



BOARD OF DIRECTORS MEETING
October 2023

Monday, October 16, 2023
Mid-State Wisconsin Rapids Campus
500 32nd Street North, Wisconsin Rapids

4:00 p.m. – Finance & Infrastructure Committee Meeting; Room A223 (page 1)

4:45 p.m. – **Committee-of-the-Whole**; Room L133-134 (page 8)

Immediately Following Committee-of-the-Whole – Board Meeting; Room L133-134 (page 10)

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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FINANCE & INFRASTRUCTURE COMMITTEE

Monday, October 16, 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 October 16, 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 SEPTEMBER 18, 2023 COMMITTEE MEETING MINUTES (Voice Vote) – GORDON SCHALOW

D. REVIEW OF CONSENT AGENDA ITEMS – GREG BRUCKBAUER

1. Payment of Bills and Payroll

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

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

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 – GREG BRUCKBAUER

F. CERTIFICATION OF 2023-24 TAX LEVY – GREG BRUCKBAUER

Prior to October 31, the Mid-State Board is required to certify their tax levy for the current fiscal year and to notify 97 municipalities of their proportionate share of Mid-State's total levy. Each municipality's share is proportioned by the equalized values that are certified by the Department of Revenue (DOR).

Details regarding Mid-State's levy, change in property valuation and resulting mill rates, along with valuation changes by property classification, distribution by county, and value changes in Tax Incremental Districts, and a District Board resolution certifying the 2023-24 property tax levy can be found on page 25.

Administration is proposing the Board's certification of a \$14,180,667 levy.

Mid-State's valuation for tax purposes totals \$20.0 billion reflecting a 13.4% increase; whereas Mid-State's tax rate based on equalized value will be \$0.71067 center per \$1,000. A home valued at \$100,000 will have a tax bill of \$71.07; this decrease from prior year results in \$7.70 of property tax savings.

A list of the apportionments by county and municipality and a list sorted by municipality with highest to lowest percent change in property value and tax levied will be shared during the meeting.

Administration will be recommending approval of the resolution on page 25 certifying Mid-State's \$14,180,667 property tax levy for FY24. Board action will be requested.

G. FY23 BUDGET ADMENDMENTS – GREG BRUCKBAUER

End-of-year closing entries and audit work require amendments to the College's FY23 budget prior to finalizing the annual audit. They include usual and customary amendments. Rationale for these budget amendments is contained on page 26. Administration is recommending approval of these FY23 budget amendments by adopting the resolution also contained on page 26. Board action will be requested.

H. RFP 816 – CRIMINAL JUSTICE VIRTUAL REALITY SYSTEM – GREG BRUCKBAUER

Results of RFP #816 for the Criminal Justice Virtual Reality System will be presented. Board action will be requested.

I. BID 818 – AMETA CENTER MASS NOTIFICATION SYSTEM – GREG BRUCKBAUER

Results of Bid #818 for the AMETA Center Mass Notification System will be presented. Board action will be requested.

J. 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.

K. ADJOURNMENT (Voice Vote) – GORDON SCHALOW

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

Wisconsin Rapids Campus

September 18, 2023

A. CALL TO ORDER – Gordon Schalow

The meeting was called to order at 4:00 p.m.

ROLL CALL

PRESENT: Gordon Schalow, Charles Spargo, and Ryan Zietlow

OTHERS: Greg Bruckbauer, Dr. Shelly Mondeik, Brad Russell, and Craig Wagner

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 (AUGUST 21, 2023 MEETING) – Gordon Schalow

Motion by Mr. Spargo, seconded by Mr. Zietlow, upon a voice vote, unanimously approved minutes from the August 21, 2023 Finance & Infrastructure Committee meeting.

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 for FY24. No action was taken.

F. FY23 ANNUAL PROCUREMENT REPORT – Greg Bruckbauer

The annual procurement report was presented and discussed. Motion by Mr. Spargo, seconded by Mr. Schalow, upon a voice vote, unanimously approved bringing the FY23 Annual Procurement Report before the full board for approval consideration.

G. INFORMATIONAL ITEMS – Gordon Schalow

1. **FY23 ENERGY USAGE REPORT:** Information regarding Mid-State's energy usage was presented and discussed. No action was taken.
2. **FY23 FINANCIAL AUDIT:** An update on the College's Financial Audit was provided. No action was taken.
3. **FINANCE IMPLICATIONS FOR TOPICS IN OTHER COMMITTEES:** No topics were discussed.

H. ADJOURNMENT – Gordon Schalow

There being no further action or business, the meeting adjourned at 4:28 p.m. with a motion by Mr. Spargo, seconded by Mr. Zietlow, upon a voice vote.

Betty Bruski Mallek, Secretary
Mid-State Technical College Board

Angela R. Susa
Recording Secretary

COMMITTEE-OF-THE-WHOLE

Monday, October 16, 2023

4:45 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 October 16, 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 (SEPTEMBER 18, 2023 Meeting) (Voice Vote) – RICHARD MERDAN

D. 2022-2023 YEAR-END DASHBOARD AND 2023-2024 DASHBOARD – DR. SHELLY MONDEIK

The 2022-2023 Year-End College Dashboard, Campus Dashboards, and Supplemental Dashboard will be reviewed. The 2023-2024 College Dashboard will also be highlighted.

E. PARTNERSHIP WITH CITY OF STEVENS POINT AND STEVENS POINT AREA VISITOR AND CONVENTION BUREAU – DR. BOBBI DAMROW AND CITY OF STEVENS POINT REPRESENTATIVE

The City of Stevens Point has engaged Mid-State Technical College and the Stevens Point Area Convention and Visitors Bureau in exploratory conversations regarding the future use of the City's facility located at 1101 Centerpoint Drive, neighboring property to the Mid-State Technical College – Downtown Stevens Point Campus. This facility was previously leased to Great Lakes Higher Education Corporation. In alignment with recommendations in the City of Stevens Point's strategic plan, "People are The Point", partnership exploratory conversations resulted in the concept of a downtown convention center that meets the needs of the City's tourism industry, promotes growth of educational partners, and supports the City's local event capacity without negatively impacting the private sector. Additional conceptual details and next steps will be presented for discussion. Support approval will be sought.

F. ADAMS CAMPUS EXPANSION AND FUNDING OPPORTUNITIES – DR. BOBBI DAMROW

As defined in the 2020-2025 Mid-State Strategic Plan, Adams Campus growth is a focus for the College. A presentation regarding the opportunities for growth will be delivered. This includes expansion and renovation within the current property footprint to allow for additional student programming and services, as recommended by community stakeholders, and funding opportunities to help accomplish this concept. Approval will be sought.

G. ADJOURNMENT (Voice Vote) – RICHARD MERDAN

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

Wisconsin Rapids Campus

September 18, 2023

A. CALL TO ORDER – Richard Merdan

The meeting was called to order at 5:00 p.m.

ROLL CALL

PRESENT: Betty Bruski Mallek, Richard Merdan, Gordon Schalow, Charles Spargo, Are Vang, Terry Whitmore, Ryan Zietlow and Dr. Shelly Mondeik

OTHERS: Greg Bruckbauer, Dr. Karen Brzezinski, Dr. Bobbi Damrow, Nikki Dhein, Micki Dirks-Luebbe, Logan Hamman, Dr. Mandy Lang, Natasha Miller, Suzanne Rathe, Brad Russell, Dr. Chris Severson, Jon Steele, Angie Susa, and Craig Wagner

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 (August 21, 2023 MEETING) – Richard Merdan

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

D. MID-STATE FOUNDATION UPDATE – Dr. Karen Brzezinski

Mid-State Foundation Staff, Micki Dirks-Luebbe and Nikki Dhein, were introduced to the Board. An update on recent and upcoming events and efforts around Alumni. No action was taken.

