

Wisconsin Indianhead Technical College Board Proceedings
April 19, 2021

The Wisconsin Indianhead Technical College Board meeting was held on Monday, April 19, 2021, at 8:30 a.m., at the WITC-Administrative Office, located at 505 Pine Ridge Drive, Shell Lake, WI 54871. The use of technology to access the meeting was available to Board members as needed.

CALL TO ORDER/ROLL CALL/DETERMINATION OF QUORUM

Chairperson Josh Robinson called the meeting to order at 8:32 a.m. Board members James Beistle, Carol De Young, Lori Laberee, and Josh Robinson were present at the WITC-Administrative Office in Shell Lake. In addition, Chris Fitzgerald, Brett Gerber, Janelle Gruetzmacher, and Troy Lambert joined the meeting via BlueJeans technology. A quorum was established. *Note: Andy Albarado joined the meeting via BlueJeans at 10:10 a.m.*

WITC employees Steve Decker, Kim Olson, and John Will were in attendance at the WITC-Administrative Office in Shell Lake for this meeting. Jena Vogtman was in attendance at Shell Lake for a portion of the meeting. In addition, Stephanie Erdmann and Susan Yohnk Lockwood joined the meeting via BlueJeans technology for a portion of the meeting.

OPEN MEETING STATEMENT

Kim Olson, Executive Assistant to the President and Board, read the following open-meeting statement: "The April 19, 2021, 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 April 16, 2021, 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 Robinson 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. President Will requested that item number 3, under Other Items Requiring Board Action, be addressed at the end of the meeting.

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

AUDIENCE RECOGNITION ANNOUNCEMENT

Time was reserved for Chair Robinson 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

Chairperson Josh Robinson requested a motion for the Board to convene into Executive Session under the provisions of Wisconsin Statutes §19.85(1)(c)(e)(f) and §118.22 to consider Bargaining Environment and Strategies, Final Notice of Non-Renewal of Personnel for 2021-2022, and Employment, Promotion, Compensation, and Performance Evaluations.

Lori Laberee moved, seconded by Janelle Gruetzmacher, to convene into Executive Session in accordance with Wisconsin Statutes §19.85(1)(c)(e)(f) and §118.22 for the purposes noted in the preceding paragraph. Chair Robinson announced the motion. Upon a roll-call vote, all members present voted yes; motion carried (8-0).

Chairperson Robinson called the executive session to order at 8:34 a.m. Board members James Beistle, Carol De Young, Lori Laberee, and Josh Robinson were present at the WITC-Administrative Office in Shell Lake. In addition, Chris Fitzgerald, Brett Gerber, Janelle Gruetzmacher, and Troy Lambert were present via BlueJeans technology. *Note: Andy Albarado joined the meeting via BlueJeans at 10:10 a.m. but was not present for the Executive Session.*

WITC employees Steve Decker, Kim Olson, and John Will were in attendance during the executive session.

1. Approval of the March 15, 2021, Executive Meeting Minutes
Carol DeYoung moved, seconded by Brett Gerber, to approve the executive meeting minutes as printed. Upon a unanimous vote of all members present, motion carried.
2. Motion to Reconvene into Open Session
A motion was needed to reconvene into open session. Any action to be taken on matters discussed in Executive Session would be considered in open session under "Other Items Requiring Board Action."

James Beistle moved, seconded by Brett Gerber, 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 9:13 a.m.

OPEN SESSION RECONVENED

MEETING MINUTES

1. Approval of the March 15, 2021, Regular Meeting Minutes
Chris Fitzgerald moved, seconded by Lori Laberee, to approve the regular meeting minutes as printed. Upon a unanimous vote of all members present, motion carried. The signed contract listing and resolution from the March meeting will be attached to the official minutes. Ms. Olson will forward the approved minutes (without attachments) to the newspaper of record per Wisconsin Statutes §38.12(4) and §985.01(4)(6).
2. Acceptance of the March 15, 2021, Board's Subcommittee on the President's Evaluation Process Meeting Minutes
Lori Laberee moved, seconded by Brett Gerber, to accept the subcommittee meeting minutes as printed. Upon a unanimous vote of all members present, motion carried.

CONSENT AGENDA

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

Carol DeYoung moved, seconded by Lori Laberee, to approve the Consent Agenda. Upon a roll-call vote, all members present voted yes; motion carried (8-0).

