internal controls, Mid-State’s Business Services Office will assist with accounting functions for the Foundation.
 - c. ANTHOLOGY PROJECT UPDATE: Progress on Mid-State’s Enterprise Resource Planning software, Anthology, was highlighted. Discovery days and detailed student sessions have been held. Target Fall 2024 for completion.
 - d. FINANCE IMPLICATIONS FOR TOPICS IN OTHER COMMITTEES: No topics discussed.

3. ACADEMIC & STUDENT SERVICES COMMITTEE – Are Vang

- a. ACADEMIC PROGRAMMING: Committee reviewed details surrounding requests by administration to make changes to academic programming.

Pharmacy Services Management Associate Degree Program Suspension – shared program with Lakeshore Technical College; college both agree to suspension. Last enrolled student was in 2018.

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), approved suspension of the Pharmacy Services Management Associate Degree Program.

Pharmacy Technician Embedded Technical Diploma Program Suspension – embedded in previously suspended program. Shared with Lakeshore Technical College, with no enrollments since Fall 2021.

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

Utility Tree Trimmer Embedded Technical Diploma Program Approval – the 16 credit embedded technical diploma is unique to WTCS colleges and projects 2.6% jobs increase by 2027. The Mid-State Arborist Advisory Committee approved addition of the program to start in Fall 2023.

Motion by Ms. Bruski Mallek, seconded by Mr. Whitmore, upon a roll vote, (Spargo – Yes, Vang – Yes, Whitmore – Yes, Bruski Mallek – Yes, Feltz – Yes, Merdan – Yes, Schalow – Yes, Crass – Yes), approved the Utility Tree Trimmer Embedded Technical Diploma Program.

- b. STUDENT ACTIVITY FEE: Each Technical College District Board sets the percentage of tuition designated as Student Activity Fee. Currently, the College is looking to increase the

fee from 6% to 6.5%. Mid-State's Student Leadership Board is currently reviewing and a recommendation will be brought to the District Board in March.

- c. NEW DEAN OF ENROLLMENT STRATEGY: Kim Valenza, Mid-State's Dean of Enrollment Strategy was introduced to the Committee. Ms. Valenza leads enrollment strategy, registrar, financial aid and student accounts at the college.
4. HUMAN RESOURCES & EXTERNAL RELATIONS COMMITTEE – Terry Whitmore
 - a. SECURITY UPDATE: Mid-State's Security Directors joined the committee to highlight safety and security at all campus locations. They highlighted the Student Security Force.
 - b. WINNING WITH WISCONSIN WORKFORCE FORUM: Northcentral Wisconsin Workforce Development Boards Winning with Wisconsin Workforce Forum will be hosted at Mid-State's Wisconsin Rapids Campus.
 - c. SUMMER STUDENT PROGRAMMING: Summer course offerings available to area students were highlighted, including Metal Mania and Welding.

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

1. 2022-2023 MID-YEAR COLLEGE DASHBOARD: Presentation of Mid-State's Mid-Year Dashboard was made. Headcount is up 20% from last year. Mid-State continues to be flexible and offer solutions.

K. DISCUSSION & ACTION

1. STEVENS POINT CAMPUS UPDATES: Highlights of Stevens Point Campus and Community happenings were provided. Upcoming events at the Stevens Point Campus were also shared along with Adult Education opportunities for those involved in the justice system.

L. CLOSED SESSION

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 closes session, the Board will entertain a motion to reconvene in open session and will then take any further action that is necessary and appropriate.

At 6:32 p.m., motion by Ms. Bruski Mallek, 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), approved convening in closed session as announced by Ms. Crass.

At 7:10 p.m., motion by Mr. Merdan, seconded by Mr. Whitmore, upon a roll call vote (Whitmore – Yes, Bruski Mallek – Yes, Feltz – Yes, Merdan – Yes, Schalow – Yes, Spargo – Yes, Vang – Yes, Crass – Yes), approved reconvening in open session to take the following action:

The Board conducted Dr. Mondeik's mid-year evaluation and continue to be pleased with process the college is making toward its Strategic Directions and goals as well as Dr. Mondeik's performance.

Following discussion in closed session, motion by Ms. Crass, seconded by Mr. Schalow, upon a roll call vote (Bruski Mallek – Yes, Feltz – Yes, Merdan – Yes, Schalow – Yes, Spargo – Yes, Vang – Yes, Whitmore – Yes, Crass – Yes, approved leasing property at 1619 N. Central Avenue, Marshfield, for a two-year period.

Based on information shared during closed session regarding possible litigation, motion by Ms. Crass, 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), approve contribution to the City of Wisconsin Rapids for costs associated with hiring Attorney Amy Seibel and a valuation consultant for purposes of litigation before the Tax Appeals Commission regarding objections by NewPage and its successors for tax assessments on several parcels. This contribution would be pro-rated based upon our District’s share of taxes received on the various parcels and will be for preliminary research, evaluation, and counsel.

M. ADJOURNMENT – Kristin Crass

There being no further action or business of the Board, the meeting adjourned at 7:14 p.m. with a motion by Mr. Whitmore, seconded by Mr. Schalow, upon a voice vote.

