

Northwood Technical College
Board Proceedings
July 10, 2023

The annual organizational meeting of the Northwood Technical College Board was held on Monday, July 10, 2023, 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 8:31 a.m. Board members Lori Laberee, Amber Richardson, Josh Robinson, and Joe Simonich were present at the Northwood Tech Rice Lake Campus. In addition, Andy Albarado and Nicki O'Connell joined the meeting via BlueJeans technology. Brett Gerber and Janelle Gruetzmacher were unable to attend the meeting. A quorum was established.

Northwood Tech employees Aliessa Crowe, Steve Decker, Cara Greene, Amanda Gohde, Deanna Lapacinski, Sara Nick, Sinai Mejia, 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 Lapacinski, Executive Assistant to the President and Board, read the following open-meeting statement: "The July 10, 2023, organizational 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 July 7, 2023, 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.

Joe Simonich moved, seconded by Lori Laberee, 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.

BOARD ORGANIZATION

1. Oath of Office: Chris Fitzgerald, Lorraine Laberee, and Joe Simonich

The verbal Oath of Office was administered by Vice Chairperson Amber Richardson to Board members Chris Fitzgerald, Lorraine Laberee and Joe Simonich having them read the Oath of Office statement at the meeting. The Oath of Office forms were signed and notarized by Northwood Tech employee, Cara Greene, at the meeting.

2. Election of Officers

In accordance with Wisconsin Statute §38.08 (3), the district Board shall hold its annual organizational meeting on the 2nd Monday in July, at which time it shall elect from among its members a chairperson, vice-chairperson, secretary, and treasurer.

It was noted that no person may serve as a Chairperson for more than two successive annual terms, per Wisconsin Statute §38.08 (3). All officers, except the Chair, may serve

multiple consecutive terms of office.

The following Northwood Tech Board officers served in 2022-2023:

- a. Chair – Chris Fitzgerald served the past two years in this position.
- b. Vice-Chair – Amber Richardson served the past year in this position.
- c. Secretary – Brett Gerber served the past eight years in this position.
- d. Treasurer – Andy Albarado served the past four years in this position.

The Board conducted its election of officers with Chair Fitzgerald calling for nominations for the office of chairperson. A sample election process for Board officers was provided.

Chair

Lori Laberee moved to nominate Amber Richardson for the office of chairperson.

Following three calls for nominations, Andy Albarado moved, seconded by Lori Laberee that nominations be closed and to cast a unanimous vote for Amber Richardson for the office of chairperson of the Board. Upon a unanimous vote of all members present, motion carried.

Chairperson Amber Richardson facilitated the nomination process for the remaining officer positions.

Vice-Chair

Lori Laberee moved to nominate Andy Albarado for the office of vice-chairperson.

Following three calls for nominations, Joe Simonich moved, seconded by Lori Laberee that nominations be closed and to cast a unanimous vote for Andy Albarado for the office of vice-chairperson of the Board. Upon a unanimous vote of all members present, motion carried.

Secretary

Lori Laberee moved to nominate Brett Gerber for the office of secretary.

Following three calls for nominations, Lori Laberee moved, seconded by Chris Fitzgerald that nominations be closed and to cast a unanimous vote for Brett Gerber for the office of secretary of the Board. Upon a unanimous vote of all members present, motion carried.

Treasurer

Chris Fitzgerald moved to nominate Joe Simonich for the office of treasurer.

Following three calls for nominations, Chris Fitzgerald moved, seconded by Lori Laberee, that nominations be closed and to cast a unanimous vote for Joe Simonich for the office of treasurer of the Board. Upon a unanimous vote of all members present, motion carried.

The officers assumed their duties following the election process. If a vacancy occurs in any of the District Board officer positions after the annual organizational meeting, the District Board may elect an officer to fill the vacancy at any subsequent district Board meeting. The Board Officers policy (II.E.) was provided for the Board's information.

3. Selection of Regular and Board Forward Meeting Dates

Time was reserved for the Board to approve its 2023-2024 Board Meeting Schedule.

A draft 2023-2024 Board Meeting Schedule was provided at the May and June meetings with tentative dates for the third Wednesday of the month for most meetings, to begin at 8:30

a.m., for the Board's final consideration. In July, the Board's annual organizational meeting is scheduled on the second Monday of the month per Wisconsin Statute §38.08(3).

Lori Laberee moved, seconded by Andy Albarado, to approve the 2023-2024 Board Meeting Schedule as printed. Upon a unanimous vote of all members present, motion carried.

4. Appointment to Northwood Tech Foundation Board of Directors

Time was reserved for the Northwood Tech Board Chair to appoint a liaison to the Northwood Tech Foundation Board of Directors. The Northwood Tech Foundation is governed by a 17-member Board of Directors comprised of three representatives from each of the four campus areas plus a liaison from the Northwood Tech Board of Trustees. The primary responsibility of the Northwood Tech Board liaison is to represent the Board of Trustees' perspective on the Foundation Board. The Foundation Board meets in the fall and spring of each year to establish Foundation policy and conduct business.

