



BOARD OF DIRECTORS MEETING
November 2022

Monday, November 21, 2022
Mid-State Marshfield Campus
2600 West 5th Street, Marshfield

4:00 p.m. – Finance & Infrastructure Committee Meeting; Room 124 (page 17)
4:15 p.m. – Academic & Student Services Committee Meeting; Room 101 (page 20)
No Meeting – Human Resources & External Relations Committee
5:00 p.m. – **Committee-of-the-Whole Meeting**; Room 126 (page 22)
Immediately following Committee-of-the-Whole – Board Meeting; Room 126 (page 3)

***Mission:** Mid-State Technical College transforms lives through the power of teaching and learning.*

***Vision:** Mid-State Technical College is the educational provider of first choice for its communities.*

INDEX

November 21, 2022 Board Meeting Agenda.....	Page 3
Exhibits	Page 6
A: October 17, 2022 Board Meeting Minutes.....	Page 6
B: Payment of Bills & Payroll	Page 13
C: Finance & Infrastructure Committee Agenda	Page 17
D: Finance & Infrastructure Committee Meeting Minutes	Page 19
E: Academic & Student Services Committee Agenda.....	Page 20
F: Academic & Student Services Committee Meeting Minutes	Page 21
G: Committee-of-the-Whole Agenda.....	Page 22
H: Committee-of-the-Whole Meeting Minutes.....	Page 23
I: Contracted Service Agreements	Page 24
J: Procurements for Goods and Services	Page 25
K: Financial Reports.....	Page 28
L: Hires and Resignations of Contracted Employees	Page 32

DISTRICT BOARD OF DIRECTORS

Monday, November 21, 2022

Immediately Following Committee-of-the-Whole

Mid-State Marshfield Campus Community Engagement Room 126

2600 West 5th Street, Marshfield

AGENDA

A. CALL TO ORDER – KRISTIN CRASS

B. ROLL CALL

C. OPEN MEETING CERTIFICATION – KRISTIN CRASS

This November 21, 2022, 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 – KRISTIN CRASS

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 OCTOBER 17, 2022 BOARD MEETING MINUTES (Exhibit A)

F. ACTION ON CONSENT AGENDA

1. Payment of Bills and Payroll (Exhibit B)

District bills for October 2022 total \$1,046,078.48 of which \$895,474.48 represents operational expenditures and \$150,604.00 represents capital expenditures. Payroll disbursements for October totaled \$1,556,274.92 plus \$16,819.72 for travel and miscellaneous reimbursements, and \$629,953.39 in fringe benefits, for a total payroll disbursement of \$2,203,048.03. Administration recommends approval of the payment of these obligations totaling \$3,249,126.51.

2. Contracted Service Agreements (Exhibit I)
The District has entered into ten contracted service agreements totaling \$27,495.91. The individual contracts are available for review upon request. Administration recommends approval of these contracts.
3. Procurements for Goods and Services (Exhibit J)
Procurements for Goods and Services fall into two groups: 1) procurements that require prior Board approval and 2) procurements approved by Administration but listed as information for the Board. Expertise regarding the purpose and specifications for procurements are generally unique to individual departments. Therefore, please notify the Business Office before the meeting if there are any questions. A response will be provided or arrangements for the subject-matter expert to be present will be made. There are no procurements which require board approval.
4. District Board Approval of Hires and Resignations of Contracted Staff (Exhibit L)
Approval of hires and resignations of contracted staff per State Statute 118.22(2) is requested.

G. CHAIRPERSON'S REPORT – KRISTIN CRASS

1. Meeting attendance
2. WTC District Boards Association
3. ACCT Leadership Congress
4. Next meeting date

H. PRESIDENT'S REPORT – DR. SHELLY MONDEIK

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

I. COMMITTEE REPORTS

1. Finance & Infrastructure Committee – Gordon Schalow
 - a. Review of Consent Agenda Items
 - b. Treasurer's Report (Exhibit K)
 - c. FY22 Audited Financial Statements
 - d. Informational Items
 1. Finance Implications for Topics in Other Committees
2. Academic & Student Services Committee – Are Vang
 - a. Review of Consent Agenda Items
 - b. Academic Programming
 - c. Informational Items
 1. November 21, 2022 Faculty Teaching and Learning Day
 2. Cohort Default Rate

3. Human Resources & External Relations Committee – Richard Merdan
 - a. No meeting was held this evening.

J. COMMITTEE-OF-THE-WHOLE – KRISTIN CRASS

1. Marshfield Campus Updates
2. HLC and Program Accreditation Updates

K. DISCUSSION & ACTION – KRISTIN CRASS

1. Workforce and Economic Development Annual Report –Dr. Bobbi Damrow and Craig Bernstein
Presentation of the Division of Workforce and Economic Development Annual Report will be made.

L. CLOSED SESSION – KRISTIN CRASS

The Board will entertain a motion to convene to closed session, under Sections 19.85(1)(e) and (g), Wisconsin Statutes, for the purpose of discussing, considering, and potentially acting upon Items related to construction contracting for the AMETA Center.

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

M. ADJOURNMENT – KRISTIN CRASS

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

Wisconsin Rapids Campus	October 17, 2022
-------------------------	------------------

A. CALL TO ORDER – Kristin Crass

The meeting was called to order at 5:59 p.m.

ROLL CALL

PRESENT: Betty Bruski Mallek, Kristin Crass, Justin Feltz, Richard Merdan, Lynneia Miller, Charles Spargo, Are Vang, and Dr. Shelly Mondeik

EXCUSED: Gordon Schalow

OTHERS: Greg Bruckbauer, Dr. Karen Brzezinski, Dr. Bobbi Damrow, Brad DePasse, Dr. Beth Ellie, Dr. Mandy Lang, Filip Lelis, Layla Merrifield, Brad Russell, Dr. Deb Stencil, and Angie Susa

B. OPEN MEETING CERTIFICATION – Kristin Crass

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

C. OPEN FORUM – Kristin Crass

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

D. APPROVAL OF MINUTES

Motion by Mr. Merdan, seconded by Ms. Vang, upon a voice vote, approved minutes from the board meeting held September 19, 2022 as presented.

E. CONSENT AGENDA

Motion by Ms. Bruski Mallek, seconded by Mr. Merdan, upon a roll call vote, unanimously approved the following consent agenda items:

1. The district's bills for the month of September 2022 were presented in Exhibit B. These bills totaled \$2,446,099.46 of which \$1,731,131.83 represents operational expenditures and \$714,967.63 represents capital expenditures. The district's payroll for the month of September totaled \$1,479,814.82 plus \$12,022.92 for travel and miscellaneous reimbursements and \$630,400.27 in fringe benefits. The district's bills and payroll totaled \$4,567,337.47.

2. Entered into the following contracted service agreements:

<u>Agreement #</u>	<u>Contracted Service:</u>	<u>Amount</u>
146858	Conflict Resolution	\$ 540.00
146859	Nursing Assistant	\$ 9,275.00
146860	Medical Terminology	\$ 6,450.89
146861	Leadership Development	\$ 4,999.96
146862	BLS Skills Test for online course	\$ 1,090.00
146863	IMT Monthly Training	\$ 3,595.00
146864	Heartsaver CPR AED	\$ 740.00
146865	Mental health Seminar	\$ 5,000.00

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

<u>Amount</u>	<u>Company</u>	<u>College Division/Dept.</u>
No procurements required Board action.		

