

BOARD OF DIRECTORS MEETING February 2024

Monday, February 19, 2024 Mid-State Wisconsin Rapids Campus 500 32nd Street North, Wisconsin Rapids

4:00 p.m. - Finance & Infrastructure Committee Meeting; Room A223 (page 3)
4:15 p.m. - Academic & Student Services Committee Meeting; Room A112 (page 6)
4:15 p.m. - Human Resources & External Relations Committee Meeting; Room A203 (page 8)
5:00 p.m. - Committee-of-the-Whole Meeting; Room L133-134 (page 10)
Immediately Following Committee-of-the-Whole - Board Meeting; Room L133-134 (page 12)

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, February 19, 2024

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 February 19, 2024 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 NOVEMBER 20, 2023; DECEMBER 18, 2023; AND JANUARY 15, 2024 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. RFP #821 AMETA CENTER FURNITURE PACKAGE #2 GREG BRUCKBAUER

Results of RFP #821 for the AMETA Center Furniture Package #2 will be presented. Board action will be requested.

G. INFORMATIONAL ITEMS

- 1. Anthology Brad Russell An update on the implementation of Anthology as Mid-State's new Enterprise Resource Planning System will be provided.
- 2. FY25 Capital Budget Planning Greg Bruckbauer An update on FY25 Capital Budget planning will be provided.
- 3. Finance Implications for Topics in Other Committees Often topics directed by the other two committees have fiscal or financial implications that would be of interest or concern by the Finance & Infrastructure Committee. The purpose of this agenda item is to enable committee members to raise any finance related questions. Any necessary action will be incorporated into the action reported by the originating committee.

H. ADJOURNMENT (Voice Vote) – GORDON SCHALOW

MID-STATE TECHNICAL COLLEGE FINANCE AND INFRASTRUCTURE COMMITTEE MEETING MINUTES

	Marshfield Campus	3	November 20, 2023
<u>A.</u>		A – Gordon Schalow is called to order at 4:00 p.m.	
	ROLL CALL PRESENT:	Gordon Schalow, and Charles Spargo	
	OTHERS:	Paula Berger, Greg Bruckbauer, Sherry Glenzer-Meyer, and Brenda Swan	Dr. Shelly Mondeik, Brad Russell,
<u>B.</u>	The meeting no	CERTIFICATION – Gordon Schalow tice was verified; stating that this meeting of the Mid-Stat to the public in an attempt to keep the citizens of the di eting.	
<u>C.</u>	Motion by Mr. S	COMMITTEE MINUTES (SEPTEMBER 18, 2023 MEETING) – pargo, seconded by Mr. Schalow, upon a voice vote, unanir 23 Finance & Infrastructure Committee meeting.	
<u>D.</u>		ISENT AGENDA ITEMS – Greg Bruckbauer a items were reviewed. No action was taken.	
<u>E.</u>		REPORT – Greg Bruckbauer port was provided for FY24. No action was taken.	
<u>F.</u>		FINANCIAL STATEMENTS - Greg Bruckbauer the FY23 financial audit report was provided by Brian An	derson, CPA with Wipfli. No action
<u>G.</u>		ETA CENTER FURNITURE – Greg Bruckbauer 817 – AMETA Center Furniture were presented and discus	ssed. No action was taken.
<u>H.</u>		IETA CENTER EXTERIOR BUILDING SIGNAGE – Greg Bruckt #819 for the AMETA Center Exterior Building Signage w en.	
<u>l.</u>		ETA CENTER INTERIOR BUILDING SIGNAGE – Greg Bruckb 820 for the AMETA Center Interior Building Signage were p	
<u>J.</u>		<u>L ITEMS</u> – Gordon Schalow IPLICATIONS FOR TOPICS IN OTHER COMMITTEES: No topi	cs were discussed.
<u>K.</u>	There being no	– Gordon Schalow further action or business, the meeting adjourned at 4:45 r. Schalow, upon a voice vote.	p.m. with a motion by Mr. Spargo,

Betty Bruski Mallek, Secretary Mid-State Technical College Board

MID-STATE TECHNICAL COLLEGE FINANCE AND INFRASTRUCTURE COMMITTEE MEETING MINUTES

Wisc	onsin Rapids Car	mpus	December 18, 2023
Α.	CALL TO ORD	D <u>ER</u> – Gordon Schalow	
	The meeting v	was called to order at 4:00 p.m.	
	ROLL CALL		
	PRESENT:	Gordon Schalow	
	OTHERS:	Greg Bruckbauer, Ryan Kawski, Dr. Shelly Mondeik, and Br	rad Russell
<u>B.</u>		NG CERTIFICATION – Gordon Schalow	
<u>D.</u>		notice was verified; stating that this meeting of the Mid-State	Technical College District Board
		ced to the public in an attempt to keep the citizens of the dist	
	place of the m		
		neeting.	
C.	REVIEW OF CO	ONSENT AGENDA ITEMS - Greg Bruckbauer	
<u>.</u>		nda items were reviewed. No action was taken.	
	eeneene .gen		
<u>D.</u>	TREASURER'S	<u>S REPORT</u> – Greg Bruckbauer	
	Treasurer's Re	Report was provided for FY24. No action was taken.	
_			
<u>E.</u>		AMETA CENTER FIBER LASER CUTTING SYSTEM – Greg Bruckb	
		P #822 – AMETA Center Fiber Laser Cutting System were pres	sented and discussed. No action
	was taken.		
F.	RFP #823 - A	AMETA CENTER CNC PRESS BRAKE SYSTEM – Greg Bruckbaue	er.
		FP #823 – AMETA Center CNC Press Brake System were pres	
	was taken.		
<u>G.</u>		AMETA CENTER WELDERS – Greg Bruckbauer	
	Results of RFF	P #824 for the AMETA Center Welders were presented and dis	cussed. No action was taken.
ш			
<u>H.</u>		AMETA CENTER IRONWORKER – Greg Bruckbauer d #825 for the AMETA Center Ironworker were presented and d	licaused. No action was taken
	Results of Diu	a #625 for the AMETA Center honworker were presented and o	
I.	BID #826 – A	AMETA CENTER VERTICAL MITERING BAND SAW - Greg Bruckb	auer
		d #826 for the AMETA Center Vertical Mitering Band Saw we	
	action was tak	-	
<u>J.</u>		AMETA CENTER HYDRAULIC SHEAR – Greg Bruckbauer	
		d #827 for the AMETA Center Hydraulic Shear were presente	d and discussed. No action was
	taken.		
<u>K.</u>		NAL ITEMS – Gordon Schalow	
<u>n.</u>		D-STATE TECHICAL COLLEGE FOUNDATION AUDIT: An overview of	of the Mid-State Foundation Audit
		or year ending June 30, 2023 was provided. Results were inform	
	16301(310)		
	2. REPLACE	EMENT OF TELEPRESENCE AND CER TECHNOLOGY: Int	formation regarding proposed
		nent and financing of Mid-State's Telepresence and CER technology	
		nt in January 2024.	
	0	2	

- 3. FINANCE IMPLICATIONS FOR TOPICS IN OTHER COMMITTEES: No topics were discussed.
- L. ADJOURNMENT Gordon Schalow

There being no further action or business, the meeting adjourned at 4:26 p.m. with a motion by Mr. Schalow.

