

Northwood Technical College
Board Proceedings
June 20, 2022

The Northwood Technical College Board meeting was held on Monday, June 20, 2022 at 8:30 a.m., at the Northwood Tech Rice Lake Campus, located at 1900 College Drive, Rice Lake, WI 54868. The use of technology to access the meeting was available to Board members as needed.

CALL TO ORDER/ROLL CALL/DETERMINATION OF QUORUM

Chairperson Chris Fitzgerald called the meeting to order at 8:34 a.m. Board members James Beistle, Chris Fitzgerald, Brett Gerber, and Lori Laberee were present at the Northwood Tech Rice Lake Campus. In addition, Andy Albarado, Nicki O’Connell and Amber Richardson joined the meeting via BlueJeans technology at. A quorum was established. *Janelle Gruetzmacher and Josh Robinson were absent for this meeting.*

Northwood Tech employees Deanna Corry, Steve Decker, and John Will, were in attendance during the meeting at the Northwood Tech Rice Lake Campus. In addition, Steve Bitzer and Susan Yohnk Lockwood joined the meeting via BlueJeans technology.

OPEN MEETING STATEMENT

Deanna Corry, Executive Assistant to the President and Board, read the following open-meeting statement: “The June 20, 2022 meeting of the Northwood Technical College Board, and all other meetings of this Board, are open to the public and in compliance with state statutes. Notice of the meeting was sent to the press on June 17, 2022, in an attempt to make the general public of Wisconsin aware of the time, place, and agenda of the meeting.”

APPROVAL OF AGENDA AND AUTHORIZATION OF ELECTRONIC SIGNATURES

Chairperson Fitzgerald reserved the right to modify the order of the agenda to accommodate persons making presentations, live or via technology, and requested approval to authorize the use of electronic signatures for all Board documents.

James Beistle moved, seconded by Brett Gerber, to approve the agenda and authorize the use of electronic signatures for all Board documents. Upon a unanimous yes vote of all members present, motion carried.

AUDIENCE RECOGNITION ANNOUNCEMENT

Time was reserved for Chair Fitzgerald to recognize people in the audience if needed. The Audience Recognition Board policy (II.L.) was included in the Board book as a reference.

BUDGET HEARING

Time was reserved for the budget hearing per Wisconsin Statute §65.90. This hearing began at 8:35 a.m. and was open to the public in order to answer any questions they may have had. A link to the Budget book for Fiscal Year 2022-2023 and a PowerPoint were provided for the Board’s information.

Mr. Decker reviewed the proposed 2022-2023 tentative operational budget with the Board, which was publicly noticed within 10 days following Board approval in May per Wisconsin Statute §65.90 (5). The Budget Summary – General Fund and Notice of Public Hearing budget documents were also provided for the Board’s information.

The Board Chair made an announcement that the Budget hearing was closed at 8:37 a.m. The budget will be considered for approval under the “Other Items Requiring Board Action” section of the agenda.

EXECUTIVE SESSION

Chairperson Chris Fitzgerald requested a motion for the Board to convene into Executive Session under the provisions of Wisconsin Statutes §19.85(1)(c)(e)(f)(g) and §118.22 to consider Deliberating and Negotiation on Purchase on St. Croix Avenue in New Richmond, Wisconsin, Bargaining Environment and Strategies, Performance Evaluations and Considering Approval of 2022-2023 Compensation of Non-Represented Employees, Considering Approval of Select Employees' Compensation Eligibility, President's Annual Performance Evaluation, and Considering Approval of the President's 2022-2023 Compensation and Contract.

Brett Gerber moved, seconded by Lori Laberee to convene into Executive Session in accordance with Wisconsin Statutes §19.85(1)(c)(e)(f)(g) and §118.22 for the purposes noted in the preceding paragraph. Chair Fitzgerald announced the motion. Upon a roll-call vote, all members present voted yes; motion carried (7-0).

Chairperson Fitzgerald called the executive session to order at 8:37 a.m. Board members James Beistle, Chris Fitzgerald, Brett Gerber, and Lori Laberee were present at the Northwood Tech Rice Lake Campus. In addition, Andy Albarado, Nicki O'Connell and Amber Richardson joined the meeting via BlueJeans technology. *Janelle Gruetzmacher and Josh Robinson were absent.*

Northwood Tech employees Deanna Corry, Steve Decker, and John Will were in attendance during the executive session at the Rice Lake Campus. In addition, Steve Bitzer and Susan Yohnk Lockwood joined via BlueJeans technology.

1. Approval of the May 16, 2022, Executive Meeting Minutes

Lori Laberee moved, seconded by James Beistel to approve the executive meeting minutes as printed. Upon a unanimous yes vote of all members present, motion carried.

*Ms. Corry, Mr. Bitzer, Mr. Decker and Ms. Yohnk Lockwood were excused at 8:48 a.m.
President Will was excused at 8:57 a.m.*

Ms. Corry, Mr. Bitzer, Mr. Decker, Ms. Yohnk Lockwood, and President Will were invited back into the meeting at 8:59 a.m.

2. Motion to Reconvene into Open Session

A motion was needed to reconvene in open session. Any action to be taken on matters discussed in Executive Session will be considered in open session under "Other Items Requiring Board Action".

James Beistle moved, seconded by Lori Laberee to adjourn the Executive Session and reconvene back into the regular Board meeting. Upon a roll-call vote, all members present voted yes; motion carried (7-0) and the executive session adjourned at 9:04 a.m.

OPEN SESSION RECONVENED

MEETING MINUTES

1. Approval of the May 16, 2022, Regular Meeting Minutes

Lori Laberee moved, seconded by Brett Gerber, to approve the regular meeting minutes as printed. Upon a unanimous yes vote of all members present, motion carried. The signed contract listings and resolutions from the May meeting will be attached to the official minutes. Ms. Corry will forward the approved minutes (without attachments) to the newspaper of record per Wisconsin Statutes §38.12(4) and §985.01(4)(6).

CONSENT AGENDA

Chairperson Fitzgerald asked if there were any items to be pulled off the Consent Agenda and acted on separately; however, there were none.

James Beistle moved, seconded by Brett Gerber to approve the Consent Agenda. Upon a roll-call

vote, all members present voted yes; motion carried (7-0).

