

Wisconsin Indianhead Technical College
Board Proceedings
August 15, 2011

The regular meeting of the Wisconsin Indianhead Technical College Board was held on Monday, August 15, 2011, at 8:30 a.m., at the WITC-Administrative Office, located at 505 Pine Ridge Drive, Shell Lake, Wisconsin 54871.

CALL TO ORDER/ROLL CALL/DETERMINATION OF QUORUM

Chairperson, David Minor, called the meeting to order at 8:30 a.m. with the following Board members present: James Beistle, Aimee Curtis, Chris Fitzgerald, Lorraine C. Laberee, David Minor, Jean Serum, James Schultz, Morrie Veilleux, and Eileen Yeakley.

The following WITC employees were also in attendance: Frank Braswell, Becka Cusick, Steve Decker, Joe Huftel, Lenore Knock, Bob Meyer, Kim Olson, and Cher Vink.

OPEN MEETING

Kim Olson, Executive Assistant to the President and Board, read the following open-meeting statement: "The August 15, 2011, 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 August 10 in an attempt to make the general public of Wisconsin aware of the time, place, and agenda of the meeting."

APPROVAL OF AGENDA

Chair Minor 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, motion carried.

AUDIENCE RECOGNITION ANNOUNCEMENT

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

BOARD ORGANIZATION

1. Oath of Office: Aimee Curtis, Chris Fitzgerald, and Eileen Yeakley

The Oath of Office was administered by Chair Minor to newly appointed Board members Aimee Curtis, Chris Fitzgerald, and Eileen Yeakley by having them read the Oath of Office statement at the meeting. Each Oath of Office statement was signed by the appointed Board member, notarized by Ms. Cusick, and filed with the District Board Secretary.

2. Welcome and Introduction of New Board Members: Aimee Curtis, Chris Fitzgerald, and Eileen Yeakley

Time was reserved to welcome and introduce WITC's newest Board members.

3. Assignments to the WTC District Boards Association Standing Committees

Time was reserved for the Board to assign Board members to the District Boards Association standing committees as follows:

- Legislative Committee – James Beistle and David Minor
- Human Resources Committee – Morrie Veilleux
- Program Committee – Jean Serum
- Marketing/Public Relations & Awards Committee – Aimee Curtis and Chris Fitzgerald
- Interdistrict/Interagency Cooperation Committee – Lori Laberee and Eileen Yeakley
- Bylaws, Policies & Procedures Committee – James Schultz

According to the WTC District Boards Association, there is no limit on terms served on the standing committees. New committee members will be seated at the Association's fall 2011 meeting. If a district Board member cannot attend a meeting, he/she is requested to designate another district Board member to attend the quarterly meeting.

A WITC Board Member Contact list for 2011-2012 was routed at the meeting after the committees were assigned. Board members were requested to review the list and provide Ms. Olson with any additional updates at the meeting.

EXECUTIVE SESSION

Chair, Dave Minor, requested a motion for the Board to adjourn into executive session under the provisions of Wisconsin Statutes §19.85(1)(c)(e)(f) for the purpose of considering bargaining strategies, considering performance evaluation and approval of 2011-2012 compensation of non-represented employees, and considering approval of the President's compensation.

Lori Laberee moved, seconded by Morrie Veilleux, to go into executive session in accordance with Wisconsin Statutes §19.85(1)(c)(e)(f) for the purposes noted in the preceding paragraph. Chair Minor announced the motion. Upon a roll-call vote, all members voted yes (9-0); motion carried.

Chairperson, Dave Minor, called the executive session to order at 8:45 a.m. with the following Board members present: James Beistle, Aimee Curtis, Chris Fitzgerald, Lorraine C. Laberee, David Minor, Jean Serum, James Schultz, Morrie Veilleux, and Eileen Yeakley. The following WITC employees were also in attendance during executive session: Steve Decker, Bob Meyer, Kim Olson, and Cher Vink.

Approval of the July 11, 2011, Executive Meeting Minutes

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

Morrie Veilleux moved, seconded by Lori Laberee, to adjourn the Executive Session and convene back into the regular Board meeting. Upon a roll-call vote, all members voted yes (9-0); motion carried and the executive session adjourned at 9:40 a.m.

