

Wisconsin Indianhead Technical College
Board Proceedings
May 15, 2017

The regular meeting of the Wisconsin Indianhead Technical College Board was held on Monday, May 15, 2017, at 8:30 a.m., at the WITC-Administrative Office, located at 505 Pine Ridge Drive, Shell Lake, WI 54871.

CALL TO ORDER/ROLL CALL/DETERMINATION OF QUORUM

Vice Chairperson, Troy Lambert, called the meeting to order at 8:31 a.m. with the following Board members present: James Beistle, Brett Gerber, Janelle Gruetzmacher, Lorraine C. Laberee, Troy Lambert, Agnes Ring, and Josh Robinson. Dave Minor arrived at 8:34 a.m. *Chris Fitzgerald provided notice that he would not be in attendance at this meeting.*

The following WITC employees were in attendance during the meeting: Steve Decker, Kim Olson, Cher Vink, and John Will. Other WITC employees in attendance during a portion of the meeting were Anita Hacker and Susan Yohnk Lockwood. Eric Simpson, Business Services Intern, was also present for a portion of the meeting. Attorney Robert W. Mulcahy of Michael Best & Friedrich LLP, joined the meeting via a Wisline telephone conference during a portion of this meeting.

OPEN MEETING

Kim Olson, Executive Assistant to the President and Board, read the following open-meeting statement: "The May 15, 2017, meeting of the Wisconsin Indianhead 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 May 11, 2017, in an attempt to make the general public of Wisconsin aware of the time, place, and agenda of the meeting.

APPROVAL OF AGENDA

Vice Chair Lambert reserved the right to modify the order of the agenda to accommodate persons making presentations, live or via technology.

Lori Laberee moved, seconded by Brett Gerber, to approve the agenda. Upon a unanimous vote of all members present, motion carried.

AUDIENCE RECOGNITION ANNOUNCEMENT

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

EXECUTIVE SESSION

Vice Chairperson, Troy Lambert, requested a motion for the Board to convene into executive session under the provisions of Wisconsin Statutes §19.85(1)(b)(c)(f)(g) for the purpose of considering Bargaining Environment and Strategies, Legal Counsel's Advice Concerning Strategy with Respect to Possible Litigation in Which it is Likely to Become Involved, and the President's Annual Performance Evaluation.

James Beistle moved, seconded by Agnes Ring, to convene into executive session in accordance with Wisconsin Statutes §19.85(1)(b)(c)(f)(g) for the purposes noted in the preceding paragraph. Vice Chair Lambert announced the motion. Upon a roll-call vote, all members present voted yes; motion carried (7-0).

Vice Chairperson, Troy Lambert, called the executive session to order at 8:33 a.m. with the following Board members present: James Beistle, Brett Gerber, Janelle Gruetzmacher, Lorraine C. Laberee, Troy Lambert, Agnes Ring, and Josh Robinson. Dave Minor arrived at 8:34 a.m. *Chris Fitzgerald provided notice that he would not be in attendance at this meeting.*

The following WITC employees were in attendance during executive session: Steve Decker, Kim Olson, Cher Vink, and John Will. Attorney Robert W. Mulcahy of Michael Best & Friedrich LLP, joined the meeting via a Wisline telephone conference.

Approval of the April 17, 2017, Executive Meeting Minutes

Janelle Gruetzmacher moved, seconded by Agnes Ring, to approve the executive meeting minutes as printed. Upon a unanimous vote of all members present, motion carried.

James Beistle moved, seconded by Troy Lambert, 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 (8-0) and the executive session adjourned at 11:59 a.m.

OPEN SESSION RECONVENED

Note: Mr. Minor excused himself from the meeting at 12 noon.

MEETING MINUTES

1. Approval of the April 17, 2017, Regular Meeting Minutes

Lori Laberee moved, seconded by Janelle Gruetzmacher, to approve the meeting minutes as printed. Upon a unanimous vote of all members present, motion carried. The signed contract listing from the April meeting was attached to the official minutes.

