

NORTHEAST WISCONSIN TECHNICAL COLLEGE
DISTRICT BOARD OF TRUSTEES

MEETING AGENDA
AND
EXHIBITS

Northeast Wisconsin Technical College

In- Person at the NWTC Sturgeon Bay Campus
229 N. 14th Avenue, Sturgeon Bay, WI 54235

Wednesday, March 8, 2023



OUR VISION...

NWTC is a cutting-edge life-long learning college that transforms, strengthens, and inspires.

MISSION STATEMENT

We are a two-year technical college, serving Northeast Wisconsin by providing education, training, and life-long learning opportunities for all individuals and businesses leading to the development of a skilled and culturally inclusive workforce. Our customers stimulate the economic vitality of our district as a result of the application of skills and knowledge acquired through the completion of certificates, degrees, diplomas, and courses.

NWTC VALUE STATEMENTS

Customer Focus: We are committed to exceeding the service and learning expectations of our customers and our community.

Everyone Has Worth: We are committed to embracing the worth of every individual, creating a place for all people and promoting the respectful environment necessary for intellectual and personal discovery.

Passion and Inspiration: We have a personal passion for achieving the College's vision, inspiring and motivating others to action.

Creativity and Innovation: We are committed to energizing and fostering transformative change through challenging experiences, proactive thinking, and taking initiative.

Collaboration: We are committed to open communication, teamwork, and productive conflict that strengthen relationships and create better solutions.

Emotional Intelligence: We are committed to growth in our individual awareness through personal reflection, seeking input from others and aligning our actions.

Results and Accountability: We are individually and collectively accountable for the sustainable and optimal use of resources and the achievement of meaningful, measurable results.

Valuing Talent & Well Being: We are committed to fostering a mentally and physically healthy work environment that promotes learning and growth and attracts and retains talented people.

Ethics: We are committed to ethical and honest behavior and personal responsibility for living and modeling the values of NWTC.

NWTC Land Acknowledgment Statement

"The region served by Northeast Wisconsin Technical College occupies the ancestral home of the Menominee Nation, who have persisted here in Northeast Wisconsin from before recorded history to the present day. The College's Green Bay campus exists upon lands ceded to the Oneida Nation by the Menominee Nation. We acknowledge this land we stand upon today as sacred, historical, and significant to the Menominee and Oneida Nations, as are the lands of all sovereign First Nations People."



*Board of Trustees Meeting
Agenda*

March 8, 2023
11:30 a.m.

*In- Person at the NWTC Sturgeon Bay Campus
229 N. 14th Avenue, Sturgeon Bay, WI 54235*

Open Meeting & Roll Call – Please turn off all cell phones at this time.

The Board Chairperson will call the March 8, 2023 NWTC Board of Trustees meeting to order and request that roll call be taken at this time.

Guests

11:30 – 11:45

1. Open Forum, Introduction of Guests, and Acknowledgements

The Chairperson will ask for the introduction of any guests present at this time and invite public comment.

2. Student Senate

Joshua Wallschlaeger, Student Senate Officer, will provide an update at this time.

3. Mission Moment

Meridith Jaeger, Vice President of College Advancement, Kim LaPlante, Manager of Research & Library Services, and Matthew Petersen, Manager of Student Retention, will share a mission moment at this time.

Action Items (Roll Call Vote)

11:45 – 11:55

1. Bills

Detailed copies of the current disbursements for fiscal year 2023 for the month of February 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 February 2023 bills as presented.

2. Resolution Authorizing the Borrowing of \$3,498,200 for Movable Equipment; \$767,800 for Building Remodeling and Improvement Projects; \$34,000 Building Acquisition; and Providing for the Issuance and Sale of General Obligation Promissory Notes Therefor

During its fiscal year 2022 and 2023 budget deliberations, the Board approved various capital projects for building remodeling and improvements, acquiring moveable equipment, building acquisition, and site improvements. This resolution authorizes the borrowing of \$4,300,000 of general obligation notes for these purposes. A resolution authorizing the borrowing has been prepared by Bond Counsel and is attached as Board Exhibit 1.