OPEN SESSION RECONVENED

MEETING MINUTES

1. Approval of the July 11, 2011, Regular Meeting Minutes

Lori Laberee moved, seconded by James Beistle, to approve the regular meeting minutes as printed. Upon a unanimous vote of all members, motion carried. *Note: There was no signed list of contracts and there were no resolutions in July.*

The Board recessed at 9:43 a.m. and reconvened the meeting at 9:49 a.m.

CONSENT AGENDA

Chairperson Minor asked if there were any items to be pulled off the consent agenda and acted on separately; however, there were none. James Schultz moved, seconded by Lori Laberee, to approve the consent agenda. Upon a roll-call vote, all members voted yes (9-0); motion carried.

1. Personnel:

- A. **New Hire:** Rene Bylander, Information Technology – Web Analyst/Programmer Instructor, Faculty, New Richmond; effective July 1, 2011; annual salary \$53,456.
- B. **New Hire:** Rose Cibulka, Industrial Automation, Controls & Networking Instructor, Faculty, New Richmond; effective July 1, 2011; annual salary \$50,892.
- C. **New Hire:** Kari Merritt, Early Childhood Education Instructor, Faculty, Ashland; effective July 1, 2011; annual salary \$63,155.
- D. **New Hire:** Lisa Shields, Associate Degree Nursing Instructor, Faculty, New Richmond; effective July 1, 2011; annual salary \$54,167.
- E. **New Hire:** Celia Tarnowski, General Studies - Communication Instructor, Faculty, Superior; effective July 16, 2011; annual salary \$58,265. *Note: Ms Tarnowski previously held the Marketing and Public Relations Associate position at the Superior Campus.*
- F. **New Hire:** Frank Vidas, Heating, Ventilation, and Air Conditioning/Refrigeration Instructor, Faculty, Superior; effective July 1, 2011; annual salary \$50,892.
- G. **New Hire:** Sara Yaron, College Health Nurse, Faculty, New Richmond; effective August 8, 2011; annual salary \$27,082.
- H. **Retirement:** David Johnson, Automotive Maintenance Technician Instructor, Superior; effective December 31, 2011. *Note: President Meyer noted that Mr. Johnson served 8.5 years at WITC.*

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 July 31, 2011, was approved.

4. Approval of Bills

Expenditures and revenue from the budget, covering check numbers 118438 through 118707 and electronic transfer payments totaling \$5,078,654 were approved.

5. Bids/Purchases

- A. **Addition and Remodeling Project Change Order – Rice Lake:** The Board approved change orders G-03 and G-04 by SDS Architects in the total amount of \$52,089 for Project #1018 at the Rice Lake Campus. These change orders included miscellaneous changes and additions in the addition and remodeling project. A financial summary was provided for the Board's review.
- B. **Adobe Software Contract Agreement – Collegewide:** The Board approved a 3-year contract for Adobe software in an amount not to exceed \$120,000 over the three years. The actual annual amounts will be based on the College's actual full-time equivalencies (FTEs). This is a cooperative purchasing agreement with Wisconsin Technical College System's (WTCS) purchasing consortium. The Adobe software will be utilized in instructional classrooms collegewide.
- C. **Autodesk Software Agreement – Collegewide:** The Board approved a 4-year contract for Autodesk software in a total amount of \$64,856 over the four-year period. This is a cooperative purchasing agreement with Wisconsin Technical College System's (WTCS) purchasing consortium. The Autodesk software is a Computer Automated Design (CAD) software that will be utilized in instructional classrooms collegewide.

- D. **Bookstore Remodeling Project Change Order – Superior:** The Board approved Construction Bulletin Orders #01-03 and #05-06 by SDS Architects in the total amount of \$3,651 for Project WITC Bookstore Remodel at the Superior Campus. These change orders include miscellaneous changes and additions in the bookstore remodeling project. A financial summary was included for the Board’s review.
- E. **Information Technology Program Equipment – Collegewide:** The Board approved the purchase of Information Technology Program equipment in the amount of \$47,945 from CDW-Government of Vernon Hills, IL, under state contract #11-20664-001. The equipment will allow WITC students to utilize technology found in industry.
- F. **Tungsten Inert Gas (TIG)/Stick Welding Systems – New Richmond:** The Board approved the purchase of six TIG/Stick Welding Systems in the amount of \$29,031 from Mississippi Welders Supply Company, Inc. of Hudson, WI. These welding systems will enable the welding program to expand due to the recent campus addition and remodeling at the New Richmond Campus. These will outfit the new welding lab so that students can comply with all aspects of the welding curriculum.

