

Wisconsin Indianhead Technical College
Board Proceedings
October 15, 2012

The regular meeting of the Wisconsin Indianhead Technical College Board was held on Monday, October 15, 2012, at 8:30 a.m., at the WITC-Ashland Campus, located at 2100 Beaser Ave, Ashland, Wisconsin 54806.

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, David Minor, James Schultz, Jean Serum, Morrie Veilleux, and Eileen Yeakley. Lorraine C. Laberee joined the meeting via a telephone conference. Chris Fitzgerald provided notice that he would not be in attendance at this meeting.

The following WITC employees were in attendance during the meeting: Steve Bitzer, Steve Decker, Ellen Riely Hauser, Bob Meyer, Kim Olson, and Cher Vink. Representative Janet Bewley and Senior Vice President for Springsted Incorporated, Barry Fick, were also present during a portion of this meeting.

OPEN MEETING

Kim Olson, Executive Assistant to the President and Board, read the following open-meeting statement: "The October 15, 2012, 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 12 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. An amended agenda that had been properly noticed with the newspaper of record was provided at the meeting. Morrie Veilleux moved, seconded by Eileen Yeakley, to approve the amended agenda. Upon a unanimous vote of all members present, 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.

CAMPUS WELCOME

Time was reserved for Steve Bitzer, Vice President, Student Affairs and Ashland Campus Administrator, to welcome the Board. He provided information on updates to their Health wing and the upgraded Fire Training area. President Meyer recognized Steve Bitzer for his contributions to our online services.

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.

James Beistle moved, seconded by Jean Serum, to go into executive session in accordance with Wisconsin Statutes §19.85(1)(c)(e)(f) for the purpose noted in the preceding paragraph. Chair Minor announced the motion. Upon a roll-call vote, all members present voted yes (8-0); motion carried.

Chairperson, Dave Minor, called the executive session to order at 8:32 a.m. with the following Board members present: James Beistle, Aimee Curtis, Lorraine C. Laberee, David Minor, James Schultz, Jean Serum, Morrie Veilleux, and Eileen Yeakley. Chris Fitzgerald provided notice that he would not be in attendance at this meeting. The following WITC employees were in attendance during executive session: Steve Decker, Bob Meyer, Kim Olson, and Cher Vink.

Approval of the September 17, 2012, Executive Meeting Minutes

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

Morrie Veilleux moved, seconded by James Beistle, to adjourn the Executive Session and convene back into the regular Board meeting. Upon a roll-call vote, all members present voted yes (8-0); motion carried and the executive session adjourned at 8:47 a.m.

OPEN SESSION RECONVENED

MEETING MINUTES

1. Approval of the September 17, 2012, Regular Meeting Minutes

James Beistle moved, seconded by Aimee Curtis, to approve the September 17, 2012, regular meeting minutes as printed. Upon a unanimous vote of all members present, motion carried. *Note: The signed list of contracts and resolution from the September meeting were attached to the official minutes.*

BUDGET CONSIDERATIONS REQUIRING BOARD ACTION

1. 2012-2013 Tax Levy

A. Financial Forecast Model Update

Steve Decker, Associate Vice President, Finance and Business Services, presented an initial forecast of WITC's financial position for 2012-13 through 2017-18. This forecast model highlighted the impact of tax levy changes for the College. The forecast was uploaded to the Board of Trustees' electronic meeting folder prior to the meeting.

Note: At the Board meeting in November, President Meyer will update the Board on curriculum planning for Kestrel.

B. Approval of Resolution 13-04, District Tax Levy for 2012-2013

In compliance with Wisconsin Statute §65.90, Board approval was requested for Resolution 13-04, District Tax Levy for 2012-2013 (see attached). Due to the timing of the release of the tax levy data from the Wisconsin Technical College System (WTCS), the resolution was uploaded to the Board of Trustees' electronic meeting folder prior to the meeting.

It was noted that normally the Board would receive some individual county information; however, the Wisconsin Department of Revenue had not yet released the certified equalized valuations. Administration requested that the Board consider approving the levy at the budgeted amount of \$37,344,989, noting that the operational levy is frozen at the previous level. Once the equalized valuations are received, Mr. Decker will share the allocations between the counties with the Board. Administration suggested that another option for the Board could be to not adopt the levy today, but instead, hold a special meeting before October 31. Resolution 13-04 was reviewed. Mr. Decker noted that our total levy increased .398%, which is a difference of \$147,977. Because the operational part of the budget is frozen, it's a matter of knowing how the property values have fallen, which Mr. Decker will share with the Board as soon as the information is provided. In addition, we are also well below the \$1.5 million cap.

Morrie Veilleux moved, seconded by Aimee Curtis, to approve Resolution 13-04, District Tax Levy for 2012-2013, as presented. Upon a roll-call vote of all members present (8-0), motion carried.

James Beistle moved, seconded by Jean Serum, to receive the Budget Projection report as it related to the interpretation of the ENDS statement for the President's annual evaluation as presented. Upon a unanimous vote of all members present, motion carried.

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 Beistle moved, seconded by Aimee Curtis, to approve the consent agenda. Upon a roll-call vote, all members present voted yes (8-0); motion carried.

