



BOARD OF DIRECTORS MEETING
May 2024

Monday, May 20, 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 11)
4:15 p.m. – Human Resources & External Relations Committee Meeting; Room A203 (page 14)
5:00 p.m. – Committee-of-the-Whole Meeting; Room L133-134 (page 18)
Immediately Following Committee-of-the-Whole – Board Meeting; Room L133-134 (page 20)

***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, May 20, 2024

4:00 p.m.

Mid-State Wisconsin Rapids Campus Room A223

500 32nd Street North, Wisconsin Rapids

AGENDA

A. CALL TO ORDER – CHARLES SPARGO

B. OPEN MEETING CERTIFICATION – CHARLES SPARGO

This May 20, 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 FEBRUARY 19, 2024, MARCH 18, 2024, AND APRIL 15, 2024 COMMITTEE MEETING MINUTES, APRIL 15, 2024 AND MAY 8, 2024 SPECIAL COMMITTEE MEETING MINUTES (Voice Vote) – CHARLES SPARGO

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. RESOLUTION AUTHORIZING THE ISSUANCE OF NOT TO EXCEED \$5,000,000 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2024A; AND SETTING THE SALE – GREG BRUCKBAUER

Administration is requesting authority to issue up to \$5,000,000 in general obligation promissory notes to finance budgeted capital expenditures for movable equipment, building remodeling and improvements and site improvements in FY25. The Board will be asked to approve the official sale of these notes during the June meeting. Proceeds will be distributed shortly after the July sale. Representatives from Robert W. Baird, Inc., Mid-State's financial advisor, prepared the college's financing plan which will be distributed during the meeting, along with the authorizing resolution prepared by Mid-State's bond counsel Quarles & Brady. Administration is requesting board action to authorize the borrowing of up to \$5,000,000.

- G. RESOLUTION TO PUBLISH BUDGET SUMMARY AND NOTICE OF PUBLIC HEARING – GREG BRUCKBAUER**
During a Special Meeting held on May 8, 2024, the college presented details of the proposed FY25 budget to the Finance & Infrastructure Committee. The committee approved the college's proposal and affirmed the presentation in summary during the committee report out during the May Board meeting. The College is requesting Board action to approve the Resolution contained in the packet to publish a budget summary and notice of Public Hearing.
- H. RFP #828 – AMETA™ CENTER LAB STORAGE– GREG BRUCKBAUER**
Results of RFP #828 for the AMETA™ Center Lab Storage will be presented. Board action will be requested.
- I. RFP #832 – AMETA™ CENTER AUTONOMOUS FLOOR SCRUBBER – GREG BRUCKBAUER**
Results of RFP #832 for the AMETA™ Center Autonomous Floor Scrubber will be presented. Board action will be requested.
- J. BID #836 – GENERAL SCIENCE LAB REMODEL PROJECT – GREG BRUCKBAUER**
Results of Bid #836 for the Mid-State Marshfield General Science Lab Remodel Project will be presented. Board action will be requested.
- K. 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.
- L. ADJOURNMENT (Voice Vote) – CHARLES SPARGO**

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

Wisconsin Rapids Campus

April 15, 2024

- A. CALL TO ORDER** – In place of Gordon Schalow, Charles Spargo
The meeting was called to order at 4:02 p.m.

ROLL CALL

PRESENT: Charles Spargo

EXCUSED: Gordon Schalow

OTHERS: Greg Bruckbauer, Ryan Kawski, Dr. Shelly Mondeik, and Brad Russell

- B. OPEN MEETING CERTIFICATION** – Charles Spargo
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. ACTION ON FEBRUARY 19, 2024 AND MARCH 18, 2024 COMMITTEE MEETING MINUTES** – Charles Spargo
Minutes were reviewed.

- 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. FY25 CAPITAL BUDGET** – Greg Bruckbauer
The FY25 proposed capital budget was reviewed in detail at a special meeting earlier in the evening. Presentation of the budget for approval will occur during the full board meeting. No action was taken.

- G. FY24 BUDGET AMENDMENT** – Greg Bruckbauer
A Resolution for amending the FY24 budget was presented and discussed. For FY24, 75% of the year is complete. Action requested will formally adopt those notifications provided to the Board each month and modify the FY24 budget.

- H. BID #833 – AMETA CENTER EQUIPMENT RIGGING** – Greg Bruckbauer
Results of Bid #833 for the AMETA Center Equipment Rigging were presented and discussed. No action was taken.

- I. BID #834 – AMETA CENTER FIBER LASER WELDERS** – Greg Bruckbauer
Results of Bid #834 for the AMETA Center Fiber Laser Welders were presented and discussed. No action was taken.

- J. RFP #835 – AMETA CENTER AUTOMATED SYSTEM TRAINER** – Greg Bruckbauer
Results of RFP #835 for the AMETA Center Automated System Trainer were presented and discussed. No action was taken.

- K. INFORMATIONAL ITEMS** – Charles Spargo
1. **FY24 REVENUE AND EXPENSE FORECAST:** An end-of year forecast for the current fiscal year versus budget was presented and discussed. No action was taken.
 2. **SPECIAL FY25 BUDGET MEETING:** Details of Administration's FY25 budget proposal will be presented by the College's Executive Committee on Wednesday, May 8 beginning at 4:00 p.m. All Board members are invited to attend.
 3. **FINANCE IMPLICATIONS FOR TOPICS IN OTHER COMMITTEES:** No topics were discussed.

- L. ADJOURNMENT** – Charles Spargo

There being no further action or business, the meeting adjourned at 4:27 p.m. with a motion by Mr. Spargo.

Betty Bruski Mallek, Secretary

Angela R. Susa, Recording Secretary

MID-STATE TECHNICAL COLLEGE

FINANCE & INFRASTRUCTURE COMMITTEE SPECIAL MEETING MINUTES

Wisconsin Rapids Campus	April 15, 2024
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A. CALL TO ORDER – Charles Spargo
The meeting was called to order at 3:00 p.m.

ROLL CALL

PRESENT: Betty Bruski Mallek, Richard Merdan, Charles Spargo, Ryan Zietlow, and Dr. Shelly Mondeik

OTHERS: Greg Bruckbauer, Dr. Karen Brzezinski, Dr. Mandy Lang, Brad Russell, and Dr. Chris Severson

B. OPEN MEETING CERTIFICATION – Charles Spargo
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, place and agenda of the meeting.

C. FY25 BUDGET PRESENTATION – Mid-State Executive Leadership Team
Mid-State’s Executive Leadership Team presented the proposed FY25 Budget. The budget will be presented to the committee and full board during the May meeting. A Public Hearing is planned for June 17,2024.

The Committee affirmed presentation to the full board for final approval as set forth by Mid-State’s Executive Committee.

D. ADJOURNMENT – Charles Spargo
There being no further business, the meeting adjourned at 3:59 p.m. with a motion by Mr. Merdan, seconded by Ms. Bruski Mallek, upon a voice vote.

Lynneia Miller, Secretary
Mid-State Technical College Board

Angela R. Susa
Recording Secretary

MID-STATE TECHNICAL COLLEGE

FINANCE & INFRASTRUCTURE COMMITTEE SPECIAL MEETING MINUTES

Wisconsin Rapids Campus	May 8, 2024
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A. CALL TO ORDER – Charles Spargo
The meeting was called to order at 4:00 p.m.

ROLL CALL

PRESENT: Betty Bruski Mallek, Richard Merdan, Charles Spargo, Ryan Zietlow, and Dr. Shelly Mondeik

OTHERS: Greg Bruckbauer, Dr. Karen Brzezinski, Dr. Mandy Lang, Brad Russell, and Dr. Chris Severson

B. OPEN MEETING CERTIFICATION – Charles Spargo
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, place and agenda of the meeting.

C. FY25 BUDGET PRESENTATION – Mid-State Executive Leadership Team
Mid-State’s Executive Leadership Team presented the proposed FY25 Operational Budget. The budget will be presented to the committee and full board during the May meeting. A Public Hearing is planned for June 17,2024.

The Committee affirmed presentation to the full board for final approval as set forth by Mid-State’s Executive Committee.

D. ADJOURNMENT – Charles Spargo
There being no further business, the meeting adjourned at 5:51 p.m. with a motion by Mr. Spargo, upon a voice vote.

Lynneia Miller, Secretary
Mid-State Technical College Board

Angela R. Susa
Recording Secretary

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

Wisconsin Rapids Campus

March 18, 2024

- A. CALL TO ORDER** – In place of Gordon Schalow, Charles Spargo
The meeting was called to order at 4:00 p.m.

ROLL CALL

PRESENT: Charles Spargo

EXCUSED: Gordon Schalow

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

- B. OPEN MEETING CERTIFICATION** – Charles Spargo
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. ACTION ON FEBRUARY 19, 2024 COMMITTEE MEETING MINUTES** – Charles Spargo
Minutes were reviewed.

- 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. EDA GRANT MATCH** – Greg Bruckbauer
An update on funding support request from the Economic Development Administration (EDA) was found to have merit for consideration of an Economic Adjustment Assistance (EAA) grant. If awarded, an equal match commitment from the College is required. Discussion around the grant was held. No action was taken.

- G. INFORMATIONAL ITEMS** – Charles Spargo
1. FINANCE IMPLICATIONS FOR TOPICS IN OTHER COMMITTEES: No topics were discussed.

- H. ADJOURNMENT** – Charles Spargo
There being no further action or business, the meeting adjourned at 4:17 p.m. with a motion by Mr. Spargo.