MID-STATE TECHNICAL COLLEGE FINANCE AND INFRASTRUCTURE COMMITTEE MEETING MINUTES

	Stevens Point Car	mpus	Janua	ary 15, 2024
Α.		R – Charles Spargo	54144	1, 10, 202 1
<u>/ u</u>		as called to order at 4:00 p.m.		
	ROLL CALL PRESENT:	Charles Spargo		
	EXCUSED:	Gordon Schalow		
	OTHERS:	Greg Bruckbauer, Ryan Kawski,	Dr. Shelly Mondeik, and Brad Russell	
<u>B.</u>	The meeting no	d to the public in an attempt to ke	meeting of the Mid-State Technical Co ep the citizens of the district aware of	
<u>C.</u>		NSENT AGENDA ITEMS - Greg Brue a items were reviewed. No action v		
<u>D.</u>		REPORT – Greg Bruckbauer port was provided for FY24. No act	on was taken.	
<u>E.</u>		#829 – AMETA Center 5-Axis Verti	<u>CMACHINING CENTER</u> – Greg Bruckbau cal CNC Machining Center were presen	
<u>F.</u>	Results of Bid		AND CNC CONTROLLED LATHES - Greg Manual and CNC Controlled Lathes w	
<u>G.</u>			<u>C MACHINE</u> – Greg Bruckbauer Vertical CNC Machine were presented	and discussed. No
<u>H.</u>	Discussion arou		LEASE-PURCHASE DOCUMENTS – Brac financing of Mid-State's Telepresence a ed. No action was taken.	
<u>l.</u>	1. BUDGET DI	L ITEMS – Charles Spargo EVELOPMENT CALENDAR FOR FISO as presented for review and discu	CAL YEAR 2024-25 (FY25): The FY25 Bi ssion. No action was taken.	udget Development
	2. FINANCE IN	IPLICATIONS FOR TOPICS IN OTHE	R COMMITTEES: No topics were discus	sed.
<u>J.</u>		– Charles Spargo further action or business, the me	eting adjourned at 4:31 p.m. with a mo	tion by Mr. Spargo.
Betty	Bruski Mallek, Sec	cretary	Angela R. Susa, Recording Secretary	

ACADEMIC & STUDENT SERVICES COMMITTEE

Monday, February 19, 2024

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 February 19, 2024 meeting of the Mid-State Technical College District Board of Directors, and all other meetings of the Board and/or its committees, is open to the public in compliance with State Statutes. Notice of this meeting has been sent to news media and designated persons in an attempt to make the citizens of the Mid-State Technical College District aware of the place, time and agenda of the meeting.

C. APPROVAL OF COMMITTEE MINUTES (January 15, 2024 MEETING) (Voice Vote) - ARE VANG

D. REVIEW OF CONSENT AGENDA ITEMS - ARE VANG

E. INFORMATIONAL ITEMS

- 1. WTCS Changes that Impact Operation Budget Dr. Chris Severson & Dr. Mandy Lang The College will share Wisconsin Technical College System (WTCS) changes that will have an impact on college operations.
- 2024 Wisconsin Act 89 Dr. Chris Severson Governor Evers recently signed legislation aimed at enhancing Wisconsin's Technical Colleges ability to bolster the dental and oral hygiene workforce. An update on this legislation will be provided as well as discussion regarding potential impact on Mid-State's district, along with future plans.
- 3. Winterim Report Dr. Mandy Lang Winterim 2024 class and enrollment information will be presented.

F. ADJOURNMENT (Voice Vote) - ARE VANG

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

Stevens Point Campus

January 14, 2024

A. CALL TO ORDER – Are Vang

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

ROLL CALL

PRESENT: Betty Bruski Mallek, Are Vang, and Ryan Zietlow

OTHERS: Dr. Mandy Lang, and Dr. Chris Severson

B. OPEN MEETING CERTIFICATION - Are Vang

The meeting notice was verified; stating that this meeting of the Mid-State Technical College District Board was announced to the public in an attempt to keep the citizens of the district aware of the date, time and place of the meeting.

C. APPROVAL OF COMMITTEE MINUTES (December 18, 2023) - Are Vang

Motion by Ms. Bruski Mallek, seconded by Mr. Zietlow, upon a voice vote, unanimously approved minutes from the December 18, 2023 meeting as presented.

D. REVIEW OF CONSENT AGENDA ITEMS - Are Vang

E. ACADEMIC PROGRAMMING - Dr. Chris Severson

Information regarding the following changes to academic programming were highlighted and discussed with the committee. Program Approval – Jail Officer Academy Embedded Technical Diploma

F. INFORMATIONAL ITEMS

 Advisory Committees – Dr. Chris Severson Information about advisory committees in the schools of Applied Technology, Hospitality, and General Education was shared and discussed.

G. ADJOURNMENT - Are Vang

There being no further action or business, the meeting adjourned at 4:38 p.m. with a motion by Mr. Zietlow, seconded by Ms. Bruski Mallek.

Betty Bruski Mallek, Secretary Mid-State Technical College Board

HUMAN RESOURCES & EXTERNAL RELATIONS COMMITTEE

Monday, February 19, 2024

4:15 p.m. Mid-State Wisconsin Rapids Campus Room A203 500 32nd Street North, Wisconsin Rapids

AGENDA

A. CALL TO ORDER – RICHARD MERDAN

B. OPEN MEETING CERTIFICATION - RICHARD MERDAN

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C. APPROVAL OF COMMITTEE MINUTES (November 20, 2023; December 18, 2023; and January 15, 2024) (Voice Vote) – RICHARD MERDAN

D. REVIEW OF CONSENT AGENDA ITEMS - RICHARD MERDAN

E. INFORMATIONAL ITEMS

- Mid-State Foundation Employee Giving Campaign Dr. Karen Brzezinski Mid-State Foundation's Employee Giving Campaign, that engages our employees to be donors to the Foundation, will be presented.
- 2. Central Wisconsin Days Dr. Bobbi Damrow Information about Mid-State's participation in Central Wisconsin Days will be shared.
- F. ADJOURNMENT (Voice Vote) RICHARD MERDAN

MID-STATE TECHNICAL COLLEGE

HUMAN RESOURCES AND EXTERNAL RELATIONS COMMITTEE MEETING MINUTES

Marshfield	Campus
Marshinelu	Campus

November 20, 2023

A. CALL TO ORDER – Richard Merdan

The meeting was called to order at 4:15 p.m.

ROLL CALL

PRESENT: Richard Merdan, Terry Whitmore, and Ryan Zietlow

OTHERS: Dr. Karen Brzezinski, and Dr. Bobbi Damrow

B. OPEN MEETING CERTIFICATION – Richard Merdan

The meeting notice was verified; stating that this meeting of the Mid-State Technical College District Board was announced to the public in an attempt to keep the citizens of the district aware of the date, time and place of the meeting.

C. APPROVAL OF COMMITTEE MINUTES (September 18, 2023) – Richard Merdan Minutes were presented for review and approval. Motion by Mr. Zietlow, seconded by Mr. Whitmore, upon a voice vote, unanimously approved the minutes as presented.

D. REVIEW OF CONSENT AGENDA ITEMS - Richard Merdan

E. INFORMATIONAL ITEMS

- 1. Benefit Plans Dr. Karen Brzezinski An update on the 2025 benefit plan renewals was provided.
- 2. AMETA Update Dr. Bobbi Damrow An AMETA construction update was provided. No action was taken.

F. ADJOURNMENT – Richard Merdan

There being no further action or business, the meeting adjourned at 4:45 p.m. with a motion by Mr. Whitmore, seconded by Mr. Zietlow, upon a voice vote.

Betty Bruski Mallek, Secretary Mid-State Technical College Board

MID-STATE TECHNICAL COLLEGE

HUMAN RESOURCES AND EXTERNAL RELATIONS COMMITTEE MEETING MINUTES

Wisconsin Rapids Campus

December 18, 2023

<u>A.</u> <u>CALL TO ORDER</u> – Richard Merdan The meeting was called to order at 4:18 p.m.

