

Northeast Wisconsin Technical College District

*Board of Trustees Meeting*  
Minutes

Wednesday, June 16, 2021  
12:00 p.m.

*NWTC Green Bay Campus Board Room DO308*  
*2740 West Mason Street, Green Bay, WI 54303*

Chairperson Mayer called the June 16, 2021 NWTC Board of Trustees meeting to order and requested that roll call be taken at this time.

Present: Cathy Dworak, Carla Hedtke, Dave Mayer, Dorothy Sadowski, Richard Stadelman, Gerald Worrick

Excused: Jeff Rickaby, Kim Schanock, Ben Villarruel

Also Present: Jeff Rafn, Mary Jo Tilot, Kathryn Rogalski, Dan Mincheff, Bob Mathews, Lisa Maas, Colleen Simpson, Mohammed Bey, Jennifer Stolpa Flatt, Vickie Lock, Amber Michaels Schmidt, Meika Burnikel, Aliasha Crowe

*Executive Session*

Cathy Dworak moved that the Board go into Executive Session in accordance with State Statute 19.85(1) (c) (e) to discuss the following item: President's Contract, Benefits, and Compensation (12:03 p.m.).

Motion seconded by Gerald Worrick.

Motion carried, with all voting "Aye" on roll call.

Dorothy Sadowski moved that the Board return to the regular order of business (12:10 p.m.).

Motion seconded by Carla Hedtke.

Motion carried, with all voting "Aye" on roll call.

*Guests*

Open Forum, Introduction of Guests, and Acknowledgements

Chairperson Mayer asked for the introduction of any guests present at this time and invited public comment. No one came forward at this time.

Student Senate

No report was provided.

Mission Moment

Matt Ninham, Law Enforcement Academy Instructor had a veteran student in the Academy who indicated that he had been couch surfing, moving from one person's house to another as available so that he could have a place to stay when he had his son. However, he did not have a place to sleep when he did not have his son. Matt spent the morning calling staff (Veteran's, Emergency Funding, and Housing Assistance) that were then able to provide resources to the student. By 3:00 p.m. that student was told that we had the resources to assist him so that he could be house secure and have emergency funding to get him through his academics at the College.

Action Items (Roll Call Vote)

Bills

Bills Covering the Period of May 1-31, 2021                      \$1,001,298.30

Detailed copies of the current disbursements for fiscal year 2021 for the month of May were forwarded to the Board Treasurer for review and recommendation to the Board for payment. Additional listings of the bills were available in the District Office for review by any interested person.

Richard Stadelman moved that the Board approve the May 2021 bills as presented.

Motion seconded by Dorothy Sadowski.

Motion carried, with all voting "Aye" on roll call.

BC 108 Roof Top Unit Support Structures and RTUs

Staff recently publicly bid a project for the installation of roof top units to enable students to have hands-on experience in a controlled environment. The project was approved in the FY 21 (equipment only) capital budget. Since the approval of the original budget, the project went through a significant redesign to occupy vacated space to improve the learning experience. An additional room was freed up for general use as part of the redesign. The projected expenditures increased by \$110,000 due to the additional infrastructure required for the installation of the eight (8) units and general increases in construction costs due to a tight market. Policy dictates that the Board approve any reserve requests over \$50,000.

Richard Stadelman moved that the Board approve the following capital reserve reallocations (which allows the College to stay within the FY 21 Capital Budget): \$110,000 to be moved from capital equipment reserve to E215004 – BC 108 Roof Top Unit Support Structures and RTUs.

Motion seconded by Cathy Dworak.

Motion carried, with all voting "Aye" on roll call.

President's Contract & Compensation

Dorothy Sadowski moved that the Board approve the President's compensation, benefits, and contract as discussed in Executive Session to be effective July 1, 2021.

Motion seconded by Gerald Worrick.

Motion carried, with all voting "Aye" on roll call.

Consent Agenda Items:

Minutes

The minutes of the May 12 Board and Budget Public Hearing meetings were sent to Board members prior to the June 16, 2021 Board meeting. It was recommended that Board approval be given for the May 12 Board meeting and Budget Public Hearing meeting minutes as presented.

New Hire – Faculty

Chad Counard – CRSSA Projects Coordinator – Trades and Engineering Technology Instructor: Chad Counard was the Selection Committee’s top choice for CRSSA Projects Coordinator – Trades and Engineering Technology Instructor. Mr. Counard holds two Associate Degrees from the Instrumentation Program and the Quality Assurance Technician Program from Northeast Wisconsin Technical College and is currently pursuing a master’s degree in Career and Technical Education from University of Wisconsin Stout. Since 2007 Mr. Counard has been employed as a Fire Protection Engineering Technology Instructor for Northeast Wisconsin Technical College. Prior to that, he was the Systems Manager for Belpro Fire Specialists Incorporated. Placement for this position would be at the level Faculty C, \$88,749. It was recommended that the Board approve the appointment of Chad Counard.

Faculty - Resignation

With regret, the College recommends Board acceptance of the following resignation notice: Martha Johnson – Associate Degree Nursing Instructor, who has been with the College since August 19, 2013 and has announced her resignation effective May 19, 2021.

Professional Private Investigator Pathway Certificate Approval

Private investigators are used by law firms, corporations, insurance companies and other private and public entities. The student will learn skills such as how to locate people using open sources of information, conduct investigations, constitutional law application, background checks and current investigative practices to prepare them to succeed in careers such as private investigator, corporate and private security, process service, and insurance claim investigator. This certificate will provide a great foundation to go on and earn a private investigator's license and be a successful private investigator.