4. Wisconsin Ethics Resolution

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

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

<u>Position</u>	<u>Occupant</u>
President	Dr. Shelly Mondeik 1421 Lily Lane Wisconsin Rapids, WI 54494
Vice President, Academics	Dr. Deb Stencil 621 32 nd Street North; #208 Wisconsin Rapids, WI 54494
Vice President, Finance & Facilities	Greg Bruckbauer 1811 Whispering Pine Drive Plover, WI 54467
Vice President, Human Resources & Organizational Development	Dr. Karen Brzezinski 3211 1 st Street South Wisconsin Rapids, WI 54494
Vice President, Student Services & Enrollment Management	Dr. Amanda Lang 9395 Vermillion Street Milladore, WI 54454-9700
Vice President, Information Technology	Brad Russell 1160 Bellview Drive Wisconsin Rapids, WI 54494
Vice President, Workforce Development & Community Relations	Dr. Bobbi Damrow 731 32 nd Street North; #202 Wisconsin Rapids, WI 54494
Manager, Project Management & Capital Budget	Matt Schneider 3065 Swanson Road Wisconsin Rapids, WI 54495
Director, Foundation & Alumni	Jill Steckbauer N1179 County Road CH Coloma, WI 54930

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

- Derek Bell (effective August 16, 2022) – Instructor, Leadership Development

F. CHAIRPERSON'S REPORT – Kristin Crass

1. Board members were welcomed to the meeting. Mr. Schalow asked to be excused.
2. The Fall Boards Association meeting was held October 6-8 in Eau Claire. Ms. Bruski Mallek and Mr. Spargo attended. Mr. Spargo provided highlights of the meeting and sessions presented.
3. ACCT Leadership Congress will be held October 26-29 in New York. Ms. Bruski Mallek and Mr. Merdan plan to attend.
4. Options for Fall Board Advance dates were discussed. A half-day Advance will be held Wednesday, November 30, 2022. An agenda will be shared as we near the date.
5. Board Appointment seeking a School District Administrator member was completed. Terry Whitmore was appointed to the position. The WTCS Board will consider his appointment at their November meeting.
6. Future meeting dates (times unless otherwise announced):

MONTHLY MEETING Monday, November 21, 2022 Marshfield Campus	Committee-of-the-Whole: 5:00 p.m. Board Meeting: Following Committee-of-the-Whole
BOARD ADVANCE Wednesday, November 30, 2022 Wisconsin Rapids Campus	
MONTHLY MEETING Monday, December 19, 2022 Wisconsin Rapids Campus	Committee-of-the-Whole: 5:00 p.m. Board Meeting: Following Committee-of-the-Whole

G. PRESIDENT'S REPORT – Dr. Shelly Mondeik

1. Dr. Mondeik shared that Advisory Meetings were completed at each of Mid-State's four campus locations. In addition, earlier in the day, a 10-Year Agreement with Adams Fire was signed.
2. Mid-State's Nursing Program hosted a two and one half day accreditation visit. Six standards were being reviewed. Preliminary information indicates all standards are in compliance.
3. A groundbreaking was held for the Wayne H. Bushman Advanced Manufacturing, Engineering Technology, and Apprenticeship (AMETA) Center in Stevens Point. During the event, Wisconsin Governor's Chief of Staff announced Mid-State would receive funding toward project equipment.
4. For the first time on campus, Mid-State held a Basic Jail Academy Recognition Ceremony.
5. The next WTCS Board meeting and WTCS Presidents Association meeting is in November in Milwaukee.

H. COMMITTEE REPORTS

1. FINANCE & INFRASTRUCTURE COMMITTEE – Charles Spargo in place of Gordon Schalow
 - a. TREASURER'S REPORT: Following discussion, no questions or concerns were presented.
 - b. CERTIFICATION OF 2022-23 TAX LEVY: Prior to October 31, the Mid-State Board is required to certify their tax levy for the current fiscal year and to notify 97 municipalities of their proportionate share of Mid-State's tax levy. Administration proposed certification of a

13,860,341 levy. This amount is a \$62,562 decrease from the previous year's certified levy.

Motion by Mr. Spargo, seconded by Ms. Bruski Mallek, upon a roll call, approved the following 2022-23 Tax Levy Certification Resolution:

BE IT RESOLVED that the Mid-State Technical College Board authorized a \$13,860,341 property tax levy for fiscal year 2023, representing an overall mill rate of \$0.78772 on \$17,595,419,333 of equalized valuation without TIFs within the boundaries of the Mid-State Technical College District.

BE IT FURTHER RESOLVED that this levy be made up of \$6,860,890 in operational levy representing an operational mill rate of \$0.38992 and \$6,999,451 in debt service representing a debt service mill rate of \$0.39780.

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

- c. FY22 BUDGET AMENDMENTS: End-of-year closing entries and audit work require amendments to the College's FY22 budget prior to finalizing the annual audit. They include usual and customary amendments.

Motion by Mr. Spargo, seconded by Ms. Miller, upon a roll call vote, approved the following Notice of FY22 Budget Amendment Resolution:

WHEREAS, the FY22 budget was adopted by the Mid-State Technical College (Mid-State) Board on June 14, 2021, was amended on April 18, 2022, and State statute requires the district board to approve any modifications to the original adopted budget; and

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

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

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

WHEREAS, the Debt Service Fund budget was adjusted to accommodate the payment of debt costs; and

WHEREAS, the Special Revenue - Non-Aidable Fund budget was adjusted to accommodate the Student COVID relief funding; and

NOW, THEREFORE, BE IT RESOLVED by the Mid-State Technical College Board to approve the following FY22 budgetary revisions:

FUND	FUNCTION RESOURCE	APPROPRIATION CHANGE	MODIFIED APPROPRIATION
General	Instruction	47,168	19,149,572
General	Instructional Resources	17,973	1,204,206
General	Student Services	32,594	4,506,020
General	General Institutional	(42,647)	5,599,349
General	Physical Plant	7,759	2,223,360
Special Revenue - Operational	Instruction	450,877	1,351,663
Special Revenue - Operational	General Institutional	1,134,095	2,284,914
Capital Projects	Instruction	6,674	1,549,760
Capital Projects	General Institutional	(105,261)	720,376
Capital Projects	Physical Plant	179,956	1,868,588
Debt Service	Physical Plant	3,342	11,271,407
Special Revenue - Non-Aidable	Student Services	7,000	8,029,789
Total Appropriations	Operating Expenditures	\$1,739,530	\$59,759,004

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

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

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

- d. ANTHOLOGY PROJECT KICKOFF UPDATE: Mid-State's Anthology Kickoff was held in late September. The plan in place to address needs was shared with the Board.
 - e. BOARD POLICIES: Policies related to finance were presented with no recommendation for changes. Final review and approval will be sought in December.
 - f. FINANCE IMPLICATIONS FOR TOPICS IN OTHER COMMITTEES: No topics discussed.
2. ACADEMIC & STUDENT SERVICES COMMITTEE - Are Vang
- a. ADVISORY COMMITTEES: An overview Advisory Committee membership for the Schools of Business & Information Technology; Protective & Human Services; and Health was provided. Future focus will include diverse members and geographical representation from throughout the District.

- b. RECENT K-12 EVENTS: Events hosted with K-12 partners over the last six months were highlighted.
- 3. HUMAN RESOURCES & EXTERNAL RELATIONS COMMITTEE
 - a. FALL FAMILY FUN: Employees were offered a visit to Seehafer Farm to enjoy horse drawn buggy rides and a corn maze as part of a fall employee engagement event.
 - b. BOARD POLICIES: Board Policies related to Human Resources and Contract Training were presented and discussed. Final review will occur in December.
 - c. COMMUNITY ENGAGEMENT/RELATIONS: Recent community events and activities were highlighted. Involvement by mascot Grit was also highlighted.

I. COMMITTEE-OF-THE-WHOLE

- 1. DISTRICT BOARDS ASSOCIATION UPDATE: An update was provided by District Boards Association Executive Director Layla Merrifield. Association activities, advocacy, and WTCS budget requests were all discussed.
- 2. 2021-2022 YEAR-END DASHBOARD AND 2022-2023 DASHBOARD: Mid-State's annual dashboards were presented. Along with year-end data, campus specific information was provided. 2023-2023 goals focus on stabilization.

J. DISCUSSION & ACTION

- 1. GRANT OPPORTUNITY: Presentation of a grant opportunity to assist with AMETA equipment funding was presented. Prior to October 31, 2022, an application requesting support will be submitted to the Economic Development Administration (EDA) Economic Adjustment Assistance (EAA) grant opportunity. This grant, if awarded, requires a 50-percent match from the college. Funding of the match was discussed.