E. ADJOURNMENT – Richard Merdan

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

Betty Bruski Mallek, Secretary
Mid-State Technical College Board

Angela R. Susa
Recording Secretary

DISTRICT BOARD OF DIRECTORS

Monday, October 16, 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 October 16, 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 SEPTEMBER 18, 2023 BOARD MEETING MINUTES (Voice Vote) – RICHARD MERDAN

F. ACTION ON CONSENT AGENDA (Roll Call Vote) – RICHARD MERDAN

1. Payment of Bills and Payroll

District bills for September 2023 total \$3,474,376.50 of which \$1,728,443.91 represents operational expenditures and \$1,745,932.59 represents capital expenditures. Payroll disbursements for September totaled \$1,546,525.62 plus \$15,949.94 for travel and miscellaneous reimbursements, and \$631,376.23 in fringe benefits, for a total payroll disbursement of

\$2,193,851.79. Administration recommends approval of the payment of these obligations totaling \$5,668,228.29.

2. Contracted Service Agreements

The District has entered into nine contracted service agreements totaling \$21,625. The individual contracts are available for review upon request. Administration recommends approval of these contracts as shown on page 17.

3. Procurements for Goods and Services

Procurements for Goods and Services fall into two groups: 1) procurements that require prior Board approval and 2) procurements approved by Administration but listed as information for the Board. Expertise regarding the purpose and specifications for procurements are generally unique to individual departments. Therefore, please notify the Business Office before the meeting if there are any questions. A response will be provided or arrangements for the subject-matter expert to be present will be made. There are no procurements which require Board approval.

4. Ethics Resolution

Wisconsin's Code of Ethics for Public Officials and Employees applies to anyone holding a position "designated as assistant, associate, or deputy district director of a technical college." Therefore, administration recommends approval of the Resolution on page 30 designating the positions for Mid-State's District as deputy, associate, or other director.

5. District Board Approval of Hires and Resignations of Contracted Staff

Approval of hires and resignations (page 31) of contracted staff per State Statute 118.22(2) is requested.

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

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

I. COMMITTEE REPORTS

1. Finance & Infrastructure Committee – Gordon Schalow
 - a. Review of Consent Agenda Items
 - b. Treasurer's Report
 - c. Certification of 2023-24 Tax Levy (Roll Call Vote)
 - d. FY23 Budget Amendments (Roll Call Vote)

- e. RFP 816 Criminal Justice Virtual Reality System *(Roll Call Vote)*
- f. Bid 818 AMETA Center Mass Notification System *(Roll Call Vote)*
- g. Informational Items
 - 1. Finance Implications for Topics in Other Committees

- 2. Academic & Student Services Committee
 - a. No meeting was held this month.
- 3. Human Resources & External Relations Committee
 - a. No meeting was held this month.

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

- 1. 2022-2023 Year-End Dashboard and 2023-2024 Dashboard
- 2. Partnership with City of Stevens Point and Stevens Point Area Visitor and Convention Bureau
- 3. Adams Campus Expansion and Funding Opportunities

K. DISCUSSION & ACTION – RICHARD MERDAN

- 1. German Exchange Program
The College's exchange program with Max Eyth Schule in Germany is resuming for 2023-2024. The exchange students from Germany will join the Board to share their experiences.

L. CLOSED SESSION – RICHARD MERDAN

The Board will entertain a motion to convene to closed session, pursuant to s.19.85(1)(c) Wisconsin Statutes, for consideration of employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (to conduct the President's Evaluation). The Board may take action in closed session.

Following closed session, the Board will entertain a motion to reconvene in open session and will then take any further action that is necessary and appropriate. The Board will thereafter entertain a motion to adjourn the meeting.

M. ADJOURNMENT *(Voice Vote)* – RICHARD MERDAN

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

Wisconsin Rapids Campus	September 18, 2023
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A. CALL TO ORDER – Richard Merdan

The meeting was called to order at 5:14 p.m.

B. ROLL CALL

PRESENT: Betty Bruski Mallek, Richard Merdan, Gordon Schalow, Charles Spargo, Are Vang, Terry Whitmore, Ryan Zietlow, and Dr. Shelly Mondeik

OTHERS: Greg Bruckbauer, Dr. Karen Brzezinski, Dr. Bobbi Damrow, Logan Hamman, Dr. Mandy Lang, Natasha Miller, Suzanne Rathe, Brad Russell, Dr. Chris Severson, Jon Steele, Angie Susa, and Craig Wagner

C. 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.

D. OPEN FORUM – Richard Merdan

The meeting was opened for comments from the audience. No one wished to address the Board.

E. APPROVAL OF MINUTES

Motion by Mr. Schalow, seconded by Mr. Spargo, upon a voice vote, approved minutes from the board meeting held August 21, 2023.

F. CONSENT AGENDA

Motion by Mr. Spargo, seconded by Mr. Schalow, upon a roll call vote (Schalow – Yes, Spargo – Yes, Vang – Yes, Whitmore – Yes, Zietlow – Yes, Bruski Mallek – Yes, Merdan – Yes), approved the following consent agenda items:

1. The district’s bills for the month of August 2023 were presented. These bills totaled \$2,564,868.85 of which \$1,902,105.03 represents operational expenditures and \$662,763.82 represents capital expenditures. The district’s payroll for the month of August totaled \$1,450,921.13 plus \$14,363.78 for travel and miscellaneous reimbursements and \$632,984.99 in fringe benefits. The district’s bills and payroll totaled \$4,663,138.75.

2. Entered into the following contracted service agreements:

<u>Agreement #</u>	<u>Contracted Service:</u>	<u>Amount</u>
147000	Culinary Internship	\$ 1,811.95
147001	Intro to Food Production	\$ 9,059.74
147002	Food Science	\$ 7,247.79
147003	Sanitation for Foodservice	\$ 1,811.95
147004	Culinary Applications	\$ 3,623.89
147005	Basic Knife Skills	\$ 1,100.00
147006	Nutrition & Food Allergens Training	\$ 600.00
147007	Reading and Recipe Execution Training	\$ 1,100.00
147008	Leadership Introduction	\$ 3,300.00
147009	Leadership Introduction	\$ 3,300.00
147010	Heartsaver CPR AED	\$ 545.00
147012	Leadership Development	\$ 13,325.00
147013	HS FA/CPR Skill Test for online course	\$ 1,530.00
147014	Customer Service Training	\$ 275.00
147015	Fire Investigator	\$ 625.00
147016	Medical Terminology	\$ 6,360.00
147017	Human Body in Health and Disease	\$ 10,460.00
147018	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 to approve at this time.

G. CHAIRPERSON'S REPORT – Richard Merdan

1. The Fall Boards Association meeting and Legal Issues Seminar will be held October 25-28 in Pewaukee. Ms. Bruski Mallek and Mr. Merdan plan to attend.
2. ACCT Leadership Congress will be held October 9-12 in Nevada. Theme is “Building a Legacy – Uplifting Students and Transforming Communities”. Ms. Bruski Mallek and Mr. Merdan plan to attend.
3. An Interim Board Appointment Process has begun. The search for an Elected Official Member and an Employee Member is underway.
4. Future meeting dates (times unless otherwise announced):

MONTHLY MEETING	Committee-of-the-Whole: 5:00 p.m.
Monday, October 16, 2023	Board Meeting: Following Committee-of-the-Whole
Wisconsin Rapids Campus	

H. PRESIDENT'S REPORT – Dr. Shelly Mondeik

1. Campus activities were highlighted. Activities included a successful Nursing Assistant Program Accreditation visit, Counselor Breakfast for K-12 partners, Cougar Cage event to kick off grants and Mid-State Foundation Scholarship Reception.
2. Community involvement and partnership opportunities were also highlighted. Those included working with the Wisconsin Rapids Boys and Girls Club to identify partnership opportunities and community radio interviews.
3. The Presidents Association met to discuss legislative activities, advocacy, Marketing Consortium and watching federal government activity.

I. COMMITTEE REPORTS

1. FINANCE & INFRASTRUCTURE COMMITTEE – Gordon Schalow
 - a. FY24 TREASURER'S REPORT: Reviewed with the Board. No questions or concerns arose.
 - b. FY23 ANNUAL PROCUREMENT REPORT: As part of an annual review of college procurements, two vendors were identified as having received a total amount over the threshold over the past year. Cost reasonableness and vendor use will continue to be monitored.