It is recommended the Board adopt the resolution authorizing the borrowing of \$3,498,200 for moveable equipment; \$767,800 for building remodeling and improvement projects; \$34,000 building acquisition; and providing for the issuance and sale of general obligation promissory notes therefor.

Consent Agenda Items:

11:55 – 12:00

1. Minutes

The minutes of the February 15, 2023 Board meeting were sent to Board members prior to the March 8, 2023 Board meeting. It is recommended that Board approval be given for the February 15, 2023 Board meeting minutes.

2. Faculty - Retirements

With regret, we accept the following retirement notices:

- A. Jeffrey Matzke – Associate Degree Nursing Instructor who has been with the College since September 7, 1999 and has announced his retirement effective May 18, 2023.
- B. Nagalingam Balakrishnan– Mathematics Instructor who has been with the College since August 16, 2010 and has announced his retirement effective March 17, 2023.
- C. Daniel Scheider – Electrical Power Distribution Instructor who has been with the College since June 4, 2003 and has announced his retirement effective March 17, 2023.

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

3. 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 2022 contracts pending Board approval is attached as Board Exhibit 2.

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 (33.66% for on-campus and 27.75% 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 are available for review by any interested person.

It is recommended that the Board approve the contracts for services identified in Board Exhibit 2.

Reports

1. Discussion of District Board Association Budget (Roll Call Vote) **12:00 – 12:15**

The District Board Association budget was provided to the Board during the January 18, 2023 Board meeting. The Board of Trustees will discuss the District Board Association budget as presented.

It is recommended that the Board vote on the District Board Association budget providing their suggestion for the upcoming District Board Association meeting.

2. Sturgeon Bay Campus Update **12:15 – 12:30**

April Konitzer, Regional Manager, will provide an update on the Sturgeon Bay Campus at this time.

3. Maritime Center of Excellence (CoE) Overview **12:30 – 12:45**

Meridith Jaeger, Vice President of College Advancement, will provide an overview of Maritime CoE at this time.

Break **12:45 – 1:00**

4. Discussion: Fincantieri Bay Shipbuilding **1:00 – 1:50**

Facilitated by Meridith Jaeger, Vice President of College Advancement, the Board will engage in a discussion with Craig Perciavalle, Vice President & General Manager of Fincantieri Bay Shipbuilding.

5. Sturgeon Bay Campus Tour **1:50 – 2:20**

April Konitzer, Regional Manager, will provide a brief tour to the Board.

6. President's Report **2:20 – 2:35**

- A. Enrollment Activity
- B. Key Performance Outcomes
- C. Legislative and Regulatory Issues (state & federal)
- D. 8-Week Advantage
- E. Current Events

7. Board Member Professional Development Updates **2:35 – 2:45**

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

Presidential Search

**2:45 – 3:00
(includes adjournment)**

1. **Executive Session**

The Board Chairperson may accept a motion to go into Executive Session in accordance with State Statute 19.85 (1)(c)¹ for the purpose of discussing the following item: 1. Personnel Issues - Status of the presidential search including candidacy updates.

Following the Executive Session, the Board Chair will accept a motion to return to the regular order of business.

Board Public Hearing and Appointment Committee Meeting

The Public Hearing and Appointment Committee Meeting are scheduled for March 20, 2023 at 3:00 p.m. to be held in the NWTC District Office Boardroom on the NWTC-Green Bay Campus, 2740 West Mason Street, Green Bay, Wisconsin.

Next Board Meeting

The April 12, 2023 Board meeting will be held in the District Boardroom on the Green Bay Campus located 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.

Adjournment

The Board Chair will accept a motion to adjourn the March 8, 2023 Board meeting.