Motion by Mr. Spargo, seconded by Ms. Bruski Mallek, upon a roll call vote, unanimously approved the following Resolution For The Economic Development Administration's (EDA), "AMETA EQUIP" Grant Match Acquisition of Equipment for the Advanced Manufacturing, Engineering Technology And Apprenticeship (AMETA) Center In Stevens Point, Wisconsin:

WHEREAS, the current and future demand for trained and up skilled employees in AMETA employment fields is strong, and

WHEREAS, data shows a number of students leave the Mid-State District to obtain these skills and education, and

WHEREAS, our right program analysis identified that our ability to provide new programs and some current offerings will exceed our current facilities, and current equipment, and

WHEREAS, Mid-State Technical College is in the process of constructing a new AMETA Center in Stevens Point to serve the training needs of the district using funding received from over 117 businesses, organizations, municipalities, and governmental agencies, and

WHEREAS, Mid-State Technical College is now looking to procure relevant instructional training equipment to be installed in the AMETA Center, and

WHEREAS, the relevant instructional training equipment to equip the AMETA Center meets the eligibility requirements of the EDA's Economic Adjustment Assistance (EAA) grant, and

WHEREAS, the EDA EAA Grant application “AMETA EQUIP” requires a 50-percent match if awarded, and

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

WHEREAS, the Mid-State Technical College Board annually authorizes such general promissory notes as a college funding mechanism, and

BE IT RESOLVED, Mid-State Technical College Board through its authorization of general obligation promissory notes, commits these unencumbered funds in an amount not to exceed \$2,000,000, to match the \$2,000,000 EDA EAA grant, AMETA EQUIP, if funded, for the public purpose of purchasing movable instructional equipment to equip the AMETA Center.

K. CLOSED SESSION – Kristin Crass

The Board will entertain a motion to convene to closed session, pursuant to s. 19.85(1)(c) Wisconsin Statutes, the discuss the President’s Evaluation. The Board may take action in closed session. Following closed session, the Board will entertain a motion to reconvene in open session and will then take any further action that is necessary and appropriate. The Board will thereafter entertain a motion to adjourn the meeting.

Motion by Mr. Merdan, seconded by Ms. Miller, upon a roll call vote, approved the closed session beginning at 6:52 p.m., as announced by Ms. Crass.

L. ADJOURNMENT – Kristin Crass

The Board reconvened to open session at 8:41 p.m. with a motion by Mr. Merdan, seconded by Mr. Spargo, upon a roll call vote.

Closed session was to evaluate the performance of President Mondeik. The Board continues to be pleased with performance and progress. Her rolling three-year contract will be renewed.

There being no further action or business of the Board, the meeting adjourned at 8:42 p.m. with a motion by Mr. Merdan, seconded by Ms. Vang, upon a voice vote.

Lynneia Miller, Secretary
Mid-State Technical College Board

Angela R. Susa
Recording Secretary

Paid Invoice Listing October 2022

Account	Descr	Name	Sum Amount	Notes
2106	Accrued Encumbrances	GROUNDS DETAIL SERVICE LLC	12,949.30	
2106	Accrued Encumbrances	TRIMARK MARLINN, LLC	12,149.17	
2107	Accounts Payable-Bookstore	DIGICOPY INC	8,924.10	
2131	UWSP Pass Through Room Board	UNIVERSITY OF WISCONSIN-STEVENSON POINT	76,022.50	Fall 2022 Housing
4594	Criminal Research Fee	WI DEPT OF JUSTICE	80.00	
5201	Travel - Meeting Expenses	BECKY'S SUGAR SHACK BAKERY LLC	809.46	
5201	Travel - Meeting Expenses	CHAT-R-BOX RESTAURANT AND CATERING	350.00	
5201	Travel - Meeting Expenses	PITTSVILLE PUBLIC DISTRICT SCHOOL	1,126.95	
5201	Travel - Meeting Expenses	US BANK-PCARD	10,259.25	
5201	Travel - Meeting Expenses	WTCS	51.00	
5202	Vehicle Expense	O'REILLY AUTOMOTIVE INC	1,234.40	
5203	Mileage	RISLER, BETH	153.75	
5204	Meals	RISLER, BETH	15.00	
5204	Meals	US BANK-PCARD	660.57	
5205	Meals	WI RAPIDS PUBLIC SCHOOLS	733.95	
5205	Lodging	STEVENSON POINT AREA SCHOOL DISTRICT	864.86	
5205	Lodging	US BANK-PCARD	1,117.16	
5210	Staff Development Expense	US BANK-PCARD	4,458.95	
5212	Tuition Reimbursement	PETERS, DANIELLE M	3,656.80	
5212	Tuition Reimbursement	UW - RIVER FALLS	1,656.52	
5213	Dues_Memberships_Subscriptions	AMERICAN ASSOC OF COMMUNITY COLLEGES	4,002.00	
5213	Dues_Memberships_Subscriptions	BRAINFUSE ONLINE INSTRUCTION	10,005.00	
5213	Dues_Memberships_Subscriptions	COLLEGE BOARD	400.00	
5213	Dues_Memberships_Subscriptions	EMSI	18,500.00	
5213	Dues_Memberships_Subscriptions	HEART OF WISCONSIN	28.00	
5213	Dues_Memberships_Subscriptions	HEARTLAND BUSINESS SYSTEMS	178.80	
5213	Dues_Memberships_Subscriptions	LAB MIDWEST LLC	618.00	
5213	Dues_Memberships_Subscriptions	MARSHFIELD ROTARY CLUB	141.00	
5213	Dues_Memberships_Subscriptions	NC-SARA	2,000.00	
5213	Dues_Memberships_Subscriptions	SUNRISE ROTARY	150.00	
5213	Dues_Memberships_Subscriptions	US BANK-PCARD	1,317.98	
5213	Dues_Memberships_Subscriptions	WI DEPT OF SAFETY & PROFESSIONAL SERVICE	350.00	
5213	Dues_Memberships_Subscriptions	WI RAPIDS ROTARY CLUB	163.00	
5230	Instructional Supplies	BURLINGTON ENGLISH INC	1,152.00	
5230	Instructional Supplies	CENTRAL WI AUTO PARTS - NAPA	29.04	
5230	Instructional Supplies	CHICAGO IRON & SUPPLIES INC	6,704.71	
5230	Instructional Supplies	EMERGENCY MEDICAL PRODUCTS INC	2,666.28	
5230	Instructional Supplies	KIESLER'S POLICE SUPPLY INC	60.00	
5230	Instructional Supplies	LONDERVILLE STEEL ENTERPRISES INC	142.72	
5230	Instructional Supplies	MERCER TOOL CORP.	345.01	
5230	Instructional Supplies	MISSISSIPPI WELDERS SUPPLY CO., INC	2,151.11	
5230	Instructional Supplies	NASSCO, INC.	98.33	
5230	Instructional Supplies	O'REILLY AUTOMOTIVE INC	334.17	
5230	Instructional Supplies	POCKET NURSE ENTERPRISES INC	320.76	
5230	Instructional Supplies	REINHART FOODSERVICE INC	640.59	
5230	Instructional Supplies	US BANK-PCARD	26,862.05	Multiple Charges
5231	Noninstructional Supplies	1ST AYD CORP	562.39	
5231	Noninstructional Supplies	CARPET CITY	2,588.58	
5231	Noninstructional Supplies	CITY OF MARSHFIELD	19.45	
5231	Noninstructional Supplies	CURRENT TECHNOLOGIES INC	1,159.02	
5231	Noninstructional Supplies	HENRICKSEN & COMPANY, INC.	884.71	
5231	Noninstructional Supplies	KIESLER'S POLICE SUPPLY INC	98.00	
5231	Noninstructional Supplies	MADA EMB & SCREEN PRINTING	186.60	
5231	Noninstructional Supplies	MULTI MEDIA CHANNELS LLC	362.00	
5231	Noninstructional Supplies	PARAGON DEVELOPMENT SYSTEMS INC	572.25	
5231	Noninstructional Supplies	PAYMETRIC, NOW WORLDPAY	1,500.00	
5231	Noninstructional Supplies	ROWE FLORAL, INC.	40.00	
5231	Noninstructional Supplies	STAPLES CONTRACT & COMMERCIAL, INC.	161.58	
5231	Noninstructional Supplies	US BANK-PCARD	17,907.33	
5232	Minor Equipment	JEFFERSON FIRE & SAFETY INC	2,229.06	
5232	Minor Equipment	PLOVER FIRE DEPT	4,500.00	