Motion by Mr. Schalow, seconded by Mr. Spargo, upon a voice vote, unanimously approved the FY23 Annual Procurement Report as presented.
 - c. FY23 ENERGY USAGE REPORT: Highlights of Mid-State's FY23 Energy Usage Report were provided. Consumption days, high usage areas and cost trends were shared.
 - d. FY23 FINANCIAL AUDIT: Mid-State's financial audit is underway. To date, no findings or changes to records have been identified.
 - e. FINANCE IMPLICATIONS FOR TOPICS IN OTHER COMMITTEES: No topics discussed.
2. ACADEMIC & STUDENT SERVICES COMMITTEE – Are Vang

- a. **ADVISORY COMMITTEES:** Advisory Committees for the schools of Business, Nursing, Allied Health and Public Safety were highlighted and reviewed. Engagement and participation will be a focus for the coming year.
- b. **ADVANCED MANUFACTURING PATHWAY EVENT:** An Advanced Manufacturing Pathway Event was held September 14 and included K-12, higher education and industry partners. This pathway allows for an industry certificate to be earned alongside an Associate Degree followed by a bachelor degree at a partner institution.
3. **HUMAN RESOURCES & EXTERNAL RELATIONS COMMITTEE – Richard Merdan**
 - a. **AMETA UPDATE:** Mid-State’s AMETA project site work is underway. An update was provided.
 - b. **MID-STATE SHUTTLE:** Since September 8, 23 unique students have used Mid-State’s shuttle service. Over 250 one-way trips have been completed, covering over 600 miles per day between five drivers. Vans are equipped with wi-fi for student use.
 - c. **CENTRAL WISCONSIN FALL FIRE CONFERENCE:** The 2nd Annual Fall Fire Conference will be held at Mid-State. This collaboration and partnership includes 14 sponsors.

J. COMMITTEE-OF-THE-WHOLE – Richard Merdan

1. **MID-STATE FOUNDATION UPDATE:** An update on the Mid-State Foundation was provided. Foundation staff were introduced and highlights of recent events were provided.

K. DISCUSSION & ACTION

1. **GLOBAL EDUCATION:** A presentation of Mid-State’s study abroad and ravel education experiences was made. History of the program, how Mid-State participates and student experience were shared.

Motion by Mr. Spargo, seconded by Ms. Bruski Mallek, upon a voice vote, unanimously approved international travel to London in May 2024 and Germany in June 2024 for students and staff.

L. ADJOURNMENT – Richard Merdan

There being no further action or business of the Board, the meeting adjourned at 6:23 p.m. with a motion by Ms. Bruski Mallek, seconded by Mr. Whitmore, upon a voice vote.

Betty Bruski Mallek, Secretary

Angela R. Susa, Recording Secretary

Account	Descr	Name	Sum Amount	Notes
2102	Accounts Payable-Other	MID-STATE TECHNICAL COLLEGE FOUNDATION	3,900.00	
2106	Accrued Encumbrances	6 AM MARKETING, INC.	6,666.67	
2106	Accrued Encumbrances	ASCENT CONSTRUCTION, LLC	14,061.00	
2106	Accrued Encumbrances	CURRENT TECHNOLOGIES INC	5,581.00	
2106	Accrued Encumbrances	EPPSTEIN UHEN ARCHITECTS, INC.	288.00	
2106	Accrued Encumbrances	FASTSIGNS 629	1,861.18	
2106	Accrued Encumbrances	LAB MIDWEST LLC	600.00	
2106	Accrued Encumbrances	MELODY GARDENS	257.70	
2106	Accrued Encumbrances	US BANK-PCARD	2,088.48	
2106	Accrued Encumbrances	WSAW-TV	14,800.00	
2107	Accounts Payable-Bookstore	DIGICOPY INC	17,530.77	
2129	Emergency Funding Foundation	MID-STATE TECHNICAL COLLEGE FOUNDATION	7,200.00	
2131	UWSP Pass Through Room Board	UNIVERSITY OF WISCONSIN-STEVENS POINT	88,416.00	Student Housing-Fall 2023
4692	Scholarship Revenue	NORTHLAND LUTHERAN HIGH SCHOOL	1,000.00	
4692	Scholarship Revenue	SKILLS USA	1,800.00	
5201	Travel - Meeting Expenses	DBA MISSION COFFEE	531.00	
5201	Travel - Meeting Expenses	MISSION COFFEE	364.12	
5201	Travel - Meeting Expenses	ROCKMAN'S CATERING	5,199.38	
5201	Travel - Meeting Expenses	US BANK-PCARD	25,215.93	Multiple charges
5201	Travel - Meeting Expenses	WATEA	588.20	WIG Payment (\$300 invoice not WIG Payment)
5204	Meals	US BANK-PCARD	108.35	
5205	Lodging	US BANK-PCARD	4,152.85	
5210	Staff Development Expense	US BANK-PCARD	1,381.25	
5212	Tuition Reimbursement	TOMORROW RIVER SCHOOL DISTRICT	1,215.00	
5213	Dues Memberships Subscriptions	AMERICAN COUNCIL ON EDUCATION	2,648.00	
5213	Dues Memberships Subscriptions	HEARTLAND BUSINESS SYSTEMS	178.80	
5213	Dues Memberships Subscriptions	US BANK-PCARD	2,460.36	
5213	Dues Memberships Subscriptions	WI RAPIDS ROTARY CLUB	165.25	
5230	Instructional Supplies	AIRGAS USA LLC	273.72	
5230	Instructional Supplies	HOME BUTCHERING SUPPLIES, LLC	23.00	
5230	Instructional Supplies	LONDERVILLE STEEL ENTERPRISES INC	130.25	
5230	Instructional Supplies	MISSISSIPPI WELDERS SUPPLY CO., INC	999.00	
5230	Instructional Supplies	MSC INDUSTRIAL SUPPLY INC	99.54	
5230	Instructional Supplies	O'REILLY AUTOMOTIVE INC	799.21	
5230	Instructional Supplies	REALITYWORKS	535.05	
5230	Instructional Supplies	US BANK-PCARD	16,724.71	
5230	Instructional Supplies	UW PROVISION COMPANY, INC.	825.09	
5231	Noninstructional Supplies	1ST AYD CORP	516.15	
5231	Noninstructional Supplies	BOYS & GIRLS CLUB OF PORTAGE COUNTY INC	1,728.52	WIG Payment
5231	Noninstructional Supplies	CENGAGE LEARNING	450.00	
5231	Noninstructional Supplies	CITY OF MARSHFIELD	68.37	
5231	Noninstructional Supplies	DONAHUE SUPER SPORTS INC	952.71	
5231	Noninstructional Supplies	HEARTLAND BUSINESS SYSTEMS	218.52	
5231	Noninstructional Supplies	HEINZEN PRINTING INC	522.50	
5231	Noninstructional Supplies	HOME BUTCHERING SUPPLIES, LLC	317.80	
5231	Noninstructional Supplies	INSIGHT FS	1,434.40	
5231	Noninstructional Supplies	MISSISSIPPI WELDERS SUPPLY CO., INC	155.10	
5231	Noninstructional Supplies	NASSCO, INC.	2,853.42	
5231	Noninstructional Supplies	POWER PAC INC	382.44	
5231	Noninstructional Supplies	Prairie Flower Beads, LLC	360.00	
5231	Noninstructional Supplies	QUALITY PLUS PRINTING	100.00	
5231	Noninstructional Supplies	STERLING WATER INC	78.90	
5231	Noninstructional Supplies	Source Technologies	395.00	
5231	Noninstructional Supplies	THE UNIFORM SHOPPE OF GREEN BAY, INC.	2,782.50	
5231	Noninstructional Supplies	TURN PIKE GREENHOUSE	200.00	
5231	Noninstructional Supplies	US BANK-PCARD	19,189.25	
5231	Noninstructional Supplies	VILLAGE HIVE BAKERY & LOCAL FOODS COLL	96.00	
5231	Noninstructional Supplies	WATEA	4,436.44	WIG Payment
5232	Minor Equipment	DIXON GUN SHOP, LLC	800.00	
5232	Minor Equipment	REALITYWORKS	2,999.00	
5232	Minor Equipment	US BANK-PCARD	18,111.41	
5234	Postage	UMS PRINT SOLUTIONS LLC	122.95	
5234	Postage	UNITED MAILING SERVICE INC	2,901.77	
5234	Postage	US BANK-PCARD	424.41	
5271	Advertising Promotions	4 IMPRINT INC	1,382.11	
5271	Advertising Promotions	6 AM MARKETING, INC.	21,028.92	
5271	Advertising Promotions	ARTS COUNCIL OF SOUTH WOOD COUNTY	500.00	
5271	Advertising Promotions	FASTSIGNS 629	350.00	
5271	Advertising Promotions	HEART OF WISCONSIN	3,100.00	
5271	Advertising Promotions	MARSHFIELD AREA CHAMBER OF COMMERCE	475.00	
5271	Advertising Promotions	NICOLET PROMOTIONS INC	27.50	
5271	Advertising Promotions	QUALITY PLUS PRINTING	970.00	
5271	Advertising Promotions	STEVENS POINT ALLIANCE, INC.	200.00	
5271	Advertising Promotions	US BANK-PCARD	1,295.89	
5271	Advertising Promotions	WATEA	570.64	WIG Payment
5271	Advertising Promotions	WCWI-FM	765.00	
5271	Advertising Promotions	WI PAPER COUNCIL	1,300.00	
5271	Advertising Promotions	YANG, REBECCA	2,520.00	
5271	Advertising Promotions	ZALESKI SPORTS	12,990.00	
5281	Repairs	O'REILLY AUTOMOTIVE INC	790.64	
5281	Repairs	SCHIERL TIRE & SERVICE	6.00	
5281	Repairs	US BANK-PCARD	1,331.42	
5283	Building Repair	AIR DEMAND, LLC	800.14	
5283	Building Repair	CURRENT TECHNOLOGIES INC	1,481.46	
5283	Building Repair	HENRICKSEN & COMPANY, INC.	1,029.23	
5283	Building Repair	TWEET/GAROT MECHANICAL INC	589.22	
5283	Building Repair	US BANK-PCARD	1,175.80	
5284	Grounds Repair	ASCENT CONSTRUCTION, LLC	95.00	
5284	Grounds Repair	REINDERS	388.11	
5290	Teacher Certification	WTCS	12,390.96	
5351	Other Contracts and Services	ACEN	2,975.00	
5351	Other Contracts and Services	AKITABOX INC.	3,858.75	
5351	Other Contracts and Services	ANEW	200.00	
5351	Other Contracts and Services	ASCENSION WI EMPLOYER SOLUTION	1,665.00	
5351	Other Contracts and Services	AUTOMATED LOGIC - WISCONSIN	2,972.50	
5351	Other Contracts and Services	BRILLIANT MARKETING AND CONSULTING, LLC	144.00	
5351	Other Contracts and Services	CENTERGY INC	23,066.25	WIG Payment
5351	Other Contracts and Services	CENTURY PLAZA 1 D/B/A PATHOS PROPERTIES	250.00	
5351	Other Contracts and Services	CURRENT TECHNOLOGIES INC	536.60	
5351	Other Contracts and Services	Central Wisconsin Window Cleaners, Inc.	5,253.00	
5351	Other Contracts and Services	Diversified Benefit Services, Inc.	95.00	
5351	Other Contracts and Services	EXPRESS EMPLOYMENT PROFESSIONALS	3,339.23	
5351	Other Contracts and Services	FIRST CHOICE FIRE PROTECTION LLC	1,363.45	
5351	Other Contracts and Services	GROUND DETAIL SERVICE LLC	10,816.25	
5351	Other Contracts and Services	HIRERIGHT LLC	526.84	
5351	Other Contracts and Services	HealthCheck360	1,362.03	
5351	Other Contracts and Services	INFOBASE PUBLISHING	7,076.52	
5351	Other Contracts and Services	LAKESHORE TECHNICAL COLLEGE	36,165.18	WILM Charges

