

Wisconsin Indianhead Technical College
Board Proceedings
October 17, 2016

The regular meeting of the Wisconsin Indianhead Technical College Board was held on Monday, October 17, 2016, at 8:30 a.m., at the WITC-Ashland Campus, located at 2100 Beaser Avenue, Ashland, WI 54806.

CALL TO ORDER/ROLL CALL/DETERMINATION OF QUORUM

Chairperson, Chris Fitzgerald, called the meeting to order at 8:33 a.m. with the following Board members present: James Beistle, Chris Fitzgerald, Janelle Gruetzmacher, Troy Lambert, Dave Minor, Agnes Ring, and Josh Robinson. *Note: Due to technical difficulties with the Wisline telephone conference, Lorraine C. Laberee joined the meeting at 8:44 a.m. Brett Gerber provided notice that he would not be in attendance at this meeting.*

The following WITC employees were in attendance during the meeting: Steve Decker, Kim Olson, Cher Vink, John Will, and Susan Yohnk Lockwood. Steve Bitzer was also in attendance for a portion of the meeting. Representative Beth Meyers and Senator Janet Bewley were 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 17, 2016, 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 14, 2016, in an attempt to make the general public of Wisconsin aware of the time, place, and agenda of the meeting."

APPROVAL OF AGENDA

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

Dave Minor moved, seconded by James Beistle, to authorize and approve Troy Lambert as interim Board Secretary to sign College documents at this meeting in the absence of Board Secretary Gerber. Upon a unanimous vote of all members present, motion carried.

AUDIENCE RECOGNITION ANNOUNCEMENT

Time was reserved for Chair Fitzgerald to recognize people in the audience if needed. The Audience Recognition Board policy (II.L.) 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 and provide updates. He noted that the WITC-Ashland Campus is up about 15 percent in enrollments this fall, which is mostly due to increases in Medical Assistant and EMT programs. On October 18, a Community Connections event will be held at the Ashland High School. This event is similar to Manufacturers Revealed in that manufacturers, technical education-related employers, and WITC staff are invited. Students will be able to see the equipment, talk to employers about jobs, and talk to WITC about programs needed for those jobs. WITC-Ashland has a good partnership Ashland High School. Renovations were made this summer to the Conference Center, Medical Assistant lab, Occupational Therapy Assistant lab, Nursing, and Nursing Assistant lab.

MEETING MINUTES

1. Approval of the September 19, 2016, Regular Meeting Minutes

James Beistle moved, seconded by Troy Lambert, to approve the meeting minutes as printed. Upon a unanimous vote of all members present, motion carried. The signed contract listing and resolution from the September meeting were attached to the official minutes.

BUDGET CONSIDERATIONS REQUIRING BOARD ACTION

1. 2016-2017 Tax Levy:

Steve Decker, Vice President, Business and Technology Services, presented the tax levy and recommended approval of Resolution 17-02. Supplemental schedules were included under a cover letter from Mr. Decker. *It was noted that adopting a tax levy different from the budgeted amount requires a 2/3 vote of the full Board and will be publicly noticed within 10 days following Board approval per Wisconsin Statute §65.90(5).*

A. **Financial Forecast Model Update**

Steve Decker presented an initial forecast of WITC's financial position for 2016-17 through 2021-22. This forecast model highlighted the impact of tax levy changes for the College.

Note: Ms. Laberee joined the meeting via a Wisline telephone conference at 8:44 a.m.

Mr. Decker went through the supplemental schedules.

Dave Minor moved, seconded by Agnes Ring, to receive the Financial Forecast Model Update as it related to the interpretation of the ENDS statement for the President's annual evaluation. Upon a unanimous vote of all members present, motion carried.

B. **Approval of Resolution 17-02, District Tax Levy for 2016-2017**

(per Wisconsin Statute §65.90)

Board approval was requested for Resolution 17-02, District Tax Levy for 2016-2017 (see attached).