Paid Invoice Listing October 2022

Account	Descr	Name	Sum Amount	Notes
5232	Minor Equipment	US BANK-PCARD	6,420.79	
5234	Postage	QUADIENT FINANCE USA INC.	500.00	
5234	Postage	UMS PRINT SOLUTIONS LLC	225.26	
5234	Postage	UNITED MAILING SERVICE INC	2,722.45	
5261	Noninstr Dup_Prnt_Graphics	FASTSIGNS 629	305.00	
5271	Advertising_Promotions	BECKY'S SUGAR SHACK BAKERY LLC	467.64	
5271	Advertising_Promotions	COMMUNITY FOUNDATION OF CENTRAL WI, INC.	2,500.00	
5271	Advertising_Promotions	LA CROSSE GRAPHICS INC	5,632.31	
5271	Advertising_Promotions	MULTI MEDIA CHANNELS LLC	450.00	
5271	Advertising_Promotions	SHIRLEY'S HOUSE OF HOPE	300.00	
5271	Advertising_Promotions	US BANK-PCARD	3,284.30	
5271	Advertising_Promotions	WI PAPER COUNCIL	1,300.00	
5281	Repairs	ADVANCE AUTO PARTS	120.59	
5281	Repairs	FIRE-RESCUE SUPPLY, LLC	890.00	
5281	Repairs	MacQueen Emergency Group	1,165.00	
5281	Repairs	O'REILLY AUTOMOTIVE INC	25.58	
5281	Repairs	US BANK-PCARD	1,413.88	
5281	Repairs	WHEELERS OF WI RAPIDS INC	172.70	
5283	Building Repair	CROCKETT SEPTIC, LLC	1,000.00	
5283	Building Repair	CURRENT TECHNOLOGIES INC	765.83	
5283	Building Repair	ERON & GEE/HERMAN'S PLUMBING & HEATING	168.67	
5283	Building Repair	NICK MICHELS & SONS INC	315.00	
5283	Building Repair	PER MAR SECURITY SERVICES	4,740.61	
5283	Building Repair	QUALITY DOOR & HARDWARE INC	274.78	
5283	Building Repair	TOTAL ENERGY SYSTEMS LLC	5,582.28	
5283	Building Repair	TWEET/GAROT MECHANICAL INC	12,844.63	
5283	Building Repair	US BANK-PCARD	209.30	
5284	Grounds Repair	REIGEL PLUMBING & HEATING INC	1,035.00	
5284	Grounds Repair	STRATFORD SIGN COMPANY LLC	320.80	
5284	Grounds Repair	THE LANDSCAPERS LLC	3,328.12	
5284	Grounds Repair	US BANK-PCARD	107.45	
5301	Professional Academic Contract	NORTHCENTRAL TECHNICAL COLLEGE	16,000.00	
5351	Other Contracts and Services	ACCT	325.00	
5351	Other Contracts and Services	ASCENDIUM EDUCATION SOLUTIONS INC	1,050.00	
5351	Other Contracts and Services	AUTOMATED LOGIC - WISCONSIN	1,015.00	
5351	Other Contracts and Services	BIG TUNA FINANCIAL EDUCATION LLC	2,050.00	
5351	Other Contracts and Services	CENTRAL WISCONSIN SPRINKLERS LLC	615.00	
5351	Other Contracts and Services	CITY OF MARSHFIELD	89.00	
5351	Other Contracts and Services	CONCENTRA	60.00	
5351	Other Contracts and Services	ERON & GEE/HERMAN'S PLUMBING & HEATING	617.75	
5351	Other Contracts and Services	EXPRESS EMPLOYMENT PROFESSIONALS	791.78	
5351	Other Contracts and Services	GROUND'S DETAIL SERVICE LLC	9,210.27	
5351	Other Contracts and Services	HEARTLAND BUSINESS SYSTEMS	617.50	
5351	Other Contracts and Services	HIRERIGHT LLC	675.45	
5351	Other Contracts and Services	KANOPY INC	5,000.00	
5351	Other Contracts and Services	KUCKKAHN, TODD	1,320.81	
5351	Other Contracts and Services	LAKESHORE TECHNICAL COLLEGE	34,150.99	September WILM Charges
5351	Other Contracts and Services	MOTIMATIC PBC	6,350.00	
5351	Other Contracts and Services	NORTHCENTRAL TECHNICAL COLLEGE	250.00	
5351	Other Contracts and Services	NORTHEAST WI TECHNICAL COLLEGE	108.31	
5351	Other Contracts and Services	PANTHEON SYSTEMS, INC.	13,149.80	
5351	Other Contracts and Services	PER MAR SECURITY SERVICES	1,968.00	
5351	Other Contracts and Services	PREMIER POND SERVICES INC	750.00	
5351	Other Contracts and Services	PROPERTY WORKS LLC	75.00	
5351	Other Contracts and Services	RISLER, BETH	525.00	
5351	Other Contracts and Services	SHIRLEY'S HOUSE OF HOPE	300.00	
5351	Other Contracts and Services	SOUTH CENTRAL LIBRARY SYSTEM	560.00	
5351	Other Contracts and Services	SPECTRUM BUSINESS	8,612.13	
5351	Other Contracts and Services	STAFFWORKS GROUP	1,108.80	
5351	Other Contracts and Services	STERICYCLE INC	110.52	

Paid Invoice Listing October 2022

Account	Descr	Name	Sum Amount	Notes
5351	Other Contracts and Services	STOCOR PORTABLE STORAGE LLC	1,105.00	
5351	Other Contracts and Services	TRUGREEN	3,750.00	
5351	Other Contracts and Services	UPS STORE	50.13	
5351	Other Contracts and Services	US BANK-PCARD	1,992.56	
5351	Other Contracts and Services	US OMNI & TSACG COMPLIANCE SERVICES, INC	84.60	
5351	Other Contracts and Services	WIPFLI, LLP	20,196.00	
5351	Other Contracts and Services	WNA SERVICES CO	89.00	
5351	Other Contracts and Services	WOLTER, INC.	118.45	
5351	Other Contracts and Services	WiLS	4,087.98	
5351	Other Contracts and Services	YMCA - SOUTH WOOD COUNTY	450.00	
5352	Maintenance Contracts	BAUERNEFIND BUSINESS TECHNOLOGIES INC	2,328.71	
5352	Maintenance Contracts	PARAGON DEVELOPMENT SYSTEMS INC	3,528.00	
5353	Professional Fees	Boardman & Clark LLP	7,269.00	
5353	Professional Fees	WISCONSIN MEDIA	105.90	
5355	Hardware maint annual agreemen	HEARTLAND BUSINESS SYSTEMS	31,236.40	HyperFlex Data Platform Support
				Two invoices. \$31510.17 for annual CiscoSmart. \$13,000 towards Hyper Flex Data Platform Support
5357	Software maint annual agreemen	HEARTLAND BUSINESS SYSTEMS	44,510.17	
5357	Software maint annual agreemen	LAB MIDWEST LLC	1,696.00	
5357	Software maint annual agreemen	SOLARWINDS	2,415.00	
5357	Software maint annual agreemen	US BANK-PCARD	2,605.34	
5357	Software maint annual agreemen	WERNER ELECTRIC SUPPLY COMPANY INC	4,962.74	
5357	Software maint annual agreemen	ZUMASYS, INC.	303.25	
5411	Equipment Rental	AIRGAS USA LLC	207.51	
5419	Facilities Rental	ASPIRUS RIVERVIEW HOSPITAL & CLINICS INC	9,416.67	
5452	Electricity Expense	ALLIANT ENERGY/WP&L	1,345.47	
5452	Electricity Expense	MARSHFIELD UTILITIES	4,346.01	
5452	Electricity Expense	WATER WORKS & LIGHTING COMMISSION	26,473.97	Monthly electric charges
5452	Electricity Expense	WI PUBLIC SERVICE CORP	5,995.80	
5453	Sewer_Water	CITY OF ADAMS WATER & SEWER UTILITIES	465.70	
5453	Sewer_Water	MARSHFIELD UTILITIES	614.18	
5453	Sewer_Water	STEVENS POINT PUBLIC UTILITIES	1,805.13	
5453	Sewer_Water	WATER WORKS & LIGHTING COMMISSION	2,511.02	
5454	Heat	BLUE EDGE ENERGY LLC	203.00	
5454	Heat	TWIN EAGLE RESOURCE MANAGEMENT LLC	6,202.83	
5454	Heat	WE ENERGIES	2,752.56	
5454	Heat	WI PUBLIC SERVICE CORP	996.14	
5455	Telephone	AT&T	972.83	
5455	Telephone	CONCORD TECHNOLOGIES	300.00	
5455	Telephone	FRONTIER NORTH INC	4,557.09	
5455	Telephone	US CELLULAR	1,943.48	
5456	Garbage Pickup	ADAMS COUNTY SOLID WASTE	40.75	
5456	Garbage Pickup	GFL ENVIRONMENTAL	3,658.26	
5456	Garbage Pickup	WASTE MANAGEMENT CORP	894.16	
5501	Student Activity_Club Expense	LAMERS BUS LINES INC	12,297.00	
5501	Student Activity_Club Expense	MID-STATE TECHNICAL COLLEGE	104.00	
5501	Student Activity_Club Expense	MID-STATE TECHNICAL COLLEGE FOUNDATION	380.50	
5501	Student Activity_Club Expense	US BANK-PCARD	848.36	
5501	Student Activity_Club Expense	XIONG, EINSTEIN	142.00	
5654	Project Participant Cost	BADGER STATE TIRE, LLC	500.00	
5654	Project Participant Cost	MEDFORD UTILITIES	419.73	
5654	Project Participant Cost	WATER WORKS & LIGHTING COMMISSION	173.14	
5654	Project Participant Cost	WE ENERGIES	92.11	
5654	Project Participant Cost	WI PUBLIC SERVICE CORP	111.50	
5654	Project Participant Cost	WINTER, JANICE	500.00	
5654	Project Participant Cost	YSTAD, BRENT ALLAN	500.00	
5699	Other Expenditures	US BANK-PCARD	214.55	