BUDGET CONSIDERATIONS REQUIRING BOARD ACTION

1. Approval of 2017-2018 Tentative Authorization of Budget

Mr. Decker reviewed the proposed 2017-2018 tentative operational budget with the Board, which will be publicly noticed within 10 days following Board approval per Wisconsin Statute §65.90 (5). The Budget Summary – General Fund and Notice of Public Hearing budget documents were provided for the Board's review. Mr. Decker recommended that the Board approve the proposed budget for the purpose of publication in the district newspaper.

The FY18 Budget included a Position Summary, which identified position type, resignations, and additions. Mr. Decker recommended approval of total positions. The Position Summary page from the draft Budget book was provided.

Mr. Decker also presented the assumptions used to develop the budget at the Board meeting. A preliminary copy of the WITC 2017-2018 Budget book was posted separately in the public Board book folder. A link to the draft Budget book was provided for the Board's convenience. The budget PowerPoint was provided as a reference for the Board prior to the meeting.

President Will thanked the Business Services staff for their work on the budget materials.

Josh Robinson moved, seconded by Lori Laberee, to approve the 2017-2018 Tentative Authorization of the Budget as presented. Upon a roll-call vote, all members present voted yes; motion carried (6-0). *Note: Mr. Gerber was not present for this vote.*

2. Approval to Set Budget Hearing Date, Time, and Location

Upon approval of the budget for publication in May, the Board must conduct a public hearing for final budget adoption at the June meeting. The budget hearing date, time, and location needs to be established by the Board. Mr. Decker recommended a start time of 8:30 a.m. on Monday, June 19, 2017, at the WITC-New Richmond Campus.

James Beistle moved, seconded by Agnes Ring, to approve the recommended budget hearing date, time, and location as presented. Upon a unanimous vote of all members present, motion carried.

3. Budget Modifications

A summary for the following budget modifications, which will be publicly noticed within 10 days following Board approval per Wisconsin Statute §65.90 (5), was included for the Board's approval. A two-thirds majority of the full Board was required to approve the following budget modifications.

- A. **General Fund:** Mr. Decker recommended changes to the allocations between functions in the General Fund expense budgets by \$450,000 and \$32,417 in the revenue budgets. The adjustment reflected the decrease of budget dollars for tax levy net new construction as well as an adjustment to reflect reallocation of budget dollars for projected expenditures in FY17.
- B. **Special Revenue Fund - Operating:** Mr. Decker recommended increasing and changing the allocations between functions in the Special Revenue – Operating Fund by \$72,400. The adjustment reflected reallocation of budget dollars for projected expenditures in FY17 as well as the elimination of an interfund transfer to the capital fund.
- C. **Capital Projects Fund:** Mr. Decker recommended decreasing and changing the allocations between functions in the Capital Projects Fund by \$2,450,000. The adjustment reflected reallocation of budget dollars for projected expenditures, the elimination of an interfund transfer from the special revenue – operating fund, and a decrease in debt issuances for equipment and projects in FY17.
- D. **Debt Service Fund:** Mr. Decker recommended increasing Debt Service Fund revenues and expenditures by \$58,000. The adjustment reflected an increase of budget revenues for additional tax levy as well as an adjustment to reflect reallocation of budget dollars for projected expenditures in FY17.
- E. **Special Revenue Non-Aidable Fund:** Mr. Decker recommended decreasing revenues in the Special Revenue Non-Aidable Fund by \$130,000. The adjustment reflected reallocation of budget dollars for projected revenues in FY17.

Agnes Ring moved, seconded by Janelle Gruetzmacher, to approve all budget modifications listed above as presented. Upon a roll-call vote, all members present voted yes; motion carried (7-0).

4. Approval of 2017-2018 Major Equipment

Mr. Decker provided an updated 2017-2018 major equipment listing for the Board's consideration and approval. This list was included in the 2017-2018 Budget book and reflected changes since the Board approved the preliminary list at their January 16, 2017, meeting.

