

Wisconsin Indianhead Technical College
Board Proceedings
October 13, 2014

The regular meeting of the Wisconsin Indianhead Technical College Board was held on Monday, October 13, 2014, at 8:30 a.m., at the WITC–Ashland Campus, located at 2100 Beaser Avenue, Ashland, WI 54806.

CALL TO ORDER/ROLL CALL/DETERMINATION OF QUORUM

Chairperson, Morrie Veilleux, called the meeting to order at 8:31 a.m. with the following Board members present: James Beistle, Lorraine C. Laberee, Troy Lambert, Jean Serum, Morrie Veilleux, and Eileen Yeakley. *Chris Fitzgerald, Brett Gerber, and Dave Minor provided notice that they would not be in attendance at this meeting.*

The following WITC employees were in attendance during the meeting: Steve Bitzer, Steve Decker, Ellen Riely Hauser, Kim Olson, Cher Vink, and John Will. Representative Janet Bewley was also present during this meeting.

OPEN MEETING

Kim Olson, Executive Assistant to the President and Board, read the following open-meeting statement: "The October 13, 2014, 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 October 10, 2014, in an attempt to make the general public of Wisconsin aware of the time, place, and agenda of the meeting."

APPROVAL OF AGENDA

Chair Veilleux reserved the right to modify the order of the agenda to accommodate persons making presentations, live or via technology. James Beistle moved, seconded by Jean Serum, to approve the agenda. Upon a unanimous vote of all members present, motion carried.

AUDIENCE RECOGNITION ANNOUNCEMENT

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

CAMPUS WELCOME

Time was reserved for Steve Bitzer, Vice President, Student Affairs and Ashland Campus Administrator, to welcome the Board. Key updates included information on the facility and programs.

EXECUTIVE SESSION

Chairperson, Morrie Veilleux, requested a motion for the Board to convene into executive session under the provisions of Wisconsin Statutes §19.85(1)(c)(e) for the purpose of Conducting Public Business with Competitive or Bargaining Implications.

James Beistle moved, seconded by Lori Laberee, to convene into executive session in accordance with Wisconsin Statutes §19.85(1)(c)(e) for the purpose noted in the preceding paragraph. Chair Veilleux announced the motion. Upon a roll-call vote, all members present voted yes; motion carried (6–0).

Chairperson, Morrie Veilleux, called the executive session to order at 8:40 a.m. with the following Board members present: James Beistle, Lorraine C. Laberee, Troy Lambert, Jean Serum, Morrie Veilleux, and Eileen Yeakley. *Chris Fitzgerald, Brett Gerber, and Dave Minor provided notice that they 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.

Approval of the August 18, 2014, Executive Meeting Minutes

Lori Laberee moved, seconded by Jean Serum, to approve the executive meeting minutes as printed. Upon a unanimous vote of all members present, motion carried. It was noted that there was no Executive Session in September.

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 (6-0) and the executive session adjourned at 9:21 a.m.

The Board Chair recessed the meeting at 9:21 a.m. and reconvened the meeting at 9:28 a.m.

OPEN SESSION RECONVENED

MEETING MINUTES

1. Approval of the September 15, 2014, Regular Meeting Minutes

Lori Laberee moved, seconded by Troy Lambert, to approve the September 15, 2014, meeting minutes as printed. Upon a unanimous vote of all members present, motion carried. *The signed list of contracts from last month's meeting was attached to the official minutes.*

BUDGET CONSIDERATIONS REQUIRING BOARD ACTION

1. 2014-2015 Tax Levy

Steve Decker, Vice President, Finance and Business Services, presented the tax levy and recommended approval of revised Resolution 15-04 below. Supplemental schedules were provided under a cover letter from Steve Decker. A revised *Property Tax Comparison by Fund* document from exhibit 1 was provided. *It was noted that adopting a tax levy that is different from the budgeted amount requires a 2/3 vote of the full Board and will be publicly noticed within 10 days following Board approval per Wisconsin Statute §65.90(5).*

A. Financial Forecast Model Update

Steve Decker, Vice President, Finance and Business Services, presented an initial forecast of WITC's financial position for 2014-15 through 2019-20. The forecast model highlighted the impact of tax levy changes for the College.

Troy Lambert moved, seconded by Jean Serum, to receive the Financial Forecast Model Update as it related to the interpretation of the ENDS statement for the President's annual evaluation.

B. Approval of Resolution 15-04, District Tax Levy for 2014-2015

Per Wisconsin Statute §65.90, Board approval was requested for revised Resolution 15-04, District Tax Levy for 2014-2015 (see attached). Troy Lambert moved, seconded by Jean Serum, to approve revised Resolution 15-04, District Tax Levy for 2014-2015. Upon a roll-call vote, all members present voted yes; motion carried (6-0).

CONSENT AGENDA

Chairperson Veilleux 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 Eileen Yeakley, to approve the consent agenda. Upon a roll-call vote, all members present voted yes; motion carried (6-0).