1. Personnel:
 - A. **New Hire:** Justin Johnson, Dean of Students, Manager, Rice Lake; effective October 8, 2012; annual salary \$74,476.
 - B. **New Hire:** Katherine Stolp, Career Specialist, Faculty, Superior; effective October 2, 2012; annual salary \$33,530.
 - C. **Resignation:** Justin Johnson, Manager, Enrollment Services, New Richmond; effective October 7, 2012.
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, 2012, was approved.
4. Approval of Bills

Expenditures and revenue from the budget, covering check numbers 132410 through 133145 and electronic transfer payments totaling \$10,977,045 were approved.
5. Bids/Purchases
 - A. **Addition and Remodeling and Power Equipment Center Change Order – New Richmond:** The Board approved Change Orders G-17 and G-18 by SDS Architects in the total amount of \$24,935 for Project #1113 at the New Richmond Campus. This change order included electrical, piping insulation, and HVAC costs for the remodeling in the Power Equipment Center at the New Richmond Campus. A financial summary was provided for the Board's review.
 - B. **Heating, Ventilation, and Air Conditioning (HVAC) Remodeling Change Order – Shell Lake:** The Board approved Change Order G-02 by SDS Architects in the total amount of \$2,037 for Project #1205 at the Shell Lake Administrative Office. This change order included updates to install a water hook-up and extra outlets in the break room. A financial summary was provided for the Board's review.
 - C. **Professional Services Agreement Approvals – Rice Lake and New Richmond:** The Board approved two service agreements with MSA Professional Services, Inc. of Rice Lake, WI, in the total amount of \$31,000 under WTCS Cooperative Services Agreement WTCS-PC RFP No. 101108. This RFP was conducted by the WTCS Purchasing Consortium on behalf of all Technical Colleges within Wisconsin and allowed for districts to purchase Civil Engineering Services at proposed rates through the cooperative purchases agreement. These WITC specific agreements cover civil engineering work to develop specifications and provide project management for future parking lot bids at the Rice Lake and New Richmond Campuses.
 - D. **Engineering Technologist Program Development:** The Board approved the submission of the Scope Proposal for a two-year associate degree Engineering Technologist program to the WTCS. The Scope Proposal provides preliminary data related to labor market projections and documentation of need for the program to the WTCS supporting the request for further investigation. An ad hoc advisory committee met on October 8, 2012, to provide input to the scope proposal and needs assessment survey with documentation of that meeting included in the Scope Proposal document.

OTHER ITEMS REQUIRING BOARD ACTION

1. Announcements and/or Action from Executive Session

Time was reserved for the Board Chair to provide an announcement about the closed session, if appropriate. Board Chair Minor announced that the Board will take possible action on the OTS and Custodial tentative agreements under item numbers 6 and 7 of this section of the agenda.

2. Second Reading of Revised Administrative Policy (D-559.1) - Approval and Payment of Bills for Goods and Services

A revised Administrative Policy (D-559.1) - Approval and Payment of Bills for Goods and Services was provided for the Board's second reading and approval. The changes to the policy included updates to match the current processes. A first reading of this policy took place at the September 2012 Board meeting.

Jean Serum moved, seconded by Eileen Yeakley, to approve revised Administrative Policy (D-559.1) Approval and Payment of Bills for Goods and Services as presented. Upon a unanimous vote of all members present, motion carried.

3. Superior Community Area Network Bylaws and Agreement

Copies of the Superior Community Area Network (CAN) Bylaws and Agreement of Association were provided for the Board's review and approval. An opportunity has become available for joint ownership of a fiber optic telecommunication system for use by public entities in the Superior area. This system, to be installed as part of UW-Extension's Building Community Capacity through Broadband project, has great capacity to provide digital communication services among participating member users, as well as improved Internet services.

Representatives of the City of Superior, Douglas County, School District of Superior, WITC, and UW-Superior have met for more than two years toward forming a Community Area Network (CAN) organization to manage and operate this system. WITC will be the fiscal agent. We have chosen to create the Superior Community Area Network, an Unincorporated Association, for this purpose. In doing so, they follow in the steps of UW-Extension's public partners in the Eau Claire, Platteville, and Wausau areas, all of which have formed Community Area Networks.

Creation of the Superior Community Area Network will provide benefits to education, public safety, and government services, while reducing costs through shared services; and, it is estimated to be up and running by next summer. The projected savings is in excess of \$80,000. Approval of WITC's formal agreement to form the Superior Community Area Network, an Unincorporated Association, was requested.

Jean Serum moved, seconded by James Schultz, to approve WITC's formal CAN bylaws and agreement to form the Superior Community Area Network, an Unincorporated Association, as presented. Upon a roll-call vote of all members present (8-0), motion carried. Morrie Veilleux moved, seconded by James Beistle, to approve President Meyer's signing of the CAN agreement on behalf of the College. Upon a unanimous vote of all members present; motion carried.

4. Procurement Annual Review

In accordance with Wisconsin Administrative Code TCS 6.05(2)(h), the College provided an annual procurement review to the Board to determine if a more competitive procurement process should be used in subsequent years. Administration recommended approval of the current procurement process. The 2011-2012 annual procurement review of vendors that paid \$25,000 or more by VISA card and/or by accounts payable check was provided. These 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	Requires quotations
Over \$25,000	Requires sealed bids; submitted to the Board for approval to procurement	Requires sealed bids; submitted to the Board for approval prior to procurement

Administration established controls in the use of purchasing cards, and has made every effort to review purchases to ensure compliance with state procurement requirements. In addition, WITC has been proactive in attempting to minimize processing work by extensively using purchasing cards which has dramatically reduced the number of purchase orders and accounts payable checks issued by the College. Through the implementation of SciQuest, an e-procurement system that ensures that colleges follow the state contracts, we should be 100% in compliance next year.