Lori Laberee moved, seconded by Brett Gerber, to approve the 2017-2018 Major Equipment listing. Upon a roll-call vote, all members present voted yes; motion carried (7-0).

CONSENT AGENDA

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

Janelle Gruetzmacher moved, seconded by Josh Robinson, to approve the Consent Agenda. Upon a roll-call vote, all members present voted yes; motion carried (7-0).

1. Personnel:

- A. **New Hire:** Thomas Barbano, Administrative Specialist/Supervisor; Management; annual salary \$41,762; Superior; effective June 1, 2017.
- B. **New Hire:** Crystal Fiedler, Academic Affairs Technician; Support and Technical Personnel; \$16.46/hour; New Richmond; effective May 8, 2017. *Note: Ms. Fiedler is currently a Student Services Assistant at the New Richmond Campus.*

- C. **New Hire:** Eric Killen, Director, Academic Support; Management; annual salary \$72,812, Rice Lake; effective May 22, 2017.
- D. **New Hire:** Jennifer Ruid, Continuing Education Assistant; Support and Technical Personnel; \$21.33/hour; Rice Lake; May 22, 2017. *Note: Ms. Ruid is currently an Admissions Advisor at the Rice Lake Campus.*
- E. **New Hire:** Dr. Lori Von Ruden, General Studies – Health Science Instructor; Faculty; annual salary \$58,618, New Richmond; effective July 1, 2017.
- F. **New Hire:** Lisa Wenzel, Bookstore Technician; Support and Technical Personnel; \$19.37/hour; Rice Lake; effective June 1, 2017. *Note: Ms. Wenzel is currently a Student Services Assistant at the Rice Lake Campus.*
- G. **New Hire:** Melissa Zwisler, Associate Degree Nursing Instructor; Faculty; annual salary \$58,131, New Richmond; effective July 1, 2017.
- H. **Resignation:** Crystal Fiedler, Student Services Assistant; New Richmond; effective May 7, 2017.
- I. **Resignation:** Larry Ochsenbauer, Custodian; Ashland; effective November 9, 2017.
- J. **Resignation:** Jeanette Olsen, Associate Degree Nursing Instructor; Rice Lake; effective June 30, 2017.
- K. **Resignation:** Jennifer Ruid, Admissions Advisor; Rice Lake; effective May 21, 2017.
- L. **Resignation:** Mary Smith, Business Office Technician, Shell Lake; effective May 17, 2017.
- M. **Resignation:** Lisa Starr, Associate Degree Nursing Instructor; Superior; effective June 30, 2017.
- N. **Resignation:** Bonita Whiting, Medical Assistant Instructor; Ashland; effective June 30, 2017.
- O. **Resignation:** Scott Vrieze, Director, Learning Resources; New Richmond; effective July 7, 2017.
- P. **Resignation:** Lisa Wenzel, Student Services Assistant; Rice Lake; effective May 31, 2017.

President Will noted that there were a total of 57 years of service from those who resigned (retired/leaving the College); Mr. Ochsenbauer served 28 years, Ms. Olsen served 9 years, Ms. Smith served 8 years, Ms. Starr served 5 years, Ms. Whiting served 3 years, and Mr. Vrieze served 4 years. The Board expressed its appreciation for this service to the College.

2. Contracts

The contract listing was approved (see attached list).

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 226868 through 227493 and electronic transfer payments totaling \$4,636,200.37 were approved.

5. Bids/Purchases

A. **Architectural Design Services Request for Proposal (RFP) – Collegewide:** The Board gave approval of a proposal for the architectural design services contract from HSR Associates, Inc. of La Crosse, WI, for a three-year contract with four (4) optional one-year extensions for the College's architectural design services. HSR's contract would begin for all projects starting on July 1, 2017. The Architectural Design proposals were evaluated using a RFP process. Proposals were received from 7 firms of which the top 3 firms were interviewed based on scoring done by the review committee. The table summarizing the scoring was provided.