1. Personnel:
 - A. **New Hire:** Jessica Kidd, Human Resources Assistant; Support and Technical Personnel; \$17.61/hour; Rice Lake, effective May 1, 2021.
 - B. **Resignation:** Stephanie Erdmann, Vice President, Academic Affairs and Rice Lake Campus Administrator; Rice Lake, effective June 30, 2021.

President Will noted that Dr. Erdmann did a nice job at WITC and wished her well at Great Falls College in Montana. On behalf of the Board, Chair Robinson also wished Dr. Erdmann well in her new position and thanked her for her brief but effective time at the College.
 - C. **Resignation:** Mary Glad, Admissions Advisor; Superior Campus, effective April 15, 2021.

There were a total of 7.5 years of service from those who resigned (will retire/leave the College); Dr. Erdmann served 6 years, and Ms. Glad served 1.5 years. The Board expressed its appreciation for this service to the College.

2. Contracts

The contract listing was approved (attached).

President Will noted that this is the last meeting in Shell Lake and thanked the Board members for their support of the Shell Lake Health Education Center construction. At the March Board meeting, the Board approved changing the meeting location to Rice Lake beginning in May, and in July will revisit locations for future meetings.

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 258171 through 258630, and electronic transfer payments totaling \$5,388,532.42 were approved.

5. Bids/Purchases

- A. **Paving and Canopy Project – New Richmond:** The Board accepted the bid received for Project No. 20022-3 from Derrick Building Solutions of New Richmond, WI, as summarized on the bid tabulation document for the paving and canopy project at the New Richmond Campus. The total award for this project was \$981,345, which included \$832,400 from the base bid, \$178,945 for alternates 1 and 2, and the bidder's choice substitution deduct of \$30,000.
- B. **Health Education Center Remodel – Shell Lake:** The Board accepted the bid received for Project No. 20022-1 from Derrick Building Solutions of New Richmond, WI, as summarized on the bid tabulation document for the Health Education Center Remodel at the Shell Lake Campus. The total award for this project was \$2,897,223, which included \$2,381,156 from the base bid and \$516,067 for alternates 1 and 3.
- C. **Exhaust Fume Extractor Hood – New Richmond:** The Board approved the purchase of an exhaust fume extractor hood in the amount of \$22,514 from Hastings Air Energy Control, Inc. of Hudson, WI. This purchase exceeded the approved budget and is for the Welding Lab at the New Richmond Campus.
- D. **I-Sims – Collegewide:** The Board approved the purchase of ALSi Defibrillator Simulation Sets in the amount of \$23,700 from iSimulate USA of Albany, NY. This purchase exceeded the approved budget and is for the Paramedic and EMS programs collegewide.
- E. **Headwall with Light – Rice Lake:** The Board approved the purchase of a functioning headwall unit with light in the amount of \$3,489 from Meadows Medical Supply of Quogue, NY. This purchase exceeded the approved budget and is for the Nursing program in Rice Lake.
- F. **Benefits Consultant – Collegewide:** The Board approved contracting with Cottingham & Butler of Madison, WI, in the total amount of \$60,000 (366 PE Count x 13.66/mo.) with up to an additional \$15,000 per year performance guarantee annually under RFP 21-96800-CW-BENEFITS CONSULTANT. Cottingham & Butler will serve as the College's consultant for consulting, preparing, and negotiating WITC's health, dental, short-term and long-term insurance renewals. The contract term is for an initial base term of 2 years with the option to exercise five (5) additional, consecutive one (1) year contract extensions. If all extensions are exercised, the contract will extend to June 30, 2028.
- G. **Computers/Laptops – Collegewide:** The Board approved computers and laptops in the total amount of \$196,678 under contract DOA 505ENT-016-NASPOCOMPUT-00 from Paragon Development Systems in Brookfield, WI. This purchase is for all collegewide instructional and administrative laptops/computers that are on the annual replacement cycle.

OTHER ITEMS REQUIRING BOARD ACTION

1. Action to 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.

A. Approval of Final Notice of Non-Renewal of Personnel for 2021-2022

Lori Laberee moved, seconded by James Beistle, to approve the Final Notice of Non-Renewal of Personnel for 2021-2022 for the five individuals recommended in Executive Session. Upon a roll-call vote, all members present voted yes; motion carried (8-0).

This notice is based on Faculty Quality Assurance System (FQAS) course requirements that need to be completed and is not due to performance.

