

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

Stevens Point Campus

January 15, 2024

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>	<u>Contracted Service:</u>	<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>	<u>College Division/Dept.</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 in-person 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

I. PRESIDENT'S REPORT – Dr. Shelly Mondeik

1. Prior to the meeting this evening, the Mid-State Board of Directors was offered a tour of the Advanced 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.
3. Mid-State is currently working on updating the Strategic Plan. Board members will provide feedback, along with stakeholders, to inform the plan.
4. The Presidents Association and WTCS Board of Directors will meet tomorrow.

J. COMMITTEE REPORTS

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.
 - b. Bid #829 – AMETA CENTER 5-AXIS VERTICAL CNC MACHINING CENTER: Bids were received for 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.

- c. Bid #830 – AMETA CENTER PRECISION MANUAL AND CNC CONTROLLED LATHES: Bid #830 for 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:

Section 1. 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.

Section 2. 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.

Section 3. 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.

Section 4. 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

Angela R. Susa, Recording Secretary