Eileen Yeakley moved, seconded by James Beistle, to approve the procurement report as presented. Upon a unanimous vote of all members present, motion carried.

5. Resolution 13-05, Authorizing the Sale of \$4,980,000 General Obligation Promissory Notes, Series 2012B

Bids for the \$4,980,000 promissory notes were opened at 10:00 a.m. on Monday, October 15, 2012. Administration presented Resolution 13-05 (see attached) and the results of the bid to the Board at the meeting. Based on the bid results, the lowest bid was recommended for the Board's approval. \$1,180,000 was for the building remodeling and improvement projects at the Superior Campus and minor remodeling at other district locations, and \$3,800,000 was for the 2012-13 capital budget requirements. An Official Statement was provided in the Board book for the Board's information.

Mr. Decker announced that there were seven bidders and provided a summary of the bidders for the Board. Barry Fick, Senior Vice President of Springsted Incorporated, reviewed the bid information and presented the results of the sale. He announced that Moody's gave WITC an Aaa rating. The lowest bid was from Raymond James & Associates, Inc., of Memphis, TN, at a true interest cost of .593%.

James Schultz moved, seconded by James Beistle, to approve Resolution 13-05, Authorizing the Sale of \$4,980,000 General Obligation Promissory Notes, Series 2012B, as presented. Upon a roll-call vote of all members present (8-0), motion carried.

6. Considering Approval of 2012-2013 Office and Technical Support (OTS) Union Contract - Education Support Personnel Federation, Local 4019, AFT-Wisconsin, AFT, AFL-CIO

Board approval was requested for the OTS union one-year collective bargaining agreement. James Beistle moved, seconded by Aimee Curtis, to approve the 2012-2013 Office and Technical Support (OTS) Union Contract - Education Support Personnel Federation, Local 4019, AFT-Wisconsin, AFT, AFL-CIO as presented. Upon a roll-call vote of all members present (8-0), motion carried.

7. Considering Approval of 2012-2013 Custodian Union Contract (Labor Association of Wisconsin, Local 722)

Board approval was requested for the custodian union one-year collective bargaining agreement. Morrie Veilleux moved, seconded by Aimee Curtis, to approve 2012-2013 Custodian Union Contract (Labor Association of Wisconsin, Local 722) as presented. Upon a roll-call vote of all members present (8-0), motion carried.

INFORMATION REPORT SUMMARY

1. Annual Academic Quality Improvement Program Report

Ellen Riely Hauser, Associate Vice President, Institutional Effectiveness, presented the *Academic Quality Improvement Program (AQIP) Report* for the Board. The report highlighted current AQIP Action Projects and activities related to analysis of the Systems Appraisal Feedback Report. A PowerPoint presentation was uploaded to the Board of Trustees' electronic meeting folder prior to the meeting.

Morrie Veilleux moved, seconded by Eileen Yeakley, to receive the Annual Academic Quality Improvement Program Monitoring Report as it related to the interpretation of the ENDS statement for the President's annual evaluation as presented. Upon a unanimous vote of all members present, motion carried.

CORRESPONDENCE AND INFORMATION

1. Meeting Information Sharing

Time was reserved for Board members to report on any meetings they have attended. In September it was agreed that anyone attending the ACCT Congress would report out at the November 12, 2012, Board meeting. However, Chair Minor requested instead that those report outs be part of the Board Forward meeting in December. He asked Board members to provide Ms. Olson with recaps of their ACCT sessions ahead of the December Board Forward meeting. Ms. Olson offered to post any of the ACCT Congress session materials from Board members on the "Board Only Resources" folder located on the Connection in advance of the Board Forward meeting. Ms. Olson volunteered to monitor the ACCT Website for session resources (including videos) for those sessions attended for President Meyer to send out to the Board if needed.

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 Minor requested that the Board report any changes on the *Board Events Schedule* to Ms. Olson.

3. Monitoring Schedule Review and Updates

Time was reserved to review and update the *Board Monitoring Schedule* as needed. Ms. Olson noted that the 2012 Student Satisfaction Inventory report would be presented in November. No changes to the schedule were recommended.

4. President's Updates:

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

A. Management Leadership Development Update

Managers attended a face-to-face Management Leadership Development session on Wednesday, September 26, 2012, at WITC-Rice Lake. Pam Bergeron, an acknowledged leader in the Great College Seminar movement, facilitated the customized development session. A copy of the agenda was provided for the Board's information.

Ms. Vink noted that the challenges from the September session will be presented to the Board in the future. There were 84% of all managers in attendance; and of those in attendance, a 4.1 (out of 5) average rating was given on the evaluation. There is another management leadership development session scheduled in November. President Meyer acknowledged Ms. Vink and her staff for making the training very successful.

B. ACCT Congress WITC and WILM Presentation Updates

Time was reserved for updates on the WITC and WILM presentations that were given at the ACCT Congress in Boston, MA, on October 11, 2012. A copy of the WILM PowerPoint presentation was provided for the Board's information. The WITC PowerPoint had previously been provided at the September Board meeting.