Account	Descr	Name	Sum Amount	Notes
5351	Other Contracts and Services	MID-STATE TECHNICAL COLLEGE	50.00	
5351	Other Contracts and Services	MOBILE LOCK & SECURITY	320.00	
5351	Other Contracts and Services	MOTIMATIC PBC	15,690.00	
5351	Other Contracts and Services	SCHIERL TIRE & SERVICE	80.00	
5351	Other Contracts and Services	SOUTHWEST WISCONSIN TECHNICAL COLLEGE	299.00	
5351	Other Contracts and Services	SPECTRUM BUSINESS	8,625.30	
5351	Other Contracts and Services	STAFFWORKS GROUP	7,712.13	
5351	Other Contracts and Services	STERICYCLE INC	295.64	
5351	Other Contracts and Services	STOCOR PORTABLE STORAGE LLC	940.00	
5351	Other Contracts and Services	THE LANDSCAPERS LLC	212.82	
5351	Other Contracts and Services	TRANSFR, INC.	16,000.00	
5351	Other Contracts and Services	US BANK-PCARD	4,219.14	
5351	Other Contracts and Services	US OMNI & TSACG COMPLIANCE SERVICES, INC	84.60	
5351	Other Contracts and Services	WATEA	2,408.19	WIG Payment
5351	Other Contracts and Services	WI DEPT OF JUSTICE	140.00	
5351	Other Contracts and Services	WNA SERVICES CO	78.00	
5351	Other Contracts and Services	WLS	36,193.02	FY24 Database renewal and WISPAL charges
5351	Other Contracts and Services	YMCA - SOUTH WOOD COUNTY	350.00	
5352	Maintenance Contracts	BAUERNFEIND BUSINESS TECHNOLOGIES INC	1,561.62	
5353	Professional Fees	Boardman & Clark LLP	3,373.00	
5355	Hardware maint annual agreemen	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	59,562.58	Con-Smartnet Renewal-Hardware maintenance agreement
5357	Software maint annual agreemen	CYBERBIT, INC.	24,995.00	
5357	Software maint annual agreemen	E O JOHNSON INC	3,589.00	
5357	Software maint annual agreemen	INSIGHT PUBLIC SECTOR INC	14,545.63	
5357	Software maint annual agreemen	PIEPER ELECTRIC, INC.	11,017.93	
5357	Software maint annual agreemen	US BANK-PCARD	5,264.40	
5357	Software maint annual agreemen	WISNET	25.00	
5357	Software maint annual agreemen	ZUMASYS, INC.	43.07	
5411	Equipment Rental	US BANK-PCARD	282.30	
5419	Facilities Rental	ASPIRUS RIVERVIEW HOSPITAL & CLINICS INC	12,916.67	
5419	Facilities Rental	CENTURY PLAZA 1 D/B/A PATHOS PROPERTIES	1,500.00	
5452	Electricity Expense	ALLIANT ENERGY/WP&L	1,634.03	
5452	Electricity Expense	MARSHFIELD UTILITIES	3,566.46	
5452	Electricity Expense	WATER WORKS & LIGHTING COMMISSION	32,023.08	Electric and water bill
5452	Electricity Expense	WI PUBLIC SERVICE CORP	7,919.79	
5453	Sewer Water	MARSHFIELD UTILITIES	540.56	
5453	Sewer Water	WATER WORKS & LIGHTING COMMISSION	2,517.87	
5454	Heat	BLUE EDGE ENERGY LLC	200.40	
5454	Heat	DIRECT ENERGY MARKETING, INC	1,724.63	
5454	Heat	WE ENERGIES	1,657.21	
5454	Heat	WI PUBLIC SERVICE CORP	296.22	
5455	Telephone	AT&T	987.87	
5455	Telephone	CONCORD TECHNOLOGIES	100.13	
5455	Telephone	FRONTIER NORTH INC	2,334.88	
5455	Telephone	HEARTLAND BUSINESS SYSTEMS	617.50	
5455	Telephone	SPECTRUM BUSINESS	179.98	
5455	Telephone	US CELLULAR	1,962.31	
5456	Garbage Pickup	HARTER'S FOX VALLEY DISPOSAL	2,455.85	
5501	Student Activity Club Expense	MADA EMB & SCREEN PRINTING	1,140.00	
5501	Student Activity Club Expense	PILLER, JALYNN	25.00	
5501	Student Activity Club Expense	US BANK-PCARD	1,514.28	
5654	Project Participant Cost	ALLIANT ENERGY/WP&L	195.00	
5654	Project Participant Cost	GM FINANCIAL	500.00	
5654	Project Participant Cost	IOLA-SCANDINAVIA SCHOOL DISTRICT	140.00	
5654	Project Participant Cost	US BANK-PCARD	581.65	
5654	Project Participant Cost	YMCA - SOUTH WOOD COUNTY	325.00	
5655	Sub Recip Wage and Fringe Pays	BOYS & GIRLS CLUB OF PORTAGE COUNTY INC	18,163.05	WIG Payment
5655	Sub Recip Wage and Fringe Pays	CENTERGY INC	868.52	WIG Payment
5655	Sub Recip Wage and Fringe Pays	CREATE PORTAGE COUNTY, INC.	1,201.93	WIG Payment
5655	Sub Recip Wage and Fringe Pays	WATEA	12,172.18	WIG Payment
5661	Institutional Support	CENTRAL WI MANUFACTURING ALLIANCE, INC	7,500.00	
5662	Indirect Expense	CREATE PORTAGE COUNTY, INC.	120.19	WIG Payment
5699	Other Expenditures	US BANK-PCARD	1,451.85	
5699	Other Expenditures	WI DEPT OF PUBLIC INSTRUCTION	200.00	
5701	Books Resale	ARCHETYPE INNOVATIONS, LLC	1,400.00	
5701	Books Resale	ASCEND LEARNING HOLDINGS, LLC	103,192.50	Book resale
5701	Books Resale	CENGAGE LEARNING	7,746.54	
5701	Books Resale	ELSEVIER INC	1,670.21	
5701	Books Resale	GOODHEART-WILLCOX COMPANY INC	785.40	
5701	Books Resale	MEDLINE	378.40	
5701	Books Resale	POWER TRANSMISSION DISTRIBUTORS ASSOC	3,537.78	
5701	Books Resale	REDSHELF, INC	29,192.95	Book resale
5701	Books Resale	TEACHING STRATEGIES INC	1,625.00	
5701	Books Resale	US BANK-PCARD	13,277.67	
5702	Resale Expense	ADVANCE AUTO PARTS	9.35	
5702	Resale Expense	AUTOZONE	53.97	
5702	Resale Expense	HEINZEN PRINTING INC	3,514.08	
5702	Resale Expense	MADA EMB & SCREEN PRINTING	4,020.00	
5702	Resale Expense	MEDLINE	378.40	
5702	Resale Expense	MERCER TOOL CORP.	83.55	
5702	Resale Expense	O'REILLY AUTOMOTIVE INC	(549.88)	
5702	Resale Expense	THE DOUGLAS STEWART COMPANY	1,617.14	
5702	Resale Expense	US BANK-PCARD	1,316.29	
5706	Internal Sales	US BANK-PCARD	2,510.78	
5707	Freight	FEDEX	71.65	
5707	Freight	MERCER TOOL CORP.	26.84	
5707	Freight	PARTNERSHIP, LLC	916.54	
5707	Freight	POWER TRANSMISSION DISTRIBUTORS ASSOC	61.62	
5707	Freight	TEACHING STRATEGIES INC	195.00	
5708	Outgoing Freight	US BANK-PCARD	68.00	
5715	Freight Online Sales	US BANK-PCARD	1,014.57	
5821	Building and Fixtures	AIR DEMAND, LLC	640.65	
5821	Building and Fixtures	AMERIFENCÉ CORPORATION OF WI	24,662.95	
5821	Building and Fixtures	APPLETON LATHING CORPORATION	203,443.54	AMETA Center construction. Two invoices. Trade Pack #9 (Weather Barriers & Spray Applied Insulation). \$5294.87. Trade Pack #16 (Gypsum Board Assemblies) \$150,501.67. Board approved AMETA project at the 2/28/22 board meeting.
5821	Building and Fixtures	BADGER HEATING & AIR CONDITIONING	76,950.00	AMETA Center construction. Trade Pack #26 (HVAC). Board approved AMETA project at the 2/28/22 board meeting.
5821	Building and Fixtures	CURRENT TECHNOLOGIES INC	7,005.60	
5821	Building and Fixtures	DAIGLE BROTHERS INC	2,973.77	
5821	Building and Fixtures	DAKOTA ELECTRIC SERVICE INC	122,502.50	AMETA Center construction. Trade Pack #27 (Electrical & Low Voltage - Building) Board approved AMETA project at the 2/28/22 board meeting.
5821	Building and Fixtures	EPPSTEIN UHEN ARCHITECTS, INC.	29,106.40	Two invoices. AMETA Center design fees. Board approved AMETA project at the 2/28/22 board meeting.
5821	Building and Fixtures	HJ MARTIN AND SON INC	4,275.00	
5821	Building and Fixtures	J. H. FINDORFF & SON INC	202,920.37	AMETA Center construction. Trade Pack #5 (Carpentry) \$47,397.32. Trade Pack #6 (Multiple Packages-Door Foam Filled Block). Two invoices totalling \$135,460.00 for July & Aug Construction Management Fees.