1. Personnel:

- A. **New Hire:** Karen Hoglund, Academic Dean - Trade & Technical; Ashland; effective November 3, 2014; annual salary \$74,476.
- B. **Resignation:** Dawn Bohlinger, Human Resources Manager, Shell Lake; effective June 5, 2015.
- C. **Resignation:** Karen Hoglund, Admissions Advisor; Ashland; effective November 2, 2014.
- D. **Resignation:** Michael Holtorf, Welding Instructor; Rice Lake; effective June 30, 2015.

President Will noted that there were a total of 33 years of service from those who resigned (retired). The Board expressed their appreciation for this service to the College.

2. Contracts

The listing of contracts was approved (see attached list).

3. Financial/Cash Position Report

The College's Financial and Cash Position Report, as of September 30, 2014, was approved.

4. Approval of Bills

Expenditures and revenue from the budget, covering check numbers 202267 through 203041 and electronic transfer payments totaling \$11,274,962.19 were approved.

5. Bids/Purchases

- A. **Paving Change Order – Ashland:** The Board approved Change Order No. 1 by MSA Professional Services, Inc. in the total amount of (\$14,518) for the Paving Project at the Ashland Campus. This change order included culvert replacement, light pole base replacement, additional paving, and a change in paving materials.
- B. **Steel Rack and Pipe Beveler – Ashland:** The Board approved the purchase of a steel rack and pipe beveler in the total amount of \$3,352 from MSC Industrial Supply of Eden Prairie, MN, under Department of Administration (DOA) contract #15-54500-200. The equipment was over the original budgeted amount. The equipment is for the Welding Program at the Ashland Campus.
- C. **Laser Alignment Tool – New Richmond:** The Board approved the purchase of a laser alignment tool in the total amount of \$8,280 from Vibralign of Richmond, VA. The alignment tool was over the original budgeted amount. The alignment tool is for the Automated Packaging Systems Technician Program at the New Richmond Campus.
- D. **Remodeling Change Order – Rice Lake:** The Board approved Change Order G06 by SDS Architects in the total amount of \$12,816 for Project #1328 at the Rice Lake Campus. This change order included additional ductwork and control valves. A financial summary was provided for the Board's review.
- E. **Remodeling Change Order – Shell Lake:** The Board approved Change Order G04 by SDS Architects in the total amount of \$1,425 for Project #1407 at the Shell Lake Administrative Office. This change order included additional sub floor work. A financial summary was provided for the Board's review.
- F. **Paving Change Order – Superior:** The Board approved Change Order No. 1 by MSA Professional Services, Inc. in the total amount of (\$67,233) for the Paving Project at the Superior Campus. This change order included curb replacement, drain trench, and a change in paving materials.
- G. **Health Plan – Collegewide:** The Board approved a proposal for WITC's medical insurance plan from Health Partners of Bloomington, MN, for a two-year agreement. The effective date for this proposal is January 1, 2015. The Health Plan proposals were evaluated using a Request for Proposal (RFP) process. Proposals were received from six providers. The tables summarizing the scoring were provided. The recommended plan is a fully insured product. The rates proposed were highlighted for 2015 and the proposal included a rate cap guarantee of 9% for 2016. The proposal also provided for a financial penalty for termination prior to the second year of the agreement.
- H. **Dental Administration – Collegewide:** The Board approved a proposal for WITC's self-insured dental insurance plan from Health Partners of Bloomington, MN, for a two-year agreement with a 2% increase on the Administration Fee for 2016. The effective date for this proposal is January 1, 2015. The Dental Insurance Plan proposals were evaluated in conjunction with the Health Insurance Plan Request for Proposal (RFP) process. Proposals were received from four providers with the summary of proposals, which were provided for the Board's review.

- I. **Section 125 Plan – Collegewide:** The Board accepted the proposal of Health Partners as the administrator of WITC’s Section 125 plan effective January 1, 2015, for a two year contract. The proposed cost per employee per month reflects no increase from previous agreement. This recommendation is based on the anticipated cost, the quality of service, the services provided, and integration into other benefits provided. A report was provided to show the various details of proposals submitted. The Section 125 plan is commonly referred to a “Flexible Spending Account” which allows employees with traditional health plans to direct pre-tax payroll deductions to reimburse out-of-pocket medical and/or dependent care costs.

OTHER ITEMS REQUIRING BOARD ACTION

1. **Announcements and/or Action from Executive Session**

Chair Veilleux announced that the Board reviewed the bids for the Health Insurance Plan.

2. **Approval of Resolution 15-05, Authorizing the Issuance of \$5,225,000 General Obligation Promissory Notes, Series 2014B of the Wisconsin Indianhead Technical College District, Wisconsin, and Setting the Sale Thereof**

Steve Decker recommended approval of Resolution 15-05 (see attached) that was presented to the Board with the intent to borrow \$1,275,000 for the building remodeling at the Shell Lake Administrative Office as well as roofing projects at both the Ashland and New Richmond Campuses, and \$3,950,000 acquisition of major equipment. Bids will be presented to the Board at the December 15, 2014, meeting for their consideration. *Recommendations for WITC District Shell Lake, Wisconsin \$5,225,000 General Obligation Promissory Notes, Series 2014B* were provided as additional supporting documentation. This authorization will be published within 10 days after the Board meeting.