ROLL CALL

PRESENT: Richard Merdan

OTHERS: Dr. Karen Brzezinski, and Dr. Bobbi Damrow

- **B. OPEN MEETING CERTIFICATION** Richard Merdan The meeting notice was verified; stating that this meeting of the Mid-State Technical College District Board was announced to the public in an attempt to keep the citizens of the district aware of the date, time and place of the meeting.
- C. APPROVAL OF COMMITTEE MINUTES (November 20, 2023) Richard Merdan Minutes were presented for review and approval.
- D. REVIEW OF CONSENT AGENDA ITEMS Richard Merdan

E. INFORMATIONAL ITEMS

- Employee Winter Celebration Dr. Karen Brzezinski Highlights of Mid-State's Employee Winter Celebration, along with pictures, were shared. No action was taken.
- 2. AMETA Update Dr. Bobbi Damrow An AMETA construction update was provided. No action was taken.
- 3. WTCS Guidebooks Dr. Bobbi Damrow Presentation of the new WTCS Guidebooks was made. No action was taken.

F. ADJOURNMENT – Richard Merdan

There being no further action or business, the meeting adjourned at 4:26 p.m. with a motion by Mr. Merdan.

Betty Bruski Mallek, Secretary Mid-State Technical College Board

MID-STATE TECHNICAL COLLEGE

HUMAN RESOURCES AND EXTERNAL RELATIONS COMMITTEE MEETING MINUTES

Stevens Point Campus

January 15, 2024

<u>A.</u> <u>CALL TO ORDER</u> – Richard Merdan The meeting was called to order at 4:15 p.m.

ROLL CALL

PRESENT: Richard Merdan

OTHERS: Dr. Karen Brzezinski, and Dr. Bobbi Damrow

- B. OPEN MEETING CERTIFICATION Richard Merdan The meeting notice was verified; stating that this meeting of the Mid-State Technical College District Board was announced to the public in an attempt to keep the citizens of the district aware of the date, time and place of the meeting.
- C. APPROVAL OF COMMITTEE MINUTES (December 18, 2023) Richard Merdan Minutes were presented for review and approval.
- D. REVIEW OF CONSENT AGENDA ITEMS Richard Merdan

E. INFORMATIONAL ITEMS

- Black History Month Dr. Karen Brzezinski Highlights of activities planned at the College celebrating Black History Month were outlined. No action was taken.
- 2. Shuttle Update Dr. Bobbi Damrow An update on Mid-State's Shuttle Service was provided. No action was taken.

F. ADJOURNMENT – Richard Merdan

There being no further action or business, the meeting adjourned at 4:25 p.m. with a motion by Mr. Merdan.

Betty Bruski Mallek, Secretary Mid-State Technical College Board

COMMITTEE-OF-THE-WHOLE

Monday, February 19, 2024

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 February 19, 2024 meeting of the Mid-State Technical College District Board of Directors, and all other meetings of the Board and/or its committees, is open to the public in compliance with State Statutes. Notice of this meeting has been sent to news media and designated persons in an attempt to make the citizens of the Mid-State Technical College District aware of the place, time and agenda of the meeting.

- C. APPROVAL OF COMMITTEE MINUTES (JANUARY 15, 2024 Meeting) (Voice Vote) RICHARD MERDAN
- D. 2023-2024 MID-YEAR DASHBOARD DR. SHELLY MONDEIK The 2023-2024 Mid-Year Dashboard will be presented and discussed.
- E. ADJOURNMENT (Voice Vote) RICHARD MERDAN

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

Stevens Point Campus	January 15, 2024
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<u>A.</u> <u>CALL TO ORDER</u> – Richard Merdan The meeting was called to order at 5:00 p.m.

ROLL CALL

- PRESENT: Betty Bruski Mallek, Richard Merdan, Charles Spargo, Are Vang, Terry Whitmore (via Teams), Ryan Zietlow and Dr. Shelly Mondeik
- EXCUSED: Gordon Schalow
- OTHERS: Greg Bruckbauer, Dr. Karen Brzezinski, Dr. Bobbi Damrow, Logan Hamman, Ryan Kawski, Dr. Mandy Lang, Benjamin Nusz, Brad Russell, Dr. Chris Severson, and Angie Susa

B. OPEN MEETING CERTIFICATION – Richard Merdan

The meeting notice was verified; stating that this meeting of the Mid-State Technical College District Board was announced to the public in an attempt to keep the citizens of the district aware of the date, time and place of the meeting.

C. APPROVAL OF COMMITTEE MINUTES (DECEMBER 18, 2023 MEETING) – Richard Merdan Motion by Ms. Vang, seconded by Mr. Whitmore, upon a voice vote, approved the minutes as presented.

D. HIGHER EDUCATION EMERGENCY RELIEF FUND (HEERF) – Greg Bruckbauer

An overview of Higher Education Emergency Relief Fund sources in response to COVID was provided. Student and college funding was reviewed. This is the COVID funding closing report.

E. ADJOURNMENT – Richard Merdan

There being no further action or business, the meeting adjourned at 5:19 p.m. with a motion by Ms. Bruski Mallek, seconded by Mr. Zietlow, upon a voice vote.

Betty Bruski Mallek, Secretary Mid-State Technical College Board

DISTRICT BOARD OF DIRECTORS

Monday, February 19, 2024 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 February 19, 2024, 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 JANUARY 15, 2024 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 January 2024 total \$1,631,434.43 of which \$676,174.60 represents operational expenditures and \$955,259.83 represents capital expenditures. Payroll disbursements for January totaled \$1,581,424.01 plus \$16,588.23 for travel and miscellaneous reimbursements, and \$875,151.50 in fringe benefits, for a total payroll disbursement of \$2,473,163.74. Administration recommends approval of the payment of these obligations totaling \$4,104,598.17.

2. Contracted Service Agreements

The District has entered into thirteen contracted service agreements totaling \$30,375.00. The individual contracts are available for review upon request. Administration recommends approval of these contracts.

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.

G. CHAIRPERSON'S REPORT - RICHARD MERDAN

- 1. Meeting attendance
- 2. WTC District Boards Association
- 3. Association of Community College Trustees (ACCT)
- 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. RFP #821 AMETA Center Furniture Package #2 (Roll Call Vote)
 - d. Informational Items
 - 1. Anthology
 - 2. FY25 Capital Budget Planning
 - 3. Finance Implications for Topics in Other Committees
- 2. Academic & Student Services Committee
 - a. Review of Consent Agenda Items
 - b. Informational Items
 - 1. WTCS Changes that Impact Operation Budget
 - 2. 2024 Wisconsin Act 89
 - 3. Winterim Report
- 3. Human Resources & External Relations Committee
 - a. Review of Consent Agenda Items

- b. Informational Items
 - 1. Mid-State Foundation Employee Giving Campaign
 - 2. Central Wisconsin Days

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

1. 2023-2024 Mid-Year Dashboard

K. DISCUSSION & ACTION – RICHARD MERDAN

1. Campus Advisory Committee Themes – Dr. Chris Severson

Each year, Mid-State hosts Campus Advisory Committee Meetings across all our campuses, engaging stakeholders from various disciplines. Feedback gathered from these meetings guide our ongoing efforts to enhance and sustain our mission-aligned activities. This year's Campus Advisory Meetings have concluded and key themes identified at each campus will be shared.

L. CLOSED SESSION – RICHARD MERDAN

The Board will entertain a motion to convene to closed session, under Section 19.85(c) Wisconsin Statutes, for the following purpose:

• 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).