1. Personnel:

- A. **New Hire:** Sarah Baker, University Transfer Coordinator (1-year LTE); Management, annual salary \$59,275; Superior, effective June 22, 2022.
- B. **New Hire:** Martin Maiterth, Custodian; \$17.02/hour; New Richmond, effective June 13, 2022.
- C. **New Hire:** Jami Koivisto, Registrar; Management, annual salary \$80,052; Superior, effective August 2, 2022.
- D. **New Hire:** Mickey Rosenow, Construction & Cabinetmaking Instructor; Faculty, annual salary \$58,828; Rice Lake, effective July 1, 2022.
- E. **New Hire:** Catherine Flug, Career Specialist/Recruiter; Non-Instructional Faculty, \$31.33/hour; Superior, effective July 1, 2022.
- F. **Resignation:** Debra Christopherson, Scheduling Technician; Superior, effective December 31, 2022.

2. Contracts

The contract listings were approved (see attached lists).

3. Financial/Cash Position Report

The College's Financial and Cash Position Report, as of last month, was approved.

4. Approval of Bills

Expenditures and revenue from the budget, covering check numbers 266603 through 266952, and electronic transfer payments totaling \$5,079,590.41 were approved.

5. Bids/Purchases

- A. **Lowrance Live Package – Ashland:** The Board approved the purchase of a Lowrance Live Package in the amount of \$4,620 from Marine General of Duluth, MN. The live package was inadvertently omitted from the capital equipment requests and is for the Marine Repair Program at the Ashland Campus.
- B. **Presetter - Superior:** The Board approved the purchase of a Koma precision presetter in the amount of \$11,823 under ITB 22-42000-S-PRESETTER from Productivity, Inc. of Plymouth, MN. The funds for this equipment comes from a donation to the college specifically for the Machine Tooling Technician program in Superior.
- C. **Project Management Services for ERP Implementation – Collegewide:** The Board approved rescinding approval from May 16, 2022 to award a contract to CampusWorks, Inc. of Bradenton, Florida for project implementation services based upon a cooperative purchasing agreement under Southwest Wisconsin Technical College. Administration determined it is in the best interest of the college to issue its own RFP for such services on behalf of Northwood Technical College and Lakeshore Technical College in combination. Administration expects to have an RFP completed by the July 11, 2022 board meeting and CampusWorks as well as other vendors have been invited to submit to the RFP.
- D. **Enterprise Resource Planning (ERP) System – Collegewide:** The Board approved to award an additional three years to Anthology, Inc. of Boca Raton, Florida for licensing (total 10 years) for a total award not exceeding \$2,000,000 for the additional three years. This proposal was received under solicitation WILM RFI: 22-96800-WILM-ERPSOLUTION and utilizes contract terms provided by state contract SWTC 1920-0-ERPSYSTEMRFP.

OTHER ITEMS REQUIRING BOARD ACTION

1. Action to be Considered on Matters Discussed in Executive Session

Time is reserved for the Board to consider action to be taken on matters discussed in Executive Session, if appropriate.

A. Considering Approval of 2022-2023 Faculty Union Tentative Agreement (Local 395, AFT-Wisconsin, AFL-CIO)

Board approval was requested for the faculty union's one-year collective bargaining tentative agreement.

Lori Laberee moved, seconded by Brett Gerber to approve the 2022-2023 Faculty Union Tentative Agreement (Local 395, AFT-Wisconsin, AFL-CIO) table adjustment of 1.3065% with an average increase of 3.1537% to base wage. Upon a roll-call vote, all members present voted yes; motion carried (7-0)

B. Considering Approval of 2022-2023 Compensation for Non-Represented Employees

Board approval was requested for non-represented employees (Managers, Office & Technical Support, Custodians, and Vice Presidents) compensation.

Brett Gerber moved, seconded by Lori Laberee to authorize providing a schedule increase of 1.3065% and wage range table average increase of approximately 3.4% for all non-represented group employees in good standing as determined by administration and advancement based upon established wage tables. Upon a roll-call vote, all members present voted yes; motion carried (6-0). Mr. Albarado abstained.

C. Considering Approval of Individual Employment Contract for President Will

Board approval was requested on a contract addendum for the President covering 2022-2023.

James Beistle moved, seconded by Lori Laberee to approve changes to the individual employment contract for President Will based on the parameters discussed in Executive Session. Upon a roll-call vote, all members present voted yes; motion carried (7-0).

2. Approval of Resolution 22-12, Bank Depositories

The Board is asked annually to review the financial institutions utilized by the College for depositing its funds. A resolution is presented to the Board designating the depositories requiring approval. The Board is requested to take action in adopting this resolution. Approving the resolution helps the administration safeguard the College's funds by providing a diverse range of depositories. Also included is a Public Depository Listing for the Board's review.

Lori Laberee moved, seconded by James Beistle to approve the Resolution 22-12, Bank Depositories as presented. Upon a roll-call vote, all members present voted yes; motion carried (7-0).

3. Approval of 2022-2023 Operating Budget:

Mr. Decker reviewed the proposed 2022-2023 operating budget with the Board. A link to the 2022-2023 Budget book was provided.

A. Approval of Resolution 22-13, Reservation of Fund Balance

Resolution 22-13 was provided for the Board's review and approval.

Brett Gerber moved, seconded by James Beistle, to approve the Resolution 22-13, Reservation of Fund Balance as presented. Upon a roll-call vote, all members present

voted yes; motion carried (7-0).

B. Approval of Resolution 22-14, Approval and Adoption of the 2022-2023 Operating Budget Authorizing Expenditures and Appropriating Funds (Authorization of Annual Budget)

Resolution 22-14 and a position summary were provided for the Board's review and approval.

Lori Laberee moved, seconded by Andy Albarado, to approve the Resolution 22-14, Approval and Adoption of the 2022-2023 Operating Budget Authorizing Expenditures and Appropriating Funds (Authorization of Annual Budget) as presented. Upon a roll-call vote, all members present voted yes; motion carried (7-0).

4. Approval of Resolution 22-15, Petition WTCSB Requesting Approval for the Acquisition of Land at the New Richmond Campus

Included for Board review was Resolution 22-15 for the purchase agreement for the vacant land contiguous to the New Richmond Campus. Administration requested Board approval to submit a resolution to the State Board requesting approval for the purchase of approximately 5.3 acres for the New Richmond Campus in the amount of \$424,000.