Paid Invoice Listing September 2023

Account	Descr	Name	Sum Amount	Notes
5821	Building and Fixtures	LEWIS CONSTRUCTION, INC	328,880.50	AMETA Center construction. Two invoices. Trade Pack #1 (Concrete - Building) Board approved AMETA project at the 2/28/22 board meeting.
5821	Building and Fixtures	OMNI GLASS & PAINT, LLC	27,550.00	AMETA Center construction. Trade Pack #14 (Glazing & Aluminum Entrances) Board approved AMETA project at the 2/28/22 board meeting.
5821	Building and Fixtures	RJ RASMUSSEN PLUMBING & HEATING, INC	38,325.60	AMETA Center construction. Trade Pack #25 (Plumbing). Board approved AMETA project at the 2/28/22 board meeting.
5821	Building and Fixtures	THE BOLDT COMPANY	135,410.26	AMETA Center construction. Trade Pack #3 (Concrete Masonry Unit & Veneer). Board approved AMETA project at the 2/28/22 board meeting.
5821	Building and Fixtures	US BANK-PCARD	3,599.00	
5831	Building Remodeling and Improv	CURRENT TECHNOLOGIES INC	621.60	
5831	Building Remodeling and Improv	HENRICKSEN & COMPANY, INC.	3,427.55	
5831	Building Remodeling and Improv	THE BOLDT COMPANY	138,948.00	Stevens Point Link relocation project. (Now called the Academic Learning Center.) Awarded to Boldt at the May District Board meeting.
5841	Furniture and Equipment	FISHER SCIENTIFIC	40,609.04	Four invoices. One invoice for \$22,224.30. This was for electronic sterilizer.
5842	Computers and Comp Software	BLACKBAUD INC	20,400.00	
5842	Computers and Comp Software	HEARTLAND BUSINESS SYSTEMS	300,060.76	AMETA Center. Network infrastructure equipment. Board approved AMETA project at the 2/28/22 board meeting.
5842	Computers and Comp Software	VANGUARD COMPUTERS, INC.	33,619.50	Two invoices. One invoice for \$28,025.00. This pertains to PO# 2024000106. 25 HP Elite Books were on this invoice.
		Total	2,725,713.46	
2105	Refund Clearing	Total Financial Aid/Student Refunds	748,663.04	
		Total Payments for September 2023	\$ 3,474,376.50	
		Capital	1,745,932.59	
		Operational	1,728,443.91	

September Accepted Contract Service Agreements

Meeting on October 16, 2023

Contract Number	Location of Business/Agency	Industry Type	Type of Service	Hours of Instructions	Estimated Number Served	Contract Amount
147019	Stevens Point	Business and Industry	Cyber Security Live-Fire Cyber Range Workshop	4	10	1,250.00
147020	Wisconsin Rapids	Public Educational Institutions - Postsecondary	Public Safety Update Series	5	75	1,900.00
147021	Marshfield	Business and Industry	BLS - Basic Life Support Provider Adult Infant CPR	6	10	1,480.00
147022	Nekoosa	Business and Industry	Confined Space Rescue	4	32	2,450.00
147023	Stevens Point	Business and Industry	Equity through Civility	2	20	475.00
147024	Wisconsin Rapids	Business and Industry	Lifting and Rigging	4	6	1,440.00
147025	Wisconsin Rapids	Wisconsin Local Governmental Units	Emotional Intelligence	3	50	750.00
147026	Wisconsin Rapids	Wisconsin Local Governmental Units	Team Building	3	50	1,600.00
147027	Nekoosa	Business and Industry	Supervisory Training	24	24	10,280.00
Total:						\$21,625.00