Chairperson Richardson appointed Lori Laberee to serve as the Northwood Tech Foundation Board of Directors liaison for 2023-2024.

5. Approval of Official Newspaper of Record Selection

Annually the Board approves the "newspaper of record" for the College. There are 20 newspapers in the Northwood Tech District certified by the state to publish statutorily required legal notices. However, of those 20 newspapers, 19 of them publish their notices one (1) day per week.

The *Ashland Daily Press* is the only certified newspaper that publishes two (2) days per week (Tuesday and Friday); therefore, administration recommended Board approval to establish the *Ashland Daily Press* as their "newspaper of record" for fiscal year 2024, which will allow the College the ability to meet various posting deadlines. Information on the costs for Class 1 - 8 point legal notices and non-legal advertising from the *Ashland Daily Press* newspaper was included in the Board book, and the newspaper rates will increase from last year.

Andy Albarado moved, seconded by Joe Simonich, to establish the *Ashland Daily Press* as the College's official newspaper of record for 2023-2024. Upon a roll-call vote, all members voted yes; motion carried (7-0).

6. Approval of Board Monitoring Schedule for Fiscal Year 2024

Time was reserved for final approval of the *2023-2024 Northwood Tech Board Monitoring Schedule* as discussed in May and June.

Chris Fitzgerald moved, seconded by Andy Albarado, to approve the 2023-2024 Northwood Tech Board Monitoring Schedule with revisions as presented. Upon a unanimous vote of all members present, motion carried.

7. Request for Board Organizational Meeting Appointments to the District Boards Association Positions - Standing Committees

The District Boards Association (DBA) requested that all districts review and assign their members to the association's standing committees. Northwood Tech Board members may volunteer to serve on a DBA committee. A District Boards Association Standing Committees packet was provided for the Board's information:

There are four DBA committees that need Northwood Tech representation as follows:

- 1) **Awards Committee** - One representative from each technical college is needed (Mr. Albarado was the College's representative in 2022-2023).

- 2) **Bylaws, Policies, and Procedures Committee** – One representative from each technical college is needed (Mr. Gerber was the College’s representative in 2022-2023).
- 3) **Internal Best Practices Committee** – Up to four representatives are needed from each technical college (Mr. Fitzgerald, Mr. Gerber, Ms. Laberee, and Ms. O’Connell were the College’s representatives in 2022-2023).
- 4) **External Partnerships Committee** – Up to four representatives are needed from each technical college (Mr. Fitzgerald, Ms. Gruetzmacher, Mr. Robinson, and Ms. Richardson were the College’s representatives in 2022-2023).

Chris Fitzgerald moved, seconded by Josh Robinson, to keep the same members serving on the DBA committees as noted above. Upon a unanimous yes vote of all members present, motion carried.

8. Selection of District Boards Association Board of Directors – Northwood Tech Board Delegate
The District Boards Association has requested the Northwood Tech Board select a member to be seated on the association’s Board of Directors at their summer meeting for a two-year term, effective July 22, 2023. Board of Directors’ seats are staggered two-year terms, and association officers automatically serve as their district’s delegate to the Board. Each District Board uses its own process to select its representative to the Board except that association officers automatically serve as their district’s representative. There is no limit to the number of terms that may be served. In addition, a new member may also be appointed mid-term at the district’s discretion.

Note: Ms. Laberee served as the Northwood Tech delegate from August 2022-June 2023, as she finished out the previous two-year term assigned to Mr. Beistle in 2021.

Josh Robinson moved, seconded by Joe Simonich, to appoint Lori Laberee as the DBA Board of Directors delegate for Northwood Tech. Upon a unanimous yes vote of all members present, motion carried.

MEETING MINUTES

1. Approval of the June 19, 2023, Regular Meeting Minutes

Lori Laberee moved, seconded by Joe Simonich, 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 June meeting will be attached to the official minutes. Ms. Lapacinski 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 Richardson asked if there were any items to be pulled off the Consent Agenda and acted on separately; however, there were none.

Lori Laberee moved, seconded by Joe Simonich, to approve the Consent Agenda. Upon a roll-call vote, all members present voted yes; motion carried (7-0).

1. Personnel:

- A. **New Hire:** Alethea Cook, Associate Dean of Manufacturing & New Richmond Campus, New Richmond, Staff, annual salary \$85,878, effective July 5, 2023.
- B. **New Hire:** Taylor Goossen, Service Desk Technician II, New Richmond, Staff, \$23.45/hour, effective June 12, 2023.