- B. **Plasma Cutting Station – Rice Lake:** The Board gave approval of the purchase of a plasma cutting station in the total amount of \$45,871 from Airgas Inc. of Eau Claire, WI, under Bid # 17-44200-RL-PLASMACUTTER. The plasma cutting station is for the Welding Program at the Rice Lake Campus.
 - C. **Welding Equipment – Rice Lake:** The Board gave approval of the purchase of welding equipment in the total amount of \$55,280 from Mississippi Welders Supply of Altoona, WI, under Bid # 17-44200-RL-WELDEQUIP. The welding equipment included (3) belt sanders, (3) mig welders, (1) bench grinder, (3) tig welders, and (1) plasma cutter. The equipment will be for the Welding Program at the Rice Lake Campus.
 - D. **Remodeling Change Order – New Richmond:** The Board gave approval of Change Order 8 by LHB Architects in the total amount of \$15,442 for project #150495 at the New Richmond Campus. The change order included electrical modifications, credit for countertops, and unexpended owner material amount. A financial summary was also provided.
6. **Summary of Grant Awards**
The Board gave approval for receipt of the grant awards in the amount of \$1,067,641 as presented in the 2017-2018 Summary of Grants Awards document.

OTHER ITEMS REQUIRING BOARD ACTION

- 1. Action will be Considered on Matters Discussed in Executive Session
Time was reserved for the Board to consider action to be taken on matters discussed in Executive Session, if appropriate. There was no action taken.
- 2. Approval of Resolution 17-06, Petition WTCSB Requesting Approval for the Rental of Facilities for the WITC-Hayward Center
Resolution 17-06 (attached) for the WITC-Hayward Center rental agreement (attached) was provided. President Will requested Board approval to submit a resolution to the state Board requesting approval for the rental of approximately 5,224 square feet for the WITC-Hayward Center in the amount of \$4,500 per month for the time period of July 1, 2017, through June 30, 2018. The rental agreement represented no change in the cost over last year.

Brett Gerber moved, seconded by Lori Laberee, to approve Resolution 17-06, Petition WTCSB Requesting Approval for the Rental of Facilities for the WITC-Hayward Center as presented. Vice Chair Lambert announced the motion. Upon a roll-call vote, all members present voted yes; motion carried (7-0).

- 3. Approval of Nonprofit Leadership Concept Review
President Will requested Board approval for submission of the Concept Review for a Nonprofit Leadership two-year associate degree program. The Concept Review will be submitted to the WTCS for approval at the WTCS Board meeting in July and the Program Proposal will be submitted to the WTCS for approval at the WTCS Board meeting in September. The plans are to offer the program collegewide in a hybrid delivery format beginning fall 2018.

Brett Gerber moved, seconded by Josh Robinson, to approve the Nonprofit Leadership Concept Review as presented. Vice Chair Lambert announced the motion. Upon a roll-call vote, all members present voted yes; motion carried (7-0).

- 4. Approval of Truck Driving Concept Review
President Will requested Board approval for submission of the Concept Review for a Truck Driving less-than-one-year technical diploma program. The Concept Review will be submitted to the WTCS for approval at the WTCS Board meeting in July and the Program

Proposal will be submitted to the WTCS for approval at the WTCS Board meeting in September. Theory coursework will be offered via ITV and/or online with driving experience scheduled at sites to be determined based on student needs. Plans are to begin coursework in summer 2017 with full program implementation upon WTCS Board approval.

James Beistle moved, seconded by Janelle Gruetzmacher, to approve the Truck Driving Concept Review as presented. Vice Chair Lambert announced the motion. Upon a roll-call vote, all members present voted yes; motion carried (7-0).

5. Approval of Outside Plant Technician (General Utility) Concept Review

President Will requested Board approval for submission of the Concept Review for an Outside Plant Technician (General Utility) one-year technical diploma program. Plans are to submit the Concept Review to the WTCS for approval at the WTCS Board meeting in July and the Program Proposal to the WTCS for approval at the WTCS Board meeting in September. This program is being developed in collaboration with the Power and Communications Contractor's Association (PCCA). The plans are to begin offering the program at the Rice Lake Campus beginning fall 2018.