James Beistle moved, seconded by Brett Gerber to approve the Resolution 22-15, Approval of Resolution 22-15, as presented. Upon a roll-call vote, all members present voted yes; motion carried (7-0).

CORRESPONDENCE AND INFORMATION

1. Meeting Information Sharing

Time was reserved for Board members to report on any meetings they attended; however, there were none.

2. Travel Sign Up

A. Board Events Schedule

Time was reserved for Board members to update administration on their plans for upcoming Board events. A copy of the *Board Events Schedule* was included in the Board book, and Board members were requested to notify the Executive Assistant as soon as plans are confirmed. In addition, links to state and national Board meetings and events were included in the Board book.

3. Monitoring Schedule Review and Updates

A. Monitoring Schedule

Time was reserved to review and update *the Board Monitoring Schedule* as needed. There were no recommended updates from Administration.

B. Review Monitoring Schedule for Next Fiscal Year (FY23) for Approval in July

Time was reserved for the Board to review the Monitoring Schedule and make recommendations for FY23 changes/additions. Minor updates noted in red text were recommended by administration. Final approval of the schedule will be requested at the Board's annual organizational meeting in July.

4. President's Updates:

A. Enrollment Update

President Will reviewed the current enrollment report.

B. Northwood Tech Graduate Update

President Will provided an update on Northwood Tech graduate data.

C. ATD Kickoff Institute

President Will provided an update on the Achieving the Dream Kickoff Institute that College Representatives attended in Charlotte, NC on June 14 – 16.

D. Annual Review of Administrative Policy D-602 (Tax Incremental Districts: Joint Review Board Membership and Responsibilities)

Administration discussed the requirements and travel expectations for Administrative Policy D-602.

5. Legislative Updates

Time was reserved for legislative updates. *Note: District legislators have an open invitation to attend Northwood Tech Board meetings to provide legislative updates.*

6. 2022 Board Appointment Update

President Will noted that the WTCS Board officially approved the following Northwood Tech Board members on May 17, 2022:

1. Andrew Albarado, Additional member; Region 2 (Barron, Rusk, Sawyer Counties)
2. Brett Gerber, Employer member; Region 2 (Barron, Rusk, Sawyer Counties)
3. Janelle Gruetzmacher, Employee member; Region 2 (Barron, Rusk, Sawyer Counties)

7. 2022 Distinguished Alumni Award Call for Nomination and Approval

The District Boards Association is looking for a nomination for an extraordinary graduate of a Wisconsin Technical College for the 2022 Distinguished Alumni Award. The award will be presented at the Fall Association meeting. Administration provided a nomination recommendation for the Board's consideration and approval. Northwood Tech's nomination is due by August 1, 2022.

Lori Laberee moved, seconded by James Beistle, to approve the nomination recommendation for the 2022 Distinguished Alumni Award as presented. Upon a unanimous yes vote of all members present, motion carried.

8. Mileage Rate Update

Administration provided an update on the updated mileage rates implemented mid-year by the IRS. The Board's electronic expense forms will be updated with effective date of July 1, 2022.

9. Student Updates and News

Time was reserved for the following items:

A. Local Student Builds Replica Civil War Cannon

May 31, 2022 – The Daily Press

Ashland Machine Tool Operation graduate, Eric Knabe created two working replica Civil War cannons using the skills he learned in the program. Rather than constructing a full-size model, Knabe fashioned two 1/7-scale models, one for himself and the other for a friend. Eric enlisted his uncle for assistance and together they worked on the wooden components in his uncle's workshop and completed the metal finishing work in the campus machine shop. Both replicas are fully functioning and have the capability to shoot a musket ball.

C. Northwood Technical College Awards \$166,000 for Fall 2022 Semester Scholarships

June 1, 2022 – Colfax Messenger; Inter-County Leader; Mellen Weekly-Record; Tribune Press Reporter

June 2, 2022 – Buffalo County News; The Star News; The Times

The Northwood Technical College Foundation awarded \$166,000 in scholarships to 289 students for the upcoming fall 2022 semester. This award amount was higher than the previous \$135,825 in scholarships granted to 225 students for the spring 2022

semester.

D. HHS Seniors Honored for Academic, Co-Curricular Achievements

June 1, 2022 – Sawyer County Record

Hayward High School students were honored at their annual awards ceremony for the graduating seniors. Among those honored at the ceremony were students enrolled in Northwood Tech’s Academy Programs to receive a Financial Services Academy Certificate or Construction Essentials Diploma for completing the necessary requirements. Six students were recognized for achieving the Financial Services Academy Certificate while three students were recognized for achieving the Construction Essentials Diploma.

E. Fired Up for the Future

June 9, 2022 – The Times

Barron Electric Cooperative Representative Danae Becker presented a \$600 check to Jonathan Ekenstedt, Fire Camp Crew Chief, and Tim Halbur, Northwood Tech Fire Services Director as a donation to cover expenses for the upcoming 2022 “Fired Up for the Future Fire and Emergency Medical Services (EMS) Youth Camp”. This camp is held to teach youth basic fire and EMS skills while developing leadership characteristics.

INFORMATION REPORTS

1. Strategic Plan Progress Report

President Will provided a progress report on the 2021-2022 EVOLVE XXIII Strategic Plan.

Brett Gerber moved, seconded by Lori Laberee to accept the Strategic Plan Progress Report as presented. Upon a unanimous yes vote of all members present, motion carried.

ESTABLISH BOARD AGENDA ITEMS FOR FUTURE MEETINGS

1. Review Meeting Dates, Locations, and Start Times

Time was reserved for the Board to confirm its plans for the organizational Board meeting scheduled on **Monday, July 11, 2022**, beginning **8:30 a.m.**, at the Northwood Tech Rice Lake Campus. The Board meeting schedule was provided for the Board’s information.

2. Review/Add Agenda Items

Time was reserved for the Board to add or review agenda items for the next Board meeting. Board agenda items for the next meeting were listed on the Board’s Monitoring Schedule. Additional agenda items for this meeting were discussed.

*Note: Board members may add additional items to next month’s Board agenda by contacting the Chair before **Thursday, June 23, 2022**. This request does not obligate the Chair to include these items on the agenda. The Chair will notify administration of agenda items before the Board book is prepared.*

James Beistle moved, seconded by Brett Gerber to adjourn the meeting at 9:35 a.m.