2. Approval of Faculty and Manager Intent to Renew

Administration requested Board approval for the issuance of 2021-2022 intent to employ letters to managers and faculty members. Faculty letters of intent are required according to Wisconsin Statute §118.22. The faculty and manager lists were included for the Board's information.

James Beistle moved, seconded by Carol DeYoung, to approve the Faculty and Manager Intent to Renew as presented. Upon a roll-call vote, all members present voted yes; motion carried (8-0).

Note: At 9:25 a.m., the Board Chair moved to item number 4 and returned to item number 3 and at 11:07 a.m.

3. Approval of Northwood Technical College Branding Recommendations

The Wisconsin Technical College System Board approved Wisconsin Indianhead Technical College's name change to Northwood Technical College on March 17, 2021.

Time was reserved for the Board to approve the logo design, mascot, and college seal. Jena Vogtman and Susan Yohnk Lockwood presented via a PowerPoint. The PowerPoint summarized the processes used to guide the design work by consultant KW2. The blue and white colors from the previous logo were kept for the new logo, and secondary colors are currently in development. The mascot recommendation was Blaze the Bear. The new seal included our mission and vision headings and will be used on official documents.

Note: Ms. Gruetzmacher was excused at 11:21 a.m.

Time was reserved for feedback. It was noted that the college rebranding information will be included in a brand style guide and kept in our Fact Book to reference for years to come.

Carol DeYoung moved, seconded by James Beistle, to approve the Northwood Technical College branding logo design, mascot, and college seal recommendations as presented. Upon a roll-call vote, all members present voted yes; motion carried (8-0). *Note: Ms. Gruetzmacher was not present for this vote.*

President Will talked about the next steps. Administration plans to slowly build up to implementing the new Northwood Technical College name effective on August 2, 2021. Visuals will not be put out until after graduation. Between now and August 2, staff will undertake making necessary changes, focusing on updating signs and the wraps on college vehicles.

The College scaled back due to COVID and repurposed the budget. Administration delayed the reallocation of funds for items that would have been part of the normal annual budget cycle.

4. Approval of Resolution 21-10, Authorizing the Issuance of \$3,000,000 General Obligation Promissory Notes, Series 2021A of the Wisconsin Indianhead Technical College District, Wisconsin, and Setting the Sale Thereof

Administration recommended approval of Resolution 21-10 (attached), presented to the Board with the intent to borrow \$1,500,000 in aggregate building remodeling and improvement projects throughout the district and \$1,500,000 in aggregate for site improvement projects throughout the district. Bids will be presented to the Board at the June 21, 2021, meeting for consideration. The *Recommendations for WITC District Shell Lake, Wisconsin \$3,000,000 General Obligation Promissory Notes, Series 2021A* summary was provided as additional supporting documentation. This authorization will be published within 10 days after the Board meeting.

Brett Gerber moved, seconded by Lori Laberee, to approve Resolution 21-10, Authorizing the Issuance of \$3,000,000 General Obligation Promissory Notes, Series 2021A 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 (8-0).

5. Approval of Revised Administrative Policy J-128 (Adult and Continuing Education Aidable and Non-Aidable Course Fees) and Addendums

Administration recommended final Board approval of the revised J-128 policy and addendums. The policy was revised to include the course fee amount of \$141.00 per credit for adult and continuing education for 2021-22, \$188.90 per credit for liberal arts collegiate transfer, out-of-state tuition fees of \$211.50 per credit for adult and continuing education, and \$283.35 for liberal arts collegiate transfer reflecting a 1.51% increase that has been approved by the Wisconsin Technical College System State Board. The minimum vocational adult nonaidable course fee, set by WITC, was recommended to remain at \$230 per credit for 2021-22. The J-128A ADD - FY 2021-22 Motorcycle Rider Training Fees and J-128B ADD FY 2021-22 Fees for Group Dynamics, Multiple Offender, Failure to Yield and Traffic Safety Programs memorandum addendums for this policy were issued by the Wisconsin Technical College System and also included for the Board's review and final approval.

Chris Fitzgerald moved, seconded by James Beistle, to approve the revised Administrative Policy J-128 (Adult and Continuing Education Aidable and Non-Aidable Course Fees) and Addendums as presented. Upon a roll-call vote, all members present voted yes; motion carried (8-0).