Paid Invoice Listing October 2022

Account	Descr	Name	Sum Amount	Notes
5701	Books Resale	AHIMA	6,825.31	
5701	Books Resale	ATP-AMERICAN TECHNICAL PUBLISHERS INC	1,267.23	
5701	Books Resale	CENGAGE LEARNING	15,170.25	
5701	Books Resale	HIGHSCOPE EDUCATIONAL RESEARCH FOUNDATIO	588.00	
5701	Books Resale	JOHN WILEY & SONS INC	3,694.60	
5701	Books Resale	JONES & BARTLETT LEARNING LLC	1,827.52	
5701	Books Resale	PEARSON EDUCATION	1,820.17	
5701	Books Resale	REDSHELF, INC	29,197.72	Book resale
5701	Books Resale	RITTENHOUSE BOOK DISTRIBUTORS INC	744.95	
5701	Books Resale	SUCCESS COMMUNICATIONS	1,000.00	
5701	Books Resale	TAYLOR & FRANCIS GROUP, LLC	687.20	
5701	Books Resale	TESTOUT CORPORATION	2,580.00	
5701	Books Resale	TEXAS BOOK COMPANY	300.00	
5701	Books Resale	THE CHANGE COMPANIES	385.00	
5701	Books Resale	US BANK-PCARD	20,457.98	
5702	Resale Expense	ADVANCE AUTO PARTS	74.07	
5702	Resale Expense	CENTRAL WI AUTO PARTS - NAPA	176.45	
5702	Resale Expense	EMERGENCY MEDICAL PRODUCTS INC	2,169.50	
5702	Resale Expense	MARIANNA INC	4,831.29	
5702	Resale Expense	MERCER TOOL CORP.	217.63	
5702	Resale Expense	O'REILLY AUTOMOTIVE INC	720.50	
5702	Resale Expense	STREICHER'S	9,431.34	
5702	Resale Expense	THE DOUGLAS STEWART COMPANY	2,145.48	
5702	Resale Expense	US BANK-PCARD	2,696.98	
5707	Freight	AHIMA	12.22	
5707	Freight	ATP-AMERICAN TECHNICAL PUBLISHERS INC	29.29	
5707	Freight	AUGUST LEARNING SOLUTIONS, LLC	3,915.69	
5707	Freight	FEDEX	167.08	
5707	Freight	JOHN WILEY & SONS INC	202.51	
5707	Freight	PARTNERSHIP, LLC	2,479.58	
5707	Freight	XPO LOGISTICS FREIGHT, INC	190.22	
5708	Outgoing Freight	FEDEX	30.43	
5715	Freight Online Sales	US BANK-PCARD	543.71	
5821	Building and Fixtures	CITY OF MARSHFIELD	25,000.00	Fire training MOU Payment
5821	Building and Fixtures	CITY OF STEVENS POINT	25,000.00	Fire training MOU Payment
5833	Capital Repairs & Replacements	TWEET/GAROT MECHANICAL INC	4,900.00	
5841	Furniture and Equipment	CURRENT TECHNOLOGIES INC	4,182.97	
5841	Furniture and Equipment	HAAS FACTORY OUTLET LLC	20,579.20	
5841	Furniture and Equipment	LAB MIDWEST LLC	50,857.05	5 invoices all under \$25,000. (Purchase orders 2023000111, 2023000112, 2023000113 and 2023000114)
5841	Furniture and Equipment	POWER PAC INC	4,899.00	
5841	Furniture and Equipment	US BANK-PCARD	5,841.11	
5842	Computers and Comp Software	HEARTLAND BUSINESS SYSTEMS	4,400.00	
5842	Computers and Comp Software	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	4,944.67	
5971	Agent, Legal and Other Fees	ASSOCIATED TRUST COMPANY, NA	1,900.00	
		Total	909,402.87	
2105	Refund Clearing	Total Financial Aid/Student Refunds	136,675.61	
		Total Payments for October 2022	1,046,078.48	
		Capital	150,604.00	
		Operational	\$ 895,474.48	

FINANCE & INFRASTRUCTURE COMMITTEE

Monday, November 21, 2022

4:00 p.m.

Mid-State Marshfield Campus Room 124

2600 West 5th Street, Marshfield

AGENDA

A. CALL TO ORDER – GORDON SCHALOW

B. OPEN MEETING CERTIFICATION – GORDON SCHALOW

This November 21, 2022 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 OCTOBER 17, 2022 COMMITTEE MEETING MINUTES (Exhibit D) – GORDON SCHALOW

D. REVIEW OF CONSENT AGENDA ITEMS – GREG BRUCKBAUER

1. Payment of Bills and Payroll (Exhibit B)

Each month a list of disbursements is provided to the Board to demonstrate statutory compliance. All processed disbursements are released immediately on a pre-approval basis in accordance with Mid-State's "Release of District Checks" policy. Purchases of goods (supplies, materials and equipment) and services exceeding \$50,000 and facility construction and remodeling projects exceeding \$25,000 require prior Board approval.

2. Contracted Service Agreements (Exhibit I)

Each month a list of contracted service agreements is provided to the Board to demonstrate statutory compliance. In compliance with WTCS Policy, pricing is established at a level above full cost recovery in accordance with a system-wide policy. Exceptions are allowed and are authorized by the District Board and are noted in the list when they exist.

3. Procurements for Goods and Services (Exhibit J)

Each month a list of procurements is provided to the Board to demonstrate statutory compliance and adherence to WTCS guidelines and procedures. They are presented in two groups – less than \$50,000 and equal to or greater than \$50,000. Purchases of goods (supplies, materials and equipment) and services greater than \$50,000 require prior Board approval unless an exception is allowed by WTCS policy.

E. TREASURER'S REPORT (Exhibit K) – GREG BRUCKBAUER

F. FY22 AUDITED FINANCIAL STATEMENTS – GREG BRUCKBAUER

A representative from the independent audit firm of Wipfli LLP will present the Audited Financial Statements for the fiscal year ending June 30, 2022. This is the second year of a five-year engagement. An electronic

PDF file of the Management Report and the Audited Financial Statements will be forwarded. A representative from Wipfli LLP will present in greater detail to the Committee and provide an overview to the full Board. End-of-year financial results on a budgetary basis are also available within the audit report. Administration recommends Board acceptance of the Audited Financial Statements for the period ending June 30, 2022. Board action will be requested.

G. INFORMATIONAL ITEMS

1. Finance Implications for Topics in Other Committees

Often topics directed by the other two committees have fiscal or financial implications that would be of interest or concern by the Finance & Infrastructure Committee. The purpose of this agenda item is to enable committee members to raise any finance related questions. Any necessary action will be incorporated into the action reported by the originating committee.

H. ADJOURNMENT

MID-STATE TECHNICAL COLLEGE
FINANCE AND INFRASTRUCTURE COMMITTEE MEETING MINUTES

Wisconsin Rapids Campus	October 17, 2022
-------------------------	------------------

- A. CALL TO ORDER** – Charles Spargo
The meeting was called to order at 4:00 p.m.
- ROLL CALL**
PRESENT: Kristin Crass and Charles Spargo
- 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. APPROVAL OF COMMITTEE MINUTES (September 19, 2022 MEETING)** – Charles Spargo
Motion by Ms. Crass, seconded by Mr. Spargo, upon a voice vote, unanimously approved the minutes as presented.
- D. REVIEW OF CONSENT AGENDA ITEMS** – Greg Bruckbauer
Consent Agenda items were reviewed. No action was taken.
- E. TREASURER'S REPORT** – Greg Bruckbauer
Treasurer's Report was provided and reviewed. No action was taken.
- F. CERTIFICATION OF 2022-23 TAX LEVY** – Greg Bruckbauer
The annual tax levy certification was reviewed and discussed. No action was taken.
- G. FY22 BUDGET AMENDMENTS** – Greg Bruckbauer
End-of-year budget amendments were reviewed and discussed. No action was taken.
- H. ANTHOLOGY PROJECT KICKOFF UPDATE** – Brad Russell
Information regarding the Anthology project kickoff event was shared. No action was taken.
- I. BOARD POLICIES** – Greg Bruckbauer
An overview of Board Policies was provided. No action was taken.
- J. ADJOURNMENT** – Charles Spargo
There being no further action or business, the meeting adjourned at 4:46 p.m. with a motion by Ms. Crass, seconded by Mr. Spargo, upon a voice vote.