M. ADJOURNMENT (Voice Vote) - RICHARD MERDAN

MID-STATE TECHNICAL COLLEGE DISTRICT BOARD MEETING MINUTES

Stevens Point Campus	January 15, 2024
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A. CALL TO ORDER – Richard Merdan The meeting was called to order at 5:20 p.m.

B. ROLL CALL

- PRESENT: Betty Bruski Mallek, Richard Merdan, Charles Spargo, Are Vang, Terry Whitmore (via Teams), Ryan Zietlow and Dr. Shelly Mondeik
- EXCUSED: Gordon Schalow
- OTHERS: Greg Bruckbauer, Dr. Karen Brzezinski, Dr. Bobbi Damrow, Logan Hamman, Ryan Kawski, Dr. Mandy Lang, Benjamin Nusz, Brad Russell, Dr. Chris Severson, and Angie Susa

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 Ms. Bruski Mallek, seconded by Mr. Zietlow, upon a voice vote, approved minutes from the board meeting held December 18, 2023.

F. CONSENT AGENDA

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

- 1. The district's bills for the month of December 2023 were presented. These bills totaled \$2,953,996.64 of which \$650,264.36 represents operational expenditures and \$2,303,732.28 represents capital expenditures. The district's payroll for the month of December totaled \$2,413,060.96 plus \$28,684.20 for travel and miscellaneous reimbursements and \$742,298.81 in fringe benefits. The district's bills and payroll totaled \$6,138,040.61.
- 2. Entered into the following contracted service agreements:

<u>Agreement #</u>	Contracted Service:	<u>Amount</u>
147053	OSHA 10	\$ 1,450.00
147054	OSHA 30	\$ 7,150.00
147055	Grant Writing	\$ 200.00
147056	Forklift Training – Evaluation of Existing Programs & Documents	\$ 1,650.00

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

 <u>Amount</u>
 <u>Company</u>

 No procurements to approve at this time.

G. CHAIRPERSON'S REPORT - Richard Merdan

- 1. Mr. Schalow asked to be excused.
- 2. In recognition of Martin Luther King Jr. Day, the Board took a moment to acknowledge the influential leader.
- 3. The District Boards Association Board will meet via Zoom on January 26, 2024. There will be no inperson meeting. Anyone interested in attending should contact Ms. Susa.

- 4. Future meeting dates (times unless otherwise announced): MONTHLY MEETING Committee-of-the-Whole: 5:00 p.m. Monday, February 19, 2024 Board Meeting: Following Committee-of-the-Whole Wisconsin Rapids Campus
- PRESIDENT'S REPORT Dr. Shelly Mondeik
 - Prior to the meeting this evening, the Mid-State Board of Directors was offered a tour of the Advanced 1 Manufacturing, Engineering Technology, and Apprenticeship Center (AMETA™). Those that attended, provided remarks about the new facility.
 - 2. Campus activities were highlighted. Activities included an Executive Leadership Team Retreat, Grants submissions and ceremony at the Health Care Simulation Center honoring Dr. Colleen Kane.
 - Mid-State is currently working on updating the Strategic Plan. Board members will provide feedback, 3. along with stakeholders, to inform the plan.
 - 4. The Presidents Association and WTCS Board of Directors will meet tomorrow.

COMMITTEE REPORTS J.

- 1
 - FINANCE & INFRASTRUCTURE COMMITTEE In place of Chair Gordon Schalow, Charles Spargo a. TREASURER'S REPORT: Reviewed with the Board. No questions or concerns arose.
 - Bid #829 AMETA CENTER 5-AXIS VERTICAL CNC MACHINING CENTER: Bids were received for b. the AMETA Center 5-Axis Vertical CNC Machining Center. Following bid opening and scoring, a recommendation to award Haas Factory Outlet in the amount of \$117,236.94 was made.

Motion by Mr. Spargo, seconded by Ms. Bruski Mallek, upon a roll call vote, unanimously approved the following Resolution for Awarding of Bid #829 AMETA Center 5-Axis Vertical CNC Machining Center:

WHEREAS, the College has need for a 5-Axis Vertical CNC Machining Center at the AMETA Center: and

WHEREAS, the proposed equipment was coordinated with, and approved by Mid-State's School of Applied Technology staff; and

WHEREAS, the bids for #829 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 this purchase.

BE IT RESOLVED that the Mid-State Technical College Board accepts and approves the awarding of Bid #829 to Haas Factory Outlet in the amount of \$117,236.94, commencing on January 16, 2024, 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.

Bid #830 - AMETA CENTER PRECISION MANUAL AND CNC CONTROLLED LATHES: Bid #830 for C. the AMETA Center Precision Manual and CNC Controlled Lathes were opened and scored, a recommendation to award Staehle Precision Corporation in the amount of \$359,184.90 was made.

Motion by Mr. Spargo, seconded by Ms. Bruski Mallek, upon a roll call vote, unanimously approved the following Resolution for Awarding of Bid #830 – AMETA Center Precision Manual and CNC Controlled Lathes:

WHEREAS, the College has need for a Manual and CNC Controlled Lathes at the AMETA Center; and

WHEREAS, the proposed equipment was coordinated with, and approved by Mid-State's School of Applied Technology staff; and

WHEREAS, the bids for #830 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 this purchase.

BE IT RESOLVED that the Mid-State Technical College Board accepts and approves the awarding of Bid #830 to Staehle Precision Corporation and in the amount of \$359,184.90, commencing on January 16, 2024, 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.

d. RFP #831 – AMETA CENTER 3-AXIS VERTICAL CNC MACHINE: Proposals were received for RFP #831 for AMETA Center 3-Axis Vertical CNC Machine. Following opening and scoring, a recommendation to award Concept Machine Tool Wisconsin, LLC in the amount of \$134,570.00 was made.

Motion by Mr. Spargo, seconded by Ms. Bruski Mallek, upon a roll call vote, unanimously approved the following Resolution for Awarding of RFP #831 – AMETA Center 3-Axis Vertical CNC Machine:

WHEREAS, the college has need for 3-Axis Vertical CNC Machine at the new AMETA Center facility; and

WHEREAS, the proposed equipment was coordinated with, and approved by Mid-State's School of Applied Technology staff; and

WHEREAS, the responses for Request For Proposal #831 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 Request for Proposal #831 to Concept Machine Tool Wisconsin, LLC in the amount of \$134,570.00, commencing on January 16, 2024, as recommended to the Board by Administration, as set forth in the schedules attached hereto.

e. ACQUISITION OF EQUIPMENT AND EXECUTION OF LEASE-PURCHASE DOCUMENTS: Equipment replacement following completion of the connected experience is needed to update

teleconference equipment. This will allow for technology updates for teleconferencing in all of Mid-State's needed spaces.

Motion by Mr. Spargo, seconded by Mr. Whitmore, upon a roll call vote, unanimously approved the following Resolution Authorizing Acquisition of Equipment and Execution of Lease-Purchase Documents:

WHEREAS, the Mid-State Technical College District (the "Lessee") presently wishes to acquire Telepresence, CER, and related equipment of personal property (the "Equipment") from Huntington Technology Finance, a division of The Huntington National Bank (the "Lessor") under the terms set forth below; and

WHEREAS, the Equipment is essential for the Lessee to perform its governmental functions.

NOW, THEREFORE, BE IT RESOLVED BY THE DISTRICT BOARD AS FOLLOWS:

<u>Section 1.</u> It is hereby found and determined that the acquisition of the Equipment under the terms and conditions presented in this meeting are in the best interests of Lessee.

<u>Section 2.</u> The acquisition of the Equipment under the terms set forth in this meeting are approved. Lessee intends to continue to pay all rental payments thereunder.