Dave Minor moved, seconded by Josh Robinson, to approve Resolution 17-02, District Tax Levy for 2016-2017 as presented. Upon a roll-call vote, all members present voted yes; motion carried (8-0).

2. Approval of Budget Modifications:

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

A. **General Fund - Operating:** Administration recommended decreasing the General Fund expenditures by \$745,000 and allocating to an interfund transfer to the capital fund. The adjustment reflected a reallocation of budget dollars for actual functional revenue, expenditures, and transfers in FY16.

Troy Lambert moved, seconded by Agnes Ring, to approve the recommended General Fund - Operating budget modification as presented. Upon a roll-call vote, all members present voted yes; motion carried (8-0).

- B. **Special Revenue Fund - Operating:** Administration recommended increasing the Special Revenue – Operating Fund revenues by \$461,000, expenditures by \$410,000, and interfund transfers by \$51,000. The adjustment reflected reallocation of budget dollars for actual functional revenue, expenditures, and transfers in FY16.

Troy Lambert moved, seconded by Agnes Ring, to approve the recommended Special Revenue Fund - Operating budget modification as presented. Upon a roll-call vote, all members present voted yes; motion carried (8-0).

- C. **Capital Projects Fund:** Administration recommended increasing and changing the allocations between functions in the Capital Projects Fund by \$51,000 as well as increasing the operating transfers by \$745,000 from the General Fund. The adjustment reflected reallocation of budget dollars for actual functional revenue, expenditures, and transfers in FY16.

Troy Lambert moved, seconded by Agnes Ring, to approve the recommended Capital Projects Fund budget modification as presented. Upon a roll-call vote, all members present voted yes; motion carried (8-0).

- D. **Internal Service Fund:** Administration recommended decreasing Internal Service Fund revenues by \$20,000 and increasing expenses by \$15,000. The adjustment reflected reallocation of budget dollars for actual functional revenue and expenditures in FY16.

Troy Lambert moved, seconded by Agnes Ring, to approve the recommended Internal Service Fund budget modification as presented. Upon a roll-call vote, all members present voted yes; motion carried (8-0).

- E. **Special Revenue/Non-Aidable Fund:** Administration recommended decreasing the Special Revenue – Non-aidable Fund expense budgets by \$1,490,000. The adjustment reflected reallocation of budget dollars for actual functional expenditures in FY16.

Troy Lambert moved, seconded by Agnes Ring, to approve the recommended Special Revenue/Non-Aidable Fund budget modification as presented. Upon a roll-call vote, all members present voted yes; motion carried (8-0).

CONSENT AGENDA

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

Dave Minor moved, seconded by Janelle Gruetzmacher, to approve the Consent Agenda. Upon a roll-call vote, all members present voted yes; motion carried (8-0).

1. **Personnel:**

- A. **New Hire:** Melissa Buxton, Continuing Education Assistant; Support and Technical Personnel; \$14.51/ hour, Rice Lake; effective October 1, 2016.
- B. **New Hire:** Phillip Rach, Paramedic Program Director; Manager; annual salary \$66,860, New Richmond; effective December 1, 2016.
- C. **New Hire:** Dan Schullo, Project Coordinator for WSTA Broadband Academy (limited term), Manager; annual salary \$41,762, Rice Lake; effective November 7, 2016.
- D. **Resignation:** Kristin Hoel, Student Services Assistant, New Richmond; effective October 28, 2016.
- E. **Resignation:** Laura Jasper, Academic Dean, General Studies, Rice Lake; effective March 17, 2017.

President Will noted that there were a total of 18 years of service from those who resigned (retired/leaving the College); Ms. Jasper served 17 years. The Board expressed its appreciation for this service to the College.

2. Contracts

The contract listing was approved (see attached list).

3. Financial/Cash Position Report

The College's Financial and Cash Position Report, as of last month, was approved.

4. Approval of Bills

Expenditures and revenue from the budget, covering check numbers 220162 through 222013 and electronic transfer payments totaling \$15,675,711.83 were approved.