Lynneia Miller, Secretary
Mid-State Technical College Board

Angela R. Susa
Recording Secretary

Paid Invoice Listing February 2023

Account	Descr	Name	Sum Amount	Notes
2106	Accrued Encumbrances	CDW GOVERNMENT INC	1,574.28	
2107	Accounts Payable-Bookstore	DIGICOPY INC	7,677.90	
2131	UWSP Pass Through Room Board	UNIVERSITY OF WISCONSIN-STEVENSON POINT	77,017.38	Student Housing-Spring 2023
4594	Criminal Research Fee	WI DEPT OF JUSTICE	130.00	
5201	Travel - Meeting Expenses	US BANK-PCARD	13,652.55	
5201	Travel - Meeting Expenses	i Heart Art Studios, LLC	270.00	
5203	Mileage	Baumgartner, Dana	174.23	
5204	Meals	US BANK-PCARD	216.93	
5205	Lodging	US BANK-PCARD	98.00	
5210	Staff Development Expense	US BANK-PCARD	5,394.00	
5212	Tuition Reimbursement	GRAND CANYON UNIVERSITY	2,029.00	
5212	Tuition Reimbursement	MID-STATE TECHNICAL COLLEGE	156.56	
5212	Tuition Reimbursement	UW - RIVER FALLS	2,195.81	
5213	Dues_Memberships_Subscriptions	HEARTLAND BUSINESS SYSTEMS	178.80	
5213	Dues_Memberships_Subscriptions	HIGHER LEARNING COMMISSION	1,025.00	
5213	Dues_Memberships_Subscriptions	US BANK-PCARD	2,986.09	
5230	Instructional Supplies	ALRO STEEL CORPORATION	723.34	
5230	Instructional Supplies	EMERGENCY MEDICAL PRODUCTS INC	149.50	
5230	Instructional Supplies	Foodservice Distributor	2,003.30	
5230	Instructional Supplies	HEINZEN PRINTING INC	116.00	
5230	Instructional Supplies	MARIANNA INC	16.30	
5230	Instructional Supplies	MISSISSIPPI WELDERS SUPPLY CO., INC	825.41	
5230	Instructional Supplies	Prairie Flower Beads, LLC	126.00	
5230	Instructional Supplies	THEISEN'S LUMBER & MILLWORK, INC.	168.50	
5230	Instructional Supplies	US BANK-PCARD	12,001.91	
5230	Instructional Supplies	VICTORIA VAUGHN	379.54	
5231	Noninstructional Supplies	1ST AYD CORP	343.29	
5231	Noninstructional Supplies	BOYS & GIRLS CLUB OF PORTAGE COUNTY INC	1,186.09	WIG Payment
5231	Noninstructional Supplies	BRILLIANT MARKETING AND CONSULTING, LLC	255.00	
5231	Noninstructional Supplies	CITY OF MARSHFIELD	61.31	
5231	Noninstructional Supplies	FASTSIGNS 629	996.58	
5231	Noninstructional Supplies	FINAL CUT APPAREL & DECALS, LLC	2,353.00	
5231	Noninstructional Supplies	GOODHEART-WILLCOX COMPANY INC	1,525.36	
5231	Noninstructional Supplies	GRAINGER INC	65.80	
5231	Noninstructional Supplies	HAAS BUILDERS SUPPLY INC	706.20	
5231	Noninstructional Supplies	IN THE LITE, LLC	4,925.91	
5231	Noninstructional Supplies	MADA EMB & SCREEN PRINTING	243.60	
5231	Noninstructional Supplies	NASSCO, INC.	2,277.21	
5231	Noninstructional Supplies	ROWE FLORAL, INC.	160.00	
5231	Noninstructional Supplies	SHERWIN-WILLIAMS CO	48.57	
5231	Noninstructional Supplies	US BANK-PCARD	7,462.74	
5232	Minor Equipment	PARAGON DEVELOPMENT SYSTEMS INC	199.00	
5232	Minor Equipment	US BANK-PCARD	5,793.95	
5234	Postage	UNITED MAILING SERVICE INC	3,564.87	
5234	Postage	US BANK-PCARD	60.00	
5271	Advertising_Promotions	MARSHFIELD AREA CHAMBER OF COMMERCE	720.00	
5271	Advertising_Promotions	MEDIAWORKS WI LLC	14,719.30	
5271	Advertising_Promotions	US BANK-PCARD	4,289.96	
5281	Repairs	ADVANCE AUTO PARTS	341.35	
5281	Repairs	COMMUNICATIONS-CABLING-NETWORKING	993.82	
5281	Repairs	MacQueen Emergency Group	318.31	
5281	Repairs	Wisconsin Paint Company Professionals	1,420.00	
5283	Building Repair	CURRENT TECHNOLOGIES INC	376.26	
5283	Building Repair	GRAINGER INC	1,467.35	
5283	Building Repair	PRECISION GLASS & DOOR LLC	6,600.00	
5283	Building Repair	US BANK-PCARD	118.90	
5284	Grounds Repair	CURRENT TECHNOLOGIES INC	4,514.73	
5284	Grounds Repair	US BANK-PCARD	952.43	