Betty Bruski Mallek, Secretary

Angela R. Susa, Recording Secretary

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

Wisconsin Rapids Campus

February 19, 2024

A. CALL TO ORDER – Gordon Schalow

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

ROLL CALL

PRESENT: Gordon Schalow and Charles Spargo

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

B. OPEN MEETING CERTIFICATION – Gordon Schalow

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

C. ACTION ON NOVEMBER 20, 2023; DECEMBER 18, 2023; AND JANUARY 15, 2024 COMMITTEE MEETING MINUTES – Gordon Schalow

Motion by Mr. Spargo, seconded by Mr. Schalow, upon a voice vote, approved committee minutes as presented.

D. REVIEW OF CONSENT AGENDA ITEMS – Greg Bruckbauer

Consent Agenda items were reviewed. No action was taken.

E. TREASURER'S REPORT – Greg Bruckbauer

Treasurer's Report was provided for FY24. No action was taken.

F. RFP #821 – AMETA CENTER FURNITURE PACKAGE #2 – Greg Bruckbauer

Results of RFP #821 – AMETA Center Furniture Package #2 were presented and discussed. No action was taken.

G. INFORMATIONAL ITEMS – Charles Spargo

1. ANTHOLOGY: An update on the implementation of Anthology as Mid-State's new Enterprise Resource Planning System was provided. No action was taken.
2. FY25 CAPITAL BUDGET PLANNING: An update on Mid-State's FY25 Capital Budget planning was provided.
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 4:42 p.m. with a motion by Mr. Spargo, seconded by Mr. Schalow.

Betty Bruski Mallek, Secretary

Angela R. Susa, Recording Secretary

ACADEMIC & STUDENT SERVICES COMMITTEE

Monday, May 20, 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 May 20, 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 (April 15, 2024 MEETING) (Voice Vote) – ARE VANG

D. REVIEW OF CONSENT AGENDA ITEMS – ARE VANG

E. FY24 OUT-OF-STATE TUITION REMISSION ANNUAL SUMMARY – DR. MANDY LANG

The WTCS President authorizes District Boards to delegate authority to submit requests to the System President for authorization to remit out-of-state tuition for needy and worthy students. The Mid-State District Board has delegated this authority to Vice President of Student Services & Enrollment Management Dr. Mandy Lang. Individuals holding delegated authority are required to report actual remissions to the District Board annually. During the 2023-2024 academic year, no out-of-state tuition was remitted.

F. FY25 OUT-OF-STATE TUITION REMISSION ANNUAL REQUEST – DR. MANDY LANG

The WTCS President authorizes District Boards to delegate authority to submit requests to the System President for authorization to remit out-of-state tuition for needy and worthy students. The Mid-State District Board has delegated this authority to Dr. Lang. Mid-State Technical College will not be requesting authority from the WTCS President to remit any out-of-state tuition for the 2024-2025 academic year.

G. INFORMATIONAL ITEMS

1. 2022-2023 Transfer Report – Dr. Chris Severson

Transfer at Mid-State Technical College focuses on creating seamless pathways for students, whether Mid-State serves as an entry point for those intending to attend a four-year institution or as a destination for those pursuing an associate degree or technical diploma. An annual report is generated to showcase students who transfer into and out of Mid-State. An update will be provided on the findings of our 2022-2023 Transfer Reports.

2. Graduation Recap – Dr. Mandy Lang

The May 2024 graduation ceremony was held on Saturday, May 10. Information about the ceremony and graduates will be shared.

H. ADJOURNMENT *(Voice Vote)* – **ARE VANG**

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

Wisconsin Rapids Campus

April 15, 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 (March 18, 2024) – Are Vang

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

D. REVIEW OF CONSENT AGENDA ITEMS – Are Vang

E. INFORMATIONAL ITEMS

1. AGRICULTURE EVENTS AT MID-STATE: Mid-State hosted its annual Farm Tour and the FFA Career Development events competition – highlights of both events were provided.

F. ADJOURNMENT – Are Vang

There being no further action or business, the meeting adjourned at 4:35 p.m. with a motion by Mr. Zietlow, seconded by Ms. Bruski Mallek.

Betty Bruski Mallek, Secretary
Mid-State Technical College Board

Angela R. Susa
Recording Secretary

HUMAN RESOURCES & EXTERNAL RELATIONS COMMITTEE

Monday, May 20, 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

This May 20, 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 (April 15, 2024) (Voice Vote) – RICHARD MERDAN

D. REVIEW OF CONSENT AGENDA ITEMS – RICHARD MERDAN

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

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

E. INFORMATIONAL ITEMS

1. College Safety Efforts – Dr. Karen Brzezinski

An update on the safety efforts of the college will be provided.

2. Summer Catalog – Craig Bernstein

An overview of the new Continuing Education Summer Catalog will be provided. Catalogs will also be provided to Board members.

F. ADJOURNMENT (Voice Vote) – RICHARD MERDAN

MID-STATE TECHNICAL COLLEGE

HUMAN RESOURCES AND EXTERNAL RELATIONS COMMITTEE MEETING MINUTES

Wisconsin Rapids Campus	April 15, 2024
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A. CALL TO ORDER – Richard Merdan

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

ROLL CALL

PRESENT: Richard Merdan

EXCUSED: Terry Whitmore

OTHERS: Dr. Karen Brzezinski, and Craig Bernstein

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 (February 19, 2024, March 18, 2024, and April 15, 2024) –

Richard Merdan
Minutes were reviewed.

D. REVIEW OF CONSENT AGENDA ITEMS – Richard Merdan

E. INFORMATIONAL ITEMS

1. HR Anthology Work – Dr. Karen Brzezinski
A status update on the Human Resources focused work of the Anthology project was provided. No action was taken.
2. Workforce and Economic Development (WED) Update – Craig Bernstein
A status update on WED and summer offerings was provided. No action was taken.

F. ADJOURNMENT – Richard Merdan

There being no further action or business, the meeting adjourned at 4:22 p.m. with a motion by Mr. Merdan.

Betty Bruski Mallek, Secretary
Mid-State Technical College Board

Angela R. Susa
Recording Secretary

MID-STATE TECHNICAL COLLEGE

HUMAN RESOURCES AND EXTERNAL RELATIONS COMMITTEE MEETING MINUTES

Wisconsin Rapids Campus

March 18, 2024

A. CALL TO ORDER – Richard Merdan

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

ROLL CALL

PRESENT: Richard Merdan

EXCUSED: Terry Whitmore

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 (February 19, 2024) – Richard Merdan

Minutes were reviewed.

D. REVIEW OF CONSENT AGENDA ITEMS – Richard Merdan

E. INFORMATIONAL ITEMS

1. College-Wide In-Service Recap – Dr. Karen Brzezinski

A recap of the recent Spring College In-Service was provided. No action was taken.

F. ADJOURNMENT – Richard Merdan

There being no further action or business, the meeting adjourned at 4:33 p.m. with a motion by Mr. Merdan.

Betty Bruski Mallek, Secretary
Mid-State Technical College Board

Angela R. Susa
Recording Secretary

MID-STATE TECHNICAL COLLEGE

HUMAN RESOURCES AND EXTERNAL RELATIONS COMMITTEE MEETING MINUTES

Wisconsin Rapids Campus

February 19, 2024

A. CALL TO ORDER – Richard Merdan

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

ROLL CALL

PRESENT: Richard Merdan and Terry Whitmore

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; December 18, 2023; and January 15, 2024) – Richard Merdan

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

D. REVIEW OF CONSENT AGENDA ITEMS – Richard Merdan

E. INFORMATIONAL ITEMS

1. Mid-State Foundation Employee Giving Campaign – Dr. Karen Brzezinski
An update on Mid-State Foundation’s Employee Giving Campaign – Groovy Giving, was provided. Opportunities to give throughout February were provided. No action was taken.
2. Central Wisconsin Deays – Dr. Bobbi Damrow
Information about Mid-State’s participation in Central Wisconsin Days was shared. No action was taken.

F. ADJOURNMENT – Richard Merdan

There being no further action or business, the meeting adjourned at 4:35 p.m. with a motion by Mr. Whitmore, seconded by Mr. Merdan.

Betty Bruski Mallek, Secretary
Mid-State Technical College Board

Angela R. Susa
Recording Secretary

COMMITTEE-OF-THE-WHOLE

Monday, May 20, 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 May 20, 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 (April 15, 2024 Meeting) (Voice Vote) – RICHARD MERDAN

D. IT PROJECTS UPDATE – BRAD RUSSELL

An update regarding the status of Mid-State's Device Customization project and the results of our Districts Mutual Insurance (DMI) penetration & vulnerability test results will be given.

E. OFFICER AND COMMITTEE UPDATES – RICHARD MERDAN

Board members will select a Treasurer to fulfill the remainder of the year as well as discuss committee assignments. Action may be taken to elect a Treasurer.

F. ADJOURNMENT (Voice Vote) – RICHARD MERDAN

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

Wisconsin Rapids Campus	April 15, 2024
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A. CALL TO ORDER – Richard Merdan
The meeting was called to order at 5:00 p.m.

ROLL CALL

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

EXCUSED: Gordon Schalow

OTHERS: Craig Bernstein, Greg Bruckbauer, Dr. Karen Brzezinski, Micki Dirks-Luebbe, Jackie Esselman, Logan Hamman, Ryan Kowski, Dr. Mandy Lang, 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 (MARCH 18, 2024 MEETING) – Richard Merdan
Motion by Mr. Spargo, seconded by Ms. Bruski Mallek, upon a voice vote, approved the minutes as presented.

D. MID-STATE ON CENTRAL– Dr. Mandy Lang & Jackie Esselman
Highlights of happenings at Mid-State’s newest Marshfield location – Mid-State on Central – were provided. Future plans were also highlighted.

E. ADJOURNMENT – Richard Merdan
There being no further action or business, the meeting adjourned at 5:18 p.m. with a motion by Mr. Whitmore, seconded by Ms. Vang, upon a voice vote.