September Contract Training Proposals For Informational Purposes

Monthly Contract Training Proposal Recap - September 2023					
Proposal #	Bill to City	Industry Type	Type of Service	Proposal Amount	Current Status
685	Marshfield	Business and Industry	Email Etiquette Training	\$495.00	Approved
693	Wisconsin Rapids	Government	Team Building (Emotional Intelligence and Team Building)	\$2,350.00	Accepted
692	Stevens Point	Business and Industry	CPR/AED/First Aid	\$1,190.00	Presented
690	Wisconsin Rapids	Business and Industry	Forklift Training Program Review Technical Assistance	\$1,650.00	Presented
689	Wisconsin Rapids	Business and Industry	Lifting & Rigging (October 2023)	\$1,440.00	Accepted
686	Wisconsin Rapids	Business and Industry	Cougar Career Paths	\$3,000.00	Presented
683	Nekoosa	Business and Industry	Supervisory Training	\$10,280.00	Accepted
676	Wisconsin Rapids	Business and Industry	BLS Basic Life Support Provider	\$790.00	Accepted
675	Stevens Point	Business and Industry	Security Officer Firearms Training	\$300.00	Presented
674	Marshfield	Business and Industry	BLS New Certification Training	\$1,480.00	Accepted
673	Marshfield	Business and Industry	CPR AED FA BPP Training	\$1,995.00	Presented
672	Stevens Point	Business and Industry	Cyber Security Live-Fire Cyber Range Workshop	\$1,250.00	Accepted
TOTAL				\$26,220.00	

FINANCE & INFRASTRUCTURE COMMITTEE

Procurement of Goods and Services

October 16, 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>		
Academic & Institutional Excellence Software - WiLS (Madison, WI)	36,193.02	Quote
Subtotal for Procurements Not Requiring Board Action	\$36,193.02	
<u>Procurements Approved in Budget Process Not Requiring Board Action</u>		
AMETA Center		
Carpentry - J. H. Findorff & Sons Inc. (Madison, WI)	47,397.32	Bid
Bridge Crane & Overhead Door - J. H. Findorff & Sons Inc. (Madison, WI)	20,063.05	Bid
AMETA Construction Management fees - J. H. Findorff & Sons Inc. (Madison, WI)	135,460.00	RFP
Plumbing work - Rasmussen Plumbing, Inc (Plover, WI)	38,325.60	Bid
Gypsum Board Assemblies - Appleton Lathing Corp. (Neeenah, WI)	203,443.54	Bid
Electrical & Low Voltage-Building - Dakota (Marshfield, WI)	122,502.50	Bid
HVAC - Badger Heating & Air Conditioning, LLC (Stevens Point, WI)	76,950.00	Bid
Concrete work - Lewis Construction, Inc (Schofield, WI)	328,880.50	Bid
Concrete Masonry & Veneer - Boldt, Inc (Appleton, WI)	135,410.26	Bid
Glazing & Aluminum Entrances - Omni Glass & Paint LLC (Oshkosh, WI)	27,550.00	Bid
AMETA Design fees - Eppstein Uhen Architects, Inc (Milwaukee, WI)	29,106.40	State Contract
Stevens Point Campus		
Academic Learning Center relocation (LiNK) - Boldt, Inc (Appleton, WI)	138,948.00	Bid
IT Department		
Software - Presidio Networked Solutions, LLC (Madison, WI)	59,562.58	State Contract

FINANCE & INFRASTRUCTURE COMMITTEE

Procurement of Goods and Services

October 16, 2023 Board Meeting

	<u>Amount</u>	<u>Procurement Method</u>
AMETA Infrastructure - Heartland Business Systems, LLC (Minneapolis, MN)	300,060.76	State Contract
Equipment - Vanguard Computers Inc. (Brookfield, WI)	33,619.50	State Contract
Student Services		
UWSP Housing - Stevens Point, WI	88,416.00	Sole Source
Subtotal for Procurements Approved in Budget Process Not Requiring Board Action	\$1,785,696.01	
<u>Mandatory Procurements Not Requiring Board Action</u>		
Lakeshore Technical College WILM expenses (Monthly)	36,165.18	Mandatory
Wisconsin Rapids Campus (Electric) Water Works & Lighting Commission (September)	32,023.08	Mandatory
Subtotal for Mandatory Procurements	\$68,188.26	
<u>Emergency Procurements</u>		
<u>None</u>		
Subtotal for Emergency Procurements	\$0.00	
Grand Total	<u><u>\$1,890,077.29</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.

FY24 Budget Notifications Made in the Month of September 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						
	141254 Achieving Student Success Grant	Federal	Establish budgets	15,583.00	14,764.00	819.00
	141894 Dental Assistant Grant	State	Establish budgets	60,200.00	60,200.00	-
	149114/124/134/144 Various WAT Grants	State	Adjust budgets to actual	(167,820.00)	(167,820.00)	-
	141874 Rural Healthcare/Strengthening Communities Grant	Federal	Transfer budget between funds	(65,000.00)	(65,000.00)	(65,000.00)
Fund 2 - Special Revenue Non-Aidable Fund Budget Notifications						
Fund 3 - Capital Projects Fund Budget Notifications						
	141874 Rural Healthcare/Strengthening Communities Grant	Federal	Transfer budget between funds	65,000.00	-	65,000.00
Fund 4 - Debt Service Fund Budget Notifications						
Fund 7 - Special Revenue Non-Aidable Fund Budget Notifications						
Total Budget Changes For The Month				(92,037.00)	(92,856.00)	819.00



Mid-State Technical College
Budgeted Revenues, Expenditures and Changes in Fund Equity
Current Budget for Fiscal Year 2024
 as of September 30, 2023

	General Operations & Grants		Special Rev		Special Rev		Capital Projects		Annual Debt Service		Enterprise Units		Internal Sales, Media Services & Self-Funded Insurances		Total Current Budget		Percentage of Total Current Budget		
	Fund 1	Fund 2	Fund 7	Fund 3	Fund 4	Fund 5	Fund 6	Fund 6	Fund 4	Fund 5	Fund 6	Fund 6	Fund 6	Fund 6	Total Current Budget	Original Budget	Total Current Budget	Original Budget	
Local Government	7,141,757	-	-	-	6,998,265	-	-	-	-	-	-	-	-	-	14,140,022	14,140,022	23.0%	14,140,022	14,140,022
Student Fees	6,832,846	77,300	428,515	-	-	-	-	-	-	-	-	-	-	-	7,338,661	7,338,661	12.0%	7,338,661	7,338,661
State Aid & Grants	18,650,341	-	866,000	347,000	-	-	-	-	-	-	-	-	-	-	19,863,341	19,273,786	32.4%	19,273,786	19,273,786
Institutional	194,576	910,000	612,000	85,000	110,000	1,125,404	6,034,643	9,071,623	-	-	-	-	-	-	10,939,106	9,226,671	14.8%	9,226,671	9,226,671
Federal	4,174,751	-	6,670,450	93,905	-	-	-	-	-	-	-	-	-	-	10,939,106	7,512,583	17.8%	7,512,583	7,512,583
Total Revenues	36,994,271	987,300	8,576,965	525,905	7,108,265	1,125,404	6,034,643	61,352,753	1,125,404	1,125,404	6,034,643	6,034,643	61,352,753	61,352,753	100.0%	57,491,723	57,491,723	100.0%	57,491,723