6. Approval of Revised Administrative Policy J-242 (Student Fees)

The State Board established a student fee rate for 2021-22. The program fee will increase to \$141.00 per credit for adult and continuing education for 2021-22, \$188.90 per credit for liberal arts collegiate transfer, out-of-state tuition fees will increase to \$211.50 per credit for adult and continuing education, and \$283.35 for liberal arts collegiate transfer. The state changes have been incorporated into the policy. Administration recommended final Board approval of the J-242 policy.

Janelle Gruetzmacher moved, seconded by Carol DeYoung, to approve the revised Administrative Policy J-242 (Student Fees) as presented. Upon a roll-call vote, all members present voted yes; motion carried (8-0).

7. Approval of Revised Administrative Addendum D-450A ADD (Contracting Rates 2021-2022)

The Wisconsin Technical College System (WTCS) established the fee for compulsory school attendance under §118.51(1) Wis. Statutes, and the fee has been incorporated in the policy. WTCS also sets the overhead rates annually to be used for costing out-of-state contracts, which is also reflected. All fees set by the College are recommended to continue at the previously set amounts with no increase. Administration recommended approval of the contracting rates addendum (D-450A ADD) for fiscal year 2022.

Carol DeYoung moved, seconded by James Beistle, to approve the revised Administrative Addendum D-450A ADD (Contracting Rates 2021-2022) as presented. Upon a roll-call vote, all members present voted yes; motion carried (8-0).

CORRESPONDENCE AND INFORMATION

1. Meeting Information Sharing

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

A. Wisconsin Technical College District Boards Association Meeting Update

Ms. Laberee, Mr. Beistle, and President Will attended the District Boards Association's (DBA's) virtual meeting on April 16, 2021. Ms. Laberee also attended the Board of Directors meeting on behalf of Mr. Beistle.

New DBA officers were elected during the meeting as follows:

- President - Betty Bruski Mallek (Mid-State Technical College)
- Vice President - Chuck Bolstad (Southwest Technical College)
- Secretary/Treasurer - Bill Duncan (Gateway Technical College)

Board members were encouraged to look at the Diversity, Equity, and Inclusion presentation once it has been made available. The DBA budget passed with no change, except for a bonus. One of the Media Awards went to the *Ashland Daily Press* for an article on the Marine Repair Technician program. The summer DBA meeting will be held at Mid-State Technical College – Wisconsin Rapids Campus with an optional virtual format available if needed.

As requested, Ms. Olson will send the Board a link to the Diversity, Equity, and Inclusion “Ouch” training presentation and other meeting resources. Chair Robinson thanked Ms. Laberee for stepping in for Mr. Beistle and attending the Board of Directors meeting.

2. Travel Sign Up

A. Board Events Schedule

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

3. Monitoring Schedule Review and Updates

A. Monitoring Schedule

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

B. Review Monitoring Schedule for Next Fiscal Year (FY22) for Approval in July

Time was reserved for the Board to review the Monitoring Schedule and make recommendations for FY22. Minor updates, noted in red text, were recommended by administration for final approval to take place at the Board's annual organizational meeting in July. The Board asked administration to bring the schedule back in June. Board members should e-mail Chair Robinson or President Will with any additions before the June meeting.

C. Board's Subcommittee on the President's Evaluation Process Meeting Update and Approvals

Time was reserved for Vice-Chair Gruetzmacher to provide a subcommittee update. There were no recommended updates to the *Process for the Evaluation of the President* or the *WITC Board Monitoring Schedule*. However, for the Board's approval, minor updates were noted in red text on the *WITC Board Evaluation of the President form*.

The verbiage “as identified by the President” was added to the end of the heading in section 5, and sections 6 and 7 were combined for the “Overall” category.

Lori Laberee moved, seconded by Carol DeYoung, to approve the recommended updates to the *WITC Board Evaluation of the President form* as recommended. Upon a unanimous vote of all members present, motion carried.

Chair Robinson thanked the committee.

D. Consider Nominations for 2021 ACCT Leadership Awards

Time was reserved for the Board to consider nominations for the ACCT Leadership Awards. The award categories included Trustee Leadership, Equity, Chief Executive Officer, Faculty Member, and Professional Board Staff Member.

President Will recommended the Board nominate Kirsten Dieckman for the Faculty Member Award. A nomination reference for Ms. Dieckman was provided.