- C. **New Hire:** Susan LaPine, Network Analyst, Rice Lake, Staff, \$25.45/hour, effective June 19, 2023.
- D. **New Hire:** Maia Maiden, Medical Laboratory Technician Instructor/Program Director, New Richmond, Faculty, annual salary \$66,822, effective July 1, 2023.
- E. **New Hire:** Dominick Marty, Diesel Equipment Technician Instructor, New Richmond, Faculty, annual salary \$64,283, effective July 1, 2023. *Note: Mr. Marty is currently a Teacher Assistant at the New Richmond Campus.*
- F. **New Hire:** Michael Serio, IT Cyber Security Specialist Instructor, Superior, Faculty, annual salary \$65,800, effective July 1, 2023.
- G. **Resignation:** Jeffrey Ahonen, Human Services Associate Instructor, Rice Lake, effective June 30, 2023.
- H. **Resignation:** Arthur D'Ambrosio, Electrician Apprenticeship Instructor, Rice Lake, effective June 30, 2023.
- I. **Resignation:** Stephen Bant, Accounting/Business Management Instructor; Rice Lake, effective June 22, 2023. *Note: resignation prior to start date of July 1, 2023.*
- J. **Resignation:** Dominick Marty, Teacher Assistant, New Richmond, effective June 30, 2023.
- K. **Resignation:** Peter Ptacek, Human Resource Management/Leadership Development Instructor; New Richmond, effective December 31, 2023.
- L. **Resignation:** Christopher Totzke, Custodian; Superior, effective June 30, 2023.

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 273078 through 273520, and electronic transfer payments totaling \$6,639,757.08 were approved.

5. Out-of-State Tuition Remission Report

In accordance with Wisconsin Technical College System Board Administrative Bulletin, AB 04-02, Remission of Out-of-State Tuition – Needy and Worthy, staff with delegated authority shall annually report remission activity for the academic year (by July 15). The report shall include the number of individuals for whom tuition was remitted, the total credits remitted, the financial impact of the actual remissions, and the percentage of total actual credits (net of Community Services), which were remitted for the academic year.

The Out-of-State Tuition Remission Report was submitted for the entire 2022-2023 academic year. The Board was informed that Northwood Tech submitted zero (0) students for the 2022-2023 academic year.

6. Bids/Purchases

- A. **Window & Door Replacement Project – New Richmond:** The Board approved the bid received for Project No. 23016 from Derrick Building Solutions of New Richmond, WI, as summarized on the bid tabulation document for the exterior improvement project at the New Richmond Campus. The total award for this project is \$192,526.
- B. **Roofing Replacement Project – Shell Lake:** The Board approved the bid received for Project No. 23021 from Versacon, Inc. of Minneapolis, MN, as summarized on the bid tabulation document for the roofing replacement project at the Shell Lake Campus. The total award for this project is \$292,000.

OTHER ITEMS REQUIRING BOARD ACTION

1. Requesting Approval of the Three-Year Facilities Plan

Administration recommended approval of the Northwood Tech Three-Year Facilities Plan for FY24-FY26. State administrative procedures require districts to submit a three-year facilities plan to the system office to include building repairs, remodeling, and new construction. The plan summarized the remodeling and new construction proposed in Northwood Tech's three-year plan.

Lori Laberee moved, seconded by Josh Robinson, to approve the Three-Year Facilities Plan as presented. Upon a roll-call vote, all members present voted yes; motion carried (7-0).

2. Approval of Revisions to G-152A, College Travel and Expense Procedure

Administration requested approval of the revised G-152A, College Travel and Expense procedure. Revisions include title changes, procedural updates, and an update to the number of days allowable to submit expense reimbursements, from 90 days to 20 days following the date the expenses were incurred.

Lori Laberee moved, seconded by Joe Simonich, to approve the revisions to G-152A procedure 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.

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. President's Updates:

A. **Enrollment Funnel Report**

President Will provided a brief update on the most recent enrollment information.

B. **HOMES/RESTORE Grant progress**

President Will provided a progress report on the HOMES and RESTORE grants.

4. 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.*

5. Student Updates and News

Time was reserved for the following items:

A. **Northwood Tech celebrates first graduates of new mobile welding lab**

June 21, 2023 – Inter-County Leader

June 22, 2023 – The Times

On June 8, 2023, Northwood Technical College and the St. Croix Chippewa Indians of Wisconsin gathered to celebrate the first graduates of the mobile welding lab. Bruce Songetay, Cultural Coordinator and First Speaker/Language Advisor – St. Croix Tribe provided an opening prayer for the event. while Janine McNulty, Higher Education and

Community Development Research/Recruiter – St. Croix Tribe, Aliesha Crowe, VP Academic Affairs, Jeanne Germain, Dean of Manufacturing, Apprenticeships, and K12 Relations, Liz Pizzi, Associate Dean, Workforce and Community Development, Gary Frankiewicz, math instructor, and Keith Burns, welding instructor congratulated each graduate and provided them with items from Northwood Tech and the Tribe. Tribal Governing Board Members were also on hand to congratulate the students.

B. Northwood Technical College student selected for U.S. Department of State’s Critical Language Scholarship Program

June 23, 2023

On June 23, 2023, Northwood Technical received a press release from the U.S. Department of State Critical Language Scholarship (CLS) Program regarding a \$5,000 scholarship awarded to Northwood Tech student Hope Schumacher for an eight to ten week study of the Chinese language for this summer of 2023. Ms. Schumacher is one of 500 recipients to receive this scholarship award.

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 regular meeting scheduled on Wednesday, August 16, 2023, beginning 8:30 a.m., at the Northwood Tech Health Education Center.