Lynneia Miller, Secretary
Mid-State Technical College Board

Angela R. Susa
Recording Secretary

ACADEMIC & STUDENT SERVICES COMMITTEE

Monday, November 21, 2022

4:15 p.m.

Mid-State Marshfield Campus Room 101

2600 West 5th Street, Marshfield

AGENDA

A. CALL TO ORDER – ARE VANG

B. OPEN MEETING CERTIFICATION – ARE VANG

This November 21, 2022 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 (October 17, 2022 MEETING) (Exhibit F) – ARE VANG

D. REVIEW OF CONSENT AGENDA ITEMS – ARE VANG

E. ACADEMIC PROGRAMMING – DR. DEB STENCIL

The College will seek Board approval to take the following actions related to academic programming:

- *Program Suspension – Carpentry Apprentice (ABC)*
- *Program Suspension – Metering Technician Apprentice*

F. INFORMATIONAL ITEMS

1. November 21, 2022 Faculty Teaching and Learning Day – Dr. Deb Stencil
Highlights of this faculty professional development day will be shared.
2. Cohort Default Rate – Dr. Mandy Lang
The latest cohort default rate will be shared.

G. ADJOURNMENT

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

Wisconsin Rapids Campus	October 17, 2022
-------------------------	------------------

A. CALL TO ORDER – Are Vang

The meeting was called to order at 4:18 p.m.

ROLL CALL

PRESENT: Betty Bruski Mallek, Justin Feltz, and Are Vang

OTHERS: Dr. Mandy Lang and Dr. Deb Stencil

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 (SEPTEMBER 19, 2022 MEETING) – Are Vang

Motion by Ms. Bruski Mallek, seconded by Mr. Feltz, approved the minutes as presented.

D. REVIEW OF CONSENT AGENDA ITEMS – Are Vang

E. ADVISORY COMMITTEES – Dr. Mandy Lang

Information regarding Advisory Committees from programs in the School of Business and Information Technology, School of Health and School of Protective and Human Services was provided. No action was taken.

F. RECENT K-12 EVENTS – Dr. Mandy Lang

Highlights of Mid-State's recent K-12 events was provided. No action was taken.

G. ADJOURNMENT –

There being no further action or business, the meeting adjourned at 4:37 p.m. with a motion by Ms. Bruski Mallek, seconded by Mr. Feltz, upon a voice vote.

 Lynneia Miller, Secretary
 Mid-State Technical College Board

 Angela R. Susa
 Recording Secretary

COMMITTEE-OF-THE-WHOLE

Monday, November 21, 2022

4:45 p.m.

Mid-State Marshfield Campus Community Engagement Room 126
2600 West 5th Street, Marshfield

AGENDA

A. CALL TO ORDER – KRISTIN CRASS

B. OPEN MEETING CERTIFICATION – KRISTIN CRASS

This November 21, 2022 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 (OCTOBER 17, 2022 Meeting) (Exhibit H) – KRISTIN CRASS

D. MARSHFIELD CAMPUS UPDATES – DR. ALEX LENDVED

Campus updates will be provided.

E. HLC AND PROGRAM ACCREDITATION UPDATES – DR. DEB STENCIL AND DR. BETH ELLIE

An update on Higher Learning Commission (HLC) and program accreditation activities will be provided.

F. ADJOURNMENT

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

Wisconsin Rapids Campus	October 17, 2022
-------------------------	------------------

A. CALL TO ORDER – Kristin Crass

The meeting was called to order at 5:04 p.m.

ROLL CALL

PRESENT: Betty Bruski Mallek, Kristin Crass, Justin Feltz, Richard Merdan, Lynneia Miller, Charles Spargo, Are Vang, and Dr. Shelly Mondeik

EXCUSED: Gordon Schalow

OTHERS: Greg Bruckbauer, Dr. Karen Brzezinski, Dr. Bobbi Damrow, Brad DePasse, Dr. Beth Ellie, Dr. Mandy Lang, Filip Lelis, Layla Merrifield, Brad Russell, Dr. Deb Stencil, Angie Susa

B. OPEN MEETING CERTIFICATION – Kristin Crass

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

C. APPROVAL OF COMMITTEE MINUTES (September 19, 2022 MEETING) – Kristin Crass

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

D. DISTRICT BOARDS ASSOCIATION UPDATE – Layla Merrield

An update on Wisconsin Technical College District Boards Association activities and advocacy was provided.

E. 2021-2022 YEAR-END DASHBOARD AND 2022-2023 DASHBOARD – Dr. Shelly Mondeik

Dr. Mondeik highlighted Mid-State's 2021-2022 Year-End Dashboard and reviewed the college proposed 2022-2023 Dashboard. Campus data and supplemental dashboard information was also shared.

F. ADJOURNMENT – Kristin Crass

There being no further action or business, the meeting adjourned at 5:54 p.m. with a motion by Mr. Merdan, seconded by Mr. Spargo, upon a voice vote.

 Lynneia Miller, Secretary
 Mid-State Technical College Board

 Angela R. Susa
 Recording Secretary

October Accepted Contract Service Agreements Meeting on November 21, 2022

Contract Number	Location of Business/Agency	Industry Type	Type of Service	Hours of Instructions	Estimated Number Served	Contract Amount
146866	Chili	Business and Industry	Welding Safety	2	3	\$480.00
146867	Nekoosa	Business and Industry	Confined Space Rescue	4	16	\$1,295.00
146868	Madison	Public Educational Inst.-Postsecondary	Phlebotomy Confirmatory Draw Initial	8	32	\$9,650.00
146869	Wisconsin Rapids	Public Educational Inst.-Postsecondary	Forklift Training / Certification	8	22	\$1,620.91
146870	Stevens Point	Economic Development Corporations	Handling Difficult Customers Skills	2		\$525.00
146871	Stevens Point	WI Local Governmental Units	Standardized Field Sobriety Testing	36	1	\$360.00
146872	Marshfield	Business and Industry	Nursing Assistant	120	10	\$9,950.00
146873	Plover	Business and Industry	BLS Renewal	2	18	\$2,400.00
146875	Wisconsin Rapids	Multiple Local Governmental Jobs	HS FA/CPR Skill Test for online course	2	10	\$975.00
146876	Stevens Point	WI Local Governmental Units	Radar Operator Training	24	1	\$240.00
					Total:	\$27,495.91

October Contract Training Proposals For Informational Purposes

Monthly Contract Training Proposal Recap - October 2022						
Proposal #	Bill to City	Industry Type	Type of Service	Proposal Amount	Current Status	
423	Adams	Business and Industry	Forklift and Train-the-Trainer	\$4,440.00	Presented	
424	Nekoosa	Business and Industry	Project Management, Lean Manufacturing, & Lean Six Sigma Overview	\$8,130.00	Presented	
425	Stevens Point	Government	Radar Operator Training	\$240.00	Accepted	
426	Baraboo	Business and Industry	EMT Basic	\$37,675.00	Presented	
427	Nekoosa	Business and Industry	Fall Protection	\$675.00	Accepted	
428	Nekoosa	Business and Industry	Forklift Certification - Oct 2022	\$660.00	Accepted	
429	Adams	Business and Industry	Blood Borne Pathogens Training	\$595.00	Presented	
430	Adams	Business and Industry	Harassment and DEI Training	\$760.00	Presented	
431	Marshfield	Business and Industry	Medical Terminology	\$13,104.00	Accepted	
432	Marshfield	Business and Industry	Pharmacology for Allied Health	\$9,002.00	Presented	
433	Marshfield	Business and Industry	Human Body in Health & Disease	\$21,008.00	Presented	
434	Stevens Point	Business and Industry	Customer Service Training	\$525.00	Accepted	
435	Nekoosa	Business and Industry	Overhead Crane - Rigging & Lifting - Train-the-Trainer	\$3,995.00	Presented	
436	Stevens Point	Government	Standardized Field Sobriety Testing	\$360.00	Accepted	
437	Marshfield	Business and Industry	Nursing Assistant	\$22,069.00	Accepted	
TOTAL				\$123,238.00		