Lori Laberee moved, seconded by Carol DeYoung, to nominate Kirsten Dieckman for the Faculty Member ACCT award. Upon a unanimous vote of all members present, motion carried.

On behalf of the Board, Chair Robinson congratulated Ms. Dieckman for her efforts and being very deserving of this award.

Nominations and a Board letter of support must be received by June 14, 2021, utilizing the procedures outlined in the brochure from ACCT’s website. Ms. Olson will submit the nomination materials and a letter of support on behalf of the Board.

E. WITC Commencement Update

Time was reserved for President Will to update the Board about this year’s commencement ceremonies on May 14, 2021. Due to the COVID-19 pandemic, each campus will conduct a walk-through graduation. Students will come to the campus at an assigned time and walk into the building to have their names called and receive a diploma from college officials. In addition, graduates can have an opportunity to get photos taken at the event.

The tentative schedule is as follows:

- Ashland: 3- 8 p.m.
- New Richmond: 4 – 8 p.m.
- Rice Lake: 4 - 8 p.m.
- Superior: 4 – 8:30 p.m.

Board members should let President Will know if they are interested in attending all, or a portion of, the graduation activities but are not required to attend. This week President Will will send an e-mail to Board members to remind them of the commencement details and timeframe for responding. President Will thanked the Board members for their support as we made it through to graduation.

Note: The Board Chair recessed the meeting at *9:56 a.m. and reconvened the meeting at 10:04 a.m.*

4. President’s Updates:

A. Enrollment Update

President Will provided a brief update on the most recent enrollment information. A Plan Enrollment Funnel was provided.

B. COVID-19 Update

Time was reserved for an update from President Will on COVID-19. The numbers are ticking up, but vaccines are also ticking up. We plan to have a permanent work arrangement for WITC employees in place by June 14, so we are ready to go by fall. We will be utilizing safety methods for the fall and will not be limiting class sizes. We are starting to make sure our messaging indicates we will be in person this fall.

C. County Board Presentations

President Will explained his plans to meet with area County Boards to highlight our branding efforts and other key issues related to the pandemic.

We will discuss the Outreach Centers next month, and it is probably a good time to talk about the counties and how we are serving them differently. President Will will get to the counties and will talk about how we are serving our residents. He may reach out to Board members about their County Board before each presentation. He will let Board members know when he is going to attend County Board meetings. Board members can accompany President Will at these meetings but are not required to do so.

Note: Andy Albarado joined the meeting at 10:10 a.m.

5. Legislative Updates

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

President Will was contacted by Representative David Armstrong and Representative Mark Born about holding a listening session in the WITC-Rice Lake Conference Center today. The listening session will be focused on K-12, with 20 - 30 educators and school districts expected to attend. WITC representatives will also be in attendance.

President Will updated the Board on legislation proposing to eliminate Wisconsin Statute 36.31. There is continuing press coverage on this topic. Several people have submitted letters of support to give access to students through our service areas. President Will thanked Ms. DeYoung and Mr. Robinson for submitting letters.

6. 2021 Board Appointment Update

The following people were appointed by the County Board Chairs or their designees (Board Appointment Committee) at the Board Appointment Hearing/Committee meeting on Thursday, March 18, 2021, for three-year terms effective July 1, 2021 - June 30, 2024, pending state Board approval on May 18, 2021:

- 1) Amber Richardson - Employee member (Region 3)
- 2) Nicole O'Connell - Employer member (Region 4)
- 3) Josh Robinson - School District Administrator member (Region 3)

President Will explained the eligibility requirements in the new Plan of Representation, which provided the flexibility the Board Appointment Committee needed to get more people to apply for the Board. Ms. DeYoung was no longer qualified for the Employer member in St. Croix County due to her decision to retire and move to Washburn County. Mr. Lambert's status changed from Employee to Employer. At the appointment hearing, two people were competing for the Employer member position. If Mr. Lambert had been selected, it would have disqualified two other candidates. The key element is that we would not have had a St. Croix County representative if the qualified Employer member candidate from St. Croix County had not been selected.

At the next appointment, administration will provide a list of potential scenarios rather than a table showing candidates meeting the eligibility requirements to help improve on any

confusion the committee members may have.

Chair Robinson echoed President Will's sentiments that Mr. Lambert is an outstanding Board member and expressed appreciation for his service.