Betty Bruski Mallek, Secretary
Mid-State Technical College Board

Angela R. Susa
Recording Secretary

DISTRICT BOARD OF DIRECTORS

Monday, May 20, 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 May 20, 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 APRIL 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 April 2024 total \$1,453,579.18 of which \$543,244.05 represents operational expenditures and \$910,332.13 represents capital expenditures. Payroll disbursements for April totaled \$1,638,320.59 plus \$19,886.88 for travel and miscellaneous reimbursements, and \$621,777.06 in fringe benefits, for a total payroll disbursement of \$2,279,984.53. Administration recommends approval of the payment of these obligations totaling \$3,733,560.71.

2. Contracted Service Agreements

The District has entered into nine contracted service agreements totaling \$20,706.27. 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. Administration recommends approval of the proposal(s) totaling \$65,414.95 which requires prior Board action.

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

Approval of hires and resignations 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. 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 – Charles Spargo
 - a. Review of Consent Agenda Items
 1. Payment of Bills and Payroll
 2. Contracted Service Agreements
 3. Procurement for Goods and Services
 - b. Treasurer's Report
 - c. Resolution Authorizing The Issuance Of Not To Exceed \$5,000,000 General Obligation Promissory Notes, Series 2024A; And Setting The Sale (Roll Call Vote)
 - d. Resolution to Publish Budget Summary and Notice of Public Hearing (Roll Call Vote)
 - e. RFP #828 – AMETA™ Center Lab Storage (Roll Call Vote)
 - f. RFP #832 – AMETA™ Center Autonomous Floor Scrubber (Roll Call Vote)
 - g. Bid #836 – General Science Lab Remodel Project (Roll Call Vote)
 - h. Informational Items
 1. Finance Implications for Topics in Other Committees

2. Academic & Student Services Committee
 - a. Review of Consent Agenda Items
 - b. FY24 Out-of-State Tuition Remission Annual Summary
 - c. FY25 Out-of-State Tuition Remission Annual Request
 - d. Informational Items
 1. 2022-2023 Transfer Report
 2. Graduation Recap

3. Human Resources & External Relations Committee
 - a. Review of Consent Agenda Items
 1. District Board Approval of Hires and Resignations of Contracted Staff
 - b. Informational Items
 1. College Safety Efforts
 2. Summer Catalog

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

1. IT Projects Update

K. DISCUSSION & ACTION – RICHARD MERDAN

1. Ruffalo Noel Levitz Student Satisfaction Inventory – Dr. Mandy Lang
The Ruffalo Noel Levitz Student Satisfaction Inventory was administered last fall. Results from the survey will be presented to the Board.

L. ADJOURNMENT (Voice Vote) – RICHARD MERDAN

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

Wisconsin Rapids Campus	April 15, 2024
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A. CALL TO ORDER – Richard Merdan

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

B. ROLL CALL

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

EXCUSED: Gordon Schalow

OTHERS: Craig Bernstein, Greg Bruckbauer, Dr. Karen Brzezinski, Jackie Esselman, Micki Dirks-Luebbe, Logan Hamman, Ryan Kowski, Dr. Mandy Lang, 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. Spargo, upon a voice vote, approved minutes from the board meeting held March 18, 2024.

F. CONSENT AGENDA

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

1. The district's bills for the month of March 2024 were presented. These bills totaled \$1,446,396.54 of which \$616,160.12 represents operational expenditures and \$830,236.42 represents capital expenditures. The district's payroll for the month of March totaled \$1,638,356.70 plus \$19,570.35 for travel and miscellaneous reimbursements and \$625,433.86 in fringe benefits. The district's bills and payroll totaled \$3,729,757.45.

2. Entered into the following contracted service agreements totaling \$74,006.00:

<u>Agreement #</u>	<u>Contracted Service:</u>	<u>Amount</u>
147079	BLS Skills Test for Online Course	\$ 750.00
147080	Intro to GMAW	\$ 10,000.00
147081	Print Reading for Welding	\$ 5,500.00
147082	Social Wellness – Nourishing Your Body	\$ 1,100.00
147083	Fire Investigator	\$ 625.00
147084	Nursing Assistant	\$ 10,250.00
147085	Nursing Assistant	\$ 18,790.00
147086	Central WI Farm Profitability	\$ 1,056.00
147087	Heartsaver First Aid/CPR	\$ 1,175.00
147088	Heartsaver CPR/AED Adult/Child	\$ 530.00
147089	Construction OSHA 10	\$ 1,450.00
147090	Construction OSHA 30	\$ 7,150.00
147091	The Emotionally Intelligent Leader	\$ 100.00
147092	Career Professionalism	\$ 1,200.00
147093	Heartsaver First Aid/CPR	\$ 1,650.00
147094	Heartsaver CPR/AED Adult/Child	\$ 610.00
147095	Leadership & Influence	\$ 4,900.00

147096	Fall Protection Training	\$ 2,220.00
147097	Problem Solving Techniques	\$ 2,590.00
147098	Advanced Skills in Excel	\$ 2,360.00

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

<u>Amount</u>	<u>Company</u>	<u>College Division/Dept.</u>
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 No procurements to approve at this time.
4. District Board Approval of Hires and Resignations of Contracted Staff:
 Resignation:
 - Courtney Kostuchowski (effective June 30, 2024); Instructor, Criminal Justice

G. CHAIRPERSON'S REPORT – Richard Merdan

1. Mr. Schalow asked to be excused from the meeting. Mr. Shawn Becker was welcomed to the Board of Directors and provided an opportunity to introduce himself.
2. The Spring Boards Association meeting was held March 21-23 in Rhinelander. Ms. Bruski Mallek attended. She provided an update on proposed handbook changes, presentation of the Boards Association Orientation for new members and future meeting dates. Dr. Mondeik added that Mid-State nominee Chet Laskowski of Chet's Plumbing, was awarded the District Boards Association Alumni of the Year and honored at the dinner.
3. The Spring Board Advance will be held May 17 beginning at 10:00 a.m. Agenda topics can be sent to Dr. Mondeik or Ms. Susa.
4. The 2024 ACCT Leadership Congress will be held October 23-26 in Seattle. Those interested in attending should connect with Ms. Susa to make proper arrangements.
5. Future meeting dates (times unless otherwise announced):

MONTHLY MEETING	
Monday, May 20, 2024	Committee-of-the-Whole: 5:00 p.m.
Wisconsin Rapids Campus	Board Meeting: Following Committee-of-the-Whole

H. PRESIDENT'S REPORT – Dr. Shelly Mondeik

1. Campus activities were highlighted. Activities included LEAD Center Ribbon Cutting event, budget work for FY25, Mid-State Foundation Anniversary celebration, and upcoming commencement planning.
2. Dr. Mondeik attended the WTCS Student Ambassador dinner as well as Higher Learning Commission Annual Conference and Wisconsin Women in Higher Education Leadership Conference.
3. The WTCS Board met and discussed a proposed tuition increase and grant awards.

I. COMMITTEE REPORTS

1. FINANCE & INFRASTRUCTURE COMMITTEE – In place of Gordon Schalow, Charles Spargo reported
 - a. TREASURER'S REPORT: Reviewed with the Board. No questions or concerns arose.
 - b. FY25 CAPITAL BUDGET: A special committee meeting was held earlier in the evening to review in detail the proposed FY25 capital budget and related financing plan. Funding sources were reviewed.

 Motion by Mr. Spargo, seconded by Ms. Bruski Mallek, upon a roll call vote, unanimously approved the FY25 Capital Budget for buildings, grounds, remodeling and improvements, technology, and equipment in the amount of \$9,383,899.00.

- c. FY24 BUDGET AMENDMENT: FY24 Budget Amendment was presented for approval. These amendments were reviewed in detail and it was noted that this is a summation of the monthly amendment notifications received by the Board during regular meetings.

Motion by Mr. Spargo, seconded by Mr. Zietlow, upon a roll call vote, unanimously approved the following FY24 Budget Amendment Resolution as presented:

WHEREAS, the FY24 budget was adopted by the Mid-State Technical College (Mid-State) Board on June 19, 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 post-retirement benefits accounting, the addition of or modification of grants and to adjust expense budgets; and

WHEREAS, the Special Revenue – Aidable Fund budget was adjusted to accommodate the reallocation of budgets within departments and functions; and

WHEREAS, the Capital Projects budget was adjusted to accommodate the reallocation of capital budgets within departments and functions, to reflect current year project estimates, to accommodate lease payment accounting, and to modify and add grants; and

WHEREAS, the Debt Service Fund budget was adjusted to accommodate the lease payment accounting; and

WHEREAS, the Special Revenue – Non-Aidable Fund budget was adjusted to accommodate the post-retirement benefits accounting; and

NOW, THEREFORE, BE IT RESOLVED by the Mid-State Technical College Board to approve the following FY24 budgetary revisions:

FUND	FUNCTION RESOURCE	APPROPRIATION CHANGE	MODIFIED APPROPRIATION
General	Instruction	\$3,089,235	\$22,892,693
General	Instructional Resources	(81,883)	1,058,935
General	Student Services	585,366	5,145,886
General	General Institutional	238,294	6,398,157
General	Physical Plant	1,625	2,221,112
Special Revenue – Aidable	Instruction	(1,145)	1,085,185
Special Revenue – Aidable	Physical Plant	1,145	2,630
Capital Projects	Instruction	4,329,561	5,404,090
Capital Projects	Instructional Resources	(114,614)	397,999
Capital Projects	Student Services	82,802	277,802
Capital Projects	General Institutional	478,259	3,531,924
Capital Projects	Physical Plant	10,297,230	11,962,778
Debt Service	Physical Plant	837,960	8,018,490
Enterprise	Auxiliary Services	0	1,283,626
Internal Services	Auxiliary Services	0	5,991,149
Special Revenue – Non-Aidable	Instruction	475,000	475,000
Special Revenue – Non-Aidable	Student Services	0	8,273,204
Special Revenue – Non-Aidable	General Institutional	0	291,903
Total Appropriations	Operating Expenditures	\$20,218,835	\$84,712,563

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

BE IT FURTHER RESOLVED that the FY24 amended budget be used as the official comparison to the proposed FY25 budget; 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.