The borrowing will be as follows:

Equipment	\$3,950,000
Remodeling	<u>\$1,275,000</u>
Total	\$5,225,000

Lori Laberee moved, seconded by Jean Serum, to approve Resolution 15-05, Authorizing the Issuance of \$5,225,000 General Obligation Promissory Notes, Series 2014B of the Wisconsin Indianhead Technical College District, Wisconsin, and Setting the Sale Thereof as presented. Upon a roll-call vote, all members present voted yes; motion carried (6-0).

3. **Approval of Resolution 15-06, Reporting for Compliance to Wisconsin’s Code of Ethics for Public Officials and Employees**

The Wisconsin Government Accountability Board requested the district Board review its prior designations and either confirm their appropriateness or adopt a new resolution designating non-clerical positions that report directly to the President. Resolution 15-06 (attached) and a contact list (attached) of those identified in the resolution were provided for the Board’s approval.

Lori Laberee moved, seconded by Jean Serum, to approve Resolution 15-06, Reporting for Compliance to Wisconsin’s Code of Ethics for Public Officials and Employees as presented. Upon a roll-call vote, all members present voted yes; motion carried (6-0). Ms. Olson will submit the signed resolution to Wisconsin’s Government Accountability Board.

4. Procurement Annual Review

In accordance with Wisconsin Administrative Code TCS 6.05(2)(h), the College is to provide an annual procurement review to the Board to determine if a more competitive procurement process should be used in subsequent years.

Steve Decker recommended approval of the current procurement process. The 2013–2014 annual procurement review of vendors paid \$25,000 or more by VISA card and/or by accounts payable check was provided. The amounts included purchases that were approved by the Board.

Range of Bids	State Administrative Rule Procurement – TCS 6.05(2)(h)	WITC Policy Purchasing Policy (D-550)
\$0 – 10,000		May purchase with a purchasing card (College VISA)
\$10,000 – \$25,000		Requires quotations
\$25,000 – \$50,000	Requires quotations	Requires quotations
Over \$50,000	Requires sealed bids; submitted to the Board for approval to procurement	Requires sealed bids; submitted to the Board for approval prior to procurement

Lori Laberee moved, seconded by Jean Serum, to approve the current procurement process as presented. Upon a roll-call vote, all members present voted yes; motion carried (6–0). Mr. Decker reported there were two technical findings that are opportunities for us to make adjustments. We will work with two vendors and improve communication to all Deans.

INFORMATION REPORT

Annual Academic Quality Improvement Program (AQIP) Report

Ellen Riely Hauser, Vice President, Institutional Effectiveness, presented the *Academic Quality Improvement Program (AQIP) Report* for the Board. The report highlighted the recent Reaffirmation of Accreditation received by the College from the Higher Learning Commission (HLC). In addition, changes the Commission made to its name and the AQIP pathway were shared with the Board. The current status of AQIP Action Projects was reviewed. A PowerPoint presentation and supporting documentation were provided for the Board's information.

James Beistle moved, seconded by Eileen Yeakley, to receive the Annual Academic Quality Improvement Program (AQIP) Report as it related to the interpretation of the ENDS statement for the President's annual evaluation.

The Board Chair recessed the meeting at 10:50 a.m. and reconvened the meeting at 10:54 a.m.

CORRESPONDENCE AND INFORMATION

1. Meeting Information Sharing

Time was reserved for Board members to report on any meetings they have attended.

A. District Boards Association Meeting Update

James Beistle, Eileen Yeakley, Jean Serum, and John Will attended the District Boards Association (DBA) meeting held on October 10–11, 2014, in Rhinelander, WI. Materials from the meeting and committee meetings were shared with the Board. Mr. Beistle asked that the *Federal Issues Update* be included on the November WITC Board agenda. The next DBA meeting will be held in Madison on Thursday and Friday, January 15–16, 2015, as noted on the Board's Events Schedule. Legislative visits will be scheduled at the Capitol at that time.

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. Chair Veilleux 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.

B. **2014 ACCT Leadership Congress Planning**

Time was reserved to finalize plans for the ACCT Leadership Congress. Ms. Olson provided a schedule of key events for attendees and requested that travel plans be confirmed. President Will reviewed some of the key events.

C. **Higher Learning Commission 2015 Annual Conference**

It was determined that Chair Veilleux will not attend the Higher Learning Commission's Annual Conference (President's Program) on Sunday, March 29, 2015, at the Hyatt Regency in Chicago, IL. Chair Veilleux noted that President Will would not have to attend.