Lori Laberee moved, seconded by Josh Robinson, to approve the Outside Plant Technician (General Utility) Concept Review as presented. Vice Chair Lambert announced the motion. Upon a roll-call vote, all members present voted yes; motion carried (7-0).

6. Approval of Revised Administrative Policy J-128 – Adult and Continuing Education Aidable and Non-Aidable Course Fees

The course fee amount of \$132.20 per credit for adult and continuing education for 2017-18 and an out-of-state tuition fee of \$198.30 per credit, reflecting a 1.4% increase that has been approved by the Wisconsin Technical College System State Board. In addition, the minimum vocational adult nonaidable course fee, which is set by WITC, will remain at \$170 per credit for 2017-18. President Will recommended final Board approval of the policy.

Lori Laberee moved, seconded by Agnes Ring, to approve the revised Administrative Policy J-128 – Adult and Continuing Education Aidable and Non-Aidable Course Fees as presented. Vice Chair Lambert announced the motion. Upon a roll-call vote, all members present voted yes; motion carried (7-0).

7. Approval of Revised Administrative Policy J-242 – Student Fees

The State Board has established a student fee rate for 2017-18. The program fee will increase to \$132.20 per credit, and an out-of-state tuition fee will increase to \$198.30 per credit. The state changes have been incorporated into the policy. President Will recommended final Board approval of the policy.

Brett Gerber moved, seconded by Lori Laberee, to approve the Revised Administrative Policy J-242 – Student Fees as presented. Vice Chair Lambert announced the motion. Upon a roll-call vote, all members present voted yes; motion carried (7-0).

INFORMATION REPORT

1. Annual Graduate Survey Report

Due to time constraints, this report will be given at the July Board meeting.

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 the Board to update administration on their plans for upcoming Board events. A copy of the *Board Events Schedule* was routed during the meeting for Board members to update by recording their plans to attend (or not attend) the meetings and events listed on the form; or, to contact the Executive Assistant as soon as plans are confirmed. Vice Chair Lambert requested that the Board report any changes on the *Board Events Schedule* to Ms. Olson. 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 (FY18) for Approval in July**

Time was reserved for the Board to review the Monitoring Schedule for FY18 as it related to recommendations for changes/additions. There were no updates from administration. The schedule will be brought to the June meeting for further discussion and final approval will be requested at the Board's annual organizational meeting in July.

C. **Consider Nominations for 2017 ACCT Leadership Awards**

Time was reserved for the Board to consider nominations for the 2017 ACCT Leadership Awards. The awards include: 1) Trustee Leadership, 2) Equity, 3) Chief Executive Officer, 4) Faculty Member, and 5) Professional Board Staff Member.

President Will provided a Faculty Member Award nomination for the Board's consideration. Agnes Ring moved, seconded by Janelle Gruetzmacher, to nominate Paul Kostner for the Faculty Member Award as recommended. Upon a unanimous vote of all members present, motion carried.

Board members were asked if there were any other nominations, but there were none. Ms. Olson will submit the Faculty Member Award nomination to Association of Community College Trustees by June 5, 2017.

4. President's Updates:

A. **Upcoming Events Schedule**

President Will shared upcoming events for the Board's information. These events are located on the WITC Web site.

B. **Enrollment Update**

President Will provided a brief update on the most recent information related to the College's enrollment and FTE. An Enrollment Report and a Cognos Report were provided for the Board's information.

5. Legislative Updates

A. **Polk County Board of Supervisors Resolution No. 31-17**

President Will updated the Board on current programming efforts in Polk County. The Polk County Board of Supervisors Resolution No. 31-17 - In Support of Legislation to Expand Technical College Educational Programs and Services to Underserved Counties was provided for the Board's information. Polk County has determined there is currently existing library, school, and Polk County government facilities that would be suitable for WITC educational programs. There was no required response from the Board.