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, July 27, 2023**. 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.*

Chairperson Richardson adjourned the meeting at 9:17 a.m.

Respectfully submitted,



Board Secretary

dl

7/1/23
9:38 15 am

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

**Fiscal Year:
2023**

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 = 36.32 %
On Campus = 42.77%**

-----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 (1 records)												
723307	Northern Clearing Inc	Off Campus	Off	\$ 35,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 35,000.00
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.												
Approval Date: June 2022 (1 records)												
723326	Osceola EMS	Osceola	Off	\$ 2,800.00	\$ 1,742.40	\$ 632.84	\$ -	\$ -	\$ -	\$ 2,375.24	\$ 424.76	
Two hours of Practical Skills Review on the second Thursday of every month starting June 9, 2022, and ending on May 11, 2023. Adjustments will be made to the contract if we can't meet in a certain month.												
Approval Date: July 2022 6 records)												
723342	St Croix County Jail	St. Croix County Jail	Off	\$ 6,934.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,934.00	
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.												
723337	Ashland County Jail	Ashland County Jail	Off	\$ 10,464.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,464.00	
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.												
723339	Barron County Jail	Barron County Jail	Off	\$ 17,099.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,099.00	
Northwood Tech is contracting with Barron County Jail for GED/ABE/Employability Skills Training. Northwood Tech will be covering the cost of the contract. Barron County Jail owes \$0 for the services.												
723338	Bayfield County Jail	Bayfield County Jail	Off	\$ 10,274.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,274.00	
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.												
723341	Sawyer County Jail	Sawyer County Jail	Off	\$ 19,439.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 19,439.00	
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.												
723340	Polk County Jail	Polk County Jail	Off	\$ 19,413.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 19,413.00	
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.												
Approval Date: August 2023 (3 records)												
723357	St Croix Central High School	St. Croix Central	Off	\$ 16,257.00	\$ 1,742.40	\$ 632.85	\$ -	\$ -	\$ 2,375.25	\$ 13,881.75		
This contract is for the Mechatronics Basics Academy for the courses that aren't currently articulated. There are 12 students for the 2022-2023 school year. St. Croix Central will owe Northwood Tech \$0 for this contract.												

723226	City of Minneapolis	New Richmond Campus Parking Lot on Hammond	Off	\$	-	\$	-	##	\$	-	\$	-	\$	-	
Contract for 2022-2023 Testing. Contract runs 08-22-2022 to 05-31-2023. Contract will be updated with actual exams before being billed upon completion. City of Minneapolis will be billed monthly for testing.															
723376	Somerset Senior High	Somerset High School	Off	\$	4,790.00	\$	580.80	\$	210.95	\$	625.00	\$	1,416.75	\$	3,373.25
Applied Technical Math for 10 Somerset High School Students.															
Approval Date: September 2022 (1 records)															
723415	Rusk County Jail	Rusk County Jail	Off	\$	2,928.00	\$	-	\$	-	\$	-	\$	-	\$	2,928.00
Northwood Technical College is contracting with Rusk County Jail for GED/ABE/Employability Skills Training. Northwood Tech will be covering the cost of the contract. Rusk County Jail owes \$0 for the services.															
Approval Date: November 2022 (1 records)															
723439	Hudson High School	Hudson High School	Off	\$	6,329.00	\$	792.00	\$	287.65	\$	2,342.00	\$	3,421.65	\$	2,907.35
Nursing Assistant Course for 8 High School students. This contract is covered under the YA grant. Hudson High School will not be billed for the contract.															
Approval Date: December 2022 (1 records)															
723460	Tribal Labor Advisory Committee	Ashland	Off	\$	7,763.00	\$	2,752.20	\$	999.60	\$	2,496.00	\$	6,247.80	\$	1,515.20
CDL Theory(40 hours) and Behind the Wheel(45 hours) for up to 4 individuals, The contract will be adjusted to reflect the correct amount of training hours once the training is complete. This contract shall include the following CDL Exam test fees: *This shall depend upon each employee's needs as they enter course.															
Approval Date: February 2023 (4 records)															
723507	St Croix County Jail	Virtual	Off	\$	6,934.00	\$	2,541.00	\$	922.89	\$	240.00	\$	3,703.89	\$	3,230.11
CDL Theory(40 hours) and Behind the Wheel(45 hours) for up to 4 individuals, The contract will be adjusted to reflect the correct amount of training hours once the training is complete. This contract shall include the following CDL Exam test fees: *This shall depend upon each employee's needs as they enter course.															
723509	Warner's Outdoor Solutions	New Richmond Campus Parking Lot	Off	\$	535.00	\$	-	\$	-	\$	398.00	\$	398.00	\$	137.00
CDL A Theory Online a 2 employees.															
723499	Asphalt Maintenance and Paving Inc.	New Richmond Campus-South Annex	On	\$	23,697.00	\$	9,405.00	\$	4,022.52	\$	4,853.00	\$	18,280.52	\$	5,416.48
CDL Permit Prep (12 hours), CDL Theory(40 hours) and Behind the Wheel(45 hours) for 5 individuals.															
723508	Russ Davis Wholesale	Russ Davis Parking Lot Hammond	Off	\$	7,327.00	\$	3,385.80	\$	1,229.72	\$	846.00	\$	5,461.52	\$	1,865.48
CDL Theory for 4 employees and Behind the Wheel for 2 employees. Once registration forms are recieved students will be sent the link with instructions on how to get started with the classes. Employee will need to have their permit and theory class completed before they can start driving.															
Approval Date: March 2023 (2 records)															
723524	Northcentral Technical College	St. Croix Trib	Off	\$	32,645.00	\$	1,548.80	\$	562.52	\$	16,382.00	\$	18,493.32	\$	14,151.68
Shielded Metal Arc Welding Technical Diploma and an additional 2-credit course for Oxy-Fuel and Arc Cutting for eight students with the mobile lab.															
723515	Noah Insurance Group	Noah Insurance Group-Amery	Off	\$	759.00	\$	323.40	\$	117.46	\$	38.00	\$	478.86	\$	280.14
4-hour training for 3 students on Microsoft Teams and 2 two-hour trainings for the rest of the staff at Noah Insurance. If Noah Insurance decides to provide the last two training sessions, the contract will be adjusted to reflect the actual amount of training.															
Approval Date: April 2023 (2 records)															
723537	Action Battery	Action Battery	Off	\$	959.00	\$	387.20	\$	140.63	\$	245.00	\$	772.83	\$	186.17
CPR/AED/Basic First Aid Renewal-ASHI for 20 employees. This contract is for 2 four-hour courses.															
723536	LPR Trucking, Inc.	Northwood Technical College, Rice Lake Campus	On	\$	259.00	\$	-	\$	-	\$	199.00	\$	199.00	\$	60.00