<u>Section 3.</u> The Vice President, Information Technology of Lessee (the "Representative") and the District President (the "President"), or either of them, shall be and each hereby is authorized to execute, acknowledge and deliver related forms providing for the acquisition of the Equipment from the Lessor under the terms set forth in the Representative and/or the president executing the same, the execution and delivery of the Equipment and/or such related forms being conclusive evidence of such approval.

<u>Section 4.</u> The Representative and the President, or either of them, hereby is, authorized and directed to execute and deliver any and all papers, instruments, opinions, certificates, affidavits and other documents and to do or cause to be done any and all other acts and things necessary or proper for carrying out this resolution.

Section 5. Pursuant to Section 265(b) of the Internal Revenue Code of 1986, as amended (the "Code"), Lessee hereby specifically designates the Equipment as a "qualified tax-exempt obligation" for purposes of Section 265(b)(3) of the Code.

Section 6. This Resolution shall be effective immediately upon its approval and adoption.

- f. BUDGET DEVELOPMENT CALENDAR FOR FISCAL YEAR 2024-25 (FY25) A FY25 Budget Development Calendar was shared with the Board, following discussion with the committee. Presentation of the Capital Budget is tentatively planned for March or April.
- g. FINANCE IMPLICATIONS FOR TOPICS IN OTHER COMMITTEES: No topics discussed.

2. ACADEMIC & STUDENT SERVICES COMMITTEE – Are Vang

a. ACADEMIC PROGRAMMING: The Committee reviewed and discussed the following programming recommendations prior to review by the full Board of Directors.

Program Approval – Jail Officer Academy Embedded Technical Diploma

Supported by advisory committee and industry needs, the Jail Officer Academy Program will expand on existing jail courses to create an embedded technical diploma. Financial Aid will be available for those students in the program. Program start is slated for Fall 2024.

Motion by Ms. Vang, seconded by Mr. Zietlow, upon a roll call vote, unanimously approved the Jail Officer Academy Embedded Technical Diploma Program as presented.

b. ADVISORY COMMITTEES: Advisory Committee membership for the Schools of Applied Technology, Hospitality, and General Education were presented. An average of 8 to 11 members make up each committee. Of the 125 members in these three schools, 40% are Mid-State Alumni.

3. HUMAN RESOURCES & EXTERNAL RELATIONS – Richard Merdan

- a. BLACK HISTORY MONTH: Highlights of Mid-State's Black History Month activities were provided. The month will focus on African Americans and the Arts.
- b. SHUTTLE UPDATE: An update on Mid-State's shuttle service was provided. In Fall 2023, 60 unduplicated riders utilized the shuttle service. Current ridership is exceeding grant outcomes. An additional van will be added to service this spring. Additional stops at the Health Care Simulation Center, Dental Clinic, UWSP dorms, clinical sites and AMETA Center will be added.

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

- 1. HIGHER EDUCATION EMERGENCY RELIEF FUND (HEERF) FINAL REPORT: A closing report of HEERF funding was provided. Over 3,500 students were served by the funding support.
- L. DISCUSSION & ACTION
 - 1. STEVENS POINT CAMPUS, COMMUNITY, AND AMETA CENTER UPDATE: An update on activities at the Stevens Point Campus, throughout the community where Mid-State was involved and progress on the AMETA Center was provided.

M. ADJOURNMENT – Richard Merdan

There being no further action or business of the Board, the meeting adjourned at 6:39 p.m. with a motion by Ms. Vang, seconded by Mr. Zietlow, upon a voice vote.

Betty Bruski Mallek, Secretary

Paid Invoice Listing January 2024

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			STEVENS POINT PUBLIC UTILITIES		
5351 Other Contracts and Services TOMORROW RIVER SCHOOL DISTRICT 3,300.00			TOMORROW RIVER SCHOOL DISTRICT		
Solo Other Contracts and Services TRI-COUNTY AREA SCHOOL DISTRICT 1,400.00			TRI-COUNTY AREA SCHOOL DISTRICT		