FINANCE & INFRASTRUCTURE COMMITTEE

Procurement of Goods and Services

November 21, 2022 Board Meeting

FINANCE & INFRASTRUCTURE COMMITTEE

	<u>Amount</u>	<u>Procurement Method</u>
<u>Procurements Requiring Board Action</u>		
<u>None</u>		
Subtotal for Procurements Requiring Board Action	\$0.00	
<u>Procurements Not Requiring Board Action</u>		
IT Department		
Software - Heartland Business Systems, LLC (Minneapolis, MN)	31,236.40	State Contract
Software - Heartland Business Systems, LLC (Minneapolis, MN)	44,510.17	State Contract
School of Protective & Human Services		
Training Equipment - City of Marshfield	25,000.00	Mandatory
Training Equipment - City of Stevens Point	25,000.00	Mandatory
Subtotal for Procurements Not Requiring Board Action	\$125,746.57	
<u>Procurements Approved in Budget Process Not Requiring Board Action</u>		
Student Services		
UWSP Housing - Stevens Point, WI	76,022.50	Sole Source
Subtotal for Procurements Approved in Budget Process Not Requiring Board Action	\$76,022.50	
<u>Mandatory Procurements Not Requiring Board Action</u>		
Lakeshore Technical College		
WILM expenses (September)	34,150.99	Mandatory
Utilities		
Water Works & Lighting Commission	26,473.97	Mandatory
Subtotal for Mandatory Procurements	\$60,624.96	

FINANCE & INFRASTRUCTURE COMMITTEE

Procurement of Goods and Services

November 21, 2022 Board Meeting

FINANCE & INFRASTRUCTURE COMMITTEE

	<u>Amount</u>	<u>Procurement Method</u>
<u>Emergency Procurements</u>		
<u>None</u>		
Subtotal for Emergency Procurements	<u>\$0.00</u>	
Grand Total	<u><u>\$262,394.03</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.

FY23 Budget Notifications Made in the Month of October 2022						
Project #	Grant Title or Description	Type	Reason for Budget Change	Budgeted Revenue Change	Budgeted Expense Change	Budgeted Fund Balance Change
Fund 1 - General Fund Budget Notifications						
	141970 Workforce Innovation Grant	Federal	Establish budget	3,915,687.00	3,717,992.00	197,695.00
	141000/141193 Enrollment Grant	State	Adjust budget to actual	(35,575.00)	(35,575.00)	
	141443 WIDS Curriculum Grant	State	Establish budget	233,100.00	222,000.00	11,100.00
	141423 Articulation Grant	State	Establish budget	90,000.00	85,744.00	4,256.00
	141492 AEFLA Innovations	Federal	Adjust budget to actual	(2,478.00)	(3,182.00)	704.00
Fund 2 - Special Revenue Non-Aldable Fund Budget Notifications						
	140195 CARES Institutional	Federal	Increase COVID related budgets to actuals	300,307.00	300,307.00	-
Fund 3 - Capital Projects Fund Budget Notifications						
	141421 Aspirus Center		Establish budget	24,048.00	24,048.00	-
	143705 AMETA Center Land		Establish budget	569,000.00	569,000.00	-
	141970 Workforce Innovation Grant	Federal	Establish budget	-	120,000.00	(120,000.00)
Fund 4 - Debt Service Fund Budget Notifications						
Fund 7 - Special Revenue Non-Aldable Fund Budget Notifications						
Total Budget Changes For The Month				5,094,089.00	5,000,334.00	93,755.00



Mid-State Technical College
Budgeted Revenues, Expenditures and Changes in Fund Equity
Current Budget for Fiscal Year 2023
as of October 31, 2022

	General Operations & Grants		Special Rev Aidable Fund		Special Rev Non-Aidable Fund		Capital Projects		Annual Debt Service		Enterprise Units		Internal Sales, Media Services & Self-Funded Insurances		Percentage of Total Current Budget	Original Budget
	Fund 1	Fund 2	Fund 7	Fund 3	Fund 4	Fund 5	Fund 6	Total Current Budget	Total Current Budget							
Local Government	6,788,809	-	-	-	6,999,451	-	-	-	-	-	-	-	-	13,788,260	22.3%	13,788,260
Student Fees	6,716,846	45,000	359,368	-	-	-	-	-	-	-	-	-	-	7,121,214	11.5%	7,118,714
State Aid & Grants	17,758,704	-	730,000	70,000	-	-	-	-	-	-	-	-	-	18,558,704	30.0%	17,648,620
Institutional	448,489	865,000	611,500	614,548	100,500	1,113,505	6,133,200	-	-	-	-	-	-	9,886,742	16.0%	9,112,405
Federal	4,741,779	1,025,520	6,795,000	10,585	-	-	-	-	-	-	-	-	-	12,572,884	20.3%	8,148,338
Total Revenues	36,454,627	1,935,520	8,495,868	695,133	7,099,951	1,113,505	6,133,200	61,927,804	61,927,804	100.0%	55,816,337					

	General Operations & Grants		Special Rev Aidable Fund		Special Rev Non-Aidable Fund		Capital Projects		Annual Debt Service		Enterprise Units		Internal Sales, Media Services & Self-Funded Insurances		Percentage of Total Current Budget	Original Budget
	Fund 1	Fund 2	Fund 7	Fund 3	Fund 4	Fund 5	Fund 6	Total Current Budget	Total Current Budget							
Salaries and Wages	18,929,588	415,478	275,991	100,000	-	240,378	-	-	-	-	-	-	-	19,961,435	28.0%	19,227,766
Benefits	8,511,028	170,521	314,043	-	-	68,720	-	-	-	-	-	-	-	9,064,312	12.7%	8,792,279
Current Expenditures	9,896,685	765,775	88,750	-	-	85,528	-	-	-	-	-	-	-	12,204,438	17.1%	8,087,531
Student Financial Aid & Activities	-	-	7,817,443	-	-	-	-	-	-	-	-	-	-	7,817,443	10.9%	7,817,443
Resale	-	-	-	-	-	793,215	-	-	-	-	-	-	-	5,460,715	7.6%	5,460,715
Capital Outlay	-	-	-	9,711,216	-	-	-	-	-	-	-	-	-	9,711,216	13.6%	8,670,000
Debt Retirement	-	-	-	-	7,174,874	-	-	-	-	-	-	-	-	7,174,874	10.0%	7,174,874
Total Expenditures	37,337,301	1,351,774	8,495,227	9,811,216	7,174,874	1,187,841	6,035,200	71,394,433	71,394,433	100.0%	65,230,608					
% of Expenditures by Fund	52.3%	1.9%	11.9%	13.7%	10.0%	1.7%	8.5%	100.0%								

Changes in Fund Equity

Budgeted Fund Equity as of 6/30/22	10,846,361	7,744	7,216,240	897,539	760,753	909,069	2,765,178	23,402,884	23,402,884							
Current Revenue over Expenses	(882,674)	583,746	(359)	(9,116,083)	(74,923)	(74,336)	98,000	(9,466,629)	(9,466,629)							
Other Sources and Uses:																
Proceeds from Debt	-	-	-	8,200,000	-	-	-	8,200,000	8,200,000							
Interfund Transfers In	1,047,000	-	-	-	-	-	-	1,047,000	1,047,000							
Interfund Transfers Out	-	(637,899)	(500,000)	-	-	(120,000)	-	(1,257,899)	(1,257,899)							
Repayment of Debt	-	-	-	-	-	-	-	-	-							
Budgeted Ending Fund Equity	11,010,687	(46,409)	6,715,881	(18,544)	685,830	714,733	2,863,178	21,925,356	21,925,356	100.0%	22,188,613					



Accrued Revenues, Expenditures and Changes in Fund Equity Current Actuals for the Fiscal Year 2023 as of October 31, 2022