CDL A Theory and Behind the Wheel for Clay Albrecht of LPR Trucking, Inc. Once registration forms are received, students will be sent the link with instructions on how to get started with the classes within 48 hours. Employees must have their permit, completed drug screen, and complete their online theory class before they can begin driving.

Approval Date: June 2023 (27 records)															
723408	Somerset Senior High Dual credit classes	Somerset Senior High	Off	\$	16,302.00	\$	-	\$	-	\$	16,302.00	\$	16,302.00	\$	-
723398	Eau Claire North High School Dual credit classes	Eau Claire North High School	Off	\$	11,375.00	\$	-	\$	-	\$	11,375.00	\$	11,375.00	\$	-
723406	Siren School District Dual credit classes	Siren high school	Off	\$	9,678.00	\$	-	\$	-	\$	9,678.00	\$	9,678.00	\$	-
723410	Superior School District Dual credit classes	Superior School District	Off	\$	27,010.00	\$	-	\$	-	\$	27,010.00	\$	27,010.00	\$	-
723498	St Croix Falls School District Dual credit classes	St. Croix Falls High School	Off	\$	2,920.00	\$	-	\$	-	\$	2,920.00	\$	2,920.00	\$	-
723405	Praire Farm High School Dual credit classes	Praire Farm High School	Off	\$	11,745.00	\$	-	\$	-	\$	11,745.00	\$	11,745.00	\$	-
723387	Amery High School Dual credit classes	Amery high school	Off	\$	35,156.00	\$	-	\$	-	\$	35,156.00	\$	35,156.00	\$	-
723391	Cameron School District Dual credit classes	Cameron high school	Off	\$	19,371.00	\$	-	\$	-	\$	19,371.00	\$	19,371.00	\$	-
723401	Hudson High School Dual credit classes	Hudson high school	Off	\$	174,274.00	\$	-	\$	-	\$	174,274.00	\$	174,274.00	\$	-
723395	Chetek-Weyerhaeuser Area School District Dual credit classes	Chetek-Weyerhaeuser high school	Off	\$	21,708.00	\$	-	\$	-	\$	21,708.00	\$	21,708.00	\$	-
723399	Frederic High School Dual credit classes	Frederic high school	Off	\$	888.00	\$	-	\$	-	\$	888.00	\$	888.00	\$	-
723400	Hayward High School Dual credit classes	Hayward high school	Off	\$	73,165.00	\$	-	\$	-	\$	73,165.00	\$	73,165.00	\$	-
723390	Bruce High School Dual credit classes	Bruce high school	Off	\$	2,257.00	\$	-	\$	-	\$	2,257.00	\$	2,257.00	\$	-
723394	Rice Lake School District Dual credit classes	Rice Lake high school	Off	\$	36,245.00	\$	-	\$	-	\$	36,245.00	\$	36,245.00	\$	-
723389	Barron Area School District Dual credit classes	Barron high school	Off	\$	14,224.00	\$	-	\$	-	\$	14,224.00	\$	14,224.00	\$	-
723388	Baldwin-Woodville High School Dual credit classes	Baldwin-Woodville high school	Off	\$	12,615.00	\$	-	\$	-	\$	12,615.00	\$	12,615.00	\$	-
723402	Mellen High School Dual credit classes	Mellen high school	Off	\$	6,424.00	\$	-	\$	-	\$	6,424.00	\$	6,424.00	\$	-
723393	Osceola High School Dual credit classes	Osceola high school	Off	\$	45,228.00	\$	-	\$	-	\$	45,228.00	\$	45,228.00	\$	-
723403	New Richmond High School Dual credit classes	New Richmond high school	Off	\$	140,660.00	\$	-	\$	-	\$	140,660.00	\$	140,660.00	\$	-
723407	Solon Springs School District Dual credit classes	Solon Springs high school	Off	\$	6,475.00	\$	-	\$	-	\$	6,475.00	\$	6,475.00	\$	-
723411	Turtle Lake High School Dual credit classes	Turtle Lake high school	Off	\$	24,447.00	\$	-	\$	-	\$	24,447.00	\$	24,447.00	\$	-
723392	Grantsburg Senior High School Dual credit classes	Grantsburg high school	Off	\$	10,440.00	\$	-	\$	-	\$	10,440.00	\$	10,440.00	\$	-
723396	Cumberland School District Dual credit classes	Cumberland high school	Off	\$	28,903.00	\$	-	\$	-	\$	28,903.00	\$	28,903.00	\$	-
723412	Unity High School Dual credit classes	Unity high school	Off	\$	17,132.00	\$	-	\$	-	\$	17,132.00	\$	17,132.00	\$	-