3. Monitoring Schedule Review and Updates

A. **Monitoring Schedule**

Time was reserved to review and update the *WITC Board Monitoring Schedule* as needed. Ms. Olson recommended adding the "Procurement Annual Review" and "Financial Forecast Model" to the October activities section of the Board's Monitoring Schedule. James Beistle moved, seconded by Troy Lambert, to approve the updates as presented. Upon a unanimous vote, motion carried.

B. **Board Member Orientation Debriefing**

Troy Lambert provided an update on the Board Member Orientation that was conducted by Dave Minor on September 18, 2014, in Superior. Prior to the orientation, Ms. Olson provided Mr. Lambert and Mr. Minor with a revised electronic orientation book for their meeting.

C. **2014 Board Forward Meeting Planning**

Time was reserved to discuss plans for the Board Forward meeting that is tentatively scheduled to take place on Monday, December 15, 2014, following the regular Board meeting, at WITC-Rice Lake. Time was reserved for the Board to discuss agenda topics and whether or not a facilitator is needed for this meeting. Last year's Board Forward agenda was provided.

President Will announced that he is going to be putting together a data retreat to include environmental scanning, demographics, and key considerations for the next Strategic Planning cycle that he will be discussing with the President's Cabinet. Other possible Board Forward agenda items to consider were Policy Governance and the President's Evaluation.

The time commitment for the Board Forward meeting will be from 1 – 3 p.m. Chair Veilleux requested that President Will provide an update on the President's Cabinet planning activities. President Will plans to share that information to see if it's consistent with Board expectations and to get feedback from the Board.

4. President's Updates:

Time was reserved for President Will to provide an update on the following items:

A. **Manufacturers Revealed Event Update**

The Manufacturers Revealed event took place at our four main WITC campuses on October 8, 2014. The event showcased local manufacturers. Steve Bitzer provided an update and a copy of a newspaper article on the Ashland event, and President Will provided an update on the events that were held in New Richmond, Rice Lake, and Superior. There were approximately 30 people in attendance at the event in Ashland, about 100 at each event in New Richmond and Rice Lake, and around 130 people who attended in Superior. We are going to document the number of attendees and send out a survey to see if this event is something they want to continue. Jean Serum and Eileen Yeakley attended the event in Rice Lake, Chair Veilleux attended the event in New Richmond, and Dave Minor attended the event in Superior. Board members provided feedback for President Will and he plans to bring this topic back in the future for further discussion with the Board.

B. **Accreditation Update**

Our Medical Assisting Diploma program has been accredited for the next ten years at the New Richmond and Rice Lake campuses by its program accrediting body. A second visit was conducted for the Medical Assisting Diploma program and has been accredited for the next ten years at the Superior and Ashland campuses. Janel Krolkowski and Kate Siegler worked many hours to prepare for these visits. They were assisted by program faculty, Lisa Hall, as well as by Anita Hacker in the Business Office. They all worked together, which contributed to these successful visits.

C. **Career Impact Magazine Update**

Time was reserved to bring back this item as it related to reducing printing costs. Mr. Beistle provided additional information that will be included in the RFP process.

D. **Student Satisfaction Inventory Update**

President Will shared a chart showing results of the Student Satisfaction Inventory (SSI). WITC improved in every category.

E. **2013–2014 High School Relations Report Update**

President Will highlighted key information in the 2013–2014 High School Relations Report and talked about strategies and next steps. Copies of the report were distributed at the meeting. A link to the online report was also provided.

F. **Direct from High School Enrollment Update**

President Will updated the Board on factors influencing direct from high school enrollments. He reviewed survey and research components related to the issue of encouraging more high school graduates to enroll immediately after graduating. President Will is seeing a lot of good work being done in this area at the College. He will be talking to the President's Cabinet about additional strategies for possible gaps and will put some of the information he shared during today's update in writing for the Board Forward meeting.

G. **Distinguished Budget Presentation Award Update**

The Government Finance Officers Association awarded WITC with the Distinguished Budget Presentation Award. A copy of the letter and press release were provided for the Board's information. Congratulations were given to the Business Services Department for this achievement.

H. County Board Meeting Update

President Will is scheduled to attend the Bayfield County Board meeting on Tuesday, October 28, 2014, beginning at 6 p.m., at the Bayfield County Courthouse in Washburn, WI. He will add to his presentation information on the skills gap.

5. Legislative Updates

Representative Janet Bewley attended the meeting. Key updates included information on the Legislative Study Group, railroad jobs, support for WiscNet, and maintaining landlines. It was noted that Representative Milroy was invited to this meeting but was unable to attend.

6. Tenet of the Month

WITC staff are currently reviewing the "Tenet of the Month" at their all staff and leadership meetings. As requested in December, the Board reviews the tenets at their Board meetings. "Diversity is Respected and Embraced" was the October tenet, and will be the last tenet that is reviewed. A newsletter and self-reflection form were provided for this tenet. The reflection form was also distributed at the meeting for Board members to record notes.