Paid Invoice Listing February 2023

Account	Descr	Name	Sum Amount	Notes
5301	Professional Academic Contract	THE COMMON THREAD PROJECT	3,750.00	
5351	Other Contracts and Services	ACCREDITATION REVIEW COUNCIL	2,000.00	
5351	Other Contracts and Services	AIRGAS USA LLC	216.13	
5351	Other Contracts and Services	BIG TUNA FINANCIAL EDUCATION LLC	1,800.00	
5351	Other Contracts and Services	BOHN TRUCKING & EXCAVATING INC	2,012.50	
5351	Other Contracts and Services	Baumgartner, Dana	383.12	
5351	Other Contracts and Services	CAP SERVICES INC	65.86	WIG Payment
5351	Other Contracts and Services	CHAT-R-BOX RESTAURANT AND CATERING	2,080.00	
5351	Other Contracts and Services	CINTAS FIRE PROTECTION F37	602.61	
5351	Other Contracts and Services	CLARK III, LOUIS V	200.00	
5351	Other Contracts and Services	EXPRESS EMPLOYMENT PROFESSIONALS	3,568.73	
5351	Other Contracts and Services	FIRST CHOICE FIRE PROTECTION LLC	480.00	
5351	Other Contracts and Services	FOUNDATION PARTNERS, LLC	18,135.00	
5351	Other Contracts and Services	GATEWAY TECHNICAL COLLEGE	250.00	
5351	Other Contracts and Services	HIRERIGHT LLC	507.47	
5351	Other Contracts and Services	KRUEGER, BRIAH	200.00	
5351	Other Contracts and Services	LAMMI FIRE PROTECTION INC	500.00	
5351	Other Contracts and Services	MSDSONLINE, INC	463.50	
5351	Other Contracts and Services	PIEPER ELECTRIC, INC.	4,343.79	
5351	Other Contracts and Services	PROPERTY WORKS LLC	1,503.00	
5351	Other Contracts and Services	SPECTRUM BUSINESS	8,659.52	
5351	Other Contracts and Services	SPRANGER, SHELLY	480.00	
5351	Other Contracts and Services	STAFFWORKS GROUP	6,854.93	
5351	Other Contracts and Services	STERICYCLE INC	110.52	
5351	Other Contracts and Services	STEVENS POINT AREA SCHOOL DISTRICT	4,000.00	
5351	Other Contracts and Services	STOCOR PORTABLE STORAGE LLC	980.00	
5351	Other Contracts and Services	US BANK-PCARD	501.74	
5351	Other Contracts and Services	US OMNI & TSACG COMPLIANCE SERVICES, INC	88.36	
5351	Other Contracts and Services	VILLAGE HIVE BAKERY & LOCAL FOODS COLL	860.00	
5351	Other Contracts and Services	WNA SERVICES CO	71.00	
5351	Other Contracts and Services	WOOD COUNTY HIGHWAY DEPT	2,225.25	
5351	Other Contracts and Services	WROBLEWSKI CONCRETE CONSTRUCTION LLC	1,994.00	
5351	Other Contracts and Services	YMCA - SOUTH WOOD COUNTY	300.00	
5352	Maintenance Contracts	BAUERNFEIND BUSINESS TECHNOLOGIES INC	2,251.36	
5353	Professional Fees	Boardman & Clark LLP	7,051.50	
5357	Software maint annual agreemen	INSIGHT PUBLIC SECTOR INC	1,216.93	
5357	Software maint annual agreemen	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	4,153.68	
5357	Software maint annual agreemen	US BANK-PCARD	3,937.96	
5357	Software maint annual agreemen	WISCNET	200.00	
5357	Software maint annual agreemen	ZUMASYS, INC.	42.65	
5411	Equipment Rental	PITNEY BOWES INC	250.00	
5419	Facilities Rental	ASPIRUS RIVERVIEW HOSPITAL & CLINICS INC	12,916.67	
5441	Insurance Expense	ARTHUR J GALLAGHER RISK MGMNT SERVICES	1,260.72	
5452	Electricity Expense	ALLIANT ENERGY/WP&L	1,436.81	
5452	Electricity Expense	MARSHFIELD UTILITIES	3,778.33	
5452	Electricity Expense	WATER WORKS & LIGHTING COMMISSION	21,988.99	
5452	Electricity Expense	WI PUBLIC SERVICE CORP	4,284.77	
5453	Sewer_Water	MARSHFIELD UTILITIES	540.56	
5453	Sewer_Water	WATER WORKS & LIGHTING COMMISSION	2,412.74	
5454	Heat	BLUE EDGE ENERGY LLC	969.20	
5454	Heat	DIRECT ENERGY MARKETING, INC	17,896.20	
5454	Heat	WI PUBLIC SERVICE CORP	2,783.31	
5455	Telephone	CONCORD TECHNOLOGIES	100.05	
5455	Telephone	FRONTIER NORTH INC	2,860.56	
5455	Telephone	HEARTLAND BUSINESS SYSTEMS	617.50	
5455	Telephone	SOLARUS	2,571.62	
5455	Telephone	US CELLULAR	1,737.22	
5456	Garbage Pickup	ADAMS COUNTY SOLID WASTE	43.00	
5456	Garbage Pickup	GFL ENVIRONMENTAL	540.84	