Ms. DeYoung noted that she was honored to be on the Board and for the Board's professionalism. Ms. DeYoung also gave feedback on the candidates, noting that she has worked with the Employer member from St. Croix County and that the Employee member from Polk County is from a great employer.

7. 2021 Association of Community College Trustees Leadership Congress – Call for Presentations

ACCT announced its call for presentations for the 52nd Annual Leadership Congress, scheduled on October 13 – 16, 2021, in San Diego, CA. The theme for this year's Congress is "Community Colleges: Advancing Diversity, Equity, and Inclusion." Colleges were encouraged to submit a proposal to present at the 2021 ACCT Leadership Congress.

President Will offered to bring back some presentation ideas for the Board's consideration; however, it was recommended that the Board delay submitting an ACCT presentation this year due to other college priorities. Therefore, this item will be brought back next year for consideration.

8. Student Updates and News

Time was reserved for the following items:

A. **Local Newspaper Reporter Wins State Media Award**

WITC was pleased to announce that Rick Olivo of the *Ashland Daily Press* was awarded the 2021 Media Award from the Wisconsin Technical College District Boards Association (DBA). A written statement and photo were shared at the virtual DBA meeting on April 16. A *WITC* reference was provided.

B. **WITC Students Advance to National Business Professionals of America Conference**

Students in the WITC-Rice Lake chapter of Business Professionals of America competed in the virtual Wisconsin State Leadership Conference. Four students took top-five placings in 12 categories and are eligible to compete at the virtual National Leadership Conference in May. A *Turtle Lake Times* article was provided.

C. **Colleges Plan for 'Normal' Return in Fall**

Colleges and universities across the Northland are planning for full returns to campus come the fall semester. WITC announced Wednesday, March 24, that the College is planning for a "normal" fall semester regarding how classes are offered. A *Superior Telegram* article was provided.

D. **Free GED Boot Camp at Parker Hannifin in Chetek**

Parker Hannifin is sponsoring a GED Boot Camp in partnership with WITC. The camp will take place at Parker Hannifin Quick Coupling, in Chetek, on April 19–23 and April 26–30. Another boot camp will be held at the WITC Ladysmith Outreach Center May 17–28. A *Barron News Shield* article was provided.

E. **WITC Names 2021 Distinguished Alumni**

After receiving nominations for the distinguished alumni designation from staff, alumni, and business leaders, the WITC Foundation has officially selected four alumni to receive the prestigious designation. The Shell Lake Opportunity Builders Team selects one recipient to represent WITC at the state level. The following individuals were officially notified of their selection: Travis Nez, Holly Hale, Dutch Shultz, and Troy Lambert. A *WITC* reference was provided.

INFORMATION REPORTS

1. Academic Affairs Programming Update

Stephanie Erdmann, Vice President Academic Affairs and Rice Lake Campus Administrator, provided an update on key Academic Affairs initiatives to prepare the College to optimize teaching and learning. A PowerPoint was provided for this update. There was time for questions and answers after the update.

Lori Laberee moved, seconded by James Beistle, to accept the Academic Affairs Programming Update as it related to the interpretation of the ENDS statement for the President's annual evaluation. Upon a unanimous vote of all members present, motion carried.

On behalf of the Board, Chair Robinson thanked Dr. Erdmann for being an outstanding team member, performing her role with excellence, and for her service to the College. President Will also thanked Dr. Erdmann.

Note: The Board Chair moved back to item number 3 under Other Items Requiring Board Action.

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, May 17, 2021, beginning at 8:30 a.m., at the WITC-Rice Lake Campus. The Board meeting schedule was provided for the Board's information.

2. Review/Add Agenda Items

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

Note: Board members may add additional items to next month's Board agenda by contacting the Chair before Thursday, April 29, 2021. 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.

MEETING EVALUATION

PLUS +/DELTA ^

- + Great job Janelle and committee on President's evaluation review process.
- + Good idea for Dr. Will to attend County Board meetings.
- + Stephanie's report was well presented and informative.
- + Jena's presentation and preparation were amazing, and exciting to see the progress of the rebranding process.
- + Great plan on place for transition of leadership in Rice Lake, as well as collegewide.
- + Good Academic Affairs programming update.
- + Name change.
- + Congratulations to all award winners representing WITC.
- + Congratulations to Board member Troy Lambert on 2021 Distinguished Alumni.
- + Excellent work on the Innovative Teaching and Learning Center (iTLC) with Stephanie Erdmann's leadership.
- + Excellent presentation on the name change, logo, and mascot; inclusive process/journey ...great work, congratulations! Thank you Jena and Susan for your leadership.
- + Chair Robinson leads a professional, well-run meeting.
- ^ None

James Beistle moved, seconded by Lori Laberee, to adjourn the meeting at 11:56 a.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Brett Hulen". The signature is written in a cursive style with a large initial 'B'.