YTD

33.3%

	General Operations & Grants			Special Rev		Capital Projects		Annual Debt Service		Enterprise Units		Internal Sales, Media Services & Self-Funded Insurances		Total YTD All Funds	Total Current Budget	% of Actual to Budget
	Fund 1	Aidable Fund Fund 2	Non-Aidable Fund Fund 7	Fund 3	Fund 4	Fund 5	Fund 6	Fund 6	Fund 6	Fund 6	Fund 6					
Local Government	6,860,890	-	-	-	6,999,451	-	-	-	-	-	-	-	-	13,860,341	13,788,260	100.5%
Student Fees	4,845,843	38,765	268,233	-	-	-	-	-	-	-	-	-	-	5,152,841	7,121,214	72.4%
State Aid & Grants	2,494,564	-	460,465	-	-	-	-	-	-	-	-	-	-	2,955,029	18,558,704	15.9%
Institutional	316,089	194,455	(158,120)	4,967,649	253,672	525,385	1,967,595	-	-	-	-	-	-	8,066,725	9,886,742	81.6%
Federal	171,190	779,373	2,543,422	6,674	-	-	-	-	-	-	-	-	-	3,500,660	12,572,884	27.8%
Total Revenues	14,688,576	1,012,594	3,114,000	4,974,323	7,253,123	525,385	1,967,595	7,253,123	525,385	525,385	1,967,595	1,967,595	33,535,596	61,927,804	54.2%	
% of Budget Recognized	40.3%	52.3%	36.7%	715.6%	102.2%	47.2%	32.1%	102.2%	47.2%	47.2%	32.1%	32.1%	54.2%			

	Expenditures		Total Expenditures	% of Budget Expended
Salaries and Wages	6,003,848	136,339	6,140,187	66.3%
Benefits	2,487,094	41,524	2,528,618	31.7%
Current Expenditures	2,552,111	131,051	2,683,162	33.0%
Student Financial Aid & Activities	-	3,233,154	3,233,154	40.3%
Regale	-	-	-	-
Capital Outlay	-	4,991,824	4,991,824	62.2%
Debt Retirement	-	-	-	-
Total Expenditures	11,043,053	3,352,949	14,396,002	32.0%
% of Budget Expended	29.6%	22.9%	50.9%	66.3%

Changes in Fund Equity

Estimated Fund Equity as of 6/30/22															
Current Revenue over Expenses	10,732,540	176,838	6,659,753	1,191,400	757,391	1,074,847	2,939,974	6,808,119	787,785	445,003	1,912,911	2,939,974	23,532,743	23,402,884	99.5%
Other Sources and Uses:	3,645,523	703,679	(238,948)	(17,502)	6,808,119	(262,400)	54,685						10,693,157	(9,466,629)	-89.5%
Proceeds from Debt	-	-	-	6,000,000	-	-	-	-	-	-	-	-	6,000,000	8,200,000	133.3%
Interfund Transfers In	499,746	65,274	-	-	-	72,878	-	-	-	-	-	637,899	1,047,000	153.3%	
Interfund Transfers Out	-	(637,899)	-	-	-	-	-	-	-	-	-	(637,899)	(1,257,899)	-101.6%	
Repayment of Debt	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Accrued YTD Fund Equity	14,877,809	307,893	6,420,805	7,173,898	7,565,511	885,325	2,994,659	7,565,511	885,325	445,003	1,912,911	2,994,659	40,225,900	21,925,356	54.5%

**Mid State Technical College
Combined Balance Sheet - All Fund Types and Account Groups
October 31, 2022**

With comparative totals for October 31, 2021

	Governmental Fund Types				Proprietary Fund Types			Fiduciary Fund Type	
	General	Special Rev Aidable	Capital Projects	Debt Service	Enterprise	Internal Service	Special Rev Non-Aidable	Memorandum only	
								2022-23	2021-22
ASSETS AND OTHER DEBITS									
Cash	\$ 6,869,158	\$ -	\$ 7,480,138	\$ 1,400,252	\$ 1,550	\$ 1,953,154	\$ -	\$ 17,704,252	\$ 11,652,120
Investments	-	-	-	-	-	-	6,048,118	6,048,118	7,787,226
Receivables:									
Property taxes	13,860,341	-	-	-	-	-	-	13,860,341	13,922,903
Accounts receivable	2,590,327	78,358	60	-	148,126	-	132,084	2,948,955	4,726,417
Due from other funds	-	232,946	-	6,165,259	-	1,070,635	258,949	7,727,789	8,126,123
Inventories - at cost	-	-	-	-	521,728	-	-	521,728	483,401
Prepaid Assets	-	-	-	-	-	-	-	-	100,594
Other Current Assets	-	-	-	-	-	-	-	-	-
Fixed assets - at cost, less accumulated depreciation, where applicable	-	-	-	-	353,281	-	-	353,281	346,441
General Long Term Debt	-	-	-	-	-	-	-	-	-
All Other Noncurrent Assets	-	-	-	-	-	-	-	-	-
TOTAL ASSETS AND OTHER DEBITS	\$ 23,319,827	\$ 311,304	\$ 7,480,199	\$ 7,565,511	\$ 1,024,685	\$ 3,023,789	\$ 6,439,151	\$ 49,164,465	\$ 47,155,226

LIABILITIES, FUND EQUITY AND OTHER CREDITS

LIABILITIES									
Accounts Payable	\$ 20,938	\$ 5,489	\$ 206,148	\$ -	\$ 29,969	\$ (0)	\$ 5,852	\$ 268,397	\$ 396,641
Accrued Liabilities:									
Wages	-	(9,200)	-	-	-	-	-	(9,200)	37
Employee related payables	252,779	(1,279)	-	-	29,130	-	-	280,630	234,367
Vacation	638,635	8,401	-	-	2,286	-	12,494	661,816	636,328
Other current liabilities	-	-	-	-	4,736	-	-	4,736	11,886
Due to other funds	7,525,269	-	100,152	-	102,368	-	-	7,727,789	8,126,124
Deferred Revenues	-	-	-	-	-	-	-	-	-
Def Compensation Liability	-	-	-	-	-	-	-	-	-
General Long Term Debt Group	-	-	-	-	-	-	-	-	-
TOTAL LIABILITIES	8,437,621	3,412	306,300	-	139,360	29,130	18,346	8,934,169	9,405,383

Fund equity and other credits									
Retained Earnings	-	-	-	-	1,074,847	167,129	7,176	1,249,152	1,217,764
Res for Prepaid Expenditures	11,040	-	-	-	-	-	-	11,040	30,801
Reserve for Self-Insurance	-	-	-	-	-	2,772,845	-	2,772,845	2,647,886
Reserve for Student Gov & Org	-	-	-	-	-	-	85,486	85,486	99,941
Res for Student Fin Assistance	-	-	-	-	-	-	129,040	129,040	121,568
Res for Post-Employ Benefits	-	-	-	-	-	-	6,438,051	6,920,325	8,319,553
Res for Emerg Student Fin Aid	482,274	-	-	-	-	-	-	-	-
Res for Emergency Relief Funds	-	-	-	-	-	-	-	-	-
Reserve for Capital Projects	-	-	1,081,628	-	-	-	-	1,081,628	(191,314)
Res for Cap Proj - Motorcycle	-	-	109,772	-	-	-	-	109,772	99,679
Reserve for Debt Service	-	-	-	757,391	-	-	-	757,391	643,413
Designated for Operations	7,465,826	87,833	-	-	-	-	-	7,553,659	7,323,322
Des for State Aid Fluctuations	506,546	-	-	-	-	-	-	506,546	443,997
Des for Subsequent Year	2,266,854	89,005	-	-	-	-	-	2,355,860	2,361,237
TOTAL FUND EQUITY AND OTHER CREDITS	10,732,540	176,838	1,191,400	757,391	1,074,847	2,839,974	6,659,763	23,532,743	23,117,848
Year-to-date excess revenues(expenditures)	4,149,666	131,055	5,982,498	6,808,119	(189,522)	54,685	(238,948)	16,697,554	14,631,996
TOTAL LIABILITIES, FUND EQUITY AND OTHER CREDITS	\$ 23,319,827	\$ 311,304	\$ 7,480,199	\$ 7,565,511	\$ 1,024,685	\$ 3,023,789	\$ 6,439,151	\$ 49,164,465	\$ 47,155,226

Approval of Hires and Resignations of Contracted Employees November 21, 2022

Resignations

- Ed Crownhart (effective June 30, 2023)
Instructor, Construction Electrician Apprenticeship
Retiring
- Brandon Hageman (effective December 31, 2022)
Instructor, Fire Protection Technician
- Susan Strautmann (effective September 27, 2022)
Instructor, Accounting

Hires

None