7. Capital Equipment Purchases

- A. **Turning Center – Ashland:** A purchase was made of turning center in the total amount of \$57,588 from Productivity, Inc. of Minneapolis, MN, under bid #14-42000-ASH-TURNINGCENTER. The turning center is for the Machine Tool Program at the Ashland Campus.
- B. **Computers – Collegewide:** A purchase was made of computers in the total amount of \$6,408 from Paragon Development Systems of Oconomowoc, WI, under the Department of Administration (DOA) contract #15-20453-106. The computers are for the Medical Assistant Programs collegewide.
- C. **Printers and Laptops – Collegewide:** A purchase was made of printers and laptops in the total amount of \$63,461 from CDW-Government of Vernon Hills, IL, under National Joint Powers Alliance (NJPA) contract #11309-CDW. The printers and laptops are for the Medical Assistant Programs collegewide.
- D. **Printers and Laptops – Rice Lake:** A purchase was made of laptops in the total amount of \$29,920 from CDW-Government of Vernon Hills, IL, under National Joint Powers Alliance (NJPA) contract #11309-CDW. The laptops are for the Information Technology Program at the Rice Lake Campus.
- E. **Information Technology Equipment – New Richmond, Rice Lake, and Superior:** A purchase was made of routers, servers, and storage devices in the total amount of \$31,039 from CDW-Government of Vernon Hills, IL, under National Joint Powers Alliance (NJPA) contract #11309-CDW. The equipment is for the Information Technology Program at the New Richmond, Rice Lake, and Superior Campuses.

ESTABLISH BOARD AGENDA ITEMS FOR FUTURE MEETINGS

1. Review Meeting Dates, Locations, and Start Times

Time was reserved for the Board to confirm their plans for meeting scheduled on Monday, November 17, 2014, beginning 8:30 a.m., at the WITC-Administrative Office in Shell Lake. 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, November 17, 2014, were listed on the Board's Monitoring Schedule. Additional agenda items for this meeting were discussed.

Note: Board members who wish to add additional items to next month's Board agenda may do so by contacting the Board Chair before Thursday, October 30, 2014. This request does not obligate the Board Chairperson to include the item on the agenda. The Board Chair will notify administration of agenda items before the Board book is prepared and copied.

MEETING EVALUATION

PLUS +	DELTA ^
+ Great AQIP Report + It's always nice to come to Ashland + Very informative! + Great budget report + Very good report from Cher - very thorough! + Thorough report from Ellen on AQIP. I now understand the process better! + Kim thanks for keeping us organized!	^ None

James Beistle moved, seconded by Lori Laberee, to adjourn the meeting at 12:25 p.m.

Respectfully submitted,



Lorraine Laberee
Board Secretary

ko

Note: A Board luncheon followed the Board meeting; however, no action was taken.

9/30/2014
8:43:59
AM

Wisconsin Indianhead Technical College
Contract Estimated Full Cost Report

Fiscal Year:
2015

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 = 43.3% Off Campus = 36.45%

----- ESTIMATED -----										
Contract Number	Service Recipient	Location	On/Off	Contract Revenue	Est.Salary/ Fringe Cost	+	Indirect	=	Full Cost	Difference +/-
221	Chippewa Valley Technical College	Chippewa Valley Technical College	Off	17,584.00	17,584.00		-		17,584.00	-
Tom Bembnister to teach Plumbing Apprentice courses for CVTC through agreement between CVTC and WITC. Dates of instruction are August, 2014 through May, 2015.										
222	Northcentral Technical College	Northcentral Technical College	Off	30,137.00	25,062.00		4,777.00		29,838.00	299.00
Tom Bembnister to provide Plumbing instruction for NTC students during the fall and spring terms.										
369	Amery Hospital And Clinic	Amery Ambulance Station	Off	1,512.00	1,200.00		-		1,200.00	312.00
Up to twenty employees of Health Partners will receive Hospital Hazmat Decontamination training.										
370	Osceola Medical Center	Osceola Medical Center	Off	2,457.00	1,950.00		-		1,950.00	507.00
Employees of Osceola Medical Center will receive Hospital Hazmat/Decon Refresher training. Three classes will be offered.										
371	Adoray Home Health	Baldwin	Off	314.00	146.00		53.00		199.00	116.00
CPR renewal class for eight staff members of Adoray Home Health.										
372	Adoray Home Health	Adoray Home Health, Baldwin	Off	314.00	146.00		53.00		199.00	116.00
CPR renewal										
373	Cameron Police Department	Arland Range	Off	67.00	55.00		21.00		76.00	(9.00)

Handgun and rifle qualification training with Firearms Instructor Tom VandeBerg. Officers will be attending only (1) session from 12:00 p.m. to 2:00 p.m.