¹ (1) (c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

BOARD EXHIBITS

March 8, 2023

Third Borrowing FY23 Capital Projects

Projects	Equipment	Bldg. Imp.	New Bldg	Site Impr
50,000 & Under Items	261,250			
Artisan Center Purchase	50,000	66,000	34,000	
Capital Support Positions	690,650			
Client Services Lifecycle	365,000			
Implement MDR - Managed Detection Response	200,000			
Lower Level CC Renovation	-	701,800		
Software Payable Expense	1,931,300			
Total Requests for Third Debt	3,498,200	767,800	34,000	-

FEBRUARY BOARD REPORT

Proposed Contract Training 2022/2023

Indistrict*		START	EST	EST		
CLIENT NAME	CONTRACT DESCRIPTION	DATE	REVENUE	EXPENSE	MARGIN	
Marine Travelift Inc	Class A Theory - Marine Travelift: Chance Marr	2/9/2023	499.00	150.00	349.00	
Multiple Recipient Local Gov	Basic Ballistic Shield for Patrol - Feb. 2023	2/27/2023	400.00	255.70	144.30	
Multiple Recipient Local Gov	Low Light Tactics - Feb. 2023	2/27/2023	400.00	255.70	144.30	
Bay Care Clinic GB Eye Clinic	2023 Green Bay Eye Clinic	2/11/2023	2,781.00	1,500.00	1,281.00	
Marinette Police Department	Marinette Police C.O.P. Program	2/28/2023	0.00	0.00	0.00	
Multiple Recipient Local Gov	Crime Prevention in Indian Country - Feb. 2023	2/21/2023	400.00	255.70	144.30	
Europharma	Leadership Development 2023	2/1/2023	15,500.00	7,013.10	8,486.90	
Echo Ridge Dental	BLS Refresher	2/10/2023	845.00	667.40	177.60	
Ledgeview Fire Department	Blue Card CE Feb. 2023	2/27/2023	315.00	250.99	64.01	
Loomis Armored US LLC	Loomis Armored - Firearms Spring 2023	2/25/2023	1,200.00	779.90	420.10	
Oneida Nation Security	Oneida Security - DAAT refresher Spring 2023	2/15/2023	9,000.00	5,123.07	3,876.93	
Master Fleet Inc	Basic Electrical	2/6/2023	1,625.00	894.94	730.06	
Multiple Recipient Business & Industry	OSHA 503 - Spring 23	2/1/2023	1,730.00	2,020.49	-290.49	
Multiple Recipient Business & Industry	OSHA 502 - Spring 23	2/7/2023	2,815.00	2,255.49	559.51	
Forward Service Corp	TrANS Program Spring 2023	2/13/2023	6,431.00	3,814.97	2,616.03	
Cruisers Yachts	Weld Test & Documentation	2/9/2023	625.00	368.99	256.01	
Karcz Utility Services	CDL Theory - Jeremy Harr	2/14/2023	349.00	0.00	349.00	
Forward Service Corp	CPR Heartsaver AED & First Aid	2/24/2023	2,428.00	1,984.70	443.30	
Superior Resource Group	Qualifications 2/7 - 2/9/23	2/7/2023	3,716.01	1,941.49	1,774.52	
Multiple Recipient Business & Industry	OSHA 10-Hour General Industry	2/27/2023	2,141.00	949.38	1,191.62	
Superior Resource Group	Qualifications 2/13 - 2/16/23	2/13/2023	2,892.80	1,389.87	1,502.93	
Trident Maritime Systems	Qualifications 2/13 - 2/17/23	2/13/2023	3,757.67	2,028.03	1,729.64	
Superior Resource Group	Qualifications 2/21 - 2/23/23	2/21/2023	2,049.81	1,035.98	1,013.83	
Superior Resource Group	OSHA 10	2/28/2023	400.00	0.00	400.00	
Multiple Recipient Local Gov	LESB Instructor Development Course Feb. 2023	2/7/2023	3,300.00	2,921.73	378.27	
Multiple Recipient Local Gov	Dive Team Leader - Feb. 2023	2/20/2023	800.00	600.00	200.00	
Multiple Recipient Local Gov	Dive Equipment Specialist - Feb. 2023	2/27/2023	1,250.00	1,000.00	250.00	
Multiple Recipient Business & Industry	Excel Level 1	2/9/2023	1,521.00	360.70	1,160.30	
US Veterans Affairs Police	DAAT/Active Threat - Feb. 2023	2/18/2023	475.00	383.54	91.46	
TOTAL			\$69,646.29	\$40,201.86	\$29,444.43	
Out of District		START	EST	EST		
CLIENT NAME	CONTRACT DESCRIPTION	DATE	REVENUE	EXPENSE	MARGIN	
Center for Suicide Awareness	Addressing Occupational Trauma - Master Resiliency Cedarburg Feb. 2023	2/6/2023	1,693.94	1,393.94	300.00	
Florence County Sheriffs Department	Florence County - Firearms/Less Lethal Feb. 2023	2/7/2023	175.00	70.00	105.00	
Allied Universal Security Services	AUS Firearms Feb. 2023	2/8/2023	100.00	40.00	60.00	
Village of Oostburg	CDL Theory - Brandon Kwiatkowski	2/13/2023	349.00	0.00	349.00	
Valley COOP Assn	Class A Manual & Theory - James Whitaker	2/27/2023	4,753.67	340.00	4,413.67	
TOTAL			\$7,071.61	\$1,843.94	\$5,227.67	
Out of State**		START	EST	EST		
CLIENT NAME	CONTRACT DESCRIPTION	DATE	REVENUE	EXPENSE	MARGIN	FULL COST
Consolidated Marine Systems	Qualifications 2/2/23	2/2/2023	667.70	339.80	327.90	410.42
Consolidated Marine Systems	Qualifications 2/7 - 2/9/23	2/7/2023	2,326.69	1,189.63	1,137.06	1,391.66
Consolidated Marine Systems	Qualification 2/13 - 2/16/23	2/13/2023	750.88	426.08	324.80	554.45
Consolidated Marine Systems	Qualification 2/23/23	2/23/2023	508.55	281.98	226.57	342.51
TOTAL			\$4,253.82	\$2,237.49	\$2,016.33	\$2,699.04
Contract Total for February = 38			\$80,971.72	\$44,283.29	\$36,688.43	
FEBRUARY CONTRACT TRAINING GRAND TOTAL			\$80,971.72	\$44,283.29	\$36,688.43	