Respectfully submitted,



Board Secretary

dc

6/1/22
9:38 15 am

**Northwood Technical College
Contract Estimated Full Cost Report**

**Fiscal Year:
2022**

The Board is requested to ratify the President's action in entering into a contractual arrangement with the following agencies:

**State Designated Indirect Cost Factors:
Off Campus = 37.19 %
On Campus = 43.68%**

-----ESTIMATED-----

Contract Number	Account Name	Location of Training	On/Off	Contract Revenue	Est.Salary/Fringe	+	Indirect Cost	+	Other Direct Cost Totat	=	Full Cost	Difference
Approval Date: June 202 (1 records)												
721335	Osceola EMS	Osceola	Off	\$ 1,930.00	\$ 1,258.40	\$	468.00	\$	-	\$	1,726.40	\$ 203.60
Two hours of Practical Skills Review on the second Thursday of every month starting June 10, 2021, and ending on May 12, 2022. Adjustments will be made to the contract if we can't meet in a certain month.												
Approval Date: July 2021 (6 records)												
722369	Sawyer County Jail	Hayward	Off	\$ 7,910.00	\$ -	\$	-	\$	-	\$	-	\$ 7,910.00
Northwood Technical College is contracting with Sawyer County Jail for GED/ABE/Employability Skills Training. Northwood Tech will be covering the cost of the contract. Sawyer County Jail owes \$0 for the services.												
722366	Ashland County Jail	Ashland	Off	\$ 9,237.00	\$ -	\$	-	\$	-	\$	-	\$ 9,237.00
Northwood Technical College is contracting with Ashland County Jail for GED/ABE/Employability Skills Training. Northwood Tech will be covering the cost of the contract. Ashland County Jail owes \$0 for the services.												
722367	St Croix County Jail	Hudson	Off	\$ 10,919.00	\$ -	\$	-	\$	-	\$	-	\$ 10,919.00
Northwood Technical College is contracting with St. Croix County Jail for GED/ABE/Employability Skills Training. Northwood Tech will be covering the cost of the contract. St. Croix County Jail owes \$0 for the services.												
722371	Polk County Jail	Balsam Lake	Off	\$ 10,866.00	\$ -	\$	-	\$	-	\$	-	\$ 10,866.00
Northwood Technical College is contracting with Polk County Jail for GED/ABE/Employability Skills Training. Northwood Tech will be covering the cost of the contract. Polk County Jail owes \$0 for the services.												
722373	Barron County Jail	Barron	Off	\$ 10,468.00	\$ -	\$	-	\$	-	\$	-	\$ 10,468.00
WITC is contracting with Barron County Jail for GED/ABE/Employability Skills Training. WITC will be covering the cost of the contract. Bayfield County Jail owes \$0 for the services.												
722368	Bayfield County Jail	-	Off	\$ 9,378.00	\$ -	\$	-	\$	-	\$	-	\$ 9,378.00
Northwood Technical College is contracting with Bayfield County Jail for GED/ABE/Employability Skills Training. Northwood Tech will be covering the cost of the contract. Bayfield County Jail owes \$0 for the services.												
Approval Date: September 2021 (1 records)												
722389	Branches LLC	Bending Branches	Off	\$ 1,319.00	\$ 484.00	\$	180.00	\$	245.00	\$	909.00	\$ 410.00
ASHI First Aid/CPR/AED for up to 20 people. Students will be split into groups of 10 and do part of their training on October 6th and the other part on October 7th												
Approval Date: November 2021 (1 records)												
722432	Hudson High School	Hudson High School	Off	\$ 5,469.00	\$ 405.90	\$	150.95	\$	1,785.00	\$	2,341.85	\$ 3,127.15
75-hour Nursing Assistant Course for 8 students from Hudson High School. The Dual Credit Youth Apprenticeship will be covering the cost of the contract. Hudson High School will pay \$0 for the training.												
Approval Date: December 2021 (2 records)												
722450	Barron Area School District	Barron High School	Off	\$ 6,584.00	\$ -	\$	-	\$	5,669.00	\$	5,669.00	\$ 915.00

Up to 14 students of Barron High School will receive 3 credits of Speech upon successful completion of course. Course is capped at 18 students. Additional student enrollment will result in added costs of \$500 per student. Course will start on January 17, 2022 and end May13, 2022; Monday nights, 6-8PM, delivered in-person and through ITV. Northwood Technical Colleges' calendar will be followed for dates of instruction. Students will be expected to complete work outside of class to meet grading requirements.

722458	Cumberland School District	Cumberland High School	Off	\$	9,531.00	\$	-	\$	-	\$	8,664.00	\$	8,664.00	\$	867.00
Students will receive 3 credits in English Composition upon successful completion of course. Up to 17 students from Cumberland High School can enroll in this course. Additional students can join with instructor permission and approval. Course is limited to 20 students. Each additional student will add \$500 to the contract. Class to be delivered 1:14-2PM Monday through Thursday. No class to be held March 14-18 (Spring Break) and April 15 (Spring Holiday).															

Approval Date: January 2021 (1 records)

722475	Dunn Paper	Ladysmith	Off	\$	1,410.00	\$	812.90	\$	302.32	\$	345.00	\$	1,460.22	\$	(50.22)
Offer 4 Medic First aid classes															

Approval Date: March 2022 (6 records)

722500	Bad River Health & Wellness	Bad River Convention Center	Off	\$	789.00	\$	193.60	\$	72.00	\$	146.00	\$	411.60	\$	377.40
BLS Basic Life Support Recertification AHA training for up to 30 students. Contract can be adjusted after the training to the exact number of students.															

722493	Warner's Outdoor Solutions	Northwood Tech New Richmond Campus	Off	\$	7,715.00	\$	3,197.70	\$	1,189.22	\$	1,595.00	\$	5,981.92	\$	1,733.08
CDL Theory Online and Behind the Wheel training for 4 employees. Contract will be adjusted on actual amount of hours utilized for the training. This contract shall include the following CDL Exam test fees: *This shall depend upon each employee's needs as they enter course. Each segment of CDL exam shall be a cost of \$50. Potential Exam Fees to be charged: VI \$50, Basic Skills \$50, Road Skills \$50. Total exam fees for acquisition of Commercial Driver's License are dependent on State testing requirements for the class/endorsement being sought.															