723397	Eau Claire Memorial High School Dual credit classes	Eau Claire Memorial high school	Off	\$	23,625.00	\$	-	\$	-	\$	23,625.00	\$	23,625.00	\$	-
723404	Northwestern High School Dual credit classes	Northwestern high school	Off	\$	24,388.00	\$	-	\$	-	\$	24,388.00	\$	24,388.00	\$	-
723409	St Croix Central High School Dual credit classes	St. Croix Central high school	Off	\$	14,312.00	\$	-	\$	-	\$	14,312.00	\$	14,312.00	\$	-

Grand Totals (49 records)

*indicates an amended contract



Board Secretary

7-10-2023

Date

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

Fiscal Year:
2024

7/1/23
9:38 15 am

State Designated Indirect Cost Factors:
Off Campus = 37.07 %
On Campus = 43.59%

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

-----ESTIMATED-----

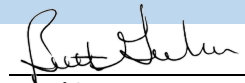
Contract Number	Account Name	Location of Training	On/Off	Contract Revenue	Est.Salary/Fringe	+	Indirect Cost	+	Other Direct Cost Totat	=	Full Cost	Difference
Approval Date: May 2023 (1 records)												
724312	LCO Head Start Up to 10 NWWIB recruited students will be enrolled in the Machine Tool Basics 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	LCO	Off	\$ 529.00	\$ 232.10	\$	86.04	\$	127.00	\$	445.14	\$ 83.86
Approval Date: June 2023 (35 records)												
724337	Nexen Group Inc Northwood Tech will provide fall protection, ladder, arc flash, and scissor lift training for up to 10 employees in each class. Northwood Tech will also develop fall protection, ladder, and arc flash training programs for Nexen. The safety instructor will use Nexen's current plan for scissor lift training.	Nexen	Off	\$ 2,367.00	\$ 822.80	\$	305.02	\$	390.00	\$	1,517.82	\$ 849.18
724221	Chippewa Valley Technical Clg Plumbing Apprenticeship-Northwood Technical College will provide instruction for 4 sections of plumbing apprentices at Chippewa Valley Technical College's Location.	Chippewa Valley Technical College	Off	\$ 21,952.00	\$ 15,563.77	\$	5,769.49	\$	2,450.00	\$	23,783.26	\$ (1,831.26)
724320	Hayward Family Dentistry BLS Basic Life Support Renewal	Hayward	Off	\$ 272.00	\$ 145.20	\$	53.83	\$	24.00	\$	223.03	\$ 48.97
724344	Westfall Technik Development of a forklift training program and one 4-hour session of train the trainer for Westfall staff. Ellie will be onsite on Thursday, June 29th, for a walk-through.	Westfall Technik	Off	\$ 2,370.00	\$ 677.60	\$	246.11	\$	500.00	\$	1,423.71	\$ 946.29
724326	American Structural Metals Inc Yearly safety training for up to 48 employees. Training starts in June 2023 and will meet monthly until May of 2024.	American Structural Metals-Somerset	Off	\$ 3,474.00	\$ 1,742.40	\$	632.84	\$	98.00	\$	2,473.24	\$ 1,000.76
724341	Cardinal Health Northwood Tech will provide training on managing across generations. It will be 1.5 hours via teams and for up to 10 employees.	Virtual	Off	\$ 331.00	\$ 193.60	\$	71.76	\$	-	\$	265.36	\$ 65.64
724328	Rice Lake School District Up to 10 High School students can enroll into the CNC Technician Academy. The Academy will be scheduled for one academic year starting in August 2023 and ending in May 2024. Students will attend courses at Northwood Technical College's Rice Lake campus and use Northwood Technical College's academic calendar. The cost of the academy will be covered through the CNC Technician Academy grant; Rice Lake School District will pay \$0 for the training.	Northwood Technical College, Rice Lake Campus	Off	\$ 37,736.00	\$ 26,050.20	\$	9,656.81	\$	16,100.00	\$	51,807.01	\$ (14,071.01)
724342	Jolma Electric, LLC CDL A Behind the Wheel for 1 employee of Jolma Electric. Once the contract is signed, registration information will be sent. Contract is written for 45 hours of behind the wheel time. Contract will be adjusted on how many hours are actually used. The contract includes the rental of a Northwood Tech truck. Training will take place at the Ashland Campus. Schedule TBD. BTW can not start until all required paperwork has been submitted.	Ashland Campus	Off	\$ 4,631.00	\$ 1,881.00	\$	697.29	\$	793.00	\$	3,371.29	\$ 1,259.71
724327	Barron School District Heartsaver K12 Adult/child CPR & AED & 1st Aid	Barron	Off	\$ 670.00	\$ 387.20	\$	143.54	\$	80.00	\$	610.74	\$ 59.26