- d. BID #833 – AMETA CENTER EQUIPMENT RIGGING: An invitation to bid was published and subsequently bid openings were held for Bid #833 – AMETA Center Equipment Rigging. This equipment will be instrumental in movement of existing equipment at the Wisconsin Rapids to the AMETA Center.

Motion by Mr. Spargo, seconded by Ms. Bruski Mallek, upon a roll call vote, unanimously awarded Bid #833 – AMETA Center Equipment Rigging to IPEC, Inc. in the amount of \$42,260.00.

WHEREAS, the college has need for Equipment Rigging at the AMETA™ Center; and

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

WHEREAS, the bids for #833 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 approved the awarding of Bid #833 to IPEC, Inc. and in the amount of \$42,260.00, commencing on April 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.

- e. BID #834 – AMETA CENTER FIBER LASER WELDERS: An invitation to bid was published and subsequently bid openings were held for Bid #834 – AMETA Center Fiber Laser Welders.

Motion by Mr. Spargo, seconded by Mr. Whitmore, upon a roll call vote, unanimously awarded Bid #834 – AMETA Center Fiber Laser Welders to First Technologies, Inc. in the amount of \$60,000.00.

WHEREAS, the college has need for Fiber Laser Welders 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 #834 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 #834 to First Technologies, Inc. and in the amount of \$60,000.00, commencing on April 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.

- f. RFP #835 – AMETA CENTER AUTOMATED SYSTEM TRAINER: An invitation to respond was published and subsequently openings were held for RFP #835 – AMETA Center Automated System Trainer.

Motion by Mr. Spargo, seconded by Ms. Vang, upon a roll call vote, unanimously awarded Bid #835 – AMETA Center Automated System Trainer to First Technologies, Inc. in the amount of \$599,102.00.

WHEREAS, the college has need for Automated System Trainer at the 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 request for proposal for #835 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 #835 to First Technologies, Inc. in the amount of \$599,102.00, commencing on April 16, 2024 as recommended to the Board by Administration, as set forth in the schedules attached hereto.

- g. FY24 REVENUE AND EXPENSE FORECAST: An overview of FY24 finances was provided in relation to revenue and expenses. Topics included tuition, FTEs, revenue sources and fund equity.
- h. SPECIAL FY25 BUDGET MEETING: A special meeting to present the FY25 budget was set for 4:00 p.m. on May 8, 2024. All are invited to attend.
- i. FINANCE IMPLICATIONS FOR TOPICS IN OTHER COMMITTEES: No topics discussed.

2. ACADEMIC & STUDENT SERVICES COMMITTEE – Are Vang

- a. AGRICULTURE EVENTS AT MID-STATE: Mid-State recently hosted 150 attendees in Marshfield as part of the Annual Farm Tour. In addition, Mid-State hosted the FFA Regional Contest at the Wisconsin Rapids Campus and will host the WTCS National Ag Day Celebration in Spring 2025.

3. HUMAN RESOURCES & EXTERNAL RELATIONS – Richard Merdan
 - a. HR ANTHOLOGY WORK: Anthology work has progressed past 50% complete and has moved focus to Human Resources. Work continues to meet timeline requirements.
 - b. WORKFORCE AND ECONOMIC DEVELOPMENT (WED) UPDATE: An overview of Workforce & Economic Development Department structure was provided as well as highlights of upcoming summer activities.

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

1. MID-STATE ON CENTRAL: An overview of activity to date at the Mid-State on Central location in Marshfield was provided. Having opened in June 2023, the site is on track to meet annual foot traffic goals. To date, 82 inquiries have been made.

K. DISCUSSION & ACTION

1. GRANTS UPDATE: A recap of Mid-State’s 2025 WTCS General Purpose Revenue (GPR) grant results was provided. The grants team was highlighted as well and the focus and purpose of funding received.

L. ADJOURNMENT – Richard Merdan

There being no further action or business of the Board, the meeting adjourned at 6:33 p.m. with a motion by Ms. Vang, seconded by Mr. Spargo, upon a voice vote.

Betty Bruski Mallek, Secretary

Angela R. Susa, Recording Secretary

Account	Descr	Name	Sum Amount	Notes
				Two invoices. One invoice for \$37,087.50 pertains to PO# 2023000168-Two CER Rooms at AMETA. Second invoice for \$241.99 pertains to PO# 2023000169-AMETA Conference Room.
2106	Accrued Encumbrances	BRILLIANT MARKETING AND CONSULTING, LLC	37,329.49	
2106	Accrued Encumbrances	LAMAR COMPANIES	3,839.00	
2106	Accrued Encumbrances	OMNI GLASS & PAINT, LLC	2,160.00	
2107	Accounts Payable-Bookstore	DIGICOPY INC	5,560.55	
2129	Emergency Funding Foundation	MID-STATE TECHNICAL COLLEGE FOUNDATION	500.00	
2131	UWSP Pass Through Room Board	UNIVERSITY OF WISCONSIN-STEVENS POINT	1,825.00	
4118	Real Tax Levy Refunds	CITY OF MARSHFIELD	36.71	
4119	Personal Prop.Tax Levy Refunds	CITY OF STEVENS POINT	91.65	
4119	Personal Prop.Tax Levy Refunds	CITY OF WISCONSIN RAPIDS	2.53	
4256	WI Higher Education Grants	GRANT LOAN REFUND MONITOR	562.00	
4573	Processing Fees	MID-STATE TECHNICAL COLLEGE	100.00	
4814	Events Revenue	STEVENS POINT AREA SCHOOL DISTRICT	25.00	
4814	Events Revenue	Stanley Boyd School District	25.00	
4841	Equipment Sales	VANGUARD COMPUTERS, INC.	1,149.00	
5201	Travel - Meeting Expenses	13 CHAIRS, LLC	1,283.40	
5201	Travel - Meeting Expenses	KOBUSSSEN BUSES LTD	424.90	
5201	Travel - Meeting Expenses	ROCKMAN'S CATERING	551.36	
5210	Staff Development Expense	FOX VALLEY TECHNICAL COLLEGE FOUNDATION	110.00	
5212	Tuition Reimbursement	TOMORROW RIVER SCHOOL DISTRICT	37.00	
5213	Dues Memberships Subscriptions	ADAMS-FRIENDSHIP TIMES REPORTER	87.79	
5213	Dues Memberships Subscriptions	CITY OF STEVENS POINT	2,300.00	
5213	Dues Memberships Subscriptions	HEARTLAND BUSINESS SYSTEMS	167.27	
5213	Dues Memberships Subscriptions	MARSHFIELD ROTARY CLUB	141.00	
5213	Dues Memberships Subscriptions	NORTHEAST WI TECHNICAL COLLEGE	1,747.00	
5213	Dues Memberships Subscriptions	SUNRISE ROTARY	150.00	
5213	Dues Memberships Subscriptions	ZOOM VIDEO COMMUNICATIONS, INC.	1,800.00	
5230	Instructional Supplies	AIRGAS USA LLC	291.08	
5230	Instructional Supplies	CARLIN HORTICULTURAL SUPPLIES	598.43	
5230	Instructional Supplies	HOME BUTCHERING SUPPLIES, LLC	761.95	
5230	Instructional Supplies	MISSISSIPPI WELDERS SUPPLY CO., INC	1,297.03	
5230	Instructional Supplies	O'REILLY AUTOMOTIVE INC	292.02	
5230	Instructional Supplies	PATTERSON DENTAL SUPPLY, INC.	231.06	
5230	Instructional Supplies	UW PROVISION COMPANY, INC.	1,503.05	
5231	Noninstructional Supplies	BOYS & GIRLS CLUB OF PORTAGE COUNTY INC	7,485.76	WIG Payment
5231	Noninstructional Supplies	BOYS & GIRLS CLUB OF THE WIS RAPIDS AREA	4,939.75	WIG Payment
5231	Noninstructional Supplies	HEINZEN PRINTING INC	2,079.87	
5231	Noninstructional Supplies	HENRICKSEN & COMPANY, INC.	413.56	
5231	Noninstructional Supplies	MIDLAND PAPER	3,265.60	
5231	Noninstructional Supplies	NASSCO, INC.	3,951.94	
5231	Noninstructional Supplies	O'REILLY AUTOMOTIVE INC	55.37	
5231	Noninstructional Supplies	PEDIATRIC EMERGENCY STANDARDS, INC.	240.00	
5231	Noninstructional Supplies	UW PROVISION COMPANY, INC.	338.39	
5231	Noninstructional Supplies	WATEA	3,108.97	WIG Payment
5232	Minor Equipment	WATEA	832.15	WIG Payment
5234	Postage	UNITED MAILING SERVICE INC	3,496.67	
5271	Advertising Promotions	6 AM MARKETING, INC.	2,495.00	
5271	Advertising Promotions	ERIN'S CARE SOLUTIONS, LLC/MISSIONS R US	116.95	
5271	Advertising Promotions	HEINZEN PRINTING INC	2,002.96	
5271	Advertising Promotions	MID-STATE TECHNICAL COLLEGE FOUNDATION	1,200.00	
5271	Advertising Promotions	WATEA	700.00	
5271	Advertising Promotions	WOOD AREA HOLSTEINS	200.00	
5281	Repairs	O'REILLY AUTOMOTIVE INC	13.71	
5281	Repairs	PIEPER ELECTRIC, INC.	632.50	
5283	Building Repair	FIRST SUPPLY LLC-PLOVER	748.96	
5283	Building Repair	NICK MICHELS & SONS INC	443.00	
5283	Building Repair	PIEPER ELECTRIC, INC.	460.00	
5283	Building Repair	TWEET/GAROT MECHANICAL INC	1,690.77	
5301	Professional Academic Contract	HALLWAY CONSULTING GROUP, LLC	4,250.00	
5351	Other Contracts and Services	BETTERMYND, INC.	12,600.00	
5351	Other Contracts and Services	BOHN TRUCKING & EXCAVATING INC	3,613.50	
5351	Other Contracts and Services	CAP SERVICES INC	37.49	WIG Payment
5351	Other Contracts and Services	CENTERGY INC	32,725.00	WIG Payment
5351	Other Contracts and Services	CENTURY PLAZA 1 D/B/A PATHOS PROPERTIES	250.00	
5351	Other Contracts and Services	CONCENTRA	64.00	
5351	Other Contracts and Services	Diversified Benefit Services, Inc.	100.00	
5351	Other Contracts and Services	ESSENTIAL DETAILS LLC	625.00	
5351	Other Contracts and Services	EXPRESS EMPLOYMENT PROFESSIONALS	1,102.88	
5351	Other Contracts and Services	FERNANDES, NEIL DOMINIC	200.00	
5351	Other Contracts and Services	HIRERIGHT LLC	466.57	
5351	Other Contracts and Services	HealthCheck360	1,269.04	
5351	Other Contracts and Services	LAKESHORE TECHNICAL COLLEGE	23,268.68	
5351	Other Contracts and Services	MISSION WISCONSIN, LLC	2,573.75	WIG Payment
5351	Other Contracts and Services	PREMIER POND SERVICES INC	4,180.00	
5351	Other Contracts and Services	PROPERTY WORKS LLC	1,152.40	
5351	Other Contracts and Services	SHRED IT	75.50	
5351	Other Contracts and Services	SOUTHWEST WISCONSIN TECHNICAL COLLEGE	149.00	
5351	Other Contracts and Services	SPECTRUM BUSINESS	8,645.90	
5351	Other Contracts and Services	STAFFWORKS GROUP	2,034.72	
5351	Other Contracts and Services	STERICYCLE INC	116.05	
5351	Other Contracts and Services	STOCOR PORTABLE STORAGE LLC	940.00	
5351	Other Contracts and Services	TRUGREEN	2,879.76	
5351	Other Contracts and Services	US OMNI & TSACG COMPLIANCE SERVICES, INC	86.48	
5351	Other Contracts and Services	WATEA	274.35	WIG Payment
5351	Other Contracts and Services	WI DEPT OF JUSTICE	340.00	
5351	Other Contracts and Services	WIPFLI, LLP	3,000.00	
5351	Other Contracts and Services	WNA SERVICES CO	101.00	
5351	Other Contracts and Services	WOOD COUNTY HIGHWAY DEPT	546.60	
5351	Other Contracts and Services	WROBLEWSKI CONCRETE CONSTRUCTION LLC	1,383.00	
5351	Other Contracts and Services	WTCS FOUNDATION INC	8,000.00	
5352	Maintenance Contracts	BAUERNFELD BUSINESS TECHNOLOGIES INC	1,155.52	
5352	Maintenance Contracts	E O JOHNSON INC	70,101.33	Printer replacement project. Using funds from the managed fund 6607.
5353	Professional Fees	Boardman & Clark LLP	177.50	
5353	Professional Fees	GANNETT WISCONSIN LOCALIQ	272.30	
5357	Software maint annual agreemen	BOYS & GIRLS CLUB OF PORTAGE COUNTY INC	417.71	WIG Payment
5357	Software maint annual agreemen	INSIGHT PUBLIC SECTOR INC	827.70	
5357	Software maint annual agreemen	KANOPY INC	8,000.00	
5357	Software maint annual agreemen	MISSION WISCONSIN, LLC	3,500.00	WIG Payment
5357	Software maint annual agreemen	TUTOR.COM, INC.	13,200.00	
5357	Software maint annual agreemen	VANGUARD COMPUTERS, INC.	500.00	
5357	Software maint annual agreemen	WISNET	90.00	
5357	Software maint annual agreemen	ZUMASYS, INC.	229.97	
5419	Facilities Rental	CENTURY PLAZA 1 D/B/A PATHOS PROPERTIES	1,500.00	
5441	Insurance Expense	ARTHUR J GALLAGHER RISK MGMT SERVICES	2,500.00	
5441	Insurance Expense	WATEA	3,012.00	WIG Payment
5452	Electricity Expense	ALLIANT ENERGY/WP&L	1,506.34	
5452	Electricity Expense	MARSHFIELD UTILITIES	3,731.67	
5452	Electricity Expense	WATER WORKS & LIGHTING COMMISSION	23,449.79	
5452	Electricity Expense	WI PUBLIC SERVICE CORP	7,407.59	
5453	Sewer Water	MARSHFIELD UTILITIES	623.68	