722499	Bad River Health & Wellness	Bad River Convention Center	Off	\$	1,792.00	\$	387.20	\$	144.00	\$	458.00	\$	989.20	\$	802.80
BLS Basic Life Support AHA 8 hour training for up to 30 students. Contract can be adjusted after the training to the exact number of students.															

722496	Northwoods Enterprises and Tree Services	Northwood Technical College, Rice Lake Campus	On	\$	2,374.00	\$	1,003.20	\$	438.20	\$	350.00	\$	1,791.40	\$	582.60
CDL A training and testing for STUDENT of Northwoods Enterprises and Tree Service. STUDENT will receive up to 40 hours of Behind the Wheel training. If less than 40 hours of training is needed to complete training, contract will be adjusted to reflect necessary training hours for billing. This contract shall include one CDL Exam testing fee. Each segment of CDL exam shall be a cost of \$50. Potential Exam Fees to be charged: VI \$50, Basic Skills \$50, Road Skills \$50. Total exam fees for acquisition of Commercial Driver's License are dependent on State testing requirements for the class/endorsement being sought.															

722498	Hudson High School	Hudson High School	Off	\$	3,520.00	\$	357.50	\$	132.95	\$	1,524.00	\$	2,014.45	\$	1,505.55
75-hour Nursing Assistant Course for 8 students from Hudson High School. The Dual Credit Youth Apprenticeship will be covering the cost of the contract. Hudson High School will pay \$0 for the training.															

722238	McLane Company, Inc	Northwood Tech New Richmond Campus	Off	\$	1,700.00	\$	-	\$	-	\$	1,700.00	\$	1,700.00	\$	-
Contract for January 2022 to March 2022. Contract will be updated with actual exams before being billed upon completion. This contract shall include the following CDL Exam test fees: *This shall depend upon each employee's needs as they enter course. Each segment of CDL exam shall be a cost of \$50. Potential Exam Fees to be charged: VI \$50, Basic Skills \$50, Road Skills \$50. Total exam fees for acquisition of Commercial Driver's License are dependent on State testing requirements for the class/endorsement being sought.															

Approval Date: April 2022 (8 records)

722517	West Central Wisconsin Workforce Development	Northwood Tech New Richmond Campus	Off	\$	4,787.00	\$	387.20	\$	144.00	\$	2,048.00	\$	2,579.20	\$	2,207.80
-															

722510	Parker Hannifin	Chetek	Off	\$	1,619.00	\$	580.80	\$	216.00	\$	322.00	\$	1,118.80	\$	500.20
Provide 3 ASHI Adult CPR/AED & 1st aid classes															

722511	West Central Wisconsin Workforce Development	Northwood Tech New Richmond Campus	Off	\$	1,686.00	\$	2,274.80	\$	846.00	\$	16.00	\$	3,136.80	\$	(1,450.80)
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722243	McLane Company, Inc	New Richmond Campus	On	\$	1,400.00	\$	-	\$	-	\$	1,400.00	\$	1,400.00	\$	-
	Contract for April Testing. Contract will be updated with actual exams before being billed upon completion. This contract shall include the following CDL Exam test fees: *This shall depend upon each employee's needs as they enter course. Each segment of CDL exam shall be a cost of \$50. Potential Exam Fees to be charged:VI \$50, Basic Skills \$50, Road Skills \$50. Total exam fees for acquisition of Commercial Driver's License are dependent on State testing requirements for the class/endorsement being sought.														
													Y		
722515	Jolma Electric, LLC	Jolma Electric Facility	Off	\$	849.00	\$	167.20	\$	62.18	\$	389.00	\$	618.38	\$	230.62
722512	DNR Worksite	Northwood Technical College, Rice Lake Campus	On	\$	659.00	\$	325.60	\$	142.22	\$	71.00	\$	538.82	\$	120.18
	Employees of the Wisconsin Department of Natural Resources will receive 4 hours of trailer safety training at Northwood Technical College's Rice Lake Campus, 8AM-Noon. Up to 15 employees can attend this session.														
													Y		
722516	West Central Wisconsin Workforce Development	New Richmond Campus	Off	\$	6,146.00	\$	387.20	\$	144.00	\$	2,344.00	\$	2,875.20	\$	3,270.80
722513	Barron County Developmental Disabilities Services	Barron	Off	\$	261.00	\$	96.80	\$	36.00	\$	47.00	\$	179.80	\$	81.20
	ASHI Adult CPR & AED														
													Y		
Approval Date: May 2022 (5 records)															
722522	Sawyer County Human Services	Northwood Technical College, Rice Lake Campus	On	\$	3,620.00	\$	1,630.20	\$	712.07	\$	400.00	\$	2,742.27	\$	877.73
	CDL A training and testing for STUDENT. STUDENT will receive up to 40 hours of Behind the Wheel training. If less than 40 hours of training is needed to complete training, contract will be adjusted to reflect necessary training hours for billing. The contract includes one CDL Exam test fees: *This shall depend upon each employee's needs as they enter course. Each segment of CDL exam shall be a cost of \$50. Potential Exam Fees to be charged:VI \$50, Basic Skills \$50, Road Skills \$50. Total exam fees for acquisition of Commercial Driver's License are dependent on State testing requirements for the class/endorsement being sought.														
722523	N&M Transfer Corporate Office	New Richmond Campus	On	\$	3,960.00	\$	1,887.60	\$	824.50	\$	680.00	\$	3,392.10	\$	567.90
	Behind the Wheel for one employee from N & M Transfers Baldwin Facility. Employee will need to have their permit and Northwood Tech will need to verify their theory class is completed before they can start driving. We will be using Northwood Tech Equipment. Contract is written for 45 hours of behind the wheel driving time. If the employee does not need the 45 hours the contract will be adjusted. This contract shall include the following CDL Exam test fees: *This shall depend upon each employee's needs as they enter course. Each segment of CDL exam shall be a cost of \$50. Potential Exam Fees to be charged:VI \$50, Basic Skills \$50, Road Skills \$50. Total exam fees for acquisition of Commercial Driver's License are dependent on State testing requirements for the class/endorsement being sought.														
													Y		
722244	Minneapolis Oxygen(Minneapolis)	Northwood Tech Rice Lake Campus	Off	\$	200.00	\$	-	\$	-	\$	200.00	\$	200.00	\$	-
	Contract for 4/23/22 to 4/27/22. This contract shall include the following CDL Exam test fees for Benjamin Young: *This shall depend upon each employee's needs as they enter course. Each segment of CDL exam shall be a cost of \$50 plus a retest fee of \$50. Potential Exam Fees to be charged:VI \$50, Basic Skills \$50, Road Skills \$50. Total exam fees for acquisition of Commercial Driver's License are dependent on State testing requirements for the class/endorsement being sought.														
722245	McLane Company, Inc	New Richmond Campus	Off	\$	300.00	\$	-	\$	-	\$	300.00	\$	300.00	\$	-
	Contract for May Testing. Contract will be updated with actual exams before being billed upon completion. This contract shall include the following CDL Exam test fees: *This shall depend upon each employee's needs as they enter course. Each segment of CDL exam shall be a cost of \$50. Potential Exam Fees to be charged:VI \$50, Basic Skills \$50, Road Skills \$50. Total exam fees for acquisition of Commercial Driver's License are dependent on State testing requirements for the class/endorsement being sought.														
													Y		