Paid Invoice Listing January 2024

5351	Other Contracts and Services	US OMNI & TSACG COMPLIANCE SERVICES, INC	172.96	
5351	Other Contracts and Services	WI DEPT OF JUSTICE	60.00	
5351	Other Contracts and Services	WI DEPT OF REVENUE	10.00	
5351 5351	Other Contracts and Services Other Contracts and Services	WI RAPIDS PUBLIC SCHOOLS WNA SERVICES CO	3,400.00 99.00	
5351	Other Contracts and Services	WOOD COUNTY HIGHWAY DEPT	2,694.93	
5351	Other Contracts and Services	WROBLEWSKI CONCRETE CONSTRUCTION LLC	1,763.00	
5351	Other Contracts and Services	WTCS FOUNDATION INC	182,000.00	Two invoices. One invoice for \$174,000. WIDS FY24 contract. Nothing is procured so did not need Board approval.
5351	Other Contracts and Services	YMCA - SOUTH WOOD COUNTY	350.00	
5352	Maintenance Contracts	BAUERNFEIND BUSINESS TECHNOLOGIES INC	733.91	
5352 5353	Maintenance Contracts Professional Fees	E O JOHNSON INC GANNETT WISCONSIN LOCALIQ	11,520.26 692.96	
5357	Software maint annual agreemen	CDW GOVERNMENT INC		Beyond Trust - Privileged Assess Management solution for DMI Grant
5357	Software maint annual agreemen	INSIGHT PUBLIC SECTOR INC	15,269.25	
5357	Software maint annual agreemen	SMARTSIGN	400.00	
5357 5357	Software maint annual agreemen Software maint annual agreemen	WISCNET ZUMASYS, INC.	50.00 45.87	
5419	Facilities Rental	CENTURY PLAZA 1 D/B/A PATHOS PROPERTIES	1,500.00	
5419	Facilities Rental	NORTH CENTRAL WI WDB INC	2,646.00	
5452 5452	Electricity Expense Electricity Expense	ALLIANT ENERGY/WP&L MARSHFIELD UTILITIES	1,488.22 3,909.27	
5452	Electricity Expense	WATER WORKS & LIGHTING COMMISSION	19,570.85	
5452	Electricity Expense	WI PUBLIC SERVICE CORP	7,620.65	
5453	Sewer_Water	CITY OF ADAMS WATER & SEWER UTILITIES	331.40	
5453 5453	Sewer_Water Sewer_Water	MARSHFIELD UTILITIES STEVENS POINT PUBLIC UTILITIES	606.00 2,103.75	
5453	Sewer_Water	WATER WORKS & LIGHTING COMMISSION	2,246.83	
5454	Heat	BLUE EDGE ENERGY LLC	597.80	
5454	Heat	WE ENERGIES	12,370.74	
5454 5454	Heat Heat	WI PUBLIC SERVICE CORP WORLD FUEL SERVICES, INC.	5,581.43 7,474.67	
5455	Telephone	AT&T	1,467.15	
5455	Telephone	CONCORD TECHNOLOGIES	110.09	
5455 5455	Telephone	FRONTIER NORTH INC HEARTLAND BUSINESS SYSTEMS	3,160.53 617.50	
5455	Telephone Telephone	SOLARUS	2,524.56	
5455	Telephone	US CELLULAR	1,962.27	
5456	Garbage Pickup	HARTER'S FOX VALLEY DISPOSAL	2,832.91	
5501 5654	Student Activity_Club Expense Project Participant Cost	HANLEY, SAMANTHA FASTSIGNS 629	144.00 6,021.25	
5655	Sub Recip Wage and Fringe Pays	BOYS & GIRLS CLUB OF PORTAGE COUNTY INC		WIG Payment
5655	Sub Recip Wage and Fringe Pays	BOYS & GIRLS CLUB OF THE WIS RAPIDS AREA	8,661.42	WIG Payment
5699	Other Expenditures	MID-STATE TECHNICAL COLLEGE	250.00	
5701 5701	Books Resale Books Resale	AHIMA AIR CONDITIONING CONTRACTORS OF AMERICA	1,331.31 1,000.83	
5701	Books Resale	ASCEND LEARNING HOLDINGS, LLC	475.00	
5701	Books Resale	HIGHSCOPE EDUCATIONAL RESEARCH FOUNDATION	292.09	
5701	Books Resale	IPT PUBLISHING & TRAINING LTD	197.50	
5701 5702	Books Resale Resale Expense	REDSHELF, INC CENTRAL WI AUTO PARTS - NAPA	1,376.40 3.51	
5702	Resale Expense	CHURCH HILL CLASSICS LTD	284.64	
5702	Resale Expense	HEINZEN PRINTING INC	3,797.64	
5702 5702	Resale Expense	POCKET NURSE ENTERPRISES INC THE DOUGLAS STEWART COMPANY	9,553.25 108.54	
5707	Resale Expense Freight	FEDEX	426.21	
5707	Freight	PARTNERSHIP, LLC	1,296.45	
5707	Freight	POCKET NURSE ENTERPRISES INC	135.00	
5821	Building and Fixtures	AMERICAN ASPHALT OF WISCONSIN	183,017.50	AMETA Center construction. Trade Pack #29 (Asphalt) Board approved AMETA project at the 2/28/22 board meeting.
5821	Building and Fixtures	APPLETON LATHING CORPORATION	54,848.81	AMETA Center construction. Trade Pack #18 (Acoustical Ceilings). Board approved AMETA project at the 2/28/22 board meeting.
5821	Building and Fixtures	BADGER HEATING & AIR CONDITIONING	104,500.00	AMETA Center construction. Trade Pack #26 (HVAC). Board approved AMETA project at the 2/28/22 board meeting.
5004	Duilding and Fishe		407 005 65	AMETA Center construction. Trade Pack #27 (Electrical & Low Voltage - Building).
5821 5821	Building and Fixtures Building and Fixtures	DAKOTA ELECTRIC SERVICE INC EPPSTEIN UHEN ARCHITECTS, INC.	107,825.00 11,301.20	Board approved AMETA project at the 2/28/22 board meeting.
0021			11,301.20	December Construction Management Fees. Board approved AMETA project at the
5821	Building and Fixtures	J. H. FINDORFF & SON INC	92,150.35	2/28/22 board meeting.
5821	Building and Fixtures	NATIONS ROOF NORTH, LLC	69,825.00	AMETA Center construction. Trade Pack #10 (Metal Wall Panels). Board approved AMETA project at the 2/28/22 board meeting.
5821	Building and Fixtures	RJ RASMUSSEN PLUMBING & HEATING, INC	53,783.00	AMETA Center construction. Trade Pack #25 (Plumbing). Board approved AMETA project at the 2/28/22 board meeting.
	Building and Fixtures	SDS PAINTING COMPANY, INC.	45 000 00	AMETA Center construction. Trade Pack #19 (Painting & Wall Coverings). Board
5821 5831	Building and Fixtures Building Remodeling and Improv	CURRENT TECHNOLOGIES INC	45,000.00 904.84	approved AMETA project at the 2/28/22 board meeting.
5831	Building Remodeling and Improv	EAGLE CONSTRUCTION COMPANY INC	6,095.00	
5831	Building Remodeling and Improv	EPPSTEIN UHEN ARCHITECTS, INC.	336.00	
5831 5831	Building Remodeling and Improv Building Remodeling and Improv	FASTSIGNS 629 FUNKTION DESIGN STUDIO, LLC	4,648.83 520.82	
5831	Building Remodeling and Improv	HENRICKSEN & COMPANY, INC.	19,946.68	
5831	Building Remodeling and Improv	PIEPER ELECTRIC, INC.	1,604.13	
				Two invoices 20% down normant for knowledges and Martinel Deaders. 5
5841	Furniture and Equipment	GREENWAY & ASSOCIATES, LTD	35,638.50	Two invoices. 30% down payment for Ironworker and Vertical Bandsaw. Equipment for the AMETA Center. Board approved AMETA project at the 2/28/22 board meeting.
5841	Furniture and Equipment	LAB MIDWEST LLC	108,964.00	Robotic weld cell. PO# 2024000112.Included in the board approved FY24 budget.
				Two invoices. One invoice for \$26,392. PO# 2024000133. AMETA Classroom
5842 5842	Computers and Comp Software Computers and Comp Software	CDW GOVERNMENT INC FORD TOOL & GAGE CORP	27,873.46 8,706.96	displays. Board approved AMETA project at the 2/28/22 board meeting.
5842	Computers and Comp Software	RAVE MOBILE SAFETY	15,300.00	
5842	Computers and Comp Software	VANGUARD COMPUTERS, INC.	2,469.75	
5971	Agent, Legal and Other Fees	ASSOCIATED TRUST COMPANY, NA	475.00	
		Total	1,619,471.45	
2105	Refund Clearing	Total Financial Aid/Student Refunds	11,962.98	
2105	Refund Clearing			
2105	Refund Clearing	Total Financial Aid/Student Refunds Total Payments for January 2024 Capital Operational		

January Accepted Contract Service Agreements Meeting on February 19, 2024

Contract Number	Location of Business/Agency	Industry Type	Type of Service	Hours of Instructions	Estimated Number Served	Contract Amount
147057	Marshfield	Business and Industry	Heartsaver CPR/AED/FA/BBP	6	15	00.066
147058	Wisconsin Rapids	Private Educational Institutions	Intro to AutoCAD	36	12	4,800.00
147059	Wisconsin Rapids	Public Educational Institutions - Postsecondary Team Building	Team Building	ĸ	13	250.00
147060	Marshfield	Business and Industry	Supervision	∞	12	1,200.00
147061	Stevens Point	Business and Industry	Excel Basics	9	7	3,350.00
147062	Wisconsin Rapids	Business and Industry	Lifting and Rigging	4	12	2,480.00
147063	Wisconsin Rapids	Business and Industry	Mobile Crane Safety	9	8	1,640.00
147064	Rarshfield	Business and Industry	Farm Tour	9	25	200.00
147066) Adams	Community Based Organizations (e.g., churches, foundations, unions, non-profits)	Emergency Services Training	9	120	4,500.00
147067	Radison	Business and Industry	PLC	24	20	3,650.00
2 147068	Marshfield	Business and Industry	Surveying - Construction Trades	21	TBD	4,755.00
147069	Stevens Point	Business and Industry	Emotional Intelligence	2	TBD	200.00
147070	Stevens Point	Business and Industry	Excel Fundamentals	4	10	2,360.00
					Total:	\$30,375.00