5453	Sewer Water	STEVENS POINT PUBLIC UTILITIES	2,589.74	
5453	Sewer Water	WATER WORKS & LIGHTING COMMISSION	2,416.23	
5454	Heat	BLUE EDGE ENERGY LLC	648.48	
5454	Heat	WE ENERGIES	6,583.00	
5454	Heat	WI PUBLIC SERVICE CORP	2,604.39	
5454	Heat	WORLD FUEL SERVICES, INC.	4,942.34	
5455	Telephone	AT&T	1,693.81	
5455	Telephone	CONCORD TECHNOLOGIES	221.80	
5455	Telephone	FRONTIER NORTH INC	2,711.61	
5455	Telephone	HEARTLAND BUSINESS SYSTEMS	617.50	
5455	Telephone	SOLARUS	2,493.29	
5455	Telephone	US CELLULAR	1,821.32	
5456	Garbage Pickup	HARTER'S FOX VALLEY DISPOSAL	2,833.89	
5501	Student Activity Club Expense	MINNTEX, INC	422.30	
5650	Graduation Expense	BRICKHOUSE SCHOOL SERVICES	7,001.74	
5650	Graduation Expense	OUTBACK RANCH, INC	2,237.50	
5654	Project Participant Cost	ALLY FINANCIAL, INC.	500.00	
5654	Project Participant Cost	ASPIRUS DIVINE SAVIOUR CHILD CARE CENTER	62.38	
5654	Project Participant Cost	BAUGUS, GEORGE	500.00	
5654	Project Participant Cost	BOYS & GIRLS CLUB OF PORTAGE COUNTY INC	495.00	WIG Payment
5654	Project Participant Cost	CENTERGY INC	450.00	WIG Payment
5654	Project Participant Cost	LHL PROPERTIES	400.00	
5654	Project Participant Cost	MARSHFIELD UTILITIES	500.00	
5654	Project Participant Cost	SEVEN K'S LLC	500.00	
5654	Project Participant Cost	SHINING STARS CHILD CARE	456.00	
5654	Project Participant Cost	STEVENS POINT HOUSING AUTHORITY	394.00	
5654	Project Participant Cost	TIRES PLUS	495.93	
5654	Project Participant Cost	US CELLULAR	358.00	
5654	Project Participant Cost	YMCA - SOUTH WOOD COUNTY	296.82	
5654	Project Participant Cost	YSTAD, BRENT ALLAN	500.00	
5655	Sub Recip Wage and Fringe Pays	BOYS & GIRLS CLUB OF PORTAGE COUNTY INC	18,078.02	WIG Payment
5655	Sub Recip Wage and Fringe Pays	BOYS & GIRLS CLUB OF THE WIS RAPIDS AREA	13,183.59	WIG Payment
5655	Sub Recip Wage and Fringe Pays	CAP SERVICES INC	1,345.78	WIG Payment
5655	Sub Recip Wage and Fringe Pays	CENTERGY INC	7,000.00	WIG Payment
5655	Sub Recip Wage and Fringe Pays	WATEA	18,094.31	WIG Payment
5662	Indirect Expense	CAP SERVICES INC	138.33	WIG Payment
5699	Other Expenditures	HEART OF WISCONSIN	575.00	
5699	Other Expenditures	WATEA	199.00	WIG Payment
5701	Books Resale	AHIMA	75.00	
5701	Books Resale	ASCEND LEARNING HOLDINGS, LLC	140.00	
5701	Books Resale	ATP-AMERICAN TECHNICAL PUBLISHERS INC	21.08	
5701	Books Resale	LABYRINTH LEARNING	881.10	
5701	Books Resale	REDSHELF, INC	1,618.22	
5702	Resale Expense	AUTOZONE	37.17	
5702	Resale Expense	HEINZEN PRINTING INC	1,837.98	
5702	Resale Expense	O'REILLY AUTOMOTIVE INC	1,479.62	
5707	Freight	FEDEX	127.23	
5708	Outgoing Freight	FEDEX	282.30	
5821	Building and Fixtures	APEX FIRE PROTECTION, LLC	46,903.50	AMETA Center construction. Trade Pack #24 (Fire Protection) Board approved AMETA project at the 2/28/22 board meeting.
5821	Building and Fixtures	APPLETON LATHING CORPORATION	3,021.00	
5821	Building and Fixtures	BADGER HEATING & AIR CONDITIONING	71,250.00	AMETA Center construction. Trade Pack #26 (HVAC). Board approved AMETA project at the 2/28/22 board meeting.
5821	Building and Fixtures	BUSHMAN ELECTRIC COMPANY INC	39,441.50	Three invoices. AMETA Center construction. Two invoices totalling \$38,736.50 pertains to PO# 202400019 Exterior building signage. A third invoice for \$705 was for a crane rental for equipment rigging. Board approved AMETA project at the 2/28/22 board meeting.
5821	Building and Fixtures	CURRENT TECHNOLOGIES INC	5,850.00	
5821	Building and Fixtures	DAKOTA ELECTRIC SERVICE INC	78,543.15	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.	7,120.73	
5821	Building and Fixtures	FSS BUSINESS SYSTEMS, INC.	10,660.11	
5821	Building and Fixtures	HENRICKSEN & COMPANY, INC.	58,007.45	AMETA Center furniture package two. Board approved AMETA project at the 2/28/22 board meeting.
5821	Building and Fixtures	HJ MARTIN AND SON INC	25,555.00	AMETA Center construction. Trade Pack #21 (Folding Panel Partitions). Board approved AMETA project at the 2/28/22 board meeting.
5821	Building and Fixtures	J. H. FINDORFF & SON INC	150,215.32	Three invoices. February Construction Management Fees \$71,967.95. Trade Pack #5 (Carpentry) \$33,304.86. Trade pack #6 (Bridge Crane) \$44,942.51. Board approved AMETA project at the 2/28/22 board meeting.
5821	Building and Fixtures	NATIONS ROOF NORTH, LLC	43,897.60	AMETA Center construction. Trade Pack #10 (Metal Wall Panels). Board approved AMETA project at the 2/28/22 board meeting.
5821	Building and Fixtures	OMNI GLASS & PAINT, LLC	18,319.10	
5821	Building and Fixtures	RJ RASMUSSEN PLUMBING & HEATING, INC	17,912.74	
5821	Building and Fixtures	SDS PAINTING COMPANY, INC.	1,486.00	
5821	Building and Fixtures	STRATFORD SIGN COMPANY LLC	2,010.00	
5831	Building Remodeling and Improv	CURRENT TECHNOLOGIES INC	3,507.76	
5831	Building Remodeling and Improv	EPPSTEIN UHEN ARCHITECTS, INC.	2,958.00	
5831	Building Remodeling and Improv	HENRICKSEN & COMPANY, INC.	3,514.49	
5831	Building Remodeling and Improv	PIEPER ELECTRIC, INC.	11,170.00	
5841	Furniture and Equipment	BAY VERTE MACHINERY, INC.	69,865.65	AMETA Center Equipment. Pertains to PO#2024000136 for a hydraulic shear. Board approved AMETA project at the 2/28/22 board meeting.
5841	Furniture and Equipment	GREENWAY & ASSOCIATES, LTD	51,407.00	Three invoices. Two invoices totaling \$20,630 pertain to PO# 2024000171 for a Hydmech S20P Bandsaw for the AMETA Center. The third invoice pertains to PO# 2024000138 for a Piranha PII-88 Ironworker for the AMETA Center. Board approved AMETA project at the 2/28/22 board meeting.
5841	Furniture and Equipment	LUCIFER FURNACES	5,397.50	
5841	Furniture and Equipment	MISSISSIPPI WELDERS SUPPLY CO., INC	26,012.00	Two invoices. Both pertain to PO# 2024000145 for gas mixers for the AMETA Center. Board approved AMETA project at the 2/28/22 board meeting.
5842	Computers and Comp Software	ADVANTAGE DESIGN GROUP	5,800.00	
5842	Computers and Comp Software	ANTHOLOGY, INC	4,062.57	
5842	Computers and Comp Software	BRILLIANT MARKETING AND CONSULTING, LLC	23,026.73	
5842	Computers and Comp Software	CDW GOVERNMENT INC	1,460.00	
5842	Computers and Comp Software	CollegeNET, Inc.	5,000.00	
5842	Computers and Comp Software	EPA AUDIO VISUAL, INC.	35,910.12	Pertains to PO# 2024000163. 25Live room scheduling panels for the AMETA Center. Board approved AMETA project at the 2/28/22 board meeting.
5842	Computers and Comp Software	HEARTLAND BUSINESS SYSTEMS	40.00	
5842	Computers and Comp Software	VANGUARD COMPUTERS, INC.	83,007.11	Three invoices. One invoice for \$82,270.25 pertains to PO# 2024000159. (41) Z2 mini's were on this invoice for the AMETA. Two invoices totaling \$736.86 pertains to PO# 2024000168 for ethernet cables. Board approved AMETA project at the 2/28/22 board meeting.
5901	Long-Term Principal	ASPIRUS RIVERVIEW HOSPITAL & CLINICS INC	13,175.00	
5971	Agent, Legal and Other Fees	ASSOCIATED TRUST COMPANY, NA	475.00	
		Total	1,403,988.85	
2105	Refund Clearing	Total Financial Aid/Student Refunds	49,587.33	
		Total Payments for April 2024	\$ 1,453,576.18	
		Capital	910,332.13	
		Operational	543,244.05	