722521 Workforce Resource-Menomonie Ashland Campus Off \$ 1,049.00 \$ 387.20 \$ 144.00 \$ 224.00 \$ 755.20 \$ 293.80
Basic Life Support Training for up to 10 FSET clients. This is through the TPP grant.

Grand Totals (31 records)

*indicates an amended contract



Board Secretary

6-20-2022
Date

Northwood Technical College
Contract Estimated Full Cost Report

Fiscal Year:
2023

6/1/22
9:38 15 am

State Designated Indirect Cost Factors:
Off Campus = 36.32 %
On Campus = 42.77%

The Board is requested to ratify the President's action in entering into a contractual arrangement with the following agencies:

-----ESTIMATED-----

Contract Number	Account Name	Location of Training	On/Off	Contract Revenue	Est.Salary/Fringe	+	Indirect Cost	+	Other Direct Cost Totat	=	Full Cost	Difference
Approval Date: May 2022 (17 records)												
723301	Northwest WI Workforce Investment Board Up to 10 NWWIB recruited students will be enrolled in the Machine Tool Basics local certificate which includes: Machine Tool Applications(64 hours), Print Reading(32 hours), OSHA 10 (10 hours) and CPR/AED/BFA(8 hours) *No Machine Tool Application class on 7/2/22	Superior Campus - 118A	On	\$ 9,816.00	\$ 5,456.00	\$	2,383.19	\$	1,248.00	\$	9,087.19	\$ 728.81
723303	Northwestern High School Certified Nursing Assistan(CNA) 90 Hour Class. Northwestern & NWCEP will be charged for a minimum of 8 students. Contract will be adjusted if headcount is above 8. Class will take place at Northwestern High School's Nursing Assistant lab. Northwestern will be invoiced \$171 to cover the student fees that NWCEP can't cover. NWCEP will be billed for the balance of the contract of \$4,028(tuition, books, background checks and supplies)	Northwestern High School	Off	\$ 4,199.00	\$ 334.40	\$	124.36	\$	1,266.00	\$	1,724.76	\$ 2,474.24
723309	Interfacial Consultants LLC Leadership and Supervisory Training for up to 20 employees at Interfacial. Training will be held once a month starting in June and ending in December.	Prescott Facility	Off	\$ 4,733.00	\$ 2,633.40	\$	979.36	\$	98.00	\$	3,710.76	\$ 1,022.24
723306	Ashland School District Up to 12 students per semester(24 total for the year) from Ashland High School will receive basic machine tool instruction in MTO 1 & 2. MTO 1 will be offered during the Fall Semester and the MTO 2 will be offered during the Spring Semester. Students will receive 4 credits per course. MTO 1: Students will be assigned introductory, specifically designed projects that will be machined using the engine lathe, milling machine, drill press, and various saws. Students will be in a job-like setting. The capability and safe use of machine tools will be stressed. MTO 2: Students will be assigned basic, specifically designed projects that will be machined using the engine lathe, milling machine, drill press, and various saws. Students will also machine parts on conversationally-programmed CNC lathes and vertical mills. Students will be in a job-like setting. The capability and safe use of machine tools will be stressed. COREQUISITE: 32420325 Machine Tool Operation 1.	Northwood Tech Ashland Campus	On	\$ 25,008.00	\$ 1,327.40	\$	579.80	\$	4,000.00	\$	5,907.20	\$ 19,100.80
723600	Northwest WI Workforce Investment Board 12 Students will take the ECE Child Development Course included in the Group Childcare Essentials.	WITC Ashland	Off	\$ 7,284.00	\$ 3,458.95	\$	1,256.29	\$	2,590.00	\$	7,305.24	\$ (21.24)
723312	Genesis Attachments, Inc. Up to 9 Genesis Attachment employees will receive American Safety & Health Institute CPR, AED, and basic first aid full 8 hour instruction. Upon successful completion, participants will receive documentation. Northwood Tech Superior Campus, Rm. 136	Superior Campus - Rm. 136	On	\$ 1,025.00	\$ 387.20	\$	165.61	\$	176.00	\$	728.81	\$ 296.19
723313	DNR Worksite Up to 15 WI DNR employess will receive American Safety & Health Institute CPR, AED, and basic first aid full 8 hour instruction. Upon successful completion, participants will receive documentation.	Ashland Campus - Room 427	On	\$ 1,538.00	\$ 774.40	\$	331.21	\$	206.00	\$	1,311.61	\$ 226.39
723307	Northern Clearing Inc Employees* of Northern Clearing will receive but not limited to Safety Training, EMS Training and Arborist & Vegetation Safety Training. *Actual number of students will be determined at the end of the fiscal year.	Off Campus	Off	\$ 2,451.00	\$ -	\$	-	\$	-	\$	-	\$ 2,451.00
723220	Louisiana-Pacific Corp	Northwood Technical College, Rice Lake Campus	On	\$ 2,350.00	\$ 831.60	\$	355.68	\$	300.00	\$	1,487.28	\$ 862.72

Provide welding certification testing for 10 employees of Louisiana Pacific. Testing will be provided at Northwood Technical College's Rice Lake Campus welding lab, room 189, 8:30 AM through 4:30PM. Employees will need to bring own safety equipment.