OTHER ITEMS REQUIRING BOARD ACTION

1. Announcements and/or Action from Executive Session
Board Chair Minor announced that the Board approved the management compensation plan in executive session.
2. Resolution 12-01, Petition Wisconsin Technical College System (WTCS) Board Requesting Approval for the Addition/Remodeling at the WITC-New Richmond Campus
Resolution 12-01 (see attached) was provided for the Board’s review. Administration requested Board approval to submit a Request for Approval to the WTCS Board for the New Richmond Campus addition and remodeling project. WTCS Board approval is required per Wisconsin statutes. The WITC Board is authorized to act on bids after the WTCS Board acts on the Request for Approval.

Mr. Decker discussed the history on the projects that are needed at the campuses and facilities. He noted in 2010, John Will developed a *Facilities Plan* that included room utilization information. In addition, we hired new architects who went through all five of our WITC locations to talk with the appropriate staff so that they could document floor plans, note when additions were done, and record information on heating our facilities. The architects also documented information on other projects we need. In our planning this year, we looked at projects that are critical and/or need to be done in the next 5 years. Those projects were put on a spreadsheet and the President’s Cabinet sequenced them out over the next 5 years. An addition and remodeling for the Power Equipment Center (PEC) (phase 2) will complete the balance of the lab space for that project. Two years ago we remodeled the instructional areas on the New Richmond Campus in phase 1 of the project.

Mr. Huftel provided a *WITC New Richmond Phase II Capital Improvement Project Review* PowerPoint presentation, which was uploaded to the Board’s electronic folder prior to the meeting. The goal for phase II for the addition and remodeling at WITC-New Richmond is to correct the deficiencies at the PEC, provide additional instructional spaces, upgrade the Science lab, and provide options to support the Learning Commons Concept. President Meyer noted that with the utilization and growth that New Richmond is experiencing, moving forward with phase II would be a good investment. Ms. Laberee noted that this information has also been in our five-year *Facilities Plan*.

Morrie Veilleux moved, seconded by Eileen Yeakley, to approve Resolution 12-01, Petition Wisconsin Technical College System (WTCS) Board Requesting Approval for the Addition/Remodeling at the WITC-New Richmond Campus, as presented. Upon a roll-call vote, all members voted yes (9-0); motion carried.

Note: At 10:30 a.m., Chair Minor requested moving to Mr. Huftel's information report so he could attend another meeting he chairs in New Richmond. Lori Laberee moved, seconded by Eileen Yeakley, to move to Mr. Huftel's report. Upon a unanimous vote by all members, motion carried.

The Board returned to the next agenda item at 10:39 a.m.

3. Resolution 12-02, Approval for the Wisconsin Retirement System Pre-Tax Contribution Administration requested Board approval to adopt an arrangement for all Wisconsin Retirement System contributions to receive pre-tax treatment. Resolution 12-02 (see attached) detailing this approval request was provided.

Ms. Vink noted that this resolution was drafted by the system and outside counsel in compliance with the Internal Revenue Service (IRS) to treat the contributions as pre-tax. This will cover both the state and federal income tax standpoint.

James Beistle moved, seconded by Morrie Veilleux, to approve Resolution 12-02, Approval for the Wisconsin Retirement System Pre-Tax Contribution, as presented. Upon a roll-call vote, all members voted yes (9-0); motion carried.

4. Requesting Approval for the Site Use Request – New Richmond
A Memorandum of Understanding (MOU) was provided to summarize the terms and conditions of the temporary site use agreement. In May 2007, the Board approved a five-year MOU with the New Richmond Chamber of Commerce. Administration recommended approval for the use of WITC property from the Chamber to utilize a strip of land owned by WITC for Fun Fest, a community event in the City of New Richmond.

Lori Laberee moved, seconded by Jean Serum, to approve the New Richmond site request as presented. Upon a unanimous vote of all members, motion carried.

Note: The Board recessed at 10:46 a.m. and reconvened the meeting at 10:53 a.m.