April Accepted Contract Service Agreements Meeting on May 20, 2024

Contract Number	Location of Business/Agency	Industry Type	Type of Service	Hours of Instructions	Estimated Number Served	Contract Amount
147099	Stevens Point	Business and Industry	HeartSaver CPR/FA/BBP	8	24	2,961.27
147100	Stevens Point	Community Based Organizations (e.g., churches, foundations, unions, non-profits)	HeartSaver CPR AED	3.5	20	1,290.00
147101	Multi-Business	Business and Industry	Spark! Igniting Passion in Nonprofits	6	75	4,500.00
147102	Marshfield	Business and Industry	Robotic Welding	30	2	5,000.00
147103	Marshfield	Business and Industry	IMS Projects	4	4	1,355.00
147104	Nekoosa	Business and Industry	First Responder - Industrial Skills	8	20	2,200.00
147105	Nekoosa	Business and Industry	BLS - Basic Life Support Provider	4	20	1,920.00
147106	Marshfield	Business and Industry	BLS - Basic Life Support Provider	5	8	925.00
147107	Marshfield	Business and Industry	BLS Renewal	3	4	555.00
					Total:	\$20,706.27

April Contract Training Proposals For Informational Purposes

Monthly Contract Training Proposal Recap - April 2024				Proposal Amount	Current Status
Proposal #	Bill to City	Industry Type	Type of Service		
956	Plover	Business and Industry	Mechanical Maintenance Training	\$13,695.00	Accepted
952	Marshfield	Business and Industry	2024-2025 WAT Grant Proposal	\$64,068.00	Presented
949	Marshfield	Business and Industry	Safety Training	\$9,450.00	In Review
948	Stevens Point	Business and Industry	Leadership Influencing Individuals and Teams	\$15,000.00	Draft
947	Marshfield	Business and Industry	BLS Training	\$1,480.00	Accepted
946	Marshfield	Business and Industry	BLS Renewal Training	\$650.00	Presented
946	Marshfield	Business and Industry	CPR/AED - Sept 2024	\$700.00	Presented
944	Marshfield	Business and Industry	State of Wisconsin Welding Certification	\$395.00	Presented
941	Marshfield	Business and Industry	Emotional Intelligence and Conflict Management	\$4,800.00	In Review
940	Marshfield	Business and Industry	Excel Training WAT 24-25	\$2,700.00	In Review
938	Stevens Point	Business and Industry	Excel Training	\$2,900.00	Presented
937	Wisconsin Rapids	Business and Industry	Mock Code Simulation Spring 2024	\$4,554.00	Accepted
935	Wisconsin Rapids	Business and Industry	Forklift Training	\$2,150.00	Presented
934	Marshfield	Business and Industry	Supervisory and LEAN Principles	\$7,745.00	Accepted
932	Marshfield	Business and Industry	Supervisory Skills - WAT Grant 24-25	\$9,450.00	In Review
930	Marshfield	Education	First Aid/CPR/AED Training	\$2,600.00	Accepted
929	Marshfield	Business and Industry	IMS Projects	\$1,355.00	Accepted
TOTAL				\$143,692.00	

FINANCE & INFRASTRUCTURE COMMITTEE

Procurement of Goods and Services

May 20, 2024 Board Meeting

	<u>Amount</u>	<u>Procurement Method</u>
<u>Procurements Requiring Board Action</u>		
School of Nursing Manikin - CAE Healthcare (Chicago, IL)	65,414.95	State Contract
Subtotal for Procurements Requiring Board Action	\$65,414.95	
<u>Procurements Not Requiring Board Action</u>		
<u>None</u>		
Subtotal for Procurements Not Requiring Board Action	\$0.00	
<u>Procurements Approved in Budget Process Not Requiring Board Action</u>		
AMETA Center		
Electrical & Low Voltage-Building - Dakota (Marshfield, WI)	78,543.15	Bid
AMETA Construction Management fees - J. H. Findorff & Sons Inc. (Madison, WI)	71,967.95	RFP
HVAC - Badger Heating & Air Conditioning, LLC (Stevens Point, WI)	71,250.00	Bid
Equipment - Bay Verte Machinery, Inc (Green Bay, WI)	69,865.65	Bid
AMETA Furniture Package 2 - Henricksen & Company, Inc	58,007.45	RFP
Equipment - Greenway & Associates, LTD (Orange City, IA)	51,407.00	Bid
Fire Protection - Apex Fire Protection LLC (Eland, WI)	46,903.50	Bid
Bridge Crane - J. H. Findorff & Sons Inc. (Madison, WI)	44,942.51	Bid
Metal Wall Panels - Nations Roof, LLC Waukesha, WI)	43,897.60	Bid
AMETA Exterior Signage - Bushman Electric, Inc (Stevens Point,	39,441.50	Bid
Carpentry - J. H. Findorff & Sons Inc. (Madison, WI)	33,304.86	Bid
Equipment - Mississippi Welder Supply CO., Inc. (Winona, MN)	26,012.00	Quote
Folding Panel Partitions - HJ Martin & Son, Inc (Green Bay, WI)	25,555.00	Bid
IT Department		
AMETA Center - Vanguard Computers, Inc (Brookfield, WI)	83,007.11	State Contract
District printer replacements - E O Johnson (Wausau, WI)	70,101.33	State Contract
AMETA Center - Brilliant Marketing and Consulting (Appleton,	37,329.49	RFP
Equipment - EPA Audio Visual Inc. (Rockford, MN)	35,910.12	State Contract