723302	Workforce Resource - Menomonie CBRF training in Ashland and Siren for up to 10 clients from Workforce Resource in each section. A Nursing Assistant course in Ashland and Shell Lake for up to 8 clients from Workforce Resource in each section. Also includes a BLS class in Siren for up to 10 clients from Workforce Resource. If you have clients interested in the Nursing Assistant course they need to attend mandatory orientation in Ashland on June 13th and Shell Lake on August 15th.	Northwood Tech Ashland, Northwood Tech Shell Lake, and Off	Off	\$	34,902.00	\$	-	\$	-	\$	-	\$	-	\$	34,902.00
723300	Northwest WI Workforce Investment Board	WITC Ashland	Off	\$	7,284.00	\$	3,458.95	\$	1,286.38	\$	2,590.00	\$	7,335.33	\$	(51.33)
12 Students will take the ECE Child Development Course included in the Group Childcare Essentials.															
723311	Genesis Attachments, Inc. Up to 10 Genesis Attachment employees will receive American Safety & Health Institute CPR, AED, and basic first aid renewal instruction. Upon successful completion, participants will receive documentation. Training will take place at the Superior Campus of Northwood Tech, Rm. 136.	Superior Campus - Rm. 136	On	\$	642.00	\$	167.20	\$	71.51	\$	188.00	\$	426.71	\$	215.29
723305	Tribe Labor Advisory Committee CDL Permit, CDL Theory, and Behind the Wheel for 4 participants. Registrations are due by May 27th and the online courses will start on June 1st. Participants will need to have their permit and theory class completed before they can start driving and med card/drug test. The contract will be adjusted to reflect the correct amount of training hours once the training is complete.	St. Croix Chippewa Tribe in Hertel	Off	\$	19,966.00	\$	9,702.00	\$	3,523.77	\$	4,657.00	\$	17,882.77	\$	2,083.23
723314	Ventures Unlimited Provide ASHI Adult/CPR/AED & 1st aid class	Shell Lake	Off	\$	580.00	\$	242.00	\$	87.89	\$	138.00	\$	467.89	\$	112.11
723304	Turtle Lake High School Up to 8 students will receive 90 hours of Nursing Assistant training at Turtle Lake High School.	Turtle Lake High School	Off	\$	4,141.00	\$	334.40	\$	121.45	\$	1,211.00	\$	1,666.85	\$	2,474.15
723308	Northwire Nwi Lab360 Microsoft Teams Training for up to 15 employees. Employees will need to bring their laptops to the training.	Northwire	Off	\$	678.00	\$	290.40	\$	108.00	\$	25.00	\$	423.40	\$	254.60
723310	Andersen Windows 24 hours of Maintenance PLC Training for up to 10 employees.	Bayport Facility	Off	\$	4,970.00	\$	1,737.32	\$	631.00	\$	428.00	\$	2,796.32	\$	2,173.68

Grand Totals (17 records)

*indicates an amended contract



Board Secretary

6-20-22

Date

RESOLUTION 22-12

BE IT RESOLVED by the Northwood Technical College District that the attached list of financial institutions as public depositories under Chapter 34 of the Wisconsin Statutes, shall be and are hereby designated, until further action, as public depositories for all public monies coming into the hands of treasurer of the Northwood Technical College District, Barron County, State of Wisconsin; and

BE IT FURTHER RESOLVED district funds shall be invested only in options permitted by Section 66.04(2), Wisconsin Statutes, and in such a manner as to maximize the investment income within these options; and

BE IT FURTHER RESOLVED the administration is encouraged to make investments in institutions within the geographic boundaries of the district. If, however, the ability to maintain a balance between safety and yield, as determined by Chief Financial Officer and approved by the district President, is being adversely affected, investments may be made in public depositories outside the geographic boundaries of the district or other options permitted by Section 66.04(2), Wisconsin Statutes; and

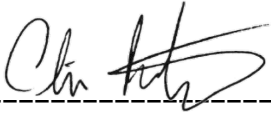
BE IT FURTHER RESOLVED for funds to be deposited and invested under Chapter 34 of Wisconsin Statute (Public Deposits), which provides a limit of \$400,000 of coverage in any public depository. In addition to the financial institution's Federal Deposit Insurance Corporation insurance of \$250,000 a depository can now offer \$650,000 total insurance. Therefore, funds to be deposited must be placed in institutions which provide insurance, and collateralization must be provided by the depository for amounts above the \$650,000 to the full amount of deposits and investments, including principal and interest. Collateralization requires pledging bonds or securities which have been issued or guaranteed by the federal government or its agencies and are held by a third party.

BE IT FURTHER RESOLVED that a certified copy of this resolution should be delivered to each of the above-named depositories and said depositories may rely on this resolution until change by lawful resolution and a certified copy of such resolution has been given to the cashier of the respective above-named depositories.

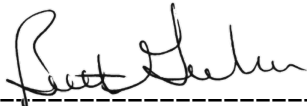
This is to certify that the foregoing is a true and correct copy of a resolution duly and legally adopted by the Northwood Technical College District at an official meeting held on June 20, 2022.

Adopted and approved this 20th day of June 2022.

Attest:



Chairperson
Chris Fitzgerald



Secretary
Brett Gerber



Treasurer
Andrew Albarado

RESOLUTION NO. 22-13

RESERVATION OF FUND BALANCE RESOLUTION

WHEREAS, the Wisconsin Administrative Code TCS 7.05 requires that a district board adopt a resolution creating reservations and other segregations of a fund balance and requires that, prior to the adoption of its budget, each district shall disclose all reserves maintained by it, the amount contained in each reservation during the year for which the budget is adopted, and

WHEREAS, the Northwood Technical College district board will be approving the district's 2022-2023 annual report.

THEREFORE, BE IT RESOLVED THAT THE NORTHWOOD TECHNICAL COLLEGE DISTRICT BOARD HEREBY APPROVES THE FOLLOWING RESOLUTIONS AND SEGREGATIONS OF FUND BALANCES:

General Fund

Designated for operations - a designated segregation of a portion of fund balance to provide for fluctuations in operating cash balances, which is \$8,609,786 as of June 30, 2022. This designation is established for a term of one year.

Designated for subsequent year - a designated segregation of a portion of fund balance to provide funds for operations for the forthcoming budget year, which is \$3,530,861 as of June 30, 2022. This designation is established for a term of one year.

Designated for subsequent years - a designated segregation of a portion of fund balance to provide funds for operations subsequent to the forthcoming budget year, which is \$471,689 as of June 30, 2022. This designation is established for a term of one year.