President Meyer announced that there were 19 people in attendance at the WILM session and 58 people in attendance at the WITC session. Mr. Veilleux commented that it was a very well thought out presentation and he was impressed with the discussion, and that the presentation was very good. Chair Minor thanked Ms. Olson and staff for their work on the presentations.

C. Dan Clancy Day Proclamation

WTCS President Dan Clancy retired on September 14, 2012. Governor Walker provided an official proclamation that was shared with the Board designating Friday, September 14, 2012, as "Dan Clancy Day".

D. WTCS "Making the Future" Grant Award

The WTCS received \$14.9 million from the U.S. Department of Labor to fund the "Making the Future" project. WITC's share of the funds totaled slightly more than \$600,000 over three years. A copy of the WTCS press release was provided for the Board's information. President Meyer noted that we will use the dollars to train workers (adult career path development/dislocated workers) and that we are going to direct the grant toward increasing Welders and Machinists.

President Meyer also shared a thank you note from the Lakeland Family Resource Center Board for his presentation to them on Strategic Planning.

5. Legislative Updates

A. Representative Janet Bewley Update

Time was reserved for Representative Bewley to provide a legislative update for the Board. The following topics were discussed: transcribed credits being underutilized, the need for more counselors to help with parent education in the high schools, changing the "parent perception" about their children needing a four-year degree and about technical colleges, keeping Career Tech programs and equipment in the high schools, the need for career counselors to understand the value of career and technical education in preparing students for future careers, the need for high school students to be "college ready" (with 3- 4 years of math), the need to create pilot programs with the K-12's and the technical college, the need for funding on the front end to support pilot projects and equipment, and training students on site at the businesses rather than at the campuses.

Mr. Veilleux requested that Ms. Olson forward Representative Bewley information from a couple of the sessions he attended at the Association of Community College Trustees (ACCT) Leadership Congress related to transcribed credits. He's hoping the Board will support information from one of the sessions to do a pilot at WITC. Representative Bewley would prefer to go through the information with someone so that she is able to get a better understanding.

Chair Minor recessed the meeting at 10:40 a.m. and reconvened the meeting at 10:54 a.m.

6. Board Forward Meeting Planning

The Board Forward meeting is scheduled to take place on Monday, December 17, 2012, 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 was needed for this meeting. Board Chair Minor requested that the Board finalize the agenda and plans for this meeting.

Chair Minor would like to debrief on the ACCT Leadership Congress sessions at the Board Forward meeting in December, rather than in November. He would also like to include a "student success" agenda item and incorporate some discussion time related to the topic/theme that was used at the ACCT Leadership Congress. He suggested that President Meyer might want to contact Mr. Fitzgerald or send him an e-mail about his thoughts on this topic for the Board Forward meeting as it relates to helping students become successful much earlier so that they are ready for college. Being "college ready" was another topic suggested for the Board Forward meeting. President Meyer will bring an outline/draft of the December Board Forward items to the November Board meeting. He asked Ms. Olson to include this on the President's Cabinet agenda for discussion.

7. Capital Equipment Purchases

- A. **CNC Milling Machining Vise - New Richmond:** A purchase was made of a CNC Milling Machining Vise in the total amount of \$850 from Productivity, Inc. of Plymouth, MN. This equipment will be used in the Machine Tooling Technics Program at the New Richmond Campus.
- B. **Recycling and Waste Receptacles - Rice Lake:** A purchase was made of 36 recycling and waste receptacles in the total amount of \$4,134 from Systems Furniture of DePere, WI, under the state contract #15-42500-601. These receptacles will be used at the Rice Lake Campus.

C. Task Chairs – Ashland: A purchase was made of task chairs in the total amount of \$1,150 from Systems Furniture of DePere, WI, under the state contract #15-42500-601. These chairs will be used at the Ashland Campus.

8. Health Insurance Renewal

Ms. Vink and Mr. Decker provided an informational update to the Board on the Health Insurance renewal that will be effective January 1, 2013, and is part of our current contract with Health Partners. Open Enrollment is October, November, and December.

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 the regular meeting scheduled on Monday, November 12, 2012, beginning at 8:30 a.m., at the WITC-Administrative Office in Shell Lake (second Monday of the month). The Board meeting schedule was provided for the Board's information and Ms. Olson noted that the meeting will start at 8:30 a.m. rather than 8 a.m. as noted on the schedule.

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 November 12 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 can do so by contacting the Board Chair before Thursday, October 25, 2012. 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

Chair Minor adjourned the meeting at 11:50 a.m.