374	Terrace View Living Center, Inc	Terrace View Living Center - Shell Lake	Off	628.00	291.00	106.00	397.00	232.00
Provide CPR for Healthcare recert class to employees.								
375	Burkwood Treatment Center	Burkwood Treatment Center - Hudson	Off	1,388.00	755.00	177.00	932.00	457.00
Provide CBRF Medication class to employees.								
376	Pathways Transport	WITC Ashland	On	346.00	286.00	115.00	401.00	(55.00)
ASHI CPR/AED and First Aid								
377*	Superior Silica Sands	Arland Town Hall	Off	1,551.00	842.00	224.00	1,065.00	486.00
Provide First Aid/CPR & AED to employees.								
378	Human Development Center	WITC Conference Center	On	2,008.00	-	-	-	2,008.00
EXCHANGE OF SERVICES CONTRACT-DO NOT INVOICE ACE (Adverse Childhood Experiences) and Trauma-Informed Care seminar.								
379	Red Cliff Early Childhood Center	Red Cliff Early Childhood Center	Off	418.00	335.00	95.00	429.00	(12.00)
Pediatric MFA Recert								
380	Chequamegon Food Co-op	Chequamegon Food Coop	On	429.00	340.00	148.00	488.00	(59.00)
Employees of Chequamegon Food Coop will receive EXCEL training.								
381	Rice Lake High School	Rice Lake High School	Off	9,276.00	-	-	9,276.00	-
Transcripted Credit classes at Rice Lake High School: 12 students enrolled in 10106110 Document Formatting for 2 credits and 12 students enrolled in 10106181 Keyboarding for 1 credit. 18 students enrolled in 10196145 Contemporary Business for Supervisors for 2 credits.								
382	McCain Food Service	McCain Foods, Rice Lake	Off	10,477.00	7,138.00	1,660.00	8,798.00	1,679.00
McCain Foods will receive training through WAT grant funds. Training topics include: Communicate Clearly; Work Cooperatively in Teams; Work Productively; and Think Critically. Each module will be two hours in length and be repeated four times.								
383	Source Energy Services	WITC Rice Lake	On	2,501.00	1,164.00	292.00	1,455.00	1,047.00

Employees of Source Energy Services will receive 8 hours MSHA Part 46 Annual Refresher training.

384	Superior Silica Sands- Clayton	Arland Town Hall	Off	1,887.00	1,109.00	224.00	1,332.00	555.00
Provide Heartsaver 1st aid/Adult & Child CPR & AED to employees.								
385	Surpass, Inc.	Surpass in Osceola, WI	Off	607.00	308.00	89.00	397.00	211.00
Two employees will receive Forklift Safety Training and three employees will be recertified in Forklift Safety.								
386	Superior Silica Sands- Clayton	Arland Town Hall, 653 9th Avenue, Clayton, WI 54004	Off	4,977.00	2,219.00	732.00	2,950.00	2,027.00
Employees of Superior Silica Sands will receive the 24 hour MSHA Part 46 New Miner Training.								
387	Superior Silica Sands	Clinton Town Hall, Poskin	Off	3,954.00	1,768.00	409.00	2,177.00	1,777.00
Employees of Superior Silica Sands will receive eight hours of MSHA Part 46 Refresher training.								
388	Riverplace Dental	Riverplace Dental, Amery	Off	419.00	194.00	71.00	265.00	155.00
Twelve employees of Riverplace Dental will receive four hours of CPR Renewal training.								
389	Genesis Attachments, Inc.	Genesis Attachments	Off	1,259.00	590.00	215.00	805.00	454.00

Employees of Genesis Attachments will receive CPR, First Aid, and renewal certifications. Successful participants will receive documentation upon completion.



Board Secretary

10-13-14

Date

*** End Of Report ***

* indicates an amended contract

RESOLUTION NO. 15-04

RESOLUTION LEVYING DISTRICT TAX FOR FISCAL YEAR 2014-15

WHEREAS, the district board of this district, pursuant to §65.90, Wis. Stats., has heretofore formulated a budget and adopted a budget as required by said section;

WHEREAS, said budget requires a tax levy in the sum of \$4,858,536 for the purpose of district operations for the fiscal year 2015 and whereas said tax does not exceed 1.5 mills on the full value of the taxable property of the district;

WHEREAS, additional taxes in the aggregate sum of \$6,312,018 has heretofore been levied and is necessary for the purpose of paying principle and interest on valid bonds or notes heretofore issued pursuant to Chapter 67, Wis. Stats., and now outstanding and whereas it is the practice of this board to confirm such previous levies for bond or note payments by including such previous levies each year as a part of the total levy;

WHEREAS, a total aggregate tax for the fiscal year 2015 in the sum of \$11,170,554 is required to cover the amounts for each of the above purposes;

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

1. That the district board of said technical college district pursuant to s. 38.16, Wis. Stats., hereby levies upon the full value of the taxable property of the district for FY 2015 a tax in the amount of \$11,170,554 for the purposes set forth in the preamble hereto.
2. That the district board secretary of said district is hereby directed pursuant to and as required by said s. 38.16, Wis. Stats., to file with the clerk of each city, village and town, any part of which is located in the district, a certified statement showing the amount of the levy and the proportionate amount of the tax to be spread upon the tax rolls for collection in each city, village and town. Such proportion shall be ascertained on the basis of the ratio of full value of the taxable property of that part of the city, village or town located in the district to the full value of all taxable property in the district, as certified to the district board secretary by the department of revenue.