6. Student Updates and News

A. **WITC Students Donate to a Good Cause**

Members of WITC's residential construction and cabinetmaking program built and donated hand-crafted wooden hope chests to the family of Dan Glaze, the police officer who recently lost his life in the line of duty. A *Rice Lake Chronotype* article was shared.

B. **Financial Education Program Held at WITC**

Held at WITC-Rice Lake, the Barron County Financial Coalition and Royal Credit Union partnered to present a financial education program for high school students in the area. "Test Drive...Next Stop Reality" is a simulation of real life when it comes to money and finances. Over 200 students from eight high schools in Barron, Washburn, and Polk counties participated. The event is a hands-on experience in which students select a career, research the education needed, and determine the salary that would come from that career. The students are then required to live within their monthly salary while paying for basics such as housing, utilities, transportation, clothing, and food. Additional expenditures such as entertainment, pets, and unexpected expenses are also factored in the simulated activity. A *Chetek Alert* article was shared.

C. **Future Leaders**

The Leadership Team at Rice Lake Middle School is composed of 5th graders who focus on bettering their school environment and helping others. This year, they set a goal to raise \$250 to donate to a WITC scholarship. To raise money, the team held a "Quarter Wars" fundraiser and a "5th Grade Only" dance. The team surpassed their expectations by raising \$1,100, which they donated to a scholarship for a WITC criminal justice student. A *Rice Lake Chronotype* article was shared.

D. **WITC-Rice Lake and WITC-Ashland Host Annual Foundation Events**

The annual wine and beer tasting events, held in April, are fundraisers to provide student scholarships and assistance. The evening features a variety of wine and beer sampling, appetizers, silent auction, and raffles. Ashland's event, held on April 6, raised more than \$6,000 for scholarships and had over 130 people in attendance; the funds raised will be used for the campuses VINE (Vested Interest in Non-Traditional). Rice Lake's event was held on April 20 and raised \$18,000. *Chetek Alert* and *Daily Press* articles were shared.

7. 2017 Board Appointment Update

The WTCS Board approved the following WITC Board appointments on May 9, 2017.

Three-year terms, effective July 1, 2017 – June 30, 2020:

- 1) James Beistle, Additional member, representing Region 4 (Burnett and Polk Counties)
- 2) Chris Fitzgerald, Elected Official, representing the district
- 3) Lorraine Laberee, Additional member, representing Region 2 (Ashland, Bayfield, and Iron Counties)

One-year term, effective July 1, 2017 – June 30, 2018:

- 4) Lara Frasier, Employer member, representing Region 6 (St. Croix County). Ms. Frasier plans to attend the June Board meeting to observe.

8. 2017 Distinguished Alumni Award Call for Nomination

The District Boards Association is looking for a nomination for an extraordinary graduate of a Wisconsin Technical College for the 2017 Distinguished Alumni Award. The award will be given out at the Fall Association meeting in Pewaukee. Administration will provide a nomination at the June 19, 2017, meeting for the Board's consideration. WITC's nomination is due by August 1, 2017.

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 Monday, June 19, 2017, beginning 8:30 a.m., at the WITC-New Richmond 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 meeting on Monday, June 19, 2017, 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 1, 2017. 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 and copied.

MEETING EVALUATION

PLUS +/-DELTA ^

- + Wealth of information is/can be overwhelming.
- + The presentation of "year in review" by Dr. Will was well done.
- + Congratulations to Dr. Will on his doctorate!
- + Thank you to staff on all the reports/information for the meeting today.
- + Good job chairing the meeting Troy.
- + Budget detail/presentation.
- ^ The meeting was lengthy but unavoidable; the Board is doing its job.

James Beistle moved, seconded by Lori Laberee, to adjourn the meeting at 1:08 p.m.

Respectfully submitted,



Board Secretary

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Note: A Board luncheon was provided; however, no action was taken.