5. Requesting Approval of 2011-2012 International Education Travel Expense Budget
Lenore Knock and Frank Braswell presented the Board with a proposed International Education Travel Expense budget for 2011-2012. Board approval was requested for the International Education Travel Expense budget of \$10,000. If approved, the committee would operate under the approved budget to include pre-approved international education travel for WITC staff who will chaperone the students. President Meyer noted that WITC has a policy that any international travel must be approved by the Board. However, if the Board approves the \$10,000 budget for international travel expenses, he requested that they allow administration to approve individual travel as it occurs. He would like the Board to let the President approve the travel as administrator of the budget. It was noted that we are also budgeting \$5,000 for domestic events (non-international travel) to support the international education committee.

Ms. Knock reviewed some of the changes in the International Education Plan. She asked Ms. Olson if she could make Tim McRaith's blog available to the Board.

Mr. Braswell talked about Wisconsin in Scotland program and the need for us to be able to commit to enter into those partnerships (there is a commitment to the instructional staff and students and partners, which requires 1.5 years in advance for these agreements). We need the Board to commit to the concept to move ahead with column 3 (FY12-13 estimated budget). The pilot program is ongoing because of the partnership agreements we need to sign.

Ms. Knock noted that the committee may come back to the Board to request a representative from the Board and the College President to work with the committee on establishing some of these partnerships – this is the protocol at some of these establishments.

The recently revised International Education Committee Plan, the proposed 2011-2012 international education budget, and the Administrative Policy G-152.2 – International Travel–Board and Employee Expense Reimbursement were provided for the Board's information.

Morrie Veilleux moved, seconded by Lori Laberee, to approve the International travel expense budget as presented for FY12 and FY13. Upon a roll-call-vote, all members voted yes (9-0); motion carried.

6. Second Reading, District Board Governance Process – Board Officers Policy (II.E.)
Time was reserved for the second reading of Board Officer Policy II.E. The key update related to the change in officer positions after the election process takes place at the annual organizational Board meeting. All recommended changes were noted in bold-red text or were crossed out if no longer needed.

Lori Laberee moved, seconded by Jean Serum, to approve Board Officers Policy (II.E.) as presented. Upon a unanimous vote of all members; motion carried.

7. Annual Review of Board's Board-Staff Relationship Policies (III. A. - C.)
Time was reserved for the annual review of the following Board policies:
A. Delegation to the President (III. A.)
B. President's Responsibilities and Evaluation (III. B.)
C. Monitoring College Effectiveness (III. C.)

Lori Laberee moved, seconded by Jean Serum, to approve policies III. A. – C. as printed. Upon a unanimous vote of all members; motion carried.

8. Annual Review of Board's Executive Limitations Policies (IV. A. - G.)
Time was reserved for the annual review of the following Board policies:
A. General Executive Constraint (IV. A.) – It was noted that changes were recommended in paragraph 1 of this policy.
B. Human Relationships (IV. B.)
C. Financial Condition (IV. C.)
D. Budgeting/Forecasting (IV. D.)
E. Compensation and Benefits (IV. E.)
F. Asset Protection (IV. F.)
G. Communication and Counsel to the Board (IV. G.)

Jean Serum moved, seconded by James Beistle, to approve policies IV. A. – G. as presented. Upon a unanimous vote of all members; motion carried.

INFORMATION REPORTS

1. WILM 2010-2011 Performance Report and Transition Update

Joe Huftel, Vice President Instructional Technology & New Richmond Campus Administrator, and new WILM Board president, provided the WITC Board with a 2010-2011 performance update on WILM activities and accomplishments. An executive summary was provided in the Board book for the Board's information. Mr. Huftel also gave a brief update on transition planning for in-sourcing the operation of the WILM Data Center (currently this is a contracted service).

Mr. Huftel noted that the consortium should see a savings of up to \$1 million from some of the proposed in-sourcing changes we're making.

The Board returned to the Resolution 12-02 at 10:45 a.m.

CORRESPONDENCE AND INFORMATION

1. Meeting Information Sharing

James Beistle noted that he and President Meyer attended the District Board's Association meeting/centennial celebration in Racine on July 12-13, after the last WITC Board meeting. The Governor was also there.