3. Upon the receipt of the certified statement from the district board secretary, the clerk of each city, village and town is hereby ordered pursuant to said s. 38.16, Wis. Stats., and other applicable Wisconsin law to spread the amounts thereof upon the tax rolls for collection and said taxes certified to each said clerk shall be extended and collected by each of said cities, each of said villages and each of said towns in the same manner and at the same time as taxes for general city, general village and general town purposes are extended and collected.
4. That when such taxes are collected, such amounts shall be paid by the treasurer of each city, village and town to the district board treasurer of this district at the times and in the manner as required by law.

Adopted and approved this 13st day of October 2014.


Chairperson

ATTEST:


Secretary

Resolution No. 15-05

RESOLUTION AUTHORIZING THE ISSUANCE OF \$5,225,000 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2014B, OF WISCONSIN INDIANHEAD TECHNICAL COLLEGE DISTRICT, WISCONSIN, AND SETTING THE SALE THEREOF

WHEREAS, Wisconsin Indianhead Technical College District, Wisconsin (the "District") is presently in need of \$1,275,000 for the public purpose of financing building remodeling and improvement projects; and \$3,950,000 for the public purpose of financing the acquisition of movable equipment; and

WHEREAS, the District Board deems it necessary and in the best interest of the District to borrow the monies needed for such purposes through the issuance of general obligation promissory notes pursuant to the provisions of Section 67.12(12), Wis. Stats.;

NOW, THEREFORE, BE IT:

RESOLVED, that the District shall issue general obligation promissory notes in the amount of \$1,275,000 for the public purpose of financing building remodeling and improvement projects; and be it further

RESOLVED, that the District shall issue general obligation promissory notes in the amount of \$3,950,000 for the public purpose of financing the acquisition of movable equipment; and be it further

RESOLVED, that:

Section 1. Note Authorization. The District shall issue the general obligation promissory notes authorized above in an aggregate principal amount not to exceed \$5,225,000 (the "Notes"), the proceeds of which shall be used for the purposes specified above in the amounts authorized for those purposes.


Section 2. Notice to Electors. The District Secretary shall, within ten (10) days hereafter, cause public notice of the adoption of this resolution to be given to the electors of the District by publishing notices thereof in The Ashland Daily Press, the official District newspaper published and having general circulation in the District, which newspaper is found and determined to be likely to give notice to the electors, such notices to be in the forms set forth on Exhibits A, B and C hereto.

Section 3. Direct Annual Irrepealable Tax. There shall be levied on all the taxable property of the District a direct, annual, irrepealable tax sufficient to pay the interest on the Notes as it becomes due, and also to pay and discharge the principal thereof.

Section 4. Sale of Notes. The Notes shall be offered for public sale in accordance with the Official Terms of Offering attached to this resolution. The District Secretary shall cause notice of the sale of the Notes to be disseminated in such manner and at such times as the Secretary may determine and shall cause copies of the Official Terms of Offering and other pertinent data to be forwarded to prospective bidders. At its meeting on December 15, 2014, the District Board shall consider such bids as may have been received and take action thereon.

Section 5. Official Statement. The District Secretary shall cause an Official Statement concerning this issue to be prepared by the District's financial advisor, PMA Securities, Inc. The appropriate District officials shall determine when the Official Statement is final for purposes of Securities and Exchange Commission Rule 15c2-12 and shall certify said Statement, such certification to constitute full authorization of such Statement under this resolution.

Adopted on October 13, 2014.


Chairperson

Attest:

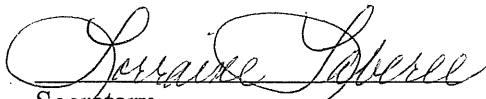

Secretary

EXHIBIT A

NOTICE

TO THE ELECTORS OF:

Wisconsin Indianhead Technical College
District, Wisconsin

NOTICE IS HEREBY GIVEN that the District Board of the above-named District, at a meeting duly called and held on October 13, 2014, adopted pursuant to the provisions of Section 67.12(12) of the Wisconsin Statutes, a resolution providing that the sum of \$1,275,000 be borrowed through the issuance of general obligation promissory notes of the District for the public purpose of financing building remodeling and improvement projects.

A copy of said Resolution is on file in the Administrative Office, 505 Pine Ridge Drive, Shell Lake, Wisconsin, and is available for public inspection weekdays, except holidays, between the hours of 8:00 A.M. and 4:00 P.M.

The District Board need not submit said Resolution to the electors for approval unless within 30 days after the publication of this Notice there is filed with the Secretary of the District Board a petition meeting the standards set forth in Sec. 67.12(12)(e)(5), Wis. Stats., requesting a referendum thereon at a special election.