Board Secretary

ko

Wisconsin Indianhead Technical College
Contract Estimated Full Cost Report

Fiscal Year:
2021

4/1/21
9:38 15 am

State Designated Indirect Cost Factors:
Off Campus = 36.51 %
On Campus = 43.25%

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: June 2020 (1 records)												
721307	Northern Clearing Inc Employees of Northern Clearing will receive but not limited to Safety Training, EMS Training and Arborist & Vegetation Safety Training.	Off Campus	Off	\$ 70,721.00	\$ -	\$ -	\$ 12,860.00	\$ 12,860.00	\$ 57,861.00			
Approval Date: October 2020 (1 records)												
721367	Ashland Health & Rehab Center CPR for Healthcare recertification for up to 13 students	Ashland Health & Rehab	Off	\$ 1,148.00	\$ 413.60	\$ 151.00	\$ 252.00	\$ 816.60	\$ 331.40			
Approval Date: December 2020 (1 records)												
721224	River Falls High School WITC will create a video for their YA program for marketing	New Richmond	Off	\$ 330.00	\$ 158.40	\$ 57.83	\$ -	\$ 216.23	\$ 113.77			
Approval Date: February 2021 (1 records)												
721413	Indianhead Medical Ctr 6 employees of Indianhead Medical Center will receive 8 hours of ACLS renewal training. The class will be offered on March 22, 8AM-5PM at Indianhead Medical Center.	Indianhead Medical Center	Off	\$ 1,156.00	\$ 387.20	\$ 141.37	\$ 28.00	\$ 556.57	\$ 599.43			
Approval Date: March 2021 (15 records)												
721422	Russ Davis Wholesale CDL hands-on driving for Brandon Folta. Each student will have 35 hours of drive time. If the student does not utilize all 35 hours we will adjust the contract to reflect the total amount of hours. Also included in the contract is the first initial test for each driver. If the driver does not pass on the first try the employee is responsible for covering the next test.	Hammond	Off	\$ 3,050.00	\$ 1,463.00	\$ 534.14	\$ 250.00	\$ 2,247.14	\$ 802.86			
721428	Lac Courte Oreilles College Up to 15 students from Lac Courte Oreilles Ojibwa College will attend 10 hours of OSHA training. Training to be held at Lac Courte Oreilles Ojibwa College.	Lac Courte Oreilles College	Off	\$ 1,794.00	\$ 871.20	\$ 318.07	\$ 345.00	\$ 1,534.27	\$ 259.73			
721429	Lac Courte Oreilles College Up to 15 students from Lac Courte Oreilles Ojibwa College will attend 24 hours of CDL Test Prep training. Training to be offered on-site at Lac Courte Oreilles Ojibwa College.	Lac Courte Oreilles College	Off	\$ 2,573.00	\$ 1,366.20	\$ 498.80	\$ 330.00	\$ 2,195.00	\$ 378.00			
721430	Lac Courte Oreilles College Up to 15 students from Lac Courte Oreilles Ojibwa College will attend Flagger Training. Training to be offered on Zoom.	Lac Courte Oreilles College	Off	\$ 400.00	\$ 363.00	\$ 132.53	\$ -	\$ 495.53	\$ (95.53)			
721230	MN Teamsters Const. Div. Edu. & Training Fund CDL Exams for 5 Teamsters students. Contract price may change if students fail exams. The contract will be billed when all students are successful.	New Richmond	On	\$ 750.00	\$ -	\$ -	\$ 750.00	\$ 750.00	\$ -			
721427	Lac Courte Oreilles Ojibwa College CPR for Healthcare Provider course	LCO	Off	\$ 619.00	\$ 338.80	\$ 123.70	\$ 224.00	\$ 686.50	\$ (67.50)			
721426	Bayfield County Nurse Six Bayfield County Employees will receive AHA CPR Healthcare Provider Renewal instruction. Upon successful completion, participants will receive documentation.	Bayfield County Health	Off	\$ 458.00	\$ 193.60	\$ 70.68	\$ 110.00	\$ 374.28	\$ 83.72			
721425	Northwest WI Workforce Investment Board 5 students to go through the ECE: Health, Safety, and Nutrition course.	WITC Ashland	Off	\$ 4,620.00	\$ 3,144.35	\$ 1,148.00	\$ 1,063.00	\$ 5,355.35	\$ (735.35)			
721424	Sevenwinds Casino Lodge & Conference Center	Hayward	Off	\$ 1,453.00	\$ 833.80	\$ 304.43	\$ 404.00	\$ 1,542.23	\$ (89.23)			