2. Travel Sign Up

Time was reserved for the Board to update administration on their plans for upcoming Board events. Chair Minor requested that the Board report any changes on the *Board Events Schedule* to Ms. Olson.

Chair Minor noted that he, Ms. Laberee, Mr. Schultz, and President Meyer currently plan to attend the Association of Community College Trustees (ACCT) Congress, and encouraged other Board members to attend. Chair Minor requested that those who attend will need to meet together on Tuesday night or Wednesday morning to review the agenda to talk about the Board sessions and who will attend them. Chair Minor will bring the ACCT Congress "tracks" up in September.

As requested, Ms. Olson provided the Board with a draft District Boards Association schedule, noting Board members will need to arrive the evening of Tuesday, November 1, since the meeting will begin at 8:30 a.m. on Wednesday, November 2. The meeting will actually end on the morning of Friday, November 4. Tentative agenda topics were included on the draft agenda.

3. Monitoring Schedule

Time was reserved for the Board to review the *Board Monitoring Schedule* for next month's agenda items. It was also noted that there was one update to the Monitoring Schedule noted in red text.

A. **Board Forward Meeting Planning for November 20, 2011**

The Board Forward meeting is currently scheduled on Sunday, November 20, beginning at noon in Shell Lake. Time was reserved for the Board to discuss potential agenda items (some recommendations were provided for the Board's consideration) and to decide whether or not a facilitator is needed. Last year's Board Forward agenda and a Board Orientation binder index were provided for the Board's reference.

Chair Minor asked Board members about their availability on November 13, and Ms. Laberee was the only member who could not be in attendance at that meeting. Chair Minor changed the Board Forward meeting from November 20 to November 13 to debrief on the ACCT Congress, discuss the Board orientation information, and receive an update from the Campus Administrators on their roles and responsibilities for the College. Chair Minor also changed the November 21 regular meeting to November 14. *Note: Ms. Laberee informed the Board that she is unable to attend both of the meeting dates in November.*

4. President's Updates:

Time was reserved for the President to provide updates on the following items:

A. **Rice Lake Building Project Update**

Administration provided a status update on the Rice Lake building project.

B. **Lake Superior Conference**

President Meyer provided an update on the Lake Superior Conference that was held in Ashland on Friday, August 5.

C. **New WTCS Board President - Mark Tyler**

President Meyer provided an update about Mark Tyler being the new WTCS Board President. Mr. Tyler will be at the WITC October 10 inservice.

D. **Board Internet Expenses**

Time was reserved for President Meyer to discuss the Board's internet expenses with the Board. Now that the Board has gone electronic with their Board materials, President Meyer wanted to make sure the College is supporting the Board's use of the internet for their work on the Board. A handout on the Board's estimated internet costs was provided.

Chair Minor would like to leave reimbursement for internet costs as a Board member's personal choice, relative to their use of it for their WITC Board responsibilities. He noted there won't be a blanket way of providing internet reimbursement.

E. **Overview of President's Cabinet**

President Meyer provided the Board with an overview of President's Cabinet. Included in the Board book was the current WITC One-College Model, a Campus-Based Model (before 2007), and a One-College Model (beginning in 2007). Each Campus Administrator is scheduled to "Welcome" the WITC Board when the Board meets at their campus location, which will include talking about their role at the College. The Campus Administrators will be invited to November 13 Board Forward meeting. President Meyer noted that the Board will hear from the Vice Presidents on the Strategic Plan in December. Chair Minor also encouraged Board members to tour the campuses when they are there.

Mr. Decker reminded the Board about the ribbon cutting that will take place at WITC-Rice Lake on September 8, beginning at 3:30 p.m. On September 14, WITC-Superior will host "Business After 5", which will kick-off our 100 year event.

5. Legislative Updates:

Time was reserved for the following legislative updates; however, there were none.