FINANCE & INFRASTRUCTURE COMMITTEE

Procurement of Goods and Services

May 20, 2024 Board Meeting

	<u>Amount</u>	<u>Procurement Method</u>
Subtotal for Procurements Approved in Budget Process Not Requiring Board Action	\$887,446.22	
<u>Mandatory Procurements Not Requiring Board Action</u>		
Wig Grant Subrecipient Reimbursements Centergy Inc. (Wausau, WI)	32,725.00	Mandatory
Subtotal for Mandatory Procurements	\$32,725.00	
<u>Emergency Procurements</u>		
<u>None</u>		
Subtotal for Emergency Procurements	\$0.00	
Grand Total	<u><u>\$985,586.17</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 April 2024

<u>Project #</u>	<u>Grant Title or Description</u>	<u>Type</u>	<u>Reason for Budget Change</u>	<u>Budgeted Revenue Change</u>	<u>Budgeted Expense Change</u>	<u>Budgeted Fund Balance Change</u>
Fund 1 - General Fund Budget Notifications						
	141884 Youth Apprenticeship Grant	State	Adjust to actual	15,466.00	15,466.00	-
						-
						-
Fund 2 - Special Revenue Non-Aidable Fund Budget Notifications						
				-	-	-
Fund 3 - Capital Projects Fund Budget Notifications						
				-	-	-
Fund 4 - Debt Service Fund Budget Notifications						
				-	-	-
Fund 7 - Special Revenue Non-Aidable Fund Budget Notifications						
				-	-	-
				-	-	-
Total Budget Changes For The Month				15,466.00	15,466.00	-



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

	General Operations & Grants		Special Rev		Special Rev		Capital Projects		Annual Debt Service		Enterprise Units		Internal Sales, Media Services & Self-Funded Insurances		Percentage of Total Current Budget	Original Budget		
	Fund 1	Fund 2	Fund 3	Fund 4	Fund 5	Fund 6	Fund 7	Fund 8	Fund 9	Fund 10	Fund 11	Fund 12	Fund 13					
Local Government	7,141,757	-	-	6,998,265	-	-	-	-	-	-	-	-	-	-	14,140,022	14,140,022	19.9%	14,140,022
Student Fees	6,832,846	77,300	-	-	-	-	428,515	-	-	-	-	-	-	-	7,338,661	7,338,661	10.3%	7,338,661
State Aid & Grants	18,837,585	-	-	-	-	347,000	866,000	-	-	-	-	-	-	-	20,050,585	19,273,786	28.2%	19,273,786
Institutional	616,889	910,000	-	110,000	-	414,968	612,000	-	-	-	-	-	-	-	9,823,904	9,226,671	13.8%	9,226,671
Federal	4,185,727	-	-	-	-	9,001,091	6,670,450	-	-	-	-	-	-	-	19,857,288	7,512,583	27.9%	7,512,583
Total Revenues	37,614,804	987,300	9,763,059	7,108,265	1,125,404	6,034,643	8,576,965	9,763,059	7,108,265	1,125,404	6,034,643	71,210,440	71,210,440	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		Percentage of Total Current Budget	Original Budget		
	Fund 1	Fund 2	Fund 3	Fund 4	Fund 5	Fund 6	Fund 7	Fund 8	Fund 9	Fund 10	Fund 11	Fund 12	Fund 13					
Salaries and Wages	19,917,519	351,633	372,760	-	284,379	-	262,890	-	-	-	-	-	-	-	21,189,181	20,576,211	25.0%	20,576,211
Benefits	8,048,083	105,428	172,795	-	87,704	-	788,459	-	-	-	-	-	-	-	9,202,469	8,960,710	10.9%	8,960,710
Current Expenditures	9,766,647	630,754	5,900	-	104,328	-	130,000	-	-	-	-	-	-	-	11,852,633	8,558,909	14.0%	8,558,909
Student Financial Aid & Activities	-	-	-	-	-	-	7,858,758	-	-	-	-	-	-	-	7,858,758	7,858,758	9.3%	7,858,758
Resale	-	-	-	-	807,215	-	-	-	-	-	-	-	-	-	5,583,360	5,583,360	6.6%	5,583,360
Capital Outlay	-	-	21,023,138	-	-	-	-	-	-	-	-	-	-	-	21,023,138	5,775,250	24.8%	5,775,250
Debt Retirement	-	-	-	8,018,490	-	-	-	-	-	-	-	-	-	-	8,018,490	7,180,530	9.5%	7,180,530
Total Expenditures	37,732,249	1,087,815	21,574,593	8,018,490	1,283,626	5,991,149	9,040,107	21,574,593	8,018,490	1,283,626	5,991,149	84,728,029	84,728,029	100.0%	64,493,728			
% of Expenditures by Fund	44.5%	1.3%	25.5%	9.5%	1.5%	7.1%	10.7%	25.5%	9.5%	1.5%	7.1%	100.0%	100.0%					

Changes in Fund Equity	
Budgeted Fund Equity as of 6/30/23	23,138,001
Current Revenue over Expenses	(7,002,005)
Other Sources and Uses:	
Proceeds from Debt	6,000,000
Interfund Transfers In	240,000
Interfund Transfers Out	(240,000)
Repayment of Debt	-
AMETA Center fund equity adjustment due to funding date	6,725,920
Budgeted Ending Fund Equity	22,135,996



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

YTD

83.3%

	General Operations & Grants			Special Rev		Capital Projects		Annual Debt Service		Enterprise Units		Internal Sales, Media Services & Self-Funded Insurances		% of Actual to Budget
	Fund 1	Fund 2	Fund 7	Fund 3	Fund 4	Fund 5	Fund 6	Total YTD All Funds	Total Current Budget					
Local Government	7,087,915	-	-	-	7,085,804	-	-	-	14,173,719	14,140,022	100.2%			
Student Fees	6,697,886	165,442	439,196	-	-	-	-	-	7,302,525	7,338,661	99.5%			
State Aid & Grants	16,674,351	-	828,089	-	-	-	-	-	17,502,440	20,050,585	87.3%			
Institutional	750,936	435,317	585,924	688,930	256,113	1,004,824	3,150,893	-	6,872,938	9,823,904	70.0%			
Federal	1,825,972	-	5,909,713	9,027,186	-	-	-	-	16,762,871	19,857,288	84.4%			
Total Revenues	33,037,060	600,759	7,762,923	9,716,116	7,341,917	1,004,824	3,150,893	52.2%	62,614,492	71,210,440	87.9%			

	% of Budget Recognized	
Total Revenues	87.8%	87.9%

Expenditures	
Salaries and Wages	15,802,921
Benefits	5,740,760
Current Expenditures	5,670,541
Student Financial Aid & Activities	-
Resale	-
Capital Outlay	-
Debt Retirement	-
Total Expenditures	27,214,221
	72.1%

	% of Budget Expended	
Total Expenditures	85.4%	74.8%

Changes in Fund Equity	
Actual Fund Equity as of 6/30/23	11,164,858
Current Revenue over Expenses	5,822,839
Other Sources and Uses:	-
Proceeds from Debt	-
Interfund Transfers In	-
Interfund Transfers Out	-
Repayment of Debt	-
AMETA Center fund equity adjustment due to funding date	-
Accrued YTD Fund Equity	16,987,696

	% of Budget Expended	
Accrued YTD Fund Equity	53.8%	54.6%

	% of Budget Expended	
Accrued YTD Fund Equity	85.4%	74.8%

	% of Budget Expended	
Accrued YTD Fund Equity	85.4%	74.8%

**Mid State Technical College
Combined Balance Sheet - All Fund Types and Account Groups
April 30, 2024**

With comparative totals for April 30, 2023

	Governmental Fund Types				Proprietary Fund Types			Fiduciary Fund Type		Memorandum only	
	General	Special Rev Aidable	Capital Projects	Debt Service	Enterprise	Internal Service	Non-Aidable	Special Rev	Non-Aidable	2023-24	2022-23
Cash	\$ 13,422,085	\$ -	\$ 3,223,969	\$ 994,150	\$ 1,850	\$ 1,965,438	\$ -	\$ -	\$ 19,607,492	\$ 24,052,515	\$ 6,736,062
Investments	-	-	-	-	-	-	-	6,701,729	6,701,729	6,701,729	6,736,062
Receivables:											
Property taxes	4,068,268	-	-	-	-	-	-	-	4,068,268	4,068,268	3,811,194
Accounts receivable	2,798,641	63,734	6,124,200	-	188,975	-	-	156,633	9,332,184	8,616,784	8,616,784
Due from other funds	-	212,445	-	168,138	-	415,032	-	-	795,615	906,691	906,691
Inventories - at cost	-	-	-	-	561,408	-	-	-	561,408	521,728	521,728
Prepaid Assets	225	1,901	-	-	-	-	-	-	2,126	5,500	5,500
Other Current Assets	-	-	-	-	-	-	-	-	-	-	-
Fixed assets - at cost, less accumulated depreciation, where applicable	-	-	-	-	343,413	-	-	-	343,413	353,281	353,281
General Long Term Debt	-	-	-	-	-	-	-	-	-	-	-
All Other Noncurrent Assets	-	-	-	-	-	-	-	-	-	-	-
TOTAL ASSETS AND OTHER DEBITS	\$ 20,289,219	\$ 278,080	\$ 9,348,170	\$ 1,162,288	\$ 1,095,646	\$ 2,380,469	\$ 6,858,361	\$ 41,412,234	\$ 45,003,755		

