

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

Wisconsin Rapids Campus

February 19, 2024

A. CALL TO ORDER – Richard Merdan

The meeting was called to order at 5:12 p.m.

B. ROLL CALL

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

OTHERS: Jill Bancroft, Greg Bruckbauer, Dr. Karen Brzezinski, Sheila Cover, Dr. Bobbi Damrow, Logan Hamman, Dr. Mandy Lang, Brad Russell, Dr. Chris Severson, Lea Ann Turner, 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 Mr. Spargo, seconded by Ms. Bruski Mallek, upon a voice vote, approved minutes from the board meeting held January 15, 2024.

F. CONSENT AGENDA

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

1. The district's bills for the month of January 2024 were presented. These bills totaled \$1,631,434.43 of which \$676,174.60 represents operational expenditures and \$955,259.83 represents capital expenditures. The district's payroll for the month of January totaled \$1,581,424.01 plus \$16,588.23 for travel and miscellaneous reimbursements and \$875,151.50 in fringe benefits. The district's bills and payroll totaled \$4,104,598.17.

2. Entered into the following contracted service agreements totaling \$30,375.00:

<u>Agreement #</u>	<u>Contracted Service:</u>	<u>Amount</u>
147057	Heartsaver CPR/AED/FA/BBP	\$ 990.00
147058	Intro to AutoCAD	\$ 4,800.00
147059	Team Building	\$ 250.00
147060	Supervision	\$ 1,200.00
147061	Excel Basics	\$ 3,350.00
147062	Lifting and Rigging	\$ 2,480.00
147063	Mobile Crane Safety	\$ 1,640.00
147064	Farm Tour	\$ 200.00
147066	Emergency Services Training	\$ 4,500.00
147067	PLC	\$ 3,650.00
147068	Surveying – Construction Trades	\$ 4,755.00
147069	Emotional Intelligence	\$ 200.00
147070	Excel Fundamentals	\$2,360.00

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

<u>Amount</u>	<u>Company</u>	<u>College Division/Dept.</u>
No procurements to approve at this time.		

G. CHAIRPERSON'S REPORT – Richard Merdan

1. The Spring Boards Association meeting will be held March 21-23 in Rhinelander. Anyone interested in attending should contact Ms. Susa to make arrangements. Registration deadline is March 4.
2. Nominations for District Boards Association annual officer elections was discussed. No nominations were made. Mid-State's Delegate to the District Boards Association is Betty Bruski Mallek.
3. The ACCT Legislative Summit was held in Washington D.C. Ms. Bruski Mallek and Mr. Merdan attended. They provided comments on sessions attended and legislative advocacy.
4. A meeting of the Board Appointment Committee will be held February 21 to consider appointment of an Elected Official Member. The recommendation will be considered by the WTCS Board in March. The annual appointment process is underway.
5. Discussion around a Board Advance was held. Ms. Susa will survey the Board in hopes of finding a date in April or May to meet.
6. Discussion around Mid-State's Board committee structure was held. Administration will investigate a Board Portal or an alternate method for sharing information.
7. Future meeting dates (times unless otherwise announced):

MONTHLY MEETING	Committee-of-the-Whole: 5:00 p.m.
Monday, March 18, 2024	Board Meeting: Following Committee-of-the-Whole
Wisconsin Rapids Campus	

I. PRESIDENT'S REPORT – Dr. Shelly Mondeik

1. Campus activities were highlighted. Activities included capital and operational budget planning, hosting Regional Skills USA at the Wisconsin Rapids Campus, and progress at Mid-State's AMETA™ Center.
2. Governor Evers signed an oral health bill that will provide a grant to technical colleges to expand or offer dental hygiene. Additional work around this topic is being completed.
3. College representatives have recently attended the Portage County Business Council annual meeting, Marshfield Area Chamber of Commerce annual meeting, Central Wisconsin Days and toured Wenzel Farms in search of partnership opportunities.
4. The Presidents Association and WTCS Board of Directors will meet March 19. Mid-State will host the WTCS Presidents Association on March 4 for their annual planning meeting.