Dated October 13, 2014.

BY ORDER OF THE DISTRICT BOARD

District Secretary

EXHIBIT B

NOTICE

TO THE ELECTORS OF:

Wisconsin Indianhead Technical College
District, Wisconsin

NOTICE IS HEREBY GIVEN that the District Board of the above-named District, at a meeting duly called and held on October 13, 2014, adopted pursuant to the provisions of Section 67.12(12) of the Wisconsin Statutes, a resolution providing that the sum of \$3,950,000.00 be borrowed through the issuance of general obligation promissory notes of the District for the public purpose of financing the acquisition of movable equipment.

A copy of said Resolution is on file in the Administrative Office, 505 Pine Ridge Drive, Shell Lake, Wisconsin, and is available for public inspection weekdays, except holidays, between the hours of 8:00 A.M. and 4:00 P.M.

The District Board need not submit said Resolution to the electors for approval unless within 30 days after the publication of this Notice there is filed with the Secretary of the District Board a petition meeting the standards set forth in Sec. 67.12(12)(e)(5), Wis. Stats., requesting a referendum thereon at a special election.

Dated October 13, 2014.

BY ORDER OF THE DISTRICT BOARD

District Secretary

RESOLUTION 15-06

REPORTING FOR COMPLIANCE TO WISCONSIN'S CODE OF ETHICS
FOR
PUBLIC OFFICIALS AND EMPLOYEES


WHEREAS: the Wisconsin Indianhead Technical College Board approves the following positions for the purpose of the Wisconsin's Code of Ethics for Public Officials and Employees, §19.41 through §19.59, Wisconsin State Statutes.

NOW, THEREFORE, BE IT RESOLVED: Wisconsin Indianhead Technical College Board designates the following positions: President; Vice President, Academic Affairs & Campus Administrator (Superior); Vice President, Continuing Education/Executive Director, Foundation and Alumni Relations & Campus Administrator (Rice Lake); Vice President, Student Affairs & Campus Administrator (Ashland); Vice President, Technology Services & Campus Administrator (New Richmond); Vice President of Finance and Business Services/Chief Financial Officer (Shell Lake); Vice President, Human Resources and Risk Management (Shell Lake); Vice President, Institutional Effectiveness (Ashland); and indicates its understanding that the current occupants of those positions and their successors to those positions are state public officials to whom the Wisconsin Ethics Code applies.

Adopted and approved this 13th day of October 2014.


Maurice Veilleux, Board Chair

ATTEST:


Lorraine Laberee, Board Secretary

Wisconsin Indianhead Technical College
Wisconsin's Code of Ethics for Public Officials and Employees

No	Last Name	First Name	Title	Address	Phone	E-mail
1.	Bitzer	Steve	Vice President, Student Affairs & Campus Administrator	WITC – Ashland 2100 Beaser Ave Ashland, WI 54806	(715) 682-4591 Ext. 3149	steve.bitzer@witc.edu
2.	Copenhaver	Bonny	Vice President, Academic Affairs & Campus Administrator	WITC - Superior 600 North 21st Street Superior, WI 54880	(715) 394-6677 Ext. 6214	bonny.copenhaver@witc.edu
3.	Decker	Steve	Vice President of Finance and Business Services/Chief Financial Officer	WITC – Administrative Office 505 Pine Ridge Drive Shell Lake, WI 54871	(715) 468-2815 Ext. 2234	steve.decker@witc.edu
4.	Fowler	Craig	Vice President, Continuing Education/Executive Director Foundation and Alumni Relations & Campus Administrator	WITC – Rice Lake 1900 College Drive Rice Lake, WI 54868	(715) 234-7082 Ext. 5201	craig.fowler@witc.edu
5.	Riely Hauser	Ellen	Vice President, Institutional Effectiveness	WITC – Ashland 2100 Beaser Ave Ashland, WI 54806	(715) 682-4591 Ext. 3184	ellen.hauser@witc.edu
6.	Huftel	Joe	Vice President, Technology Services & Campus Administrator	WITC – New Richmond 1019 S. Knowles Ave New Richmond, WI 54017	(715) 246-6561 Ext. 4332	joseph.huftel@witc.edu

**Wisconsin Indianhead Technical College
Wisconsin's Code of Ethics for Public Officials and Employees**

No	Last Name	First Name	Title	Address	Phone	E-mail
7.	Vink	Cher	Vice President, Human Resources and Risk Management	WITC – Administrative Office 505 Pine Ridge Drive Shell Lake, WI 54871	(715) 468-2815 Ext. 2225	cher.vink@witc.edu
8.	Will	John	President	WITC – Administrative Office 505 Pine Ridge Drive Shell Lake, WI 54871	(715) 468-2815 Ext. 2227	john.will@witc.edu

Board\WITC Ethics Designees\10/13/14

*Note WITC Board members also comply with the Ethics Board requirements