Paid Invoice Listing February 2023

Account	Descr	Name	Sum Amount	Notes
5456	Garbage Pickup	HARTER'S FOX VALLEY DISPOSAL	1,723.94	
5501	Student Activity_Club Expense	BUSA, MEGHAN	135.00	
5501	Student Activity_Club Expense	BUSINESS PROFESSIONALS OF AMERICA	300.00	
5501	Student Activity_Club Expense	CHAT-R-BOX RESTAURANT AND CATERING	360.00	
5501	Student Activity_Club Expense	US BANK-PCARD	367.87	
5650	Graduation Expense	BRICKHOUSE SCHOOL SERVICES	4,141.00	
5654	Project Participant Cost	ALLIANT ENERGY/WP&L	169.87	
5654	Project Participant Cost	CANDLEWOOD PROPERTY MANAGEMENT LLC	435.00	
5654	Project Participant Cost	OAKDALE ELECTRIC COOPERATIVE	126.18	
5654	Project Participant Cost	STEVENS POINT HOUSING AUTHORITY	144.35	
5654	Project Participant Cost	US BANK-PCARD	145.37	
5655	Sub Recip Wage and Fringe Pays	BOYS & GIRLS CLUB OF PORTAGE COUNTY INC	6,083.00	WIG Payment
5655	Sub Recip Wage and Fringe Pays	CAP SERVICES INC	1,303.03	WIG Payment
5655	Sub Recip Wage and Fringe Pays	CREATE PORTAGE COUNTY, INC.	211.98	WIG Payment
5662	Indirect Expense	CAP SERVICES INC	136.89	WIG Payment
5662	Indirect Expense	CREATE PORTAGE COUNTY, INC.	21.20	WIG Payment
5699	Other Expenditures	WI DEPT OF PUBLIC INSTRUCTION	120.00	
5701	Books Resale	ASCEND LEARNING HOLDINGS, LLC	962.50	
5701	Books Resale	ATP-AMERICAN TECHNICAL PUBLISHERS INC	3,262.50	
5701	Books Resale	CENGAGE LEARNING	(3,488.84)	
5701	Books Resale	ELSEVIER INC	1,183.06	
5701	Books Resale	JOHN WILEY & SONS INC	567.80	
5701	Books Resale	MBS SERVICE COMPANY INC	42.00	
5701	Books Resale	MCGRAW-HILL LLC	1,872.00	
5701	Books Resale	PEARSON EDUCATION	2,884.74	
5701	Books Resale	REDSHELF, INC	36,354.13	3 invoices for book resale
5701	Books Resale	SCHOOLCRAFT PUBLISHING	1,960.00	
5701	Books Resale	US BANK-PCARD	3,231.17	
5702	Resale Expense	JARDINE ASSOCIATES	843.55	
5702	Resale Expense	US BANK-PCARD	28,903.46	Multiple charges
5706	Internal Sales	US BANK-PCARD	5,035.39	
5707	Freight	CENGAGE LEARNING	4,487.00	
5707	Freight	FEDEX	147.39	
5707	Freight	PARTNERSHIP, LLC	1,688.70	
5708	Outgoing Freight	FEDEX	56.40	
5708	Outgoing Freight	US BANK-PCARD	300.00	
5831	Building Remodeling and Improv	BUILDING SERVICE, INC.	39,958.20	Pertains to PO# 2023000108. Furniture for L130. In the original Board approved FY23 budget.
5841	Furniture and Equipment	FORD TOOL & GAGE CORP	28,980.19	Pertain to PO# 2023000133. Mitutoyo Quick Scope. In the original Board approved FY23 budget.
5841	Furniture and Equipment	US BANK-PCARD	7,442.40	
5842	Computers and Comp Software	ADVANTAGE DESIGN GROUP	16,692.50	
5842	Computers and Comp Software	ANTHOLOGY, INC	1,280.34	
		Total	568,948.68	
2105	Refund Clearing	Total Financial Aid/Student Refunds	609,675.65	
		Total Payments for February 2023	1,178,624.33	
		Capital	94,353.63	
		Operational	1,084,270.70	

FINANCE & INFRASTRUCTURE COMMITTEE

Monday, March 20, 2023

4:00 p.m.

Mid-State Wisconsin Rapids Campus Room A223
500 32nd Street North, Wisconsin Rapids

AGENDA

A. CALL TO ORDER – GORDON SCHALOW

B. OPEN MEETING CERTIFICATION – GORDON SCHALOW

This March 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 FEBRUARY 20, 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. FY24 CAPITAL BUDGET – GREG BRUCKBAUER

During a special meeting held March 20, 2023, Administration presented details of the proposed FY24 capital budget to the Finance & Infrastructure Committee. The committee affirmed administration's

proposal and directed administration to present it in summary during the March Board meeting. Board action approving FY24 capital projects as presented will be requested.

