

Northeast Wisconsin Technical College District

Board of Trustees Meeting
Minutes

Wednesday, May 12, 2021
12:00 p.m.

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

Chairperson Mayer called the May 12, 2021 NWTC Board of Trustees meeting to order and requested that roll call be taken at this time.

Present: Carla Hedtke, Dave Mayer, Jeff Rickaby, Dorothy Sadowski, Richard Stadelman, Ben Villarruel, Gerald Worrick

Excused: Cathy Dworak, Kim Schanock

Also Present: Jeff Rafn, Mary Jo Tilot, Lisa Maas, Bob Mathews, Aliesha Crowe, Mohammed Bey, Colleen Simpson, Michele Wiberg, Kathryn Rogalski

Executive Session

Jeff Rickaby moved that the Board go into Executive Session in accordance with State Statute 19.85(1) (c) (e) to discuss the following items: 1) ESS Total Base Wage Negotiation; and, 2) President's Performance Evaluation, Contract, and Compensation.

Motion seconded by Richard Stadelman.

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

Jeff Rickaby moved that the Board return to the regular order of business (1:50 p.m.).

Motion seconded by Richard Stadelman.

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

Mission Moment

Dr. Crowe, VP for College Advancement, shared a WBAY video "Campus food pantry at NWTC hopes to impact food insecurity among students".

Open Forum, Introduction of Guests, and Acknowledgements

The Chairperson 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 at this time.

Action Items (Roll Call Vote)

Bills

Bills Covering the Period of April 1-30, 2021 \$1,469,558.64

Detailed copies of the current disbursements for fiscal year 2021 for the month of April 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. Included as Board Exhibit 1 was a copy of the certified 3rd quarter Capital Expenditures report for items over \$50,000.

Richard Stadelman moved that the Board approve the April 2021 bills as presented and the certified 3rd quarter Capital Expenditures report for items over \$50,000.

Motion seconded by Jeff Rickaby.

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

Resolution Awarding the Sale of \$4,400,000 General Obligation Promissory Notes; Providing the Form of the Notes; and Levying a Tax in Connection Therewith

At its meeting on March 10, 2021, the Board authorized the borrowing of \$4,400,000 for FY 2021 capital budget needs (\$2,800,000 for moveable equipment, \$1,300,000 for building improvement and \$300,000 for site improvements). A draft resolution providing for the sale of General Obligation Promissory Notes in the amount of \$4,400,000, and specifying the amount of the tax heretofore levied, has been prepared by Bond Counsel and was attached as Board Exhibit 2. PMA Financial Network, Inc. solicited competitive bids for the issue and presented the bid tabulation and the winning bid for the sale of the notes at the meeting on May 12, 2021.

Carla Hedtke moved that the Board adopt the resolution authorizing the sale of \$4,400,000 General Obligation Promissory Notes; providing the form of the notes; and levying a tax in connection therewith.

Motion seconded by Jeff Rickaby.

- Michele Wiberg, PMA reviewed the sale documents and bid results at this time.

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

President's Contract & Compensation

Gerald Worrick moved that the Board table the approval of the President's compensation, benefits, and contract to the June 16 Board meeting.

Motion seconded by Dorothy Sadowski.

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

Educational Support Specialists

Gerald Worrick moved that the Board approve the total base wage for the Educational Support Specialists (ESS) as discussed in Executive Session to be effective July 1, 2021.

Motion seconded by Carla Hedtke.

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

Consent Agenda Items:

Minutes

The minutes of the April 14 Board meeting were sent to Board members prior to the May 12, 2021 Board meeting. It was recommended that Board approval be given for the April 14, 2021 Board meeting minutes as presented.

Faculty - Resignations

With regret, the College recommended Board acceptance of the following resignation notices:

- Andy Reinhard – Electrical Apprenticeship Instructor, who has been with the College since July 24, 2019 and has announced his resignation effective May 22, 2021.
- Edward Gott – Sociology Instructor, who has been with the College since January 7, 2008 and has announced his resignation effective May 21, 2021.
- Matthew Becker – Pathways/Academic Success Instructor, who has been with the College since January 12, 2015 and has announced his resignation effective May 21, 2021.

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 3.

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 3.