724329	Allied Emergency Services	Alden/Garfield/Dresser	Off	\$	3,687.00	\$	1,742.40	\$	645.91	\$	358.00	\$	2,746.31	\$	940.69
	EMR Refresher Training for up to 30 individuals.														
724333	Republic Services	Northwood Technical College, Rice Lake Campus	On	\$	4,001.00	\$	2,192.08	\$	955.53	\$	650.00	\$	3,797.61	\$	203.39
	CDL B hands-on driver training for employee of Republic Services. This contract shall include up to 40 hours of behind-the-wheel training. If less hours are required, the contract shall be adjusted to reflect actual number of hours required for training.														
724338	Ashland Industries, Inc./Ktec	Ashland Industries Meeting Room	Off	\$	1,594.00	\$	774.40	\$	287.08	\$	242.00	\$	1,303.48	\$	290.52
	Up to 21 Ashland Industries/Ktec employees will receive American Safety & Health Institute CPR, AED, and basic first aid training. 15 employees in the 4-hour renewal class and 6 in the full 8-hour class. Upon successful completion, participants will receive documentation.														
724335	Heart of the North Learning Center	Heart of the North Learning Center	Off	\$	485.00	\$	193.60	\$	71.77	\$	127.00	\$	392.37	\$	92.63
	Up to 11 employees of Heart of the North Learning Center will receive CPR, AED, and basic first aid renewal certification. Upon successful completion, participants will receive documentation. Training will be held at the Heart of the North Learning Center.														
724334	Russ Davis Wholesale	Russ Davis Hammond Parking Lot	Off	\$	7,501.00	\$	4,356.00	\$	1,614.77	\$	300.00	\$	6,270.77	\$	1,230.23
	CDL A behind the wheel training for two employees. The contract includes one CDL exam for \$150. The contract will be adjusted to reflect the actual amount of hours driven and the appropriate fees for the test.														
724324	Buckridge Tree Service	Northwood Technical College, Rice Lake Campus	On	\$	4,259.00	\$	1,672.00	\$	728.82	\$	849.00	\$	3,249.82	\$	1,009.18
	CDL A online Theory and hands-on driver training for 1 employee of Buckridge Tree Service. This contract shall include up to 40 hours of behind-the-wheel training. If fewer hours are required, the contract shall be adjusted to reflect the actual number of hours needed for training.														
724322	Birch Point Dental	Hayward	Off	\$	272.00	\$	145.20	\$	53.83	\$	24.00	\$	223.03	\$	48.97
	BLS Basic Life Support Renewal														
724317	Hill Avenue Dental	Hill Avenue Dental	Off	\$	478.00	\$	193.60	\$	71.77	\$	122.00	\$	387.37	\$	90.63
	Up to 6 employees of Hill Avenue Dental will receive BLS Basic Life Support Renewal instruction. Upon successful completion, participants will receive documentation.														
724340	K-Wood Truss Rafters	Online and Rice Lake Campu	Off	\$	4,842.00	\$	2,178.00	\$	807.38	\$	1,049.00	\$	4,034.38	\$	807.62
	CDL Permit Prep, Theory, and Behind the Wheel for 1 employee														
724332	Iron County Emergency Govt Dir	Iron County Courthouse Meeting Room	Off	\$	849.00	\$	387.20	\$	143.54	\$	167.00	\$	697.74	\$	151.26
	Up to 10 Iron County Emergency Management employees will receive American Safety & Health Institute CPR, AED, and basic first aid full 8-hour instruction. Upon successful completion, participants will receive documentation.														
724336	Washburn County Aging Unit	Shell Lake	Off	\$	1,162.00	\$	532.40	\$	197.36	\$	252.00	\$	981.76	\$	180.24
	ASHI Adult CPR/AED & 1st aid														
724223	Northcentral Technical College	St Croix Tribe	Off	\$	2,000.00	\$	-	\$	-	\$	2,000.00	\$	2,000.00	\$	-
	WAI Incentivized Learning Stipend for four students successfully completing the Shielded Metal Arc Welding Technical Diplomas. \$500 per student.														
724220	Superior-Lidgerwood-Mundy Corp	SLM Facility	Off	\$	2,100.00	\$	808.50	\$	299.71	\$	-	\$	1,108.21	\$	991.79
	Technical Assist Contract-Projected at 15 hours. Starting June 2023														
724318	Andersen Windows	New Richmond Campus	On	\$	15,183.00	\$	3,764.73	\$	1,641.04	\$	3,360.00	\$	8,765.77	\$	6,417.23
	Welding for Mechanics for up to 16 employees. Training will be on our New Richmond Campus. Supplies are included. Please have staff bring their own Welding jacket, gloves, and helmet.														
724316	Andersen Windows	Anderson Window	Off	\$	5,006.00	\$	1,931.71	\$	716.08	\$	448.00	\$	3,095.79	\$	1,910.21
	Maintenance PLC Training for up to 12 employees from Andersen Windows														
724323	Northwood LLC	Northwood Technical College, Rice Lake Campus	On	\$	4,001.00	\$	1,672.00	\$	728.82	\$	650.00	\$	3,050.82	\$	950.18