Designated for state aid fluctuations - a designated segregation of a portion of the fund balance to provide funds for operations due to fluctuations in the amount of state aid the district receives, which is \$314,460 as of June 30, 2022. This designation is established for a term of one year.

Designated for post-employment benefits - a designated segregation of a portion of the fund balance to provide funds for the non-current portion of post-employment benefits, which is planned to be \$2,500,000 as of June 30, 2022. This designation is established for a term of one year.

Special Revenue Operational Fund

Designated for operations - a designated segregation of a portion of fund balance to provide for fluctuations in operating cash balances, which is \$1,786,665 as of June 30, 2022. This designation is established for a term of one year.

Capital Projects Fund

Reserve for capital projects - a designated segregation of a portion of fund balance to be provided for working capital for improvement and remodeling, which is \$5,222,777 as of June 30, 2022. This designation is established for a term of one year.

Debt Services Fund

Reserve for debt service - a designated segregation of a portion of fund balance to provide for future year payments of principal and interest is \$7,907,122 as of June 30, 2022.

Enterprise Fund

Retained earnings - a designated segregation of a portion of fund balance that is invested for maintaining the inventory of consumable resale materials is \$583,693 as of June 30, 2022. This designation is established for a term of one year.

Internal Service Fund

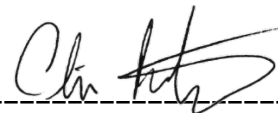
Reserve for self-funded insurance – a reserved segregation of a portion of fund balance to provide working capital for the district’s self-funded dental insurance is \$1,136,009 as of June 30, 2022. This reserve is established for the term of one year.

Special Revenue/Non-aidable

Reserve for student financial assistance – a designated segregation of a portion of fund balance to provide working capital for financial aid to students, which is \$126,449 as of June 30, 2022. This designation is established for a term of one year.

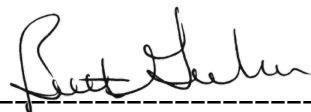
Reserve for student organizations – a reserved segregation of a portion of fund balance to provide working capital for the district student organization balances, which is \$569,440 as of June 30, 2022. This reserve is established for a term of one year.

Adopted and approved this 20th day of June 2022.



Chairperson of the Board
Chris Fitzgerald

ATTEST:



Secretary of the Board
Brett Gerber

RESOLUTION 22-14
RESOLUTION APPROVING AND ADOPTING THE
2022-2023 OPERATING BUDGET
AUTHORIZING EXPENDITURES AND APPROPRIATING FUNDS

WHEREAS, the proposed budget of the Northwood Technical College District has been formulated and presented at a public hearing at 8:30 a.m. at the Northwood Tech Rice Lake Campus, Rice Lake, Wisconsin on Monday, June 20, 2022.

WHEREAS, published notice of said budget was given as provided by law and which said notice included a summary of said budget.

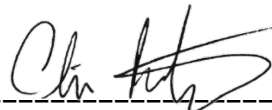
NOW, THEREFORE, BE IT RESOLVED BY THE DISTRICT BOARD OF THE NORTHWOOD TECHNICAL COLLEGE DISTRICT AS FOLLOWS, TO WIT:

1. That a 2021-22 budget in the total sum of \$82,129,474 reflecting the changes resulting from the additional facts and estimates referred to in the preamble as presented at the budget hearing be and the same is hereby approved, authorized and adopted as the budget for said district for the 2022-23 fiscal year, being July 1, 2022 to June 30, 2023.
2. That the sum of \$33,026,167 be and the same is hereby approved and authorized as the amount budgeted for the district activity and function identified as "Instruction" and the sum of \$33,026,167 is hereby appropriated for such purpose.
3. That the sum of \$2,018,125 be and the same is hereby approved and authorized as the amount budgeted for the district activity and function identified as "Instructional Resources," and the sum of \$2,018,125 is hereby appropriated for such purpose.
4. That the sum of \$14,828,662 be and the same is hereby approved and authorized as the amount budgeted for the district activity and function identified as "Student Services" and the sum of \$14,828,662 is hereby appropriated for such purpose.
5. That the sum of \$10,472,078 be and the same is hereby approved and authorized as the amount budgeted for the district activity and function

identified as "General Institutional" and the sum of \$10,472,078 is hereby appropriated for such purpose.

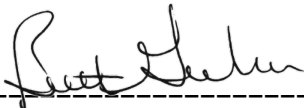
6. That the sum of \$14,863,292 be and the same is hereby approved and authorized as the amount budgeted for the district activity and function identified as "Physical Plant Purposes" and the sum of \$14,863,292 is hereby appropriated for such purpose.
7. That the sum of \$6,921,150 be and the same is hereby approved and authorized as the amount budgeted for the district activity and function identified as "Auxiliary Services" and the sum of \$6,921,150 is hereby appropriated for such purpose.
8. That within the sum payment of \$14,863,292 appropriated for "Physical Plant Purposes" is a separate sum in the amount of \$8,055,653 to cover the principle and interest payments on several promissory note issues and that the sum of \$8,055,653 is appropriated as part of the total physical plant appropriation.
9. That the attached position summary is hereby approved and that authority is hereby given the administration to proceed to recruit personnel for those positions.

Adopted and approved this 20TH day of June, 2022.



Chairperson of the Board
Chris Fitzgerald

ATTEST:



Secretary of the Board
Brett Gerber

RESOLUTION #22-15

**PETITION TO THE WISCONSIN TECHNICAL COLLEGE SYSTEM
BOARD
REQUESTING APPROVAL FOR THE ACQUISITION
OF VACANT LAND AT THE NEW RICHMOND CAMPUS**

WHEREAS, the Northwood Technical College Board has heard reports detailing the plans to purchase land contiguous to the New Richmond Campus.

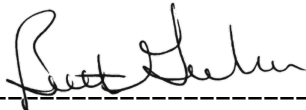
NOW, THEREFORE, BE IT RESOLVED that the Northwood Technical College Board goes on record petitioning the Wisconsin Technical College System Board to allow the district Board to enter into a purchase of vacant land contiguous to the New Richmond Campus.

Adopted and approved this 20th day of June 2022.



District Board Chairperson
Chris Fitzgerald

ATTEST:



District Board Secretary
Brett Gerber