Dorothy Sadowski moved that the Board approve the consent agenda items as follows: the minutes of the April 14, 2021 Board meeting; the faculty resignations of Andy Reinhard – Electrical Apprenticeship Instructor, Edward Gott –

Sociology Instructor, and Matthew Becker – Pathways/Academic Success Instructor; and the contracts for services identified in Board Exhibit 3.

Motion seconded by Carla Hedtke.

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 attended the Green Bay Grad Bash and Gerald Worrick attended the Sturgeon Bay activity. Great way to recognize our graduating class achievements. About 300 students participated in the Green Bay Grad Bash.
- Dr. Rogalski attended the Northwoods Welding Celebration for Technical Diploma Recipients on May 5.
- The ACCT Central Regional meeting will be held on May 20 virtually.
- The District Boards Association Summer meeting will be held July 15-17 in Stevens Point, both in-person and virtually.
- The District Boards Executive Committee meeting was held on Friday, May 7 in Madison. Carla will assist in an Ad Hoc Committee to develop a mentoring network for new Board members.

Policy Discussion: Board DEI Training Plan

Mohammed Bey, Chief Officer of Diversity, Equity, and Inclusion presented a proposed Board DEI training plan.

- The sessions will be held during the Board meetings.
- The underlying outcome will be to have training that will help the Board better understand each other.
- The facilitator will create ground rules for the sessions.

Board EduByte – Environmental Climate Stewardship Committee

Dr. Aliesha Crowe, VP for College Advancement, provided the Board information on the newly formed Environmental Climate Stewardship Committee and the goals of that committee.

Key Performance Outcomes

The end of 3rd quarter Key Performance Outcomes Status Report for academic year 2021 was included with the Board packet as Board Exhibit 4 for review by the Board. Included with the quarterly report were the FY 2021 Board Professional Development Account Status Report and the Operational and Capital Contingency Account Status Reports.

President’s Report

Legislative and Regulatory Issues (state & federal) –

- Sometime in the next week or two the legislature will take up the WTCS Budget.

8-Week Advantage –

- Nothing new to report.

COVID-19 Update –

- No cases at this time

Current Events –

- Mary Jo Tilot, Executive Assistant to President and the Board announced her retirement to be effective September 3, 2021.
- The Oconto County Board of Supervisors provided a letter of support for the 7 Towns requests to disengage from the NWTC District and move to the Nicolet District.
- Graduation will be virtual via the YouTube channel June 21, 2021 to 6:00 p.m.

Action Item

FY 2022 Budget Public Hearing

Jeff Rickaby moved to adjourn the regular session for the purpose of conducting a Public Hearing on the FY 2022 Budget for Northeast Wisconsin Technical College (4:00 p.m.).

Motion seconded by Gerald Worrick.

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

Public Hearing on the Fiscal Year 2022 Budget

In accordance with the requirements of Wisconsin Statutes, a Class I Legal Notice appeared in the official newspaper of the District giving notice that a Public Hearing on the Proposed Fiscal Year 2022 Budget would be held in the District Office of the Northeast Wisconsin Technical College at 2740 West Mason Street, Green Bay, Wisconsin 54307-9042, at 4:00 p.m. on Wednesday, May 12, 2021, for the purpose of giving members of the public an opportunity to express their views on the proposed FY 2022 budget. The Public was also able to access the Budget Public Hearing via WebEx: www.nwtc.edu/board

A copy of the draft Fiscal Year 2022 Budget and Notice of Public Hearing was enclosed.

- Upon three calls for interested parties to comment on the proposed FY 2022 Budget with no response, Chairman Mayer requested a motion to return to the regular order of business (4:06 p.m.).

Gerald Worrick moved that the Board will return to the regular order of business to act on the FY 2022 Budget.

Motion seconded by Richard Stadelman

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

FY 2022 Budget

Jeff Rickaby moved that the Board approve the FY 2022 Budget as presented in the budget document and summarized in Board Exhibit 5.

Motion seconded by Carla Hedtke.

Motion carried, with all voting “Aye” on roll call.

Next Board Meeting

The June 16, 2021 Board Meeting will be held at the NWTC Green Bay Campus Board Room.

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

Gerald Worrick moved that the May 12, 2021 Board meeting be adjourned (4:06 p.m.).

Motion seconded by Richard.

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



Gerald Worrick, Board Secretary

6-16-2021

Date