	General Operations & Grants		Special Rev		Special Rev		Capital Projects		Annual Debt Service		Enterprise Units		Internal Sales, Media Services & Self-Funded Insurances		Total Current Budget		Percentage of Total Current Budget		
	Fund 1	Fund 2	Fund 7	Fund 3	Fund 4	Fund 5	Fund 6	Fund 6	Fund 4	Fund 5	Fund 6	Fund 6	Fund 6	Fund 6	Total Current Budget	Original Budget	Total Current Budget	Original Budget	
Salaries and Wages	19,808,623	351,057	262,890	372,760	-	284,379	-	-	-	-	-	-	-	-	21,079,709	20,576,211	25.1%	20,576,211	20,576,211
Benefits	8,487,582	105,716	313,459	172,795	-	87,704	-	-	-	-	-	-	-	-	9,167,256	8,960,710	10.9%	8,960,710	8,960,710
Current Expenditures	9,253,653	631,042	130,000	180,550	-	104,328	-	-	-	-	-	-	-	-	11,514,577	8,558,909	13.7%	8,558,909	8,558,909
Student Financial Aid & Activities	-	-	7,858,758	-	-	-	-	-	-	-	-	1,215,004	-	-	7,858,758	7,858,758	9.4%	7,858,758	7,858,758
Resale	-	-	-	-	-	807,215	-	-	-	-	-	4,776,145	-	-	5,583,360	5,583,360	6.6%	5,583,360	5,583,360
Capital Outlay	-	-	-	21,583,265	-	-	-	-	-	-	-	-	-	-	21,583,265	5,775,250	25.7%	5,775,250	5,775,250
Debt Retirement	-	-	-	-	7,180,530	-	-	-	-	-	-	-	-	-	7,180,530	7,180,530	8.6%	7,180,530	7,180,530
Total Expenditures	37,549,858	1,087,815	8,565,107	22,309,370	7,180,530	1,283,626	5,991,149	83,967,455	1,283,626	1,283,626	5,991,149	5,991,149	83,967,455	83,967,455	100.0%	64,493,728	64,493,728	100.0%	64,493,728
% of Expenditures by Fund	44.7%	1.3%	10.2%	26.6%	8.6%	1.5%	7.1%	100.0%	1.5%	8.6%	7.1%	7.1%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%

Changes in Fund Equity

Budgeted Fund Equity as of 6/30/23	23,138,001	23,138,001
Current Revenue over Expenses	(7,002,005)	(7,002,005)
Other Sources and Uses:		
Proceeds from Debt	6,000,000	6,000,000
Interfund Transfers In	640,000	640,000
Interfund Transfers Out	(640,000)	(640,000)
Repayment of Debt	-	-
Budgeted Ending Fund Equity	22,135,996	22,135,996



Mid-State Technical College
Accrued Revenues, Expenditures and Changes in Fund Equity
Current Actuals for the Fiscal Year 2024
as of September 30, 2023

YTD

25.0%

	General Operations & Grants			Special Rev		Capital Projects		Annual Debt Service		Enterprise Units		Internal Sales, Media Services & Self-Funded Insurances		Total Current Budget	% of Actual to Budget
	Fund 1	Fund 2	Fund 7	Fund 3	Fund 4	Fund 5	Fund 6	All Funds	Total YTD	Total Current Budget					
Local Government	-	-	-	-	-	-	-	-	-	-	-	-	-	14,140,022	0.0%
Student Fees	3,741,087	39,168	214,898	-	-	-	-	-	-	-	-	-	3,995,152	7,338,661	54.4%
State Aid & Grants	1,807,877	-	454,610	-	-	-	-	-	-	-	-	-	2,262,487	19,863,341	11.4%
Institutional	142,310	150,482	108,128	102,121	216,506	425,402	1,486,912	-	-	-	-	-	2,631,861	9,071,623	29.0%
Federal	676,494	-	2,814,846	62,108	-	-	-	-	-	-	-	-	3,553,448	10,939,106	32.5%
Total Revenues	6,367,768	189,650	3,592,482	164,229	216,506	425,402	1,486,912	216,506	37.8%	3.0%	24.6%	20.3%	12,442,948	61,352,753	20.3%
% of Budget Recognized															
	17.2%	19.2%	41.9%	31.2%	3.0%	37.8%	24.6%	20.3%							

	Expenditures		% of Budget Expended										
	Total Expenditures	% of Budget Expended											
Salaries and Wages	4,405,255	71,058	54.392										
Benefits	1,840,924	29,036	19,509										
Current Expenditures	1,939,805	56,850	24,518										
Student Financial Aid & Activities	-	3,477,061	-										
Resale	-	-	415,903										
Capital Outlay	-	5,018,348	-										
Debt Retirement	-	-	510,552										
Total Expenditures	8,185,984	5,175,291	514,322										
			19,017,361										
			22.6%										
% of Budget Expended													
	21.8%	14.5%	41.6%	23.2%	7.1%	40.1%	15.3%	22.6%					

Changes in Fund Equity	
Estimated Fund Equity as of 6/30/23	23,138,001
Current Revenue over Expenses	(22,614,702)
Other Sources and Uses:	6,000,000
Proceeds from Debt	-
Interfund Transfers In	640,000
Interfund Transfers Out	(640,000)
Repayment of Debt	-
Accrued YTD Fund Equity	6,523,299

Mid State Technical College
Combined Balance Sheet - All Fund Types and Account Groups
September 30, 2023

With comparative totals for September 30, 2022

	Governmental Fund Types				Proprietary Fund Types		Fiduciary Fund Type	
	General	Special Rev Aidable	Capital Projects	Debt Service	Enterprise	Internal Service	Special Rev Non-Aidable	Memorandum only 2022-23
ASSETS AND OTHER DEBITS								
Cash	\$ 10,710,297	\$ -	\$ 9,050,837	\$ 684,338	\$ 1,750	\$ 2,649,362	\$ -	\$ 23,096,584
Investments	-	-	-	-	-	-	6,441,648	6,441,648
Receivables:								
Property taxes	-	-	-	-	-	-	-	-
Accounts receivable	1,482,053	21,268	8,505,075	-	175,476	-	80,120	10,263,992
Due from other funds	-	264,312	557,497	-	-	423,750	166,250	1,411,809
Inventories - at cost	-	-	-	-	561,408	-	-	561,408
Prepaid Assets	-	-	-	-	-	-	-	-
Other Current Assets	-	-	-	-	-	-	-	-
Fixed assets - at cost, less accumulated depreciation, where applicable	-	-	-	-	343,413	-	-	343,413
General Long Term Debt	-	-	-	-	-	-	-	-
All Other Noncurrent Assets	-	-	-	-	-	-	-	-
TOTAL ASSETS AND OTHER DEBITS	\$ 12,192,350	\$ 285,580	\$ 18,113,409	\$ 684,338	\$ 1,082,047	\$ 3,073,111	\$ 6,688,018	\$ 42,118,855

LIABILITIES, FUND EQUITY AND OTHER CREDITS

LIABILITIES								
Accounts Payable	\$ 222,256	\$ -	\$ 616,577	\$ -	\$ 37,121	\$ -	\$ 179	\$ 876,132
Accrued Liabilities:								
Wages	-	-	-	-	-	-	-	-
Employee related payables	301,351	-	-	-	-	-	-	301,351
Vacation	415,617	15,088	-	-	9,594	-	10,563	450,862
Other current liabilities	-	-	-	-	4,712	-	-	4,712
Due to other funds	1,177,280	-	-	950	233,579	-	-	1,411,809
Deferred Revenues	585,918	-	-	-	-	-	-	585,918
Def Compensation Liability	-	-	-	-	-	-	-	-
General Long Term Debt Group	-	-	-	-	-	-	-	-
TOTAL LIABILITIES	2,702,423	15,088	616,577	950	285,006	-	10,742	3,630,786