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

Stevens Point Campus	February 20, 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, and Gordon Schalow
- OTHERS:** Greg Bruckbauer, Micki Dirks-Luebbe, 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 (January 16, 2023 MEETING)** – Gordon Schalow
Motion by Ms. Crass, seconded by Mr. Schalow, 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. FY22 MID-STATE TECHNICAL COLLEGE FOUNDATION AUDIT** – Greg Bruckbauer
Information on the Mid-State Foundation audit report and net asset position was shared. No action was taken.
- G. ANTHOLOGY PROJECT UPDATE** – Brad Russell
An update on Mid-State's Enterprise Resource Planning software, Anthology, was provided. No action was taken.
- H. ADJOURNMENT** – Gordon Schalow
There being no further action or business, the meeting adjourned at 4:41 p.m. with a motion 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, March 20, 2023

4:15 p.m.

Mid-State Wisconsin Rapids Campus Room A112

500 32nd Street North, Wisconsin Rapids

AGENDA

A. CALL TO ORDER – ARE VANG

B. OPEN MEETING CERTIFICATION – ARE VANG

This March 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 (FEBRUARY 20, 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 – Farm Business & Production Management Technical Diploma*
- *Program Approval – Fire Service Certification Technical Diploma*
- *Concept Approval – Dental Assistant Technical Diploma*

F. STUDENT ACTIVITY FEE – DR. MANDY LANG

In an effort to respond to student needs, information about the student activity fee will be shared, along with a request to increase the fee.

G. INFORMATIONAL ITEMS

1. Winterim Report – Dr. Mandy Lang
Winterim 2023 class and enrollment information will be presented.

H. ADJOURNMENT

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

Stevens Point Campus	February 20, 2023
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A. CALL TO ORDER – Are Vang

The meeting was called to order at 4:19 p.m.

ROLL CALL

PRESENT: Betty Bruski Mallek, and Are Vang

OTHERS: Dr. Mandy Lang, Dr. Deb Stencil, and Kimberly Valenza

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 (JANUARY 16, 2023 MEETING) – Are Vang

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

D. REVIEW OF CONSENT AGENDA ITEMS – Are Vang**E. ACADEMIC PROGRAMMING – Dr. Deb Stencil**

Information regarding the Pharmacy Services Management program, Pharmacy Technician program and Utility Tree Trimmer Embedded Technical Diploma was shared. No action was taken. Action will be requested during the regular board meeting.

F. INFORMATIONAL ITEMS – Are Vang

1. Student Activity Fee – Dr. Mandy Lang
Information about Mid-State's student activity fee was shared. Additional information will be shared in March. No action was taken.

2. New Dean of Enrollment Strategy – Dr. Mandy Lang
The committee was introduced to Kimberly Valenza, Mid-State's new Dean of Enrollment Strategy. No action was taken.

G. 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 Ms. Vang.

 Lynneia Miller, Secretary
 Mid-State Technical College Board

 Angela R. Susa
 Recording Secretary

HUMAN RESOURCES & EXTERNAL RELATIONS COMMITTEE

Monday, March 20, 2023

4:15 p.m.

Mid-State Wisconsin Rapids Campus Conference Room A203
500 32nd Street North, Wisconsin Rapids

AGENDA

A. CALL TO ORDER – RICHARD MERDAN

B. OPEN MEETING CERTIFICATION – RICHARD MERDAN

This March 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 (FEBRUARY 20, 2023 MEETING) (Exhibit H) – RICHARD MERDAN

D. REVIEW OF CONSENT AGENDA ITEMS – RICHARD MERDAN

E. INFORMATIONAL ITEMS

1. Affirmative Action – Dr. Karen Brzezinski
Information will be provided regarding the WTCS Affirmative Action Plan process.
2. Mid-State Awards – Dr. Karen Brzezinski
Information on the new annual employee recognition awards will be shared.
3. March 17 Legislative Event – Dr. Bobbi Damrow
A recap of the Friday, March 17, 2023 Heart of Wisconsin Chamber Legislative Breakfast hosted at Mid-State and the proceeding Mid-State Legislator meeting will be provided.

F. ADJOURNMENT

MID-STATE TECHNICAL COLLEGE

HUMAN RESOURCES AND EXTERNAL RELATIONS COMMITTEE MEETING MINUTES

Stevens Point Campus

February 20, 2023

A. CALL TO ORDER – Terry Whitmore

The meeting was called to order at 4:20 p.m.

ROLL CALL

PRESENT: Richard Merdan and Terry Whitmore

OTHERS: Dr. Karen Brzezinski, Dr. Bobbi Damrow, Andy DeWitt, Randy Jahns, and Dr. Shelly Mondeik

B. OPEN MEETING CERTIFICATION – Terry Whitmore

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 (January 16, 2023 Meeting) – Terry Whitmore

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

D. REVIEW OF CONSENT AGENDA ITEMS – Terry Whitmore**E. INFORMATIONAL ITEMS**

1. Security Update – Dr. Karen Brzezinski
An update on Mid-State's security efforts including the new Student Security force was provided. No action was taken.
2. Winning with Wisconsin Workforce Forum – Dr. Bobbi Damrow
Mid-State will host Northcentral Wisconsin Workforce Development Boards Winning with Wisconsin Workforce Forum on February 24, 2023. The event was highlighted. No action was taken.
3. Summer Student Programming – Dr. Bobbi Damrow
Summer student programming, sponsored by external partners, was highlighted. No action was taken.