ASHI Adult/Child CPR/AED & 1st aid

721231	McLane Company, Inc	New Richmond	On	\$	600.00	\$	-	\$	-	\$	600.00	\$	600.00	\$	-
CDL Exams for 4 students from McLane. Contract price may change if students fail parts of their exam and need to be retested. This will be reflected on the billing invoice.															
721421	Ashland School District	WITC Ashland	Off	\$	2,362.00	\$	127.60	\$	46.59	\$	900.00	\$	1,074.19	\$	1,287.81
Wes Honkomp will receive final instruction in Gas Metal Arch Welding(GMAW) 1 and 2(4 credits) and will complete 3 AWS welder qualification tests which are included in the contract price.															
721423	Town of Bell	Cornucopia Community Center	Off	\$	837.00	\$	474.15	\$	173.11	\$	165.00	\$	812.26	\$	24.74
Will provide customized training for up to 12 Town of Bell staff members in the following 5 skillset sessions: Outlook, Document Creation, Editing & Collaboration Using "Track Changes, Formatting Basics, Saving and Sharing.															
721229	McLane Company, Inc	New Richmond	On	\$	650.00	\$	-	\$	-	\$	650.00	\$	650.00	\$	-
Testing for CDL Exam for 4 students from McLane Company															
721419	Red Cliff Early Childhood Center	Red Cliff	Off	\$	915.00	\$	387.20	\$	141.37	\$	220.00	\$	748.57	\$	166.43
4 Red Cliff ECE employees will receive the full ASHI Pediatric 1st Aid & CPR training and 2 employees will receive the renewal training. They will be stacked on the same day.															
721420	Northlakes Community Clinic	WITC Ashland	On	\$	2,129.00	\$	580.80	\$	251.20	\$	345.00	\$	1,177.00	\$	952.00
AHA - CPR for Healthcare Provider(full class) for 8 students(3/25) and 8 students for recertification(3/23), total of 16 students.															

Grand Totals (19 records)

*indicates an amended contract



 Board Secretary

4-19-21

 Date

Resolution No. 21-10

RESOLUTION AUTHORIZING THE ISSUANCE OF \$3,000,000 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2021A, 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 \$3,000,000 for the public purposes of: (a) financing \$1,500,000.00 of building remodeling and improvement projects at the District's campuses; (b) financing \$1,500,000.00 of site improvements at the District's campuses; and (c) paying related closing costs (the "Public Purpose"); 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 \$3,000,000 for the Public Purpose; 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 \$3,000,000 (the "Notes"), the proceeds of which shall be used for the Public Purpose in the amounts authorized for that purpose.

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 Exhibit A 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 a future meeting in 2021, the District Board shall consider such bids as may have been received and take action thereon.

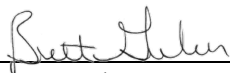
Section 5. Official Statement. The District Secretary shall cause an Official Statement concerning this issue to be prepared by the District's financial advisor. The appropriate District officials shall determine when the Official Statement is final for purposes of Securities and Exchange Commission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

Adopted on April 19, 2021.



Josh Robinson, Chairperson

Attest:



Brett Gerber, 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 April 19, 2021, adopted pursuant to the provisions of Section 67.12(12) of the Wisconsin Statutes, a resolution providing that the sum of \$3,000,000.00 be borrowed through the issuance of general obligation promissory notes of the District for the public purposes of: (a) financing \$1,500,000.00 of building remodeling and improvement projects at the District's campuses; (b) financing \$1,500,000.00 of site improvements at the District's campuses; and (c) paying related closing costs (the "Public Purpose"); and

A copy of said Resolution is on file electronically and 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 April 19, 2021.

BY ORDER OF THE DISTRICT BOARD

District Secretary