Fund equity and other credits								
Retained Earnings	-	-	-	-	885,961	142,259	12,922	1,041,143
Res for Prepaid Expenditures	250	3,750	-	-	-	-	-	4,000
Reserve for Self-Insurance	-	-	-	-	-	2,358,426	-	2,358,426
Reserve for Student Gov & Org	-	-	-	-	-	-	72,113	86,212
Res for Student Fin Assistance	-	-	-	-	-	-	127,954	129,040
Res for Post-Employ Benefits	482,274	-	-	-	-	-	6,430,862	6,920,325
Reserve for Capital Projects	-	-	16,444,614	-	-	-	-	16,444,614
Res for Cap Proj - Motorcycle	-	-	63,280	-	-	-	-	63,280
Reserve for Debt Service	-	-	-	977,435	-	-	-	977,435
Designated for Operations	7,737,852	150,230	-	-	-	-	-	7,888,082
Des for State Aid Fluctuations	603,420	-	-	-	-	-	-	603,420
Des for Subsequent Year	2,341,062	84,531	-	-	-	-	-	2,425,593
TOTAL FUND EQUITY AND OTHER CREDITS	11,164,858	238,511	16,507,894	977,435	885,961	2,500,686	6,643,851	38,919,196
Year-to-date excess revenues(expenditures)	(1,674,930)	31,982	988,938	(294,047)	(88,920)	572,425	33,425	(431,127)
TOTAL LIABILITIES, FUND EQUITY AND OTHER CREDITS	\$ 12,192,350	\$ 285,580	\$ 18,113,409	\$ 684,338	\$ 1,082,047	\$ 3,073,111	\$ 6,688,018	\$ 42,118,855

2023-24 Tax Levy Certification Resolution

BE IT RESOLVED that the Mid-State Technical College Board authorized a \$14,180,667 property tax levy for fiscal year 2024, representing an overall mill rate of \$0.71067 on \$19,954,060,213 of equalized valuation without TIFs within the boundaries of the Mid-State Technical College District.

BE IT FURTHER RESOLVED that this levy be made up of \$7,094,863 in operational levy representing an operational mill rate of \$0.35557 and \$7,085,804 in debt service representing a debt service mill rate of \$0.35511.

BE IT FURTHER RESOLVED that administration apportion this levy based on the certified equalized property values for its 97 municipalities and notify them of their apportionment in accordance with state statutes.

**NOTICE OF FY23
BUDGET AMENDMENT
October 16, 2023**

WHEREAS, the FY23 budget was adopted by the Mid-State Technical College (Mid-State) Board on June 20, 2022, was amended on April 17, 2023, and State statute requires the district board to approve any modifications to the original adopted budget; and

WHEREAS, the General Fund budget was adjusted to accommodate the reallocation of budgets within departments and functions, the addition of or modification of grants, and to adjust operational budgets; and

WHEREAS, the Special Revenue - Operational Fund budget was adjusted to accommodate the Institutional COVID relief funding and adjust dual credit budgets; and

WHEREAS, the Capital Projects budget was adjusted to reflect current year project estimates and the addition of or modification of grants; and

NOW, THEREFORE, BE IT RESOLVED by the Mid-State Technical College Board to approve the following FY23 budgetary revisions:

FUND	FUNCTION RESOURCE	APPROPRIATION CHANGE	MODIFIED APPROPRIATION
General	Instruction	(3,039,674)	20,317,138
General	Instructional Resources	19,176	1,173,429
General	Student Services	97,305	4,810,516
General	General Institutional	(177,666)	5,895,627
General	Physical Plant	120,079	2,431,878
Special Revenue – Operational	Instruction	851,340	1,814,008
Special Revenue – Operational	Student Services	0	162,980
Special Revenue – Operational	General Institutional	390,147	715,627
Special Revenue – Operational	Physical Plant	0	84,651
Capital Projects	Instruction	15,722	1,265,159
Capital Projects	Instructional Resources	2,932	144,733
Capital Projects	Student Services	(4,986)	510,514
Capital Projects	General Institutional	790,137	6,806,638
Capital Projects	Physical Plant	2,260,936	4,272,357
Debt Service	Physical Plant	0	7,174,874
Enterprise	Auxiliary Services	0	1,187,841
Internal Services	Auxiliary Services	0	6,035,200
Special Revenue – Non-Aidable	Student Services	0	8,208,785
Special Revenue – Non-Aidable	General Institutional	0	290,150
Total Appropriations	Operating Expenditures	\$1,325,448	\$73,302,105

BE IT FURTHER RESOLVED that these budget modifications comply with the district board’s policy; and

BE IT FURTHER RESOLVED that these changes are now authorized by a two-thirds (2/3) vote of the entire District Board membership in accordance with Section 65.90(5) of Wisconsin Statutes; and

BE IT FURTHER RESOLVED that administration be directed to place this resolution as Class 1 legal notice in the designated district newspaper as required by Section 65.90(5)(a) of the Wisconsin Statutes.

**RESOLUTION FOR
AWARDING OF RFP #816
Criminal Justice Virtual Reality System**

WHEREAS, the college has need for Criminal Justice Virtual Reality System; and

WHEREAS, the existing Criminal Justice System is video based and has reached its contractual life; and

WHEREAS, the existing Criminal Justice System is an integral part of training students throughout the College; and

WHEREAS, the responses of Requests For Proposal #816 were submitted, documented, opened, recorded, and scored in accordance with College and WTCS 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 for procurement of this purchase.

BE IT RESOLVED that the Mid-State Technical College Board accepts and approves the awarding of Request for Proposal #816 to the vendor and in the proposed amount, commencing on October 17, 2023, as recommended to the Board by Administration, as set forth in the schedules attached hereto.

BE IT FURTHER RESOLVED that the Mid-State Technical College Board approved the funding of \$127,600 for the Criminal Justice Virtual Reality System from the WTCS FY23-24 Core Industry Grant.

**RESOLUTION FOR
AWARDING OF BID #818
AMETA Center Mass Notification System**

WHEREAS, the college has need for a mass notification system at the AMETA Center; and

WHEREAS, the proposed system was coordinated with, and approved by Mid-State's IT and Security staff; and

WHEREAS, the bids for #818 were submitted, documented, opened, recorded, and scored in accordance with College and WTCS 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 for services of the project.

BE IT RESOLVED that the Mid-State Technical College Board accepts and approves the awarding of Bid #818 to the supplier and in the contract amount, commencing on October 17, 2023 as recommended to the Board by Administration, as set forth in the schedules attached hereto.

BE IT FURTHER RESOLVED that the Mid-State Technical College Board approved the funding of AMETA Center construction and equipment budget.



ETHICS RESOLUTION

WHEREAS, technical college district board members, district directors, and other key administrative staff of technical college districts are subject to the State Code of Ethics.

THEREFORE, BE IT RESOLVED that, for purposes of Wisconsin's Code of Ethics for Public Officials and Employees, Sections 19.41 through 19.59, Stats., the Mid-State Technical College District Board of Directors designates the following positions deputy, associate, or assistant district directors and indicates its intention that the current occupants of these positions and their successors be subject to the Wisconsin Ethics Code:

<u>Position</u>	<u>Occupant</u>
President	Dr. Shelly Mondeik 1421 Lily Lane Wisconsin Rapids, WI 54494
Vice President, Academics	Dr. Chris Severson 210 N 36 th Avenue Wausau, WI 54401
Vice President, Finance & Facilities	Greg Bruckbauer 1811 Whispering Pine Drive Plover, WI 54467
Vice President, Human Resources & Organizational Development	Dr. Karen Brzezinski 3211 1 st Street South Wisconsin Rapids, WI 54494
Vice President, Student Services & Enrollment Management	Dr. Amanda Lang 9405 Vermillion Street Milladore, WI 54454-9700
Vice President, Information Technology	Brad Russell 1160 Bellview Drive Wisconsin Rapids, WI 54494
Vice President, Workforce Development & Community Relations	Dr. Bobbi Damrow 731 32 nd Street North; #202 Wisconsin Rapids, WI 54494
Manager, Project Management & Capital Budget	Matt Schneider 3065 Swanson Road Wisconsin Rapids, WI 54495
Director, Foundation & Alumni	Micki Dirks-Luebbe 6102 Tricia Avenue Weston, WI 54476

Approval of Hires and Resignations of Contracted Employees October 16, 2023

Resignations

- n/a

Hires

- Dayne Oertel (effective September 25, 2023)
Instructor, Dental Assistant

- Candace Schmidt (effective December 4, 2023)
Instructor, Criminal Justice

- Morgan Simon (effective November 18, 2023)
Instructor, Business Management