

# NWTC January Board Meeting Minutes

Northeast Wisconsin Technical College

1/14/2026 12:00 PM CST

@ 2740 West Mason Street, Green Bay, WI 54303 (Room DO308)

## I. Open Meeting & Roll Call

The Board Chairperson called the January 14, 2026 NWTC Board of Trustees meeting to order at 12:03 p.m. and requested that roll call be taken at this time.

Present: Ross Loining, Jeff Rickaby, Emily Miller, Richard Stadelman, Dustin Delsman, Gerald Worrick, Kelly Robinson, Cathy Dworak

Absent: Brenda Mendolla-Buckley

Also Present: Kristen Raney, Kelly Casperson, Matt Petersen, Laura King, Stephanie Feucht, John Grant, Scott Anderson, Karl Reischl, Sara Lam, Adam Pfof, Kathryn Rogalski, Jennifer Flatt, Meridith Jaeger, Eric Derenne, Pam Lunde

## II. Open Forum, Introduction of Guests, and Acknowledgements

The Chairperson asked for the introduction of any guests present and invited public comment. No guests were present and there was no public comment.

## III. Action Items

### A. Bills

Detailed copies of the current disbursements for fiscal year 2025 for the month of December are being forwarded to the Board Treasurer for review and recommendation to the Board for payment. Additional listings of the bills are available in the District Office for review by any interested person.

It is recommended that the Board approve the December 2025 bills as presented.

Jeff Rickaby made a motion to approve the December 2025 bills as presented. Emily Miller seconded the motion. Motion carried with all voting "Aye" on roll call vote.

### B. Resolution Awarding the Sale of \$3,625,000 General Obligation Promissory Notes; Providing the Form of the Notes; and Levying a Tax in Connection Therewith

At its meeting on November 20, 2025, the Board authorized the borrowing of \$3,625,000 for FY2026 capital budget needs (\$2,125,000 for moveable equipment, \$1,500,000 for building improvement). A draft resolution providing for the sale of General Obligation Promissory Notes in the amount of \$3,625,000, and specifying the amount of the tax heretofore levied, has been prepared by Bond Counsel and is attached as Board Exhibit 1. PMA Financial Network, Inc. will be soliciting competitive bids for the issue and presenting the bid tabulation and the winning bid for the sale of the notes at the meeting on January 14, 2026.

It is recommended the Board adopt the resolution authorizing the sale of \$3,625,000 General Obligation Promissory Notes; providing the form of the notes; and levying a tax in connection therewith.

Jeff Rickaby made a motion to adopt the resolution authorizing the sale of \$3,625,000 General Obligation Promissory Notes; providing the form of the notes; and levying a tax in connection therewith. Cathy Dworak seconded the motion. Motion carried with all voting "Aye" on roll call vote.

 [Exhibit 1 - Northeast WI TCD - 26A GOPN - Award Resolution.pdf](#)

C. Resolution Authorizing the Borrowing of \$2,189,600 for Movable Equipment; \$1,310,400 for Building Remodeling and Improvement Projects; and Providing for the Issuance and Sale of General Obligation Promissory Notes Therefor

During its fiscal year 2026 budget deliberations, the Board approved various capital projects for building remodeling and improvements, acquiring moveable equipment, and site improvements. This resolution authorizes the borrowing of \$3,500,000 of general obligation notes for these purposes. A resolution authorizing the borrowing has been prepared by Bond Counsel and is attached as Board Exhibit 2.

It is recommended the Board adopt the resolution authorizing the borrowing of \$2,189,600 for moveable equipment; \$1,310,400 for building remodeling and improvement projects; and providing for the issuance and sale of general obligation promissory notes therefor.

Jeff Rickaby made a motion to adopt the resolution authorizing the borrowing of \$2,189,600 for moveable equipment; \$1,310,400 for building remodeling and improvement projects; and providing for the issuance and sale of general obligation promissory notes therefor. Gerald Worrick seconded the motion. Motion carried with all voting "Aye" on roll call vote.

 [Exhibit 2 - Northeast WI TCD - 26B GOPN - Authorizing Resolution.pdf](#)

IV. Consent Agenda Items

A. Minutes

The minutes of the December 18, 2025 Board meeting are included as Exhibit 3.

It is recommended that Board approval be given for the December 18, 2025 Board meeting minutes.

 [Exhibit 3 - NWTC December Board Meeting Minutes.pdf](#)

B. Corporate Training & Economic Development (Contracts for Service)

Board Exhibit 4 - Under the provisions of Wisconsin 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 2026 contracts pending Board approval is attached as Board Exhibit 4.

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 (33.89% for on-campus and 28.20% for off-campus) such as administration, facilities, utilities, information systems, registration, counselors, insurance, etc., associated with a contract to determine full costs. Project pricing 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 are available for review by any interested person.

It is recommended that the Board approve the contracts for services identified in Board Exhibit 4.