F. ADJOURNMENT – Terry Whitmore

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

Lynneia Miller, Secretary
Mid-State Technical College Board

Angela R. Susa
Recording Secretary

COMMITTEE-OF-THE-WHOLE

Monday, March 20, 2023

5:00 p.m.

Mid-State Wisconsin Rapids Campus Room L133-134
500 32nd Street North, Wisconsin Rapids

AGENDA

A. CALL TO ORDER – RICHARD MERDAN

B. OPEN MEETING CERTIFICATION – RICHARD MERDAN

This March 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 (FEBRUARY 20, 2023 Meeting) (Exhibit J) – RICHARD MERDAN

D. AMETA UPDATE – GREG BRUCKBAUER & DR. BOBBI DAMROW

Information concerning the AMETA Center project will be shared. A project progress update will be provided along with a summary of the construction, equipment, information technology, furniture and fixture sources and uses data.

E. ADJOURNMENT

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

Stevens Point Campus	February 20, 2023
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A. CALL TO ORDER – Kristin Crass

The meeting was called to order at 5:06 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, Micki Dirks-Luebbe, Dr. Beth Ellie, Logan Hamman, Dr. Mandy Lang, Benjamin Nusz, Brad Russell, Amber Stancher, Dr. Deb Stencil, Angie Susa, and Kimberly Valenza

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 (January 16, 2023 MEETING) – Kristin Crass

Motion by Mr. Schalow, seconded by Ms. Vang, upon a voice vote, approved the minutes as presented.

D. 2022-2023 MID-YEAR COLLEGE DASHBOARD – Dr. Shelly Mondeik

Mid-State's 2022-2023 Mid-Year Dashboard was presented and discussed.

E. ADJOURNMENT – Kristin Crass

There being no further action or business, the meeting adjourned at 5:14 p.m. with a motion by Ms. Crass, upon a voice vote.

Lynneia Miller, Secretary
Mid-State Technical College Board

Angela R. Susa
Recording Secretary

February Accepted Contract Service Agreements Meeting on March 20, 2023

Contract Number	Location of Business/Agency	Industry Type	Type of Service	Hours of Instructions	Estimated Number Served	Contract Amount
146917	Wisconsin Rapids	Community Based Organizations (e.g., churches, foundations, unions, non-profits)	4-H Project Discovery Day	4	75	\$320.00
146918	Wisconsin Rapids	Public Educational Institutions - Postsecondary	Career Exploration - Foster Day	4	20	\$699.00
146919	Marshfield	Public Educational Institutions K-12	Heartsaver First Aid/CPR	8	9	\$640.00
146920	Madison	Public Educational Institutions - Postsecondary	Phlebotomy Confirmatory Draw Initial	8	32	\$12,500.00
146921	Marshfield	Business and Industry	Conflict Management	2	60	\$545.00
146922	Multi-Business	Community Based Organizations (e.g., churches, foundations, unions, non-profits)	Emergency Services Training	6	200	\$5,500.00
146923	Auburdale	Public Educational Institutions (K-12) - s. 38.14(3)	BLS-Basic Life Support Provider	6	8	\$640.00
146924	Nekoosa	Business and Industry	Confined Space Rescue	4	8	\$1,200.00
146925	Multi-Campus	Public Educational Institutions - Postsecondary	Heartsaver CPR/AED	4	32	\$900.00
146926	Turlock, California	Business and Industry	Heartsaver First Aid/CPR	8	50	\$6,150.00
					Total:	\$29,094.00

February Contract Training Proposals For Informational Purposes

Monthly Contract Training Proposal Recap - February 2023						
Proposal #	Bill to City	Industry Type	Type of Service	Proposal Amount	Current Status	
493	Nekoosa	Business and Industry	Fall Protection	\$1,590.00	Presented	
491	Wisconsin Rapids	Business and Industry	4H Discovery Days	\$320.00	Accepted	
490	Wisconsin Rapids	Education	Staff CPR AED Training	\$700.00	Accepted	
486	Turlock	Business and Industry	First Aid - CPR - AED	\$6,150.00	Accepted	
484	Marshfield	Business and Industry	CPR-AED	\$660.00	Presented	
483	Wisconsin Rapids	Business and Industry	First Aid - CPR - AED Adult/Child/Infant HYBRID	\$740.00	Presented	
482	Marshfield	Business and Industry	First Aid/CPR/AED	\$770.00	Accepted	
481	Auburdale	Education	BLS for Health Occupation Students	\$640.00	Accepted	
480	Marshfield	Business and Industry	Conflict Resolution Workshop	\$545.00	Accepted	
479	Wisconsin Rapids	Business and Industry	First Aid/CPR/AED/BBP	\$2,380.00	Denied	
477	Stratford	Business and Industry	Online CPR/First Aid with Skills Test Session	\$890.00	Presented	
TOTAL				\$15,385.00		