Professional Private Investigator completers can earn between \$22 - \$26/hour. Currently there are 74 job openings for Investigators in the State of Wisconsin. Between 2018-2028 it is projected to have 12 openings annually within the Bay Area Workforce Development Area for Private Detectives and Investigators. Students who complete the Professional Private Investigator Pathway Certificate can transfer all credits to the Justice & Community Advocacy Associate Degree. This program is expected to begin in Fall 2021.

It was recommended that the Board approve the Professional Private Investigator Pathway Certificate and authorize its submission to the WTCS State Board for approval.

Corporate Training & Economic Development (Contracts for Service)

Under the provisions of State Statutes 38.14 (3) and State Administrative Code WTCS 8, the District Board may enter into contracts to provide instructional or non-instructional services to public institutions, local governmental bodies, private institutions, industries, and businesses. District Board policy E240 delegates the authority to initiate a contract to the President, with the proviso that the contract is subject to retroactive approval by the Board. A report of fiscal year 2020 contracts pending Board approval was attached as Board Exhibit 1.

This report includes not only the in-district contracts but also the out-of-district and the out-of-state contracts. State Board Contract for Service Policy requires that the District Board receive a report at least quarterly on contracts entered into for which less than full cost is being charged. We have elected to provide the Board with this report on a monthly basis. This report uses a state formula in which the state annually calculates a percentage for indirect expenses (33.38% for on-campus and 27.52% for off-campus) such as administration, facilities, utilities, information systems, registration, counselors, insurance, etc., associated with a contract to determine full costs. The hourly rate of \$167.00 per hour along with the ability to project price was recommended by the department and approved by the Board. The intent is to recover the direct and indirect costs of delivering the services. Copies of the contracts were available for review by any interested person.

It was recommended that the Board approve the contracts for services identified in Board Exhibit 1.

Cathy Dworak moved that the consent agenda items be approved as follows: the minutes of the May 12, 2021 Board meeting; the appointment of Chad Counard – CRSSA Projects Coordinator – Trades and Engineering Technology Instructor; the resignation notice of Martha Johnson – Associate Degree Nursing Instructor; the Professional Private Investigator Pathway Certificate and authorize its submission to the WTCS State Board for approval; and, the contracts for services identified in Board Exhibit 1.

Motion seconded by Dorothy Sadowski.

Motion carried, with all voting “Aye” on voice vote.

## Reports

### Board Member Professional Development Updates

Board members had an opportunity to report out on any professional development activities and/or conferences they have attended since the last Board meeting.

- Carla Hedtke participated in the ACCT virtual meeting to finalize the budget.
- Board members were encouraged to attend the summer District Boards’ Association meeting to be held on July 15-17, 2021 at Mid-State Technical College in Wisconsin Rapids.

### Policy Discussion: Dream Report

Vickie Lock, Dean of Student Success, provided the annual Dream Report to the Board. Vickie was joined by Amber Michaels Schmidt, Student Support Services Manager, and Meika Burnikel, Student Support Services Coordinator.

### Board EduByte – Marinette Campus Dean Update

Jennifer Stolpa Flatt, Dean of the Marinette Campus, provided an update on campus activities.

### President’s Report

Enrollment Activity –

- The President shared information on the UWGB/NWTC AA/AS Degree. At this time the work on this agreement has stalled, but the College is pursuing an agreement to offer the degree in partnership with Madison College.
- Dr. Colleen Simpson and Mohammed Bey provided a tour of the newly opened NWTC Green Bay East Center located in the Boys and Girls Club

Legislative and Regulatory Issues (state & federal) –

- State Budget – The report from the WTCS is that the state budget looks like there will be \$9.2 million in gpr grants for the WTCS. They are also looking at ending the UW tuition free, and HEA will be funded at \$5 million to support the nurse educator programs.
- A bill has been introduced at the federal level to expand and increase Pell.
- Last week the Wisconsin Senate introduced SB-409, Instruction Prohibitions. The Assembly version has yet to be introduced. The legislation prohibits WTCS colleges and UW institutions from providing student instruction and employee training on race and sex stereo typing.

8-Week Advantage –

- No update at this time.

COVID-19 Update -

- No update at this time.

Current Events -

- Jan Allman, CEO of Marinette Marine, has been promoted to Public Relations Officer for the North America Fincantierra.
- We have a virtual graduation for GED/HSED which is tomorrow night starting at 6:00 pm. A Grad Bash was held for that group last week.
- President Rafn noted that he had agreed to be the Chair for the Brown County United Way this year.

Next Board Meeting

The Monday, July 12, 2021 Board Meeting will be held at the Green Bay Botanical Garden, 2600 Larsen Road, Green Bay.

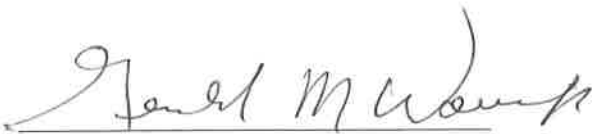
Board members and administration will have an opportunity to identify items that weren't identified prior to the preparation of the agenda for referral to administration or placed on a future board agenda.

Adjournment

Cathy Dworak moved to adjourn the June 16, 2021 Board meeting (3:44 p.m.).

Motion seconded by Carla Hedtke.

Motion carried, with all voting "Aye" on voice vote.



Gerald Worrick, Board Secretary

7-12-21  
Date