LIABILITIES, FUND EQUITY AND OTHER CREDITS

Liabilities	\$ 69,178	\$ 6,659	\$ 408,802	\$ -	\$ -	\$ -	\$ -	\$ 11,621	\$ 496,260	\$ 42,474
Accounts Payable	-	-	-	-	-	-	-	-	-	-
Accrued Liabilities:										
Wages	212	-	-	-	-	-	-	212	-	-
Employee related payables	274,065	-	-	-	-	-	-	274,065	283,037	283,037
Vacation	322,051	15,088	-	-	9,594	-	-	10,563	357,295	617,625
Other current liabilities	-	-	-	-	5,471	-	-	-	5,471	4,026
Due to other funds	401,550	-	-	-	359,756	-	-	34,308	795,613	906,691
Deferred Revenues	2,234,468	2,641	4,186	-	-	-	-	112,244	2,353,539	1,960,454
Def Compensation Liability	-	-	-	-	-	-	-	-	-	-
General Long Term Debt Group	-	-	-	-	-	-	-	-	-	-
TOTAL LIABILITIES	\$ 3,301,523	\$ 24,388	\$ 412,988	\$ -	\$ 374,821	\$ -	\$ 168,736	\$ 4,282,455	\$ 3,814,307	

Fund equity and other credits

Retained Earnings	-	-	-	-	885,961	142,259	12,922	1,041,143	1,249,161	1,249,161
Res for Prepaid Expenditures	250	3,750	-	-	-	-	-	4,000	11,040	11,040
Reserve for Self-Insurance	-	-	-	-	-	2,358,426	-	2,358,426	2,772,845	2,772,845
Reserve for Student Gov & Org	-	-	-	-	-	-	72,113	72,113	85,462	85,462
Res for Student Fin Assistance	-	-	-	-	-	-	127,954	127,954	129,040	129,040
Res for Post-Employ Benefits	482,274	-	-	-	-	-	6,430,862	6,913,136	6,920,325	6,920,325
Reserve for Capital Projects	-	-	7,680,715	-	-	-	-	7,680,715	1,081,628	1,081,628
Res for Cap Proj - Motorcycle	-	-	63,280	-	-	-	-	63,280	109,772	109,772
Reserve for Debt Service	-	-	-	977,435	-	-	-	977,435	757,391	757,391
Designated for Operations	7,737,852	150,230	-	-	-	-	-	7,888,082	7,553,659	7,553,659
Des for State Aid Fluctuations	603,420	-	-	-	-	-	-	603,420	506,546	506,546
Des for Subsequent Year	2,341,062	84,531	-	-	-	-	-	2,425,593	2,355,860	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)	5,822,839	15,182	1,191,187	184,853	(165,135)	(120,217)	45,774	6,974,482	17,656,719	17,656,719
TOTAL LIABILITIES, FUND EQUITY AND OTHER CREDITS	\$ 20,289,219	\$ 278,080	\$ 9,348,169	\$ 1,162,288	\$ 1,095,647	\$ 2,380,469	\$ 6,858,361	\$ 41,412,234	\$ 45,003,755	

RESOLUTION NO. ____

RESOLUTION AUTHORIZING THE ISSUANCE OF NOT TO EXCEED
\$5,000,000 GENERAL OBLIGATION PROMISSORY NOTES,
SERIES 2024A; AND SETTING THE SALE

WHEREAS, the Mid-State Technical College District, Adams, Clark, Jackson, Juneau, Marathon, Portage, Waushara and Wood Counties, Wisconsin (the "District") is presently in need of \$4,159,281 for the public purpose of paying the cost of acquiring movable equipment; in the amount of \$796,339 for the public purpose of paying the cost of building remodeling and improvement projects; and in the amount of \$44,380 for the public purpose of paying the cost of site improvements, and there are insufficient funds on hand to pay said costs;

WHEREAS, the District hereby finds and determines that the projects are within the District's power to undertake and serve a "public purpose" as that term is defined in Section 67.04(1)(b), Wisconsin Statutes; and

WHEREAS, technical college districts are authorized by the provisions of Section 67.12(12), Wisconsin Statutes to borrow money and issue general obligation promissory notes for such public purposes.

NOW, THEREFORE, BE IT:

RESOLVED, that the District shall issue general obligation promissory notes in an amount not to exceed \$4,159,281 for the public purpose of paying the cost of acquiring movable equipment; and be it further

RESOLVED, that the District shall issue general obligation promissory notes in an amount not to exceed \$796,339 for the public purpose of paying the cost of building remodeling and improvements projects; and be it further

RESOLVED, that the District shall issue general obligation promissory notes in an amount not to exceed \$44,380 for the public purpose of paying the cost of site improvements; and be it further

RESOLVED, that

Section 1. Authorization and Sale of the Notes. For the purpose of paying the costs specified above in the amounts authorized for those purposes (collectively, the "Project"), there shall be borrowed pursuant to Section 67.12(12), Wisconsin Statutes, the principal sum of not to exceed FIVE MILLION DOLLARS (\$5,000,000) from Robert W. Baird & Co. Incorporated (the "Purchaser"). To evidence such indebtedness, the Chairperson and Secretary are hereby authorized, empowered and directed to make, execute, issue and sell to the Purchaser for, on behalf of and in the name of the District, general obligation promissory notes aggregating the principal amount of not to exceed FIVE MILLION DOLLARS (\$5,000,000) (the "Notes"). There shall be levied on all the taxable property of the District a direct, annual, irrevocable tax sufficient to pay the interest on the Notes as it becomes due, and also to pay and discharge the principal thereof within twenty years of the date of issuance of the Notes.

Section 2. Notice to Electors. Pursuant to Section 67.12(12)(e)5, Wisconsin Statutes, the Secretary shall, within ten (10) days of adoption of this Resolution, cause public notice of the adoption of this Resolution to be given to the electors of the District by publishing notices in the Marshfield News-Herald, the official newspaper of the District. The notices to electors shall be in substantially the forms attached hereto as Exhibits A, B and C (collectively, the "Notices") and incorporated herein by this reference.

Section 3. Sale of the Notes. The sale of the Notes shall be negotiated with the Purchaser. At a subsequent meeting, the District Board shall act on the purchase proposal received from the Purchaser and specify the terms of and interest rates on the Notes.

Section 4. Official Statement. The Secretary shall cause an Official Statement to be prepared by the Purchaser. The appropriate District officials shall determine when the Official Statement is final for purposes of Securities and Exchange Commission Rule 15c2-12 and shall certify said Statement, such certification to constitute full authorization of such Official Statement under this Resolution.

Section 5. Conflicting Resolutions; Severability; Effective Date. All prior resolutions, rules or other actions of the District Board or any parts thereof in conflict with the provisions hereof shall be, and the same are, hereby rescinded insofar as the same may so conflict. In the event that any one or more provisions hereof shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions hereof. The foregoing shall take effect immediately upon adoption and approval in the manner provided by law. If any of the Notes may be subject to a petition for referendum, any action with respect to the sale of the Notes shall be subject to the condition that no petition for referendum has been filed within thirty (30) days of publication of the Notices provided for under Section 2 of this Resolution or, if a petition is filed, that any required referendum approval is obtained.

Section 6. Expenditure of Funds and Declaration of Official Intent. The District shall make expenditures as needed from its funds on hand to pay the cost of the Project until proceeds of the Notes become available. The District hereby officially declares its intent under Treas. Reg. Section 1.150-2 to reimburse said expenditures with proceeds of the Notes, the principal amount of which is not expected to exceed \$5,000,000.

Adopted, approved and recorded May 20, 2024.

Richard Merdan
Chairperson

Attest:

Betty A. Bruski Mallek
Secretary

(SEAL)

RESOLUTION TO PUBLISH THE 2024-25 BUDGET

BE IT HEREBY RESOLVED that authority be given to the administration of Mid-State Technical College to publish, at least fifteen days prior to the Public Hearing, the Budget Summary and Notice of Public Hearing for Mid-State Technical College for 2024-25, with an expenditure budget totaling \$64,518,487 as required by Section 65.90(3) of Wisconsin Statutes. The Public Hearing will be held on June 17, 2024, at the time and place published in the public notice.

**RESOLUTION FOR
AWARDING OF RFP #828
AMETA™ CENTER LAB STORAGE**

WHEREAS, the College has need for Lab Storage in the Automation Lab, Machine Tool Lab, and Welding Lab 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 #828 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 #828 to FSS Business Systems, Inc. in the amount of \$112,839.74, commencing on May 21, 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 has approved the funding of \$112,839.74 for Lab Storage from the AMETA Center capital funds.

**RESOLUTION FOR
AWARDING OF RFP #832
AMETA™ Center Autonomous Floor Scrubber**

WHEREAS, the College has need for Autonomous Floor Scrubber at the new AMETA™ Center facility;
and

WHEREAS, the proposed equipment was coordinated with, and approved by Mid-State's Facilities staff;
and

WHEREAS, the responses of Request For Proposal #832 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 #832 to Nassco Inc. in the amount of \$71,781.00, commencing on May 21, 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 has approved the funding of
\$71,781.00 for the Autonomous Floor Scrubber from the FY2025 budgeted funds.

**RESOLUTION FOR
AWARDING OF BID #836
Mid-State Marshfield General Science Lab Remodel Project**

WHEREAS, the condition of the Marshfield science lab is in need of updates and improvements and,

WHEREAS, remodeling the current lab will enhance student success, and

WHEREAS, dedicating the lab to general science will improve safety for the health services programs, and

WHEREAS, the bids were submitted, documented, opened, recorded, and scored in accordance with College and WTCS policies,

BE IT RESOLVED that the Mid-State Technical College Board approves the awarding of Bid #836 to Eagle Construction in the amount of \$117,900.00 with a project start date of May 27, 2024 and completion date of August 16, 2024.

BE IT FURTHER RESOLVED that the Mid-State Technical College Board has approved the funding of \$117,900.00 for the Marshfield General Science Lab remodel from the FY2025 budgeted funds.

Approval of Hires and Resignations of Contracted Employees May 20, 2024

Resignations

n/a

Hires

- Jacob Denny (effective April 29, 2024)
Instructor, Mechanical Design