January Contract Training Proposals Eor Informational Purposes

		Monthly Contr	Monthly Contract Training Proposal Recap - January 2024		
Proposal #	Bill to City	Industry Type	Type of Service	Proposal Amount	Current Status
00	821 Plover	Business and Industry	Heartsaver FA/CPR/AED	\$1,150.00	\$1,150.00 Presented
8	815 Bancroft	Business and Industry	Machining Basics	\$4,400.00 Accepted	Accepted
8	808 Marshfield	Business and Industry	Surveying for Construction - Spring 24	\$4,755.00 Accepted	Accepted
8	807 Stevens Point	Business and Industry	Emotional Intelligence (Technical Assistance)	\$200.00	\$200.00 Accepted
80	806 Wisconsin Rapids	Government	Wood County Housing Summit	\$5.00	\$5.00 Accepted
2	799 Wisconsin Rapids	Business and Industry	Lifting and Rigging (Spring 2024)	\$2,480.00 Accepted	Accepted
2	798 Wisconsin Rapids	Business and Industry	Mobile Crane Training (Spring 2024)	\$1,640.00 Accepted	Accepted
2	794 Wisconsin Rapids	Education	Culinary Teambuilding	\$250.00	\$250.00 Accepted
2	792 Marshfield	Business and Industry	Supervision Training	\$2,857.82 Accepted	Accepted
2	791 Stevens Point	Business and Industry	Hot Work Training	\$3,250.00 Denied	Denied
2	789 Wisconsin Rapids	Education	AutoCAD Course - Spring 2024	\$4,800.00 Accepted	Accepted
TOTAL				\$25,787.82	

FINANCE & INFRASTRUCTURE COMMITTEE Procurement of Goods and Services February 19, 2024 Board Meeting

	Amount	Procurement Method
ocurements Requiring Board Action		
None		
Subtotal for Procurements Requiring Board Action	\$0.00	
rocurements Not Requiring Board Action		
IT Department		
Software - CDW Government, Inc (Chicago, IL)	38,676.20	State Contract
Subtotal for Procurements Not Requiring Board Action	\$38,676.20	
rocurements Approved in Budget Process Not Requiring		
Coard Action		
AMETA Center		
Metal Wall Panels - Nations Roof, LLC (Waukesha, WI) AMETA Construction Management fees - J. H. Findorff &	69,825.00	Bid
Sons Inc. (Madison, WI)	92,150.35	RFP
HVAC - Badger Heating & Air Conditioning, LLC (Stevens Point, WI)	104,500.00	Bid
Asphalt - American Asphalt of Wisconsin (Mosinee, WI)	183,017.50	Bid
Acoustical Ceilings - Appleton Lathing Corp. (Neenah, WI)	54,848.81	Bid
Electrical & Low Voltage-Building - Dakota (Marshfield, WI)	107,825.00	Bid
Plumbing - Rasmussen Plumbing, Inc (Plover, WI)	53,783.00	Bid
Painting & Wall Coverings - SDS Painting Company, Inc (Stevens Point, WI)	45,000.00	Bid
Equipment - Greenway & Associates, LTD (Orange City, IA)	35,638.50	Bid
School of Applied Technologies		
Equipment - Lab Midwest, LLC (Mosinee, WI)	108,964.00	State Contract
IT Department		
AMETA Equipment - CDW Government, Inc (Chicago, IL)	27,873.46	State Contract
Subtotal for Procurements Approved in Budget Process		
Not Requiring Board Action	\$883,425.62	

FINANCE & INFRASTRUCTURE COMMITTEE Procurement of Goods and Services February 19, 2024 Board Meeting

	Amount	Procurement Method
Mandatory Procurements Not Requiring Board Action		
Lakeshore Technical College		
WILM expenses (Monthly)	36,784.35	Mandatory
Wig Grant Subrecipient Reimbursements		
Centergy, Inc (Wausau, WI)	41,740.93	Mandatory
WTCS Foundation, Inc	182,000.00	Mandatory
Subtotal for Mandatory Procurements	\$260,525.28	
Emergency Procurements		
None		
Subtotal for Emergency Procurements	\$0.00	
Grand Total	\$1,182,627.10	

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.

<u>QUOTE</u> – Quotes are solicited from three or more vendors (if available). The lowest quote meeting specifications is selected.

<u>REQUEST FOR PROPOSAL (RFP)</u> – 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.

<u>COOP (Cooperative) Purchase</u> – 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)

<u>STATE CONTRACT</u> – 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.

<u>CONSORTIUM CONTRACT</u> – 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.

<u>SOLE SOURCE</u> – 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 Bud	FY24 Budget Notifications Made in the Month of January 2024				
Project #	Grant Title or Description	e Reason for Budget Change	Budgeted Revenue Change	Budgeted Expense Change	Budgeted Fund Balance Change
Fund 1 - General Fund Budget Notifications 141574/141584/141594 Various apprenticeship grants 141664 AAC&U Conference	ship grants e	Establish budgets Establish budgets	51,716.00 5,000.00	51,716.00 4,770.00	- 230.00
WILM contracts Fund 2 - Special Revenue Non-Aidable Fund Budget Notifications		Adjust to actual		50,000.00 -	(50,000.00) -
Fund 3 - Capital Projects Fund Budget Notifications AMETA donations pledged	pledged	Increase budget	226,785.00		226,785.00
Fund 4 - Debt Service Fund Budget Notifications					
Fund 7 - Special Revenue Non-Aidable Fund Budget Notifications					
Total Budget Changes For The Month			283,501.00	106,486.00	177,015.00

MID-STATE	TECHNICAL COLLEGE

Mid-State Technical College Budgeted Revenues, Expenditures and Changes in Fund Equity Current Budget for Fiscal Year 2024 as of January 31, 2024

	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	Total Current	Percentage of Total Current	Original
Revenues					4 pund			Dudger	pudger	pudger
Local Government	7,141,757				6,998,265			14,140,022	19.9%	14,140,022
Student Fees	6,832,846	77,300	428,515					7,338,661	10.3%	7,338,661
State Aid & Grants	18,817,119		866,000	347,000				20,030,119	28.2%	19,273,786
Institutional	579,072	910,000	612,000	383,785	110,000	1,125,404	6,034,643	9,754,904	13.7%	9,226,671
Federal	4,185,727		6,670,450	9,001,091				19,857,268	27.9%	7,512,583
Total Revenues	37,556,521	987,300	8,576,965	9,731,876	7,108,265	1,125,404	6,034,643	71,120,974	100.0%	57,491,723

and Wages										
	3,034	351,633	262,890	372,760	,	284,379		21,174,696	25.0%	20,576,211
	8,057,568	105,428	788,459	172,795		87,704		9,211,954	10.9%	8,960,710
Current Expenditures 9,713,364	3,364	630,754	130,000	175,038		104,328	1,215,004	11,968,488	14.1%	8,558,909
Student Financial Aid & Activities			7,858,758					7,858,758	9.3%	7,858,758
- Resale						807,215	4,776,145	5,583,360	6.6%	5,583,360
Capitel Outlay				20,997,467				20,997,467	24.8%	5,775,250
Debt Retirement					7,843,840			7,843,840	9.3%	7,180,530
Total Expenditures 37,673,966		1,087,815	9,040,107	21,718,060	7,843,840	1,283,626	5,991,149	84,638,563	100.0%	64,493,728
% of Expenditures by Fund 44.	44.5%	1.3%	10.7%	25.7%	9.3%	1.5%	7.1%	100.0%		

Changes in Fund Equity

		100 000		000 101 1	200 100	001 010	010 010 0		
buagetea runa Equity as oi o/30/∠3	10,357,540	106,039	6,093,784	1,191,933	965,863	8/9,130	2,943,652	23,138,001	23,138,001
Current Revenue over Expenses	(117,445)	(100,515)	(463,142)	(11,986,184)	(735,575)	(158,222)	43,494	(13,517,589)	(7,002,005)
Other Sources and Uses:									
Proceeds from Debt				5,162,040	837,960			6,000,000	6,000,000
Interfund Transfers In	240,000	,		,	ı			240,000	640,000
Interfund Transfers Out						(240,000)		(240,000)	(640,000)
Repayment of Debt									
AMETA Center fund equity adjustment due to funding date				6,725,920				6,725,920	
Budgeted Ending Fund Equity	11,080,095	5,584	5,630,642	1,093,709	1,068,248	480,908	2,987,146	22,346,332	22,135,996