4/28/2017
11:23:21
AM

Wisconsin Indianhead Technical College
Contract Estimated Full Cost Report

Fiscal Year:
2017

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:
On Campus = 34.9% Off Campus = 34.9%

----- ESTIMATED -----

Contract Number	Service Recipient	Location	On/Off	Contract Revenue	Est.Salary/ Fringe Cost	+ Indirect	= Full Cost	Difference +/-
227	Midwest Energy Resources Company	WITC Superior	On	125.00	49.00	17.00	66.00	60.00
	Employee of Midwest Energy Resources Co. will be assessed, on-line, for mechanical ability. Results will be sent to MERC staff. Evaluation to take place in Room 213, WITC, 600 North 21st Street, Superior, WI.							
312*	Northern Clearing Inc	Various	Off	15,962.00	-	-	-	15,962.00
	Employees will receive safety training at various locations.							
522	Hanco Utilities	WITC Superior	On	1,299.00	484.00	169.00	653.00	646.00
	Employees of Hanco Utilities will receive confined space training. Upon successful completion, participants will receive documentation.							
523	AyersTech	Ayers-Tech - Chetek	Off	585.00	259.00	68.00	327.00	259.00
	WITC would provide Heartsaver 1st aid/Adult CPR & AED to employees.							
524	Amery High School	Amery High School	Off	16,198.00	-	-	16,198.00	-
	Transcripted credit for Amery High School. 8 students registered for 10114125 Personal Finance 3 cr. 2 students registered for 10152101 Web Design & Development 3 cr. 2 students registered for 10106110 Document Formatting 2 cr. 9 students registered for 10103146 MS Word A 1 cr. 9 students registered for 10103151 MS Excel A 1 cr. 9 students registered for 10103129 Intro to MS Office 1 cr. 1 student registered for 10103147 MS Word B 1 cr. 1 student registered for 10103106 MS PowerPoint 1 cr. 12 students registered for 23442307 Welding for Mechanics 2 cr. 8 students registered for 32804355 Math 355 3 cr.							
525	Hayward High School	Hayward High School	Off	7,236.00	-	-	7,236.00	-
	Transcripted credit class for Hayward High School. 10 students registered for 10106127 Desktop Publishing 2 cr. 17 students registered for 10106127 Desktop Publishing 2 cr.							

526	Family Payroll Services	Cable Community Center	Off	1,312.00	533.00	186.00	719.00	593.00
	Employees of Johnson Keland Management will receive American Health & Safety Institute CPR/AED and Basic First Aid recertification. Upon successful completion, participants will receive documentation.							
527	Monarch Paving	Amery, WI	Off	1,253.00	688.00	223.00	910.00	343.00
	Communication, listening skills to all employees.							
528	Grantsburg School District	Grantsburg High School	Off	272.00	-	-	272.00	-
	Transcripted credit class for Grantsburg High School. 1 student registered for both 10103146 MS Word A 1 credit and 10103151 MS Excel A 1 credit.							
529	Hudson High School	Hudson High School	Off	30,969.00	-	-	30,969.00	-
	Transcripted credit class for Hudson High School. 11 students registered into both 10106110 Document Formatting 2 credits and 10103151 MS Excel A 1 credit. 1 student registered for 32420306 Machine Shop Theory 1 2 credits; 14 students registered for 10501101 Medical Term. 3 credits; 33 students registered for 10114125 Personal Finance 3 credits; 20 students registered for 32442307 Welding for Mechanics 2 credits.							
530	Solon Springs School District	Solon Springs High School	Off	1,985.00	-	-	1,985.00	-
	Transcripted credit class for Solon Springs High School. 5 students registered for 10501101 Medical Terminology 3 credits.							
531	Somerset High School	Somerset High School	Off	7,196.00	-	-	7,196.00	-
	Transcripted credit class for Somerset High School. 15 students registered for 10101177 Financial Accounting 1B 2 credit; 8 students registered for 10307148 ECE: Foundation 3 credit.							
532	Washburn High School	Washburn High School	Off	266.00	-	-	266.00	-
	Transcripted credit class for Washburn High School. 1 student registered for 10101176 Financial Accounting 1A - 1 credit.							
533	Adoray Home Health	Adoray in Baldwin, WI	Off	776.00	356.00	90.00	445.00	332.00
	AHA Caregiver CPR Refresher							
534	Frederic High School	Frederick HS 1437 Clam Falls Drive, Frederick WI 54837	Off	1,094.00	876.00	255.00	1,130.00	(36.00)
	OSHA 10 Hour Safety training will be provided to 15 students at Frederick HS.							
535	Sedlock Companies	New Richmond Campus Conference Center	On	1,495.00	1,150.00	-	1,150.00	345.00
	****EXCHANGE OF SERVICE**** Plastic Injection Molding. Screw and Barrel components and maintenance							