6. Board Appointment Update

President Meyer confirmed that on July 13 the State Board officially approved the following three new WITC Board members:

- Aimee Curtis, Employee Member/Douglas County (1-year term)
- Eileen Yeakley, Employee Member/Barron County (2-year term)
- Chris Fitzgerald, Elected Official/Districtwide (3-year term)

7. 2012 Board Member of the Year Award – Request for Nominations

The District Boards Association’s Marketing/Public Relations and Awards Committee requested the Board’s help in identifying nominees for the 2012 Board Member of the Year award (information was provided). This award recognizes a district board member who has made an outstanding contribution to technical and vocational education through participation as a trustee on the local, state, regional, and national level. Nominations should be submitted by November 1, 2011. The award will be presented at the January 2012 Boards Association meeting in Elkhart Lake, Wisconsin. There were no nominations from the Board for the 2012 Board Member of the Year Award.

ESTABLISH BOARD AGENDA ITEMS FOR FUTURE MEETINGS

1. Selection of Meeting Dates, Times, and Locations

Time was reserved for the Board to confirm their plans for the regular meeting scheduled on Monday, September 19, 2011, at 8:30 a.m., at the WITC-Ashland 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. There were three Board agenda items listed on the Board’s Monitoring Schedule for the regular meeting on **September 19**.

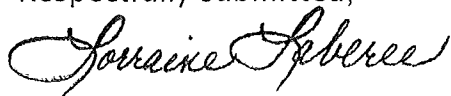
*Note: Board members who wish to add additional items to next month’s Board agenda can do so by contacting the Board Chair before **Thursday, September 1, 2011**. This request does not obligate the Board Chairperson to include the item on the agenda. The Board Chair will notify administration of agenda items before the Board book is prepared and copied.*

MEETING EVALUATION

PLUS +	DELTA ^
+ none	^ none

James Beistle moved, seconded by Eileen Yeakley, to adjourn the meeting. The meeting adjourned at 11:50 a.m.

Respectfully submitted,



Lorraine Laberee
Board Secretary

ko

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

7/28/2011
8:53:58
AM

Wisconsin Indianhead Technical College
Contract Estimated Full Cost Report

Fiscal Year:
2012

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 +/-
220	Ashland School District	WITC Superior	On	450.00	375.00	130.00	505.00	(56.00)
	WITC Welding Instructor, John Palmer, will test Ashland School District employee John Nuutinen for welding certifications.							
300	Cameron School District	Cameron High School	Off	1.00	1.00	1.00	2.00	(1.00)
	Provide Driver's Education - Theory and BTW to the students of the Cameron School District. As part of the contract, WITC will collect the tuition of \$87.89 for the classroom and \$225.00 for BTW from the students.							
301	Cumberland School District	Cumberland High School	Off	1.00	1.00	1.00	2.00	(1.00)
	Provide Driver's Education - Theory and BTW to the students of the Cumberland School District. As part of the contract WITC will collect the tuition of \$87.89 for the classroom and \$225.00 for BTW from the students.							
302	Hudson School District	Hudson High School	Off	1.00	1.00	1.00	2.00	(1.00)
	Provide Driver's Education - Theory and BTW to the students of the Hudson School District. As part of the contract, WITC will collect the tuition of \$87.89 for the classroom and \$225.00 for BTW from the students.							
303	Ashland School District	WITC Ashland	On	20,201.00	17,119.00	5,724.00	22,843.00	(2,643.00)
	Students of Ashland School District will receive skills and knowledge in trades and technology.							
304	NWCEP INC	WITC Ashland	On	2,017.00	1,709.00	665.00	2,373.00	(357.00)
	Employees of NWCEP, Inc. will receive Project Management instruction.							
305	St. Croix County Parks Department	Glenwood City FD	Off	224.00	195.00	-	195.00	30.00
	47-503-790 Hazmat Communications/Right to Know							
306	Burnett Dairy Cooperative	Burnett Dairy	Off	374.00	325.00	-	325.00	49.00
	SCBA Refresher - Qualitative Fit Test - Anhydrous Ammonia Awareness							