Respectfully submitted,



Lorraine Laberee
Board Secretary

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

9/28/2012
9:19:48
AM

Wisconsin Indianhead Technical College
Contract Estimated Full Cost Report

Fiscal Year:
2013

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 +/-
223	Lake Assault Boats	Lake Assault Boats	Off	1,936.00	1,361.00	223.00	1,583.00	353.00
	Staff will assist Lake Assault Boat in developing welding process specifications to ABS standards.							
348	Carlson Orthodontics	Carlson Orthodontics	Off	595.00	150.00	55.00	205.00	390.00
	Healthcare Provider Renewal.							
349	Fraser Shipyards, Inc.	WITC Conference Center	On	796.00	330.00	121.00	451.00	346.00
	Employees of Fraser Shipyards will receive American Heart Association Adult First Aid, CPR, & AED instruction. Participants will receive documentation upon successful completion of training.							
350	Fogarty Surgical Services	Fogarty Surgical Services - Rice Lake	Off	642.00	312.00	81.00	393.00	249.00
	Provide CPR for Healthcare Provider course for employees.							
351	REM Arrowhead	REM Arrowhead	Off	892.00	225.00	83.00	307.00	585.00
	Employees of REM Arrowhead will receive American Heart Association Heartsaver First Aid and CPR recertification. Successful participants will receive documentation of completion.							
352	Leadership Barron County	Heartwood Center, Tego, Wisconsin	Off	590.00	500.00	183.00	683.00	(93.00)
	True Colors Training for Leadership Barron County participants.							
353	Osceola EMS	Osceola, WI	Off	639.00	542.00	198.00	739.00	(100.00)
	Continuing Medical Education							
354	Osceola EMS	Osceola, Wisconsin	Off	639.00	542.00	198.00	739.00	(100.00)
	Continuing Medical Education							

355	Columbia Forest Products	Columbia Forest Products	Off	6,142.00	3,513.00	479.00	3,991.00	2,151.00
	Employees of Columbia Forest Products will receive NFPA Code instruction to prep for the electrical code exam.							
356	Osceola Medical Center	Osceola Medical Center	Off	2,829.00	2,300.00	-	2,300.00	529.00
	Hospital Hazmat/Decon Refresher Training, Four 4-hour classes							
357	Genesis Attachments, Inc.	Genesis Training Room	Off	1,790.00	590.00	189.00	779.00	1,012.00
	Medic First Aid and Medic First Aid Refresher							
358	Red Cliff Early Childhood Center	Legendary Waters Casino	Off	696.00	542.00	187.00	728.00	(32.00)
	Pediatric Medic First Aid & P-MFA Recert							
359	Adoray Home Health	Baldwin	Off	462.00	184.00	67.00	251.00	212.00
	Health Care Provider CPR renewal training							
360	New Richmond Police Department	New Richmond Police Department Range	Off	694.00	588.00	215.00	803.00	(109.00)
	Patrol Rifle Instructor Training for 2 students. The exact date is yet to be determined, sometime in October (3 days) at 8 hours a day. Dates are set for October 29, 30, and November 1, 2012 -K. Strohbusch (09-19-12)							
361	Iron River National Fish Hatchery	Iron River Community Center	Off	257.00	218.00	69.00	286.00	(30.00)
	Medic First Aid							
362	KBK Services	WITC Ashland	On	2,990.00	-	-	-	2,990.00
	Employees of KBK Services will receive Asbestos Awareness and Lead (PB) Worker Safety instruction.							
363	Red Cedar Canyon Assisted Living	Red Cedar Canyon Assisted Living - Hudson	Off	647.00	334.00	67.00	401.00	246.00
	Provide CBRF Fire Safety to employees.							

*** End Of Report ***

* indicates an amended contract


Board Secretary

10-15-12
Date

RESOLUTION NO. 13-04

RESOLUTION LEVYING DISTRICT TAX FOR FISCAL YEAR 2012-13

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 \$31,277,929 for the purpose of district operations for the fiscal year 2013 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 \$6,067,060 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 2013 in the sum of \$37,344,989 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 2013 a tax in the amount of \$37,344,989 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 15th day of October 2012.


Chairperson

ATTEST:


Secretary

RESOLUTION NO. 13-05

RESOLUTION AWARDING THE SALE OF
\$4,980,000 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2012B

WHEREAS, the District Board of Wisconsin Indianhead Technical College District, Wisconsin (the "District") has, by a resolution adopted on August 20, 2012 (the "Authorizing Resolution"), authorized the issuance of General Obligation Promissory Notes, Series 2012B (the "Notes"), pursuant to Section 67.12(12) of the Wisconsin Statutes in the amount of \$1,180,000 for the public purpose of financing building remodeling and improvement projects and in the amount of \$3,800,000 for the public purpose of financing the acquisition of movable equipment;

WHEREAS, the Secretary of the District caused Notices to Electors to be published in The Daily Press on August 24, 2012 giving notice of adoption of the Authorizing Resolution, identifying where and when the Authorizing Resolution could be inspected, and advising electors of their right to petition for a referendum on the question of the issuance of general obligation promissory notes to finance building remodeling and improvement projects and the acquisition of movable equipment;

WHEREAS, no petition for referendum has been filed with the Secretary and the time to file such a petition has expired;

WHEREAS, the District has directed Springsted Incorporated ("Springsted") to take the steps necessary to sell the Notes authorized by the Authorizing Resolution;

WHEREAS, Springsted, in consultation with the officials of the District, prepared an Official Terms of Offering (a copy of which is attached hereto as Exhibit A and incorporated herein by this reference) setting forth the details of and the bid requirements for the Notes and indicating that the Notes would be offered for public sale on October 15, 2012;

WHEREAS, the Secretary (in consultation with Springsted) caused notice of the sale of the Notes to be published and/or announced and caused the Official Terms of Offering to be distributed to potential bidders offering the Notes for public sale;

WHEREAS, the District has duly received bids for the Notes as described on the Bid Tabulation attached hereto as Exhibit B and incorporated herein by this reference (the "Bid Tabulation"); and

WHEREAS, it has been determined that the bid proposal (the "Proposal") submitted by the financial institution listed first on the Bid Tabulation fully complies with the bid requirements set forth in the Official Terms of Offering and is deemed to be the most advantageous to the District. Springsted has recommended that the District accept the Proposal. A copy of said Proposal submitted by such institution (the "Purchaser") is attached hereto as Exhibit C and incorporated herein by this reference.