536	Indianhead Medical Center	Indianhead Medical Center	Off	1,000.00	388.00	136.00	523.00	478.00
	Hospital Hazmat/Decontamination Training							
537	Hanco Utilities	Superior	Off	430.00	300.00	105.00	405.00	26.00
	Employees of Hanco Utilities will receive DOT safety training.							
538	Men As Peacemakers	WITC Superior	On	2,675.00	1,614.00	337.00	1,950.00	725.00
	WELDING Participants in the Girls Restorative Project will receive basic welding training.							
539	Burkwood Treatment Center	Burkwood Treatment Center - Hudson,WI	Off	1,804.00	863.00	186.00	1,049.00	756.00
	Provide CBRF Medication class to employees.							
540	Chetek-Weyerhaeuser Area School District	Chetek-Weyerhaeuser High School	Off	2,144.00	-	-	2,144.00	-
	Transcripted credit class for Chetek-Weyerhaeuser High School. 5 students registered for 10101177 Financial Accounting 1B 2 credits.							
541	Saint Croix County Emergency Management	St. Croix County Government Center, Hudson, WI	Off	802.00	641.00	215.00	856.00	(55.00)
	Hazwoper Refresher for St. Croix County Sheriffs Department							
542	Hill Avenue Dental	Hill Avenue Dental	Off	229.00	176.00	62.00	238.00	(9.00)
	Employees of Hill Avenue Dental will receive American Heart Associaton Healthcare Provider CPR renewal instruction. Upon successful completion, participants will receive documentation.							
543	Cameron School District	Cameron High School	Off	408.00	-	-	408.00	-
	Transcripted credit class for Cameron High School. 3 students registered for 10103129 Intro. to MS Office 1 credit.							
544	Somerset High School	Somerset High School	Off	12,108.00	-	-	12,108.00	-
	Transcripted credit classes for Somerset High School. 12 students registered for 10152101 Web Design & Development 3 credits. 18 students registered for both 10103151 MS Excel A - 1 credit and 10106110 Document Formatting - 2 credits.							
545	3M Abrasives Systems Division	3M Cumberland	Off	1,000.00	388.00	136.00	523.00	478.00
	Hazardous Materials Training							

*** End Of Report ***

* indicates an amended contract



Board Secretary

May 15, 2017

Date

RESOLUTION #17-06

**PETITION TO THE WISCONSIN TECHNICAL COLLEGE SYSTEM BOARD
REQUESTING APPROVAL FOR THE RENTAL OF FACILITIES
FOR THE WITC-HAYWARD CENTER**

WHEREAS, the Wisconsin Indianhead Technical College Board has heard reports detailing the need for the rental of a facility for the WITC-Hayward center.

WHEREAS, the board, in renting this facility, does not meet TCS 5.09 exclusion of minor remodeling and minor rentals which now requires state board approval.

NOW, THEREFORE, BE IT RESOLVED that the Wisconsin Indianhead Technical College board goes on record petitioning the Wisconsin Technical College System Board to allow the district board to enter into this rental agreement for the rental of facilities.

Adopted and approved this 15th day of May 2017.



District Board Chairperson

ATTEST:



District Board Secretary