CDL A hands-on driver training for 1 employee of Northwoods, LLC. This contract shall include up to 40 hours of behind-the-wheel training. If fewer hours are required, the contract shall be adjusted to reflect the actual number of hours needed for training.															
724321	Peter E Rydell DDS	Hayward	Off	\$	362.00	\$	193.60	\$	71.77	\$	32.00	\$	297.37	\$	64.63
BLS Basic Life Support renewal course.															
724331	Iron County Emergency Govt Dir	Iron County Courthouse Meeting Room	Off	\$	849.00	\$	387.20	\$	143.54	\$	167.00	\$	697.74	\$	151.26
Up to 10 Iron County Emergency Management employees will receive American Safety & Health Institute CPR, AED, and basic first aid full 8-hour instruction. Upon successful completion, participants will receive documentation.															
724319	Andersen Windows	Anderson Windows	Off	\$	5,006.00	\$	1,931.71	\$	716.08	\$	448.00	\$	3,095.79	\$	1,910.21
Intermediate PLC training for up to 12 employees at Andersen Windows															
724325	Northcentral Technical College	New Richmond Campus	On	\$	8,231.00	\$	6,644.00	\$	2,896.12	\$	305.00	\$	9,845.12	\$	(1,614.12)
Machine Tool Basics Technical Certificate for up to 8 students.															
724345	Northcentral Technical College	Lac Courte Oreilles Ojibwe University	Off	\$	18,778.00	\$	15,231.48	\$	5,646.31	\$	3,224.00	\$	24,101.79	\$	(5,323.79)
Up to 8 students will receive 90 hours of Nursing Assistant training at Turtle Lake High School.															
724224	United States Steel Corporation	Northwood Tech Superior Machine Tool Lab	On	\$	1,819.00	\$	660.00	\$	287.70	\$	200.00	\$	1,147.70	\$	671.30
One staff member of USS will be assessed on their machine tool competence. An 8 hour assessment will be given on July 15th, from 7:00a.m.-3:30p.m. in the Machine Tool lab. Results to be reported back to Unites States Steel Corp.															
724222	Chippewa Valley Technical Cig	Chippewa Valley Technical College	Off	\$	21,952.00	\$	15,563.77	\$	5,769.49	\$	2,450.00	\$	23,783.26	\$	(1,831.26)
Plumbing Apprenticeship-Northwood Technical College will provide instruction for 4 sections of plumbing apprentices at Chippewa Valley Technical College's Location.															
724330	Osceola EMS	-	Off	\$	3,948.00	\$	2,032.80	\$	753.56	\$	350.00	\$	3,136.36	\$	811.64
Two hours of Practical Skills Review on the third Wednesday of every month starting June 9, 2022, and ending on May 11, 2023. Adjustments will be made to the contract if we can't meet in a certain month.															
724343	Jolma Electric, LLC	Ashland Campus Parking Lot	Off	\$	4,899.00	\$	1,881.00	\$	697.29	\$	1,061.00	\$	3,639.29	\$	1,259.71
CDL A Permit Prep Class, Online Theory Class and Behind the Wheel(BTW) for 1 employee of Jolma Electric. Once the contract is signed, registration information will be sent. Contract is written for 45 hours of behind the wheel time. Contract will be adjusted on how many hours are actually used. The contract includes the rental of a Northwood Tech truck. Training will take place at the Ashland Campus. BTW schedule TBD. BTW can not start until all required paperwork has been submitted.															
724339	Our Lady Of The Lake School	Our Lady of the Lake School Cafeteria	On	\$	790.00	\$	387.20	\$	168.78	\$	115.00	\$	670.98	\$	119.02
Up to 10 Our Lady of the Lake staff will receive CPR, AED, and basic first aid renewal certification. Upon successful completion, participants will receive documentation. Training will be held at the Our Lady of the Lake Cafeteria.															

Grand Totals (36 records)

*indicates an amended contract



 Board Secretary

7-10-2023

 Date