NOW, THEREFORE, BE IT RESOLVED by the District Board of the District that:

Section 1A. Ratification of the Official Terms of Offering and Offering Materials. The District Board of the District hereby ratifies and approves the details of the Notes set forth in Exhibit A attached hereto as and for the details of the Notes. The Official Terms of Offering and any other offering materials prepared and circulated by Springsted are hereby ratified and approved in all respects. All actions taken by officers of the District and Springsted in connection with the preparation and distribution of the Official Terms of Offering and any other offering materials are hereby ratified and approved in all respects.

Section 1B. Award of the Notes. The Proposal of the Purchaser offering to purchase the Notes for the sum set forth on the Proposal, plus accrued interest to the date of delivery, is hereby accepted. The Chairperson and Secretary or other appropriate officers of the District are authorized and directed to execute an acceptance of the Proposal on behalf of the District. The good faith deposit of the Purchaser shall be retained by the District Treasurer and applied in accordance with the Official Terms of Offering, and any good

faith deposits submitted by unsuccessful bidders shall be promptly returned. The Notes bear interest at the rates set forth on the Proposal.

Section 2. Terms of the Notes. The Notes shall be designated "General Obligation Promissory Notes, Series 2012B"; shall be issued in the aggregate principal amount of \$4,980,000; shall be dated November 1, 2012; shall be in the denomination of \$5,000 or any integral multiple thereof; shall be numbered R-1 and upward; and shall bear interest at the rates per annum and mature on October 1 of each year, in the years and principal amounts as set forth on the Pricing Summary attached hereto as Exhibit D-1 and incorporated herein by this reference. Interest is payable semi-annually on April 1 and October 1 of each year commencing on April 1, 2013. Interest shall be computed upon the basis of a 360-day year of twelve 30-day months and will be rounded pursuant to the rules of the Municipal Securities Rulemaking Board. The schedule of principal and interest payments due on the Notes is set forth on the Debt Service Schedule attached hereto as Exhibit D-2 and incorporated herein by this reference (the "Schedule").

Section 3. Redemption Provisions. The Notes shall not be subject to optional redemption. If the Proposal specifies that any of the Notes are subject to mandatory redemption, the terms of such mandatory redemption are set forth on an attachment hereto as Exhibit MRP and incorporated herein by this reference.

Section 4. Form of the Notes. The Notes shall be issued in registered form and shall be executed and delivered in substantially the form attached hereto as Exhibit E and incorporated herein by this reference.

Section 5. Tax Provisions.

(A) Direct Annual Irrepealable Tax Levy. For the purpose of paying the principal of and interest on the Notes as the same becomes due, the full faith, credit and resources of the District are hereby irrevocably pledged, and there is hereby levied upon all of the taxable property of the District a direct annual irrepealable tax in the years 2012 through 2016 for the payments due in the years 2013 through 2017 in the amounts set forth on the Schedule.

(B) Tax Collection. So long as any part of the principal of or interest on the Notes remains unpaid, the District shall be and continue without power to repeal such levy or obstruct the collection of said tax until all such payments have been made or provided for. After the issuance of the Notes, said tax shall be, from year to year, carried onto the tax roll of the District and collected in addition to all other taxes and in the same manner and at the same time as other taxes of the District for said years are collected, except that the amount of tax carried onto the tax roll may be reduced in any year by the amount of any surplus money in the Debt Service Fund Account created below.

(C) Additional Funds. If at any time there shall be on hand insufficient funds from the aforesaid tax levy to meet principal and/or interest payments on said Notes when due, the requisite amounts shall be paid from other funds of the District then available, which sums shall be replaced upon the collection of the taxes herein levied.

Section 6. Segregated Debt Service Fund Account.

(A) Creation and Deposits. There be and there hereby is established in the treasury of the District, if one has not already been created, a debt service fund, separate and distinct from every other fund, which shall be maintained in accordance with generally accepted accounting principles. Debt service or sinking funds established for obligations previously issued by the District may be considered as separate and distinct accounts within the debt service fund.

Within the debt service fund, there hereby is established a separate and distinct account designated as the "Debt Service Fund Account for \$4,980,000 General Obligation Promissory Notes, Series 2012B, dated November 1, 2012" (the "Debt Service Fund Account") and such account shall be maintained until the indebtedness evidenced by the Notes is fully paid or otherwise extinguished. The District Treasurer shall deposit in the Debt Service Fund Account (i) all accrued interest received by the District at the time of delivery of

and payment for the Notes; (ii) any premium which may be received by the District above the par value of the Notes and accrued interest thereon; (iii) all money raised by the taxes herein levied and any amounts appropriated for the specific purpose of meeting principal of and interest on the Notes when due; (iv) such other sums as may be necessary at any time to pay principal of and interest on the Notes when due; (v) surplus monies in the Borrowed Money Fund as specified below; and (vi) such further deposits as may be required by Section 67.11, Wisconsin Statutes.