307	Advanced Food Products AFP	Clear Lake	Off	437.00	199.00	73.00	272.00	166.00	
	CPR / AED Training								
308	REM Arrowhead	Off Campus	Off	866.00	222.00	81.00	303.00	564.00	
	Employees of REM Arrowhead will receive AHA CPR and Hearsaver First Aid training.								
309	Barron Police Department	Arland Range	Off	105.00	73.00	27.00	100.00	6.00	
	Handgun training for 6 officers from Barron PD with Tom Vande Berg (instructor)								
310	Ashland County Housing Authority	Ashland Co. Housing Authority	Off	406.00	353.00	108.00	461.00	(55.00)	
	Medic First Aid								
311	Northern Clearing Inc	Various	Off	8,288.00	-	-	-	8,288.00	
	Employees of Northern Clearing will receive safety training.								
312	Douglas County Sheriff Department	Douglas County Jail	Off	1,359.00	1,181.00	431.00	1,612.00	(254.00)	
	Douglas County Jail personnel will receive AHA CPR and First Aid certification training.								
313	Superior High School	WITC Superior	On	18,948.00	16,057.00	6,520.00	22,577.00	(3,630.00)	
	Students of Superior High School will receive technical skills training for career exploration.								
314	Hudson School District	Hudson High School	Off	10,988.00	10,988.00	-	10,988.00	-	
	Complete Driver's Education - BTW for Hudson High School students.								
315	Wisconsin DNR, Big Bay State Park	Madeline Island Ambulance Hall	Off	419.00	355.00	108.00	463.00	(44.00)	
	Medic First Aid								
316	Bayport Fire Department	Bayport, MN	Off	2,047.00	1,500.00	-	1,500.00	547.00	
	Confined Space Training								
317	Chetek Police Department	Arland Range	Off	115.00	97.00	36.00	133.00	(18.00)	
	Handgun training 2 hour class (2 sessions offered 10-12pm / 12-2pm) Instructor Tom VandeBerg								
318	Ladysmith High School	Ladysmith High School	Off	4,377.00	-	-	4,377.00	-	
	Transcripted Credit course for 3 credits, 12 students in 30543300 Nursing Assistant.								
319	The Lakes Community Health Center	WITC Ashland, Room 306	On	431.00	365.00	139.00	504.00	(73.00)	

Heartsaver AED for Adult, Child & Infant								
320	Canadian National Railroad Company	Room 118 WITC Superior	On	5,425.00	3,746.00	1,189.00	4,935.00	490.00
Employees of Canadian National Railroad will receive welding instruction.								
321	REM Arrowhead	REM Arrowhead	Off	578.00	148.00	54.00	202.00	376.00
Employees of REM Arrowhead will receive American Heart Association Heartsaver First Aid and CPR training.								
322	Conwed Designscape	Ladysmith -	Off	248.00	56.00	21.00	76.00	173.00
Bloodborne Pathogen class								
323	Columbia Forest Products	Columbia Forest Products	Off	1,674.00	712.00	216.00	927.00	748.00
Medic First Aid								
324	United Gear and Assembly	United Gear - Hudson, WI	On	14,085.00	12,471.00	4,670.00	17,140.00	(3,056.00)
Participants will be trained in measurement used for industry standards. Three concurrent sessions, four weeks in duration: 7:30 a.m. - 9:30 a.m. on Tuesdays and Thursdays; 12:30 p.m. - 2:30 p.m. on Mondays and Wednesdays; and 3:30 p.m. - 5:30 p.m. on Mondays and Wednesdays.								
325	Barron County Jail	Barron County Jail	Off	23,232.00	19,688.00	7,031.00	26,718.00	(3,487.00)
Provide HSED services and employability skills training scheduled during regular semester dates.								
326	Rusk County Jail	Rusk County Jail	Off	6,288.00	5,329.00	1,833.00	7,162.00	(874.00)
Provide HSED services and employability skills training scheduled during regular semester dates.								
327	Sawyer County Jail	Sawyer County Jail	Off	6,309.00	5,347.00	1,895.00	7,241.00	(932.00)
Provide HSED services and employability skills training scheduled during regular semester dates.								
328	Washburn County Jail	Washburn County Jail	Off	882.00	748.00	200.00	947.00	(65.00)
Provide HSED services and employability skills training.								
329	Washburn County Jail	Washburn County Jail	Off	5,310.00	4,500.00	1,349.00	5,848.00	(539.00)
Provide HSED services and employability skills training scheduled during regular semester dates.								
331	Action Battery Wholesalers, Inc.	Action Battery Wholesalers, Inc., Somerset, WI	Off	1,218.00	708.00	180.00	888.00	331.00
Arc Flash Training								
332	Barron County	Barron	Off	368.00	185.00	68.00	252.00	117.00

Developmental Disabilities
Services

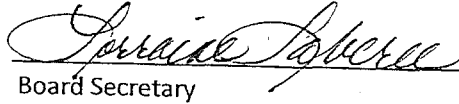
Heartsaver 1st aid and Adult & Child CPR & AED

333	REM Arrowhead	REM Arrowhead	Off	866.00	222.00	81.00	303.00	564.00
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Employees of REM Arrowhead with receive American Heart Association CPR and First Aid recertification.