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

	<u>Amount</u>	<u>Procurement Method</u>
<u>Procurements Requiring Board Action</u>		
<u>None</u>		
Subtotal for Procurements Requiring Board Action	\$0.00	
<u>Procurements Not Requiring Board Action</u>		
<u>None</u>		
Subtotal for Procurements Not Requiring Board Action	\$0.00	
<u>Procurements Approved in Budget Process Not Requiring Board Action</u>		
Student Services		
UWSP Housing - Stevens Point, WI	77,017.38	Sole Source
School of Applied Technology		
Equipment - Ford Tool & Gage Corp (Milwaukee, WI)	28,980.19	Quote
Wisconsin Rapids Campus		
Student Life furniture - Building Services, Inc. (Appleton, WI)	39,958.20	State Contract
Subtotal for Procurements Approved in Budget Process Not Requiring Board Action	\$145,955.77	
<u>Mandatory Procurements Not Requiring Board Action</u>		
<u>None</u>		
Subtotal for Mandatory Procurements	\$0.00	
<u>Emergency Procurements</u>		
<u>None</u>		
Subtotal for Emergency Procurements	\$0.00	
Grand Total	\$145,955.77	

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 February 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	141463 WTCS Emergency Assistance Grant	State	Increase budgets to actuals	5,000.00	5,000.00	-
Fund 2 - Special Revenue Non-Aidable Fund Budget Notifications	140195 CARES Institutional	Federal	Increase COVID related budgets to actuals	62,675.00	62,675.00	-
Fund 3 - Capital Projects Fund Budget Notifications				-	-	-
Fund 4 - Debt Service Fund Budget Notifications				-	-	-
Fund 7 - Special Revenue Non-Aidable Fund Budget Notifications				-	-	-
Total Budget Changes For The Month				67,675.00	67,675.00	-



Mid-State Technical College
Budgeted Revenues, Expenditures and Changes in Fund Equity
Current Budget for Fiscal Year 2023
as of February 28, 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	17,855,622	-	730,000	70,000	-	-	-	-	-	-	-	-	18,655,622	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	1,526,222	6,797,708	130,585	-	-	-	-	-	-	-	-	13,250,268	21.1%	8,148,338	
Total Revenues	36,605,519	2,436,222	8,498,576	815,133	7,099,951	1,113,505	6,133,200	62,702,106	62,702,106	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	18,979,842	415,478	275,991	100,000	-	240,378	-	-	-	-	-	-	20,011,689	27.8%	19,227,766	
Benefits	8,525,917	168,479	314,043	-	-	68,720	-	-	-	-	-	-	9,077,159	12.6%	8,792,279	
Current Expenditures	10,100,609	934,159	88,750	-	-	85,528	-	-	-	-	-	-	12,576,746	17.5%	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	13.5%	8,670,000	
Debt Retirement	-	-	-	-	7,174,874	-	-	-	-	-	-	-	7,174,874	10.0%	7,174,874	
Total Expenditures	37,606,368	1,518,116	8,498,935	9,834,349	7,174,874	1,187,841	6,035,200	71,855,683	71,855,683	100.0%	65,230,608					
% of Expenditures by Fund	52.3%	2.1%	11.8%	13.7%	10.0%	1.7%	8.4%	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	100.0%	22,188,613					



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

as of February 28, 2023

YTD

66.7%

	General Operations & Grants		Special Rev		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 3	Fund 4	Fund 5	Fund 6	Fund 6	Fund 5	Fund 6	Fund 6				
Local Government	6,856,311	-	-	-	6,999,451	-	-	-	-	-	-	-	13,855,762	13,788,260	100.5%
Student Fees	6,218,140	77,479	363,706	-	-	-	-	-	-	-	-	-	6,659,326	7,121,214	93.5%
State Aid & Grants	16,446,314	-	861,609	-	-	-	-	-	-	-	-	-	17,307,923	18,655,622	92.8%
Institutional	469,927	329,049	664,324	5,013,792	263,161	-	-	-	878,292	-	3,971,216	-	11,589,761	9,886,742	117.2%
Federal	743,065	1,280,075	4,948,726	1,386,674	-	-	-	-	-	-	-	-	8,358,540	13,250,268	63.1%
Total Revenues	30,733,758	1,686,604	6,838,365	6,400,466	7,262,612	878,292	3,971,216	878,292	878,292	878,292	3,971,216	57,771,312	62,702,106	92.1%	
	84.0%	69.2%	80.5%	785.2%	102.3%	78.9%	64.7%	78.9%	78.9%	78.9%	64.7%	92.1%			