* Margin represents the difference of Estimated Revenue and Estimated Direct Contract Expenses.

** Estimated Revenue must be equal to or greater than Full Cost.

NWTC Board Meeting Schedule – FY 2022-2023

Board Meeting Date	District Boards Association (State)	ACCT Conferences (National)	Other Activity Dates
July 11, 2022 (Monday) <i>Green Bay Campus Boardroom</i>	July 21-23, 2022 District Board Summer Meeting NTC – Wausau		
August 17, 2022 <i>Green Bay Public Safety Complex</i>			
September 21, 2022 <i>Green Bay Trades & Industry Atrium</i>			
October 19, 2022 (Set Tax Levy) <i>Green Bay Campus Boardroom</i>	October 6-8, 2022 District Board Fall Meeting CVTC – Eau Claire	October 26-29, 2022 ACCT Leadership Congress New York, NY	
November 9, 2022 <i>Luxemburg RLC</i>			
December 14, 2022 <i>Green Bay Campus Boardroom</i>			December 15, 2022 Green Bay Graduation
January 18, 2023 <i>Green Bay Campus Boardroom</i>	January 11-13, 2023 District Board Winter Meeting Madison		
February 15, 2023 <i>Green Bay Academic IT Area</i>		February 5-8, 2023 ACCT Legislative Summit Washington, DC	
March 8, 2023 <i>Sturgeon Bay Campus</i>	March 14-15, 2023 WTCS Board Meeting Green Bay		
March 20, 2023 Board Appointment Meeting & Public Hearing			Schanock, Stadelman, Rickaby, Villarruel
April 12, 2023 Capital & Operational Budget <i>Green Bay Campus Boardroom</i>	April 20-22, 2023 District Board Spring Meeting GTC/Stella Hotel, Kenosha		TBD Student Awards Ceremony Green Bay Commons
May 10, 2023 Budget Hearing & Adoption of Budget <i>Green Bay Campus Boardroom</i>			<u>Graduations:</u> May 16, 2023 – Sturgeon Bay May 17, 2023 – Green Bay May 18, 2023 - Marinette
June 14, 2023 <i>Marinette Campus</i>			GED/HSED Graduation TBD
July 10, 2023 - Monday <i>Green Bay Campus Boardroom</i>			



NWTC does not discriminate on the basis of age, race, color, disability, sex, gender, sexual orientation, gender identity, national origin or other protected classes.