(B) Use and Investment. No money shall be withdrawn from the Debt Service Fund Account and appropriated for any purpose other than the payment of principal of and interest on the Notes until all such principal and interest has been paid in full and the Notes canceled; provided (i) the funds to provide for each payment of principal of and interest on the Notes prior to the scheduled receipt of taxes from the next succeeding tax collection may be invested in direct obligations of the United States of America maturing in time to make such payments when they are due or in other investments permitted by law; and (ii) any funds over and above the amount of such principal and interest payments on the Notes may be used to reduce the next succeeding tax levy, or may, at the option of the District, be invested by purchasing the Notes as permitted by and subject to Section 67.11(2)(a), Wisconsin Statutes, or in permitted municipal investments under the pertinent provisions of the Wisconsin Statutes ("Permitted Investments"), which investments shall continue to be a part of the Debt Service Fund Account. Any investment of the Debt Service Fund Account shall at all times conform with the provisions of the Internal Revenue Code of 1986, as amended (the "Code") and any applicable Treasury Regulations (the "Regulations").

(C) Remaining Monies. When all of the Notes have been paid in full and canceled, and all Permitted Investments disposed of, any money remaining in the Debt Service Fund Account shall be transferred and deposited in the general fund of the District, unless the District Board directs otherwise.

Section 7. Proceeds of the Notes; Segregated Borrowed Money Fund. The proceeds of the Notes (the "Note Proceeds") (other than any premium and accrued interest which must be paid at the time of the delivery of the Notes into the Debt Service Fund Account created above) shall be deposited into a special fund separate and distinct from all other funds of the District and disbursed solely for the purposes for which borrowed or for the payment of the principal of and the interest on the Notes. Monies in the Borrowed Money Fund may be temporarily invested in Permitted Investments. Any monies, including any income from Permitted Investments, remaining in the Borrowed Money Fund after the purposes for which the Notes have been issued have been accomplished, and, at any time, any monies as are not needed and which obviously thereafter cannot be needed for such purposes shall be deposited in the Debt Service Fund Account.

Section 8. No Arbitrage. All investments made pursuant to this Resolution shall be Permitted Investments, but no such investment shall be made in such a manner as would cause the Notes to be "arbitrage bonds" within the meaning of Section 148 of the Code or the Regulations and an officer of the District, charged with the responsibility for issuing the Notes, shall certify as to facts, estimates, circumstances and reasonable expectations in existence on the date of delivery of the Notes to the Purchaser which will permit the conclusion that the Notes are not "arbitrage bonds," within the meaning of the Code or Regulations.

Section 9. Compliance with Federal Tax Laws. (a) The District represents and covenants that the projects financed by the Notes and the ownership, management and use of the projects will not cause the Notes to be "private activity bonds" within the meaning of Section 141 of the Code. The District further covenants that it shall comply with the provisions of the Code to the extent necessary to maintain the tax-exempt status of the interest on the Notes including, if applicable, the rebate requirements of Section 148(f) of the Code. The District further covenants that it will not take any action, omit to take any action or permit the taking or omission of any action within its control (including, without limitation, making or permitting any use of the proceeds of

the Notes) if taking, permitting or omitting to take such action would cause any of the Notes to be an arbitrage bond or a private activity bond within the meaning of the Code or would otherwise cause interest on the Notes to be included in the gross income of the recipients thereof for federal income tax purposes. The Secretary or other officer of the District charged with the responsibility of issuing the Notes shall provide an appropriate certificate of the District certifying that the District can and covenanting that it will comply with the provisions of the Code and Regulations.

(b) The District also covenants to use its best efforts to meet the requirements and restrictions of any different or additional federal legislation which may be made applicable to the Notes provided that in meeting such requirements the District will do so only to the extent consistent with the proceedings authorizing the Notes and the laws of the State of Wisconsin and to the extent that there is a reasonable period of time in which to comply.

Section 10. Designation as Qualified Tax-Exempt Obligations. The Notes are hereby designated as "qualified tax-exempt obligations" for purposes of Section 265 of the Code, relating to the ability of financial institutions to deduct from income for federal income tax purposes, interest expense that is allocable to carrying and acquiring tax-exempt obligations.

Section 11. Execution of the Notes; Closing; Professional Services. The Notes shall be issued in printed form, executed on behalf of the District by the manual or facsimile signatures of the Chairperson and Secretary, authenticated, if required, by the Fiscal Agent (defined below), sealed with its official or corporate seal, if any, or a facsimile thereof, and delivered to the Purchaser upon payment to the District of the purchase price thereof, plus accrued interest to the date of delivery (the "Closing"). The facsimile signature of either of the officers executing the Notes may be imprinted on the Notes in lieu of the manual signature of the officer but, unless the District has contracted with a fiscal agent to authenticate the Notes, at least one of the signatures appearing

on each Note shall be a manual signature. In the event that either of the officers whose signatures appear on the Notes shall cease to be such officers before the Closing, such signatures shall, nevertheless, be valid and sufficient for all purposes to the same extent as if they had remained in office until the Closing. The aforesaid officers are hereby authorized and directed to do all acts and execute and deliver the Notes and all such documents, certificates and acknowledgements as may be necessary and convenient to effectuate the Closing. The District hereby authorizes the officers and agents of the District to enter into, on its behalf, agreements and contracts in conjunction with the Notes, including but not limited to agreements and contracts for legal, trust, fiscal agency, disclosure and continuing disclosure, and rebate calculation services. Any such contract heretofore entered into in conjunction with the issuance of the Notes is hereby ratified and approved in all respects.