J. COMMITTEE REPORTS

1. FINANCE & INFRASTRUCTURE COMMITTEE – Gordon Schalow
 - a. TREASURER'S REPORT: Reviewed with the Board. No questions or concerns arose.
 - b. RFP #821 – AMETA CENTER FURNITURE PACKAGE #2: Responses were received for the second AMETA Center Furniture Package. Following proposal opening and scoring, a recommendation to award Henricksen & Company, Inc. in the amount of \$112,842.35 was made.

Motion by Mr. Schalow, seconded by Ms. Bruski Mallek, upon a roll call vote, unanimously approved the following Resolution for Awarding of RFP #821 AMETA Center Furniture Package 2:

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

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

WHEREAS, the responses for Request For Proposal #821 were submitted, documented, opened, recorded, and scored in accordance with College and WTCS policies, and

WHEREAS, Administration has provided its recommendations to the District Board for the selection of services and the District Board wishes to award the selection for services of this purchase.

BE IT RESOLVED that the Mid-State Technical College Board accepts and approves the awarding of Request for Proposal #821 to Henricksen & Company, Inc. in the amount of \$112,842.35, commencing on February 20, 2024, as recommended to the Board by Administration, as set forth in the schedules attached hereto.

- c. ANTHOLOGY: An Anthology project update was provided. The College has reached 50% project completion and will celebrate with staff during the In-Service to be held Thursday.
 - d. FY25 CAPITAL BUDGET PLANNING: The committee reviewed and discussed the need for a capital budget increase. The construction index was reviewed and aligns with what the College has been experiencing.
 - e. FINANCE IMPLICATIONS FOR TOPICS IN OTHER COMMITTEES: No topics discussed.
2. ACADEMIC & STUDENT SERVICES COMMITTEE – Are Vang
- a. WTCS CHANGES THAT IMPACT OPERATION BUDGET: The Committee reviewed and discussed changes to course curriculum and course definitions that will result in a loss of FTE and fewer operational dollars.
 - b. 2024 WISCONSIN ACT 89: Governor Evers signed the Oral Health Bill on January 31. Mid-State is eligible for up to \$1M in funding to support the oral healthcare workforce. The college is exploring options related to building a dental lab, new and expanded offerings and new equipment.
 - c. WINTERIM REPORT: During the three-week Winterim period, 444 students were served through 44 courses.
3. HUMAN RESOURCES & EXTERNAL RELATIONS – Richard Merdan
- a. MID-STATE FOUNDATION EMPLOYEE GIVING CAMPAIGN: Highlights of the Mid-State Technical College Foundation annual Employee Giving Campaign were provided. Events supporting the campaign were also highlighted.
 - b. CENTRAL WISCONSIN DAYS: Mid-State joined a delegation at Central Wisconsin Days in Madison. Focusing on addressing child care issues, rural support for bridge repair and business sustainability and growing workforce, 85 attendees met with 57 legislators.

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

- 1. 2023-2024 MID-YEAR DASHBOARD: Mid-State's 2023-2024 Mid-Year Dashboard was highlighted and discussed.

L. DISCUSSION & ACTION

1. CAMPUS ADVISORY COMMITTEE THEMES: Feedback gathered from Mid-State's Campus Advisory Committee Meetings was shared. Themes from each campus session within the areas of Programs, K-12, Continuing Education, Workforce and District pillars were provided.

M. CLOSED SESSION – Richard Merdan

The Board entertained a motion to convene to closed session, pursuant to s.19.95(1)(c) Wisconsin Statutes, to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (to discuss performance of the College President). The Board may take action in closed session.

Motion by Ms. Bruski Mallek, seconded by Mr. Spargo, upon a roll call vote, unanimously approved convening in closed session as announced.

N. ADJOURNMENT – Richard Merdan

The Board reconvened to open session at 7:07 p.m. with a motion by Mr. Whitmore, seconded by Ms. Bruski Mallek, upon a roll call vote.

Mr. Merdan announced that the Board discussed the status and progress of goals for President Mondeik and continue to be pleased with the work being done.

There being no further action or business of the Board, the meeting adjourned at 7:08 p.m. with a motion by Ms. Vang, seconded by Mr. Zietlow, upon a voice vote.

Betty Bruski Mallek, Secretary

Angela R. Susa, Recording Secretary