*** End Of Report ***

* indicates an amended contract


Board Secretary

8-15-11

Date

RESOLUTION #12-01

PETITION TO THE WISCONSIN TECHNICAL COLLEGE SYSTEM
BOARD
REQUESTING APPROVAL FOR THE ADDITION/REMODELING
AT THE WITC NEW RICHMOND CAMPUS

WHEREAS, the Wisconsin Indianhead Technical College Board has heard reports detailing the addition/remodeling plans at the WITC-New Richmond Campus:

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 a building project to provide the addition/remodeling at the WITC-New Richmond Campus.

Adopted and approved this 15th day of August, 2011.


District Board Chairperson

ATTEST:


District Board Secretary

RESOLUTION 12-02**ADOPTION OF ARRANGEMENT FOR THE WISCONSIN RETIREMENT SYSTEM CONTRIBUTIONS AS PRE-TAX**

WHEREAS, employees of Wisconsin Indianhead Technical College (the "Employer") may be required in accordance with 2011 Wisconsin Act 10, or a similar act thereto (the "Act"), or in accordance with the terms of a collective bargaining agreement, other employment agreement, or resolution of the Employer, to contribute to the Wisconsin Retirement System ("WRS") through salary deductions without permitting the cost of the employee contributions to be borne by the Employer;

WHEREAS, the Employer wishes to provide its employees who are required to make employee contributions to the WRS with tax deferral pursuant to Section 414(h)(2) of the Internal Revenue Code of 1986, as amended, and to "pick up" employee contributions to the WRS;

WHEREAS, the Internal Revenue Service ("IRS") has issued Revenue Ruling 2006-43 which provides guidance to governmental employers establishing "pick up" arrangements; and

WHEREAS, the Employer desires to establish and maintain a "pick up" arrangement through formal action by its governing body, the Board of Trustees, that complies with the requirements of Revenue Ruling 2006-43.

NOW, THEREFORE, BE IT RESOLVED, that this resolution shall be effective as follows: for non-bargaining unit employees, this resolution shall be effective the earlier of (i) the first pay period after the effective date of 2011 Wisconsin Act 10, or a similar act thereto (the "Act") or (ii) the first pay period after the date on which the Employer otherwise requires such employees to contribute to the WRS through salary deduction; and for bargaining unit employees, this resolution shall be effective the earlier of (i) the first pay period after the expiration of the current collective bargaining agreement if such agreement expires after the effective date of the Act or (ii) the first pay period after the date on which the Employer requires such employees to contribute to the WRS through salary deduction under a collective bargaining agreement whether or not such agreement expires prior to the effective date of the Act;

FURTHER RESOLVED, the Employer shall "pick up" employee contributions to WRS, and such contributions shall be treated as employer contributions for purposes of income tax withholding;

FURTHER RESOLVED, that such "picked up" contributions, although designated as employee contributions, are to be made by the Employer in lieu of such employee contributions and shall be made by the Employer through deductions from the current salaries of Employer's employees equal to the amount they are required to contribute to the WRS under Chapter 40 of the Wisconsin Statutes or otherwise under a permissible agreement between the Employer and the employees;

FURTHER RESOLVED, that employees shall have no cash or deferred election right with respect to the "picked up" contributions, cannot opt out of the "picked up" contributions, and cannot receive the "picked up" contributions directly instead of having them paid by the Employer to WRS;

FURTHER RESOLVED, that this resolution shall supercede any resolution, ordinances, and/or verbal statements that are contrary to the terms contained herein; and

FURTHER RESOLVED, that even if the Act is declared invalid or otherwise does not go into effect, this resolution shall remain in effect to the extent the Employer continues to require employees to make employee contributions to the WRS without shifting the cost of the employee contributions to the Employer.

Adopted and approved this 15th day of August 2011.



Board Chair

ATTEST:



Board Secretary