Section 12. Payment of the Notes; Fiscal Agent. The principal of and interest on the Notes shall be paid by U.S. Bank National Association, St. Paul, Minnesota, which is hereby appointed as the District's registrar and fiscal agent pursuant to the provisions of Section 67.10(2), Wisconsin Statutes (the "Fiscal Agent"). The Fiscal Agency Agreement between the District and the Fiscal Agent shall be substantially in the form attached hereto as Exhibit F and incorporated herein by this reference.

Section 13. Persons Treated as Owners; Transfer of Notes. The District shall cause books for the registration and for the transfer of the Notes to be kept by the Fiscal Agent. The person in whose name any Note shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes and payment of either principal or interest on any Note shall be made only to the registered owner thereof. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Note to the extent of the sum or sums so paid.

Any Note may be transferred by the registered owner thereof by surrender of the Note at the office of the Fiscal Agent, duly endorsed for the transfer or accompanied by an assignment duly executed by the registered owner or his attorney duly authorized in writing. Upon such transfer, the

Chairperson and Secretary shall execute and deliver in the name of the transferee or transferees a new Note or Notes of a like aggregate principal amount, series and maturity and the Fiscal Agent shall record the name of each transferee in the registration book. No registration shall be made to bearer. The Fiscal Agent shall cancel any Note surrendered for transfer.

The District shall cooperate in any such transfer, and the Chairperson and Secretary are authorized to execute any new Note or Notes necessary to effect any such transfer.

Section 14. Record Date. The fifteenth day of each calendar month next preceding each interest payment date shall be the record date for the Notes (the "Record Date"). Payment of interest on the Notes on any interest payment date shall be made to the registered owners of the Notes as they appear on the registration book of the District at the close of business on the Record Date.

Section 15. Utilization of The Depository Trust Company Book-Entry-Only System. In order to make the Notes eligible for the services provided by The Depository Trust Company, New York, New York ("DTC"), the District agrees to the applicable provisions set forth in the Blanket Issuer Letter of Representations previously executed on behalf of the District and on file in the District office.

Section 16. Official Statement. The District Board hereby approves the Official Statement with respect to the Notes and deems the Official Statement as "final" as of its date for purposes of SEC Rule 15c2-12 promulgated by the Securities and Exchange Commission pursuant to the Securities and Exchange Act of 1934 (the "Rule"). All actions taken by officers of the District in connection with the preparation of such Official Statement and any addenda to it or Final Official Statement are hereby ratified and approved. In connection with the Closing, the appropriate District official shall certify the Official Statement and any addenda or Final Official Statement. The Secretary shall cause copies of the Official Statement and any addenda or Final Official Statement to be distributed to the Purchaser.

Section 17. Undertaking to Provide Continuing Disclosure. The District hereby covenants and agrees, for the benefit of the owners of the Notes, to

enter into a written undertaking (the "Undertaking") if required by the Rule to provide continuing disclosure of certain financial information and operating data and timely notices of the occurrence of certain events in accordance with the Rule. The Undertaking shall be enforceable by the owners of the Notes or by the Purchaser on behalf of such owners (provided that the rights of the owners and the Purchaser to enforce the Undertaking shall be limited to a right to obtain specific performance of the obligations thereunder and any failure by the District to comply with the provisions of the Undertaking shall not be an event of default with respect to the Notes).

To the extent required under the Rule, the Secretary, or other officer of the District charged with the responsibility for issuing the Notes, shall provide a Continuing Disclosure Certificate for inclusion in the transcript of proceedings, setting forth the details and terms of the District's Undertaking.

Section 18. Record Book. The Secretary shall provide and keep the transcript of proceedings as a separate record book (the "Record Book") and shall record a full and correct statement of every step or proceeding had or taken in the course of authorizing and issuing the Notes in the Record Book.

Section 19. Bond Insurance. If the Purchaser determines to obtain municipal bond insurance with respect to the Notes, the officers of the District are authorized to take all actions necessary to obtain such municipal bond insurance. The Chairperson and Secretary are authorized to agree to such additional provisions as the bond insurer may reasonably request and which are acceptable to the Chairperson and Secretary including provisions regarding restrictions on investment of Note proceeds, the payment procedure under the municipal bond insurance policy, the rights of the bond insurer in the event of default and payment of the Notes by the bond insurer and notices to be given to the bond insurer. In addition, any reference required by the bond insurer to

the municipal bond insurance policy shall be made in the form of Note provided herein.

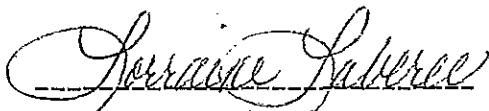
Section 20. Conflicting Resolutions; Severability; Effective Date. All prior resolutions, rules or other actions of the District Board or any parts thereof in conflict with the provisions hereof shall be, and the same are, hereby rescinded insofar as the same may so conflict. In the event that any one or more provisions hereof shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions hereof. The foregoing shall take effect immediately upon adoption and approval in the manner provided by law.

Adopted, approved and recorded October 15, 2012.



David W. Minor
Chairperson

ATTEST:



Lorraine C. Laberee
Secretary

(SEAL)

EXHIBIT A

Official Terms of Offering

To be provided by Springsted Incorporated and incorporated into the
Resolution.

(See Attached)

EXHIBIT B

Bid Tabulation

To be provided by Springsted Incorporated and incorporated into the
Resolution.

(See Attached)

EXHIBIT C

Winning Bid

To be provided by Springsted Incorporated and incorporated into the
Resolution.

(See Attached)