AID-STATE	CHNICAL COLLEGE
X	TEC

Mid-State Technical College Accrued Revenues, Expenditures and Changes in Fund Equity Current Actuals for the Fiscal Year 2024 as of January 31, 2024

58.3%

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								Internal sales,			
ı	ð	General Operations & Grants	Special Rev Aidable Fund	Special Rev Non-Aidable Fund	Capital Projects	Annual Debt Service	Enterprise Units	Media Services & Self-Funded Insurances	Total YTD	Total Current	% of Actual to
Revenues			Fund 2	Fund 7	Fund 3	Fund 4	Fund 5	Fund 6	All Funds	Budget	Budget
Local Government		7,087,532				7,085,804			14,173,336	14,140,022	100.2%
Student Fees		6,778,062	104,698	427,640					7,310,400	7,338,661	99.6%
State Aid & Grants		4,188,628	•	482,338					4,670,966	20,030,119	23.3%
Institutional		563,694	304,380	249,863	607,376	232,916	838,596	3,015,865	5,812,691	9,754,904	59.6%
Federal		1,384,788		3,158,464	8,969,294				13,512,547	19,857,268	68.0%
Total Revenues		20,002,704	409,079	4,318,305	9,576,670	7,318,720	838,596	3,015,865	45,479,939	71,120,974	63.9%
% of Budg	% of Budget Recognized	53.3%	41.4%	50.3%	98.4%	103.0%	74.5%	20.0%	63.9%		

Expenditures	Se										
Salaries and Wages		11,293,277	238,387	143,757	176,626	,	162,185	,	12,014,233	21,174,696	56.7%
Benefits		4,150,181	60,131	77,304	65,583		51,456		4,404,655	9,211,954	47.8%
Current Expenditures		4,294,518	97,488	47,565	95,600		88,456	502,803	5,126,429	11,968,488	42.8%
Student Financial Aid & Activities				3,853,159					3,853,159	7,858,758	49.0%
Resale							509,671	2,369,349	2,879,020	5,583,360	51.6%
Sapital Outlay					10,739,875				10,739,875	20,997,467	51.1%
Debt Retirement			-			1,177,187			1,177,187	7,843,840	15.0%
Total Expenditures	I	19,737,976	396,006	4,121,784	11,077,685	1,177,187	811,768	2,872,151	40,194,557	84,638,563	47.5%
	% of Budget Expended	52.4%	36.4%	45.6%	51.0%	15.0%	63.2%	47.9%	47.5%		

Changes in Fund Equity

Actual Fund Equity as of 6/30/23	11,164,858	238,511	6,643,851	7,743,995	977,435 6 4 4 4 FOO	885,961	2,500,686	30,155,296	23,138,001
ourient revenue over Expenses Other Sources and Uses:	204,120	13,073	190,021	(1,001,014)	0, 141,000	20,020	143,713	0, 200, 302	(10,000,710,001)
Proceeds from Debt				5,623,655	837,960			6,461,614	6,000,000
nterfund Transfers In									240,000
nterfund Transfers Out									(240,000)
Repayment of Debt		•							
META Center fund equity adjustment due to funding date									6,725,920
Accrued YTD Fund Equity	11,429,586	251,583	6,840,372	11,866,635	7,956,928	912,789	2,644,399	41,902,293	22,346,332

Mid State Technical College Combined Balance Sheet - All Fund Types and Account Groups January 31, 2024 With comparative totals for January 31, 2023

		Governme	Governmental Frind Tymes		Pronrietary Fund Types	and Tynes	Fiduciary Fund Type		
		Special Rev	Capital	Debt		Internal	Special Rev	Memorandum only	dum only
ASSETS AND OTHER DEBITS	General	Aidable	Projects	Service	Enterprise	Service	Non-Aidable	2023-24	2022-23
Cash	\$ 6,442,955 ;	، ج	\$ 6,145,268	6,145,268 \$ 1,538,709	\$ 1,850	\$ 2,398,559	، ج	\$ 16,527,341	\$18,022,547
Investments							6,406,124	6,406,124	6,445,030
Receivables:									
Property taxes	9,817,142		'	'	'		·	9,817,142	9,401,866
Accounts receivable	3,172,885	24,302	6,123,984		277,156		182,723	9,781,050	3,287,848
Due from other funds		247,840	•	6,418,219		245,840	267,488	7,179,387	7,295,342
Inventories - at cost		•		•	561,408	•		561,408	521,728
Prepaid Assets				'					
Other Current Assets		•			•	•	•		
Fixed assets - at cost, less accumulated									
depreciation, where applicable		•			343,413	•	•	343,413	353,281
General Long Term Debt		'							
All Other Noncurrent Assets		•		•	•				
TOTAL ASSETS AND OTHER DEBITS	\$ 19,432,982	\$ 272,142	\$ 12,269,252	\$ 7,956,928	\$ 1,183,827	\$ 2,644,399	\$ 6,856,334	\$ 50,615,865	\$ 45,327,642
LIABILITIES. FUND EQUITY AND OTHER CREDITS									

Accounts Payable	\$ 127,453 \$	5,471 \$	\$ 402,617 \$	\$ '	5,426 \$	\$ (0)	5,399 \$	546,365	\$108,881
Accrued Liabilitites:									
Wages	212							212 -	
Employee related payables	283,770							283,770	294,559
Vacation	374,982	15,088			9,594		10,563	410,227	654,281
Other current liabilities		,		,	5,715		,	5,715	4,314
Due to other funds	6,929,081				250,304		,	7,179,386	7,295,342
Deferred Revenues	287,898						ı	287,898	293, 138
Def Compensation Liability							,		
General Long Term Debt Group		,		,					
TOTAL LIABILITIES	8,003,397	20,559	402,617		271,039	(0)	15,962	8,713,572	8,650,515
Fund equity and other credits									
Retained Earnings		,			885,961	142,259	12,922	1,041,143	1,249,161
Res for Prepaid Expenditures	250	3,750	,					4,000	11,040
Reserve for Self-Insurance						2,358,426		2,358,426	2,772,845
Reserve for Student Gov & Org		,	,		,		72,113	72,113	85,462
Res for Student Fin Assistance		,	,				127,954	127,954	129,040
Res for Post-Employ Benefits	482,274						6,430,862	6,913,136	6,920,325
Reserve for Capital Projects		,	7,680,715	,	,	,		7,680,715	1,081,628
Res for Cap Proj - Motorcycle	,	ı	63,280	,	,	,		63,280	109,772
Reserve for Debt Service		,		977,435		,		977,435	757,391
Designated for Operations	7,737,852	150,230						7,888,082	7,553,659
Des for State Aid Fluctuations	603,420	,	,	,	,	,		603,420	506,546
Des for Subsequent Year	2,341,062	84,531						2,425,593	2,355,860
TOTAL FUND EQUITY AND OTHER CREDITS	11,164,858	238,511	7,743,995	977,435	885,961	2,500,686	6,643,851	30,155,296	23,532,729
Year-to-date excess revenues(expenditures)	264,728	13,073	4,122,641	6,979,493	26,828	143,713	196,521	11,746,996	13,144,398

RESOLUTION FOR AWARDING OF RFP #821 AMETA Center Furniture Package 2

WHEREAS, the College has need for furniture at the new AMETA Center facility; and

WHEREAS, the proposed equipment was coordinated with, and approved by Mid-State's School of Applied Technology staff; and

WHEREAS, the responses of Request For Proposal #821 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 #821 to Henricksen & Company, Inc. in the amount of \$112,842.35, commencing on February 20, 2024, as recommended to the Board by Administration, as set forth in the schedules attached hereto.