 [Exhibit 4 - December Contracts for Service Board Report.pdf](#)

### C. Faculty New Hires

#### **Curtis Baeb** – Electrical Instrumentation Apprentice Instructor

Curtis Baeb was the Selection Committee’s top choice for Electrical Instrumentation Apprentice Instructor. Mr. Baeb holds a Bachelor’s Degree in Aviation Maintenance Technology from Embry Riddle Aeronautical University and an Associate’s Degree in Automation Engineering Technology from NWTC.

Since 2020, Mr. Baeb has been employed as EI&C at Green Bay Packaging Mill Div. Prior to that, he was the Industrial Electrician at Green Bay Packaging Shipping Container Div, Electronic Technician at United States Postal Services, Industrial Maintenance Technician at Green Bay Cheese Company, and the Aircraft Electrical Systems Technician for the U.S. Air Force. He also has his certificate in Industrial Maintenance.

Placement for this position would be at the level Faculty B, \$68,562.

#### **MacKenzie Favour** – Associate Degree Nursing Instructor

MacKenzie Favour was the Selection Committee’s top choice for Associate Degree Nursing Instructor. Ms. Favour is currently working towards a Doctorate in Nursing Practice from Chamberlain University, holds a Master’s degree in Nursing from Chamberlain University, a Bachelor’s Degree in Nursing from University of Wisconsin Green Bay, and an Associates Degree in Nursing from NWTC.

Since August 2025, Ms. Favour has been employed as a Nurse Educator at Fox Valley Technical college. Prior to that, she was the Nursing Adjunct Instructor at NWTC and a Registered Nurse, Women’s Health Float at Aurora BayCare Medical Center. She has her registered nurse license, AHA Healthcare Provider CPR – Wisconsin certification, and certifications for NRP, PALS, and S.T.A.B.L.E.

Placement for this position would be at the level Faculty C, \$75,419.

#### **Marissa Gebelein** –Nursing Instructor

Marissa Gebelein was the Selection Committee’s top choice for Nursing Instructor. Ms. Gebelein holds a Master’s Degree in Nursing from University of Wisconsin Oshkosh, a Bachelor’s Degree in Nursing from University of Wisconsin Eau Claire, and an Associate’s Degree in Nursing from Chippewa Valley Technical College.

Since February 2025, Ms. Gebelein has been employed as a Nursing Skills and Simulation Evaluator at NWTC. Prior to that, she was the Registered Nurse at HSHS St. Vincent Hospital, Adjunct Clinical Nursing Instructor at NWTC and Mid-State Technical College, Registered Nurse and a Licensed Practical Nurse at Dove Healthcare West. She is a Registered Nurse and is CPR certified.

Placement for this position would be at the level Faculty C, \$73,000.

It is recommended that Board approval be given for the new hires listed above.

### D. Faculty Retirement

NWTC accepts the following retirement notice:

Donald Cormier – Biomedical Electronics Instructor who has been with the College since January 16, 2017, and has announced his retirement effective June 30, 2026.

It is recommended that Board approval be given for the retirement listed above.

### E. AY27 Student Fee Rate Projections

Exhibit 5 are the Student Fee Rate Projections for Academic Year 2027.

Board approval is required for the fees labeled with asterisks (\*) in Exhibit 5.

 [Exhibit 5 - AY27 Student Rate Projections.pdf](#)

Emily Miller made a motion to approve the consent agenda items of December 18, 2025 minutes, contracts for service, faculty hires, faculty retirements, and AY27 student fee rate projections. Kelly Robinson seconded the motion. The motion carried with all voting "Aye" on voice vote.

V. Reports

A. President's Report

Dr. Kristen Raney will provide the President's Report at this time.

Dr. Kathryn Rogalski has been named the 12th President of Grand Rapids Community College.

B. External Engagement

- Crossing the Bridge - January 6, 2026 at UW-Green Bay
- Give Big Green Bay - NWTC Education Foundation Selected to participate.
- Partner in Education Board/Executive Board

C. Internal Engagement

- All Leaders Meeting
- In-Service

D. WTCS

- System and Presidents Meeting
- State board and Presidents Meeting

E. Board Retreat

- Prep materials – videos
- Focused facilitation
- Breakfast / lunch

F. Board Member Liaison Updates

Board members that are liaisons to other entities will have an opportunity to report on updates they have since the last Board meeting.

 [Exhibit 6 - 2026 January DBA Monthly Update.pdf](#)

VI. Next Board Meeting

The February 18, 2026 Board meeting will be held at the Green Bay Campus at 2740 West Mason Street, Green Bay, WI, 54303.

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.

VII. Adjournment

The Board Chair will accept a motion to adjourn the January 14, 2026 Board meeting.

Dustin Delsman made a motion to adjourn the January 14, 2026 Board meeting at 1:34 p.m. Ross Loining seconded the motion. Motion carried with all voting "Aye" on voice vote.



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Gerald Worrick, Secretary

2/18/2026

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Date