	General Operations & Grants		Special Rev		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 3	Fund 4	Fund 5	Fund 6	Fund 6	Fund 5	Fund 6	Fund 6				
Salaries and Wages	12,304,635	316,703	163,231	40,230	-	144,340	-	-	144,340	-	-	-	12,969,138	20,011,689	64.8%
Benefits	5,188,749	99,656	37,007	16,303	-	32,243	-	-	32,243	-	-	-	5,373,958	9,077,159	59.2%
Current Expenditures	4,571,102	287,449	76,973	-	-	50,384	-	-	50,384	674,648	-	-	5,660,556	12,576,746	45.0%
Student Financial Aid & Activities	-	-	6,200,384	-	-	-	-	-	-	-	-	-	6,200,384	7,820,151	79.3%
Resale	-	-	-	-	-	-	-	-	-	-	-	-	4,605,582	5,460,715	84.3%
Capital Outlay	-	-	-	5,714,173	-	-	-	-	-	-	-	-	5,714,173	9,734,349	58.7%
Debt Retirement	-	-	-	-	7,057,723	-	-	7,057,723	-	-	-	-	7,057,723	7,174,874	98.4%
Total Expenditures	22,064,486	703,807	6,477,595	5,770,706	7,057,723	1,250,812	4,256,385	7,057,723	1,250,812	4,256,385	4,256,385	47,581,514	71,855,683	66.2%	
	58.7%	46.4%	76.2%	58.7%	98.4%	105.3%	70.5%	98.4%	105.3%	70.5%	70.5%	66.2%			

Changes in Fund Equity

Actual Fund Equity as of 6/30/22															
Current Revenue over Expenses	10,732,540	176,838	6,659,729	1,191,400	757,391	1,074,856	2,939,974	757,391	1,074,856	2,939,974	2,939,974	23,532,729	23,402,884		
Other Sources and Uses:	8,669,272	982,796	360,770	629,761	204,889	(372,520)	(285,169)	204,889	(372,520)	(285,169)	10,189,798	(9,153,577)			
Proceeds from Debt	-	-	-	6,000,000	-	-	-	-	-	-	-	6,000,000	8,200,000		
Interfund Transfers In	834,106	65,274	-	-	-	72,878	-	-	72,878	-	-	972,259	1,047,000		
Interfund Transfers Out	-	(972,259)	-	-	-	-	-	-	-	-	(972,259)	(1,592,259)			
Repayment of Debt	-	-	-	-	-	-	-	-	-	-	-	-			
Accrued YTD Fund Equity	20,235,918	252,650	7,020,499	7,821,161	962,280	775,214	2,654,805	962,280	775,214	2,654,805	39,722,527	21,904,048			

**Mid State Technical College
Combined Balance Sheet - All Fund Types and Account Groups
February 28, 2023**

With comparative totals for February 28, 2022

	Governmental Fund Types					Proprietary Fund Types			Fiduciary Fund Type	
	General	Special Rev		Debt Service	Capital Projects	Enterprise	Internal Service	Memorandum only		
		Aidable	Non-Aidable					2022-23	2021-22	
ASSETS AND OTHER DEBITS										
Cash	\$ 15,482,244	\$ -	\$ 7,900,320	\$ 758,061	\$ 1,550	\$ 3,227,791	\$ -	\$ 27,369,966	\$ 20,167,693	
Investments	-	-	-	-	-	-	6,813,905	6,813,905	6,813,905	7,768,345
Receivables:										
Property taxes	4,356,742	-	-	-	-	-	-	4,356,742	\$ 4,494,082	
Accounts receivable	1,434,963	26,710	60	-	165,615	-	76,801	1,704,150	\$ 1,574,012	
Due from other funds	224,996	240,116	-	204,219	-	-	152,605	821,937	\$ 1,151,204	
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	\$ 21,488,946	\$ 266,826	\$ 7,900,380	\$ 962,280	\$ 1,042,174	\$ 3,227,791	\$ 7,043,312	\$ 41,941,709	\$ 35,996,178	
LIABILITIES, FUND EQUITY AND OTHER CREDITS										
LIABILITIES										
Accounts Payable	\$ 104,795	\$ 5,775	\$ 21,903	\$ -	\$ 39,868	\$ 0	\$ 10,318	\$ 182,460	\$ 204,092	
Accrued Liabilities:										
Wages	-	-	-	-	-	-	-	-	-	
Employee related payables	256,683	-	-	-	-	29,130	-	285,813	213,315	
Vacation	617,420	8,401	-	-	2,286	-	12,484	640,602	590,581	
Other current liabilities	-	-	-	-	4,241	-	-	4,241	11,992	
Due to other funds	-	-	57,316	-	220,766	543,855	-	821,937	1,151,204	
Deferred Revenues	284,130	-	-	-	-	-	-	284,130	-	
Def Compensation Liability	-	-	-	-	-	-	-	-	-	
General Long Term Debt Group	-	-	-	-	-	-	-	-	-	
TOTAL LIABILITIES	1,263,028	14,176	79,219	-	266,961	572,986	22,812	2,219,182	2,171,185	
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	-	-	-	-	2,772,845	-	11,040	30,801	
Reserve for Self-Insurance	-	-	-	-	-	-	-	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	482,274	-	-	-	-	-	6,438,051	6,920,325	8,319,553	
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	
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)	9,503,378	75,812	6,629,761	204,889	(299,642)	(285,169)	360,770	16,189,798	10,707,145	
TOTAL LIABILITIES, FUND EQUITY AND OTHER CREDITS	\$ 21,488,946	\$ 266,826	\$ 7,900,380	\$ 962,280	\$ 1,042,174	\$ 3,227,791	\$ 7,043,312	\$ 41,941,709	\$ 35,996,178	