5. Bids/Purchases

- A. **Remodeling Change Order – Superior:** The Board gave approval of Change Order 5 by LHB Architects in the total amount of \$31,363 for project #150485 at the Superior Campus. The change order included flooring revisions, piping and exhaust changes, and power changes. A financial summary was also included for the Board's review.
- B. **Remodeling Change Order – Ashland:** The Board gave approval of Change Order 2 by LHB Architects in the total amount of \$8,772 for project #150486 at the Ashland Campus. The change order included additional casework, door hardware modifications, and additional speakers and lighting. A financial summary was also included for the Board's review.
- C. **Remodeling Change Order – Rice Lake:** The Board gave approval of Change Order 1 by LHB Architects in the total amount of \$9,703 for project #150487 at the Rice Lake Campus. The change order included door modifications, additional concrete prep, and diffuser modifications. A financial summary was also included for the Board's review.
- D. **Paving Change Order – Rice Lake:** The Board gave approval of Change Order 1 by LHB Architects in the total amount of \$29,403 for project #160257 at the Rice Lake Campus. The change order included pavement replacement and additional soil needed.
- E. **Snow Removal Services – New Richmond:** The Board gave approval to award a three (3) year snow removal service agreement for the New Richmond Campus to Kroll Excavating of New Richmond, WI, under RFP # 17-97800-CW-SNOWREMOVALSRVS. The RFP evaluation tabulation was included for the Board's review. The RFP award included an option to extend the initial contract term for two (2) additional consecutive one (1) year terms.
- F. **Snow Removal Services – Rice Lake:** The Board gave approval to award a three (3) year snow removal service agreement for the Rice Lake Campus to Antczak Construction Inc. of Rice Lake, WI, under RFP # 17-97800-CW-SNOWREMOVALSRVS. The RFP evaluation tabulation is included for the Board's review. The RFP award included an option to extend the initial contract term for two (2) additional consecutive one (1) year terms.
- G. **Snow Removal Services – Shell Lake:** The Board gave approval to award a three (3) year snow removal service agreement for the Shell Lake Administrative Office to Mick's Parking Lot Service of Saronia, WI, under RFP # 17-97800-CW-SNOWREMOVALSRVS. The RFP evaluation tabulation is included for the Board's review. The RFP award included an option to extend the initial contract term for two (2) additional consecutive one (1) year terms.

- H. **Snow Removal Services – Superior:** The Board gave approval to award a three (3) year snow removal service agreement for the Superior Campus to CORE Landscaping of Superior, WI, under RFP # 17-97800-CW-SNOWREMOVALSRVS. The RFP evaluation tabulation was included for the Board’s review. The RFP award included an option to extend the initial contract term for two (2) additional consecutive one (1) year terms.
- I. **Long Distance Services – Collegewide:** The Board gave approval to award a three (3) year agreement for long distance services to Charter Advanced Services of Onalaska, WI, in the total amount of \$91,128, under RFP# 16-96100-CW-TELECOM. Administration previously recommended Impact Telecom for award but awardee was unable to meet the specifications of the RFP.

OTHER ITEMS REQUIRING BOARD ACTION

1. Approval of Resolution 17-03, Reporting for Compliance to Wisconsin’s Code of Ethics for Public Officials and Employees

The Wisconsin Ethics Board requested the district Board review its prior designations and either confirm their appropriateness or adopt a new resolution designating non-clerical positions that report directly to the President. Resolution 17-03 (see attached) and a contact list of those identified in the resolution (see attached) were provided for the Board’s approval.

Josh Robinson moved, seconded by Troy Lambert, to approve Resolution 17-03, Reporting for Compliance to Wisconsin’s Code of Ethics for Public Officials and Employees as presented. Upon a roll-call vote, all members present voted yes; motion carried (8-0). Ms. Olson will submit the signed resolution and contact list to Wisconsin’s Government Accountability Board.

2. Annual Procurement Review and Approval

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

Steve Decker recommended approval of the current procurement process. Included was the 2015-2016 annual procurement review of vendors paid \$25,000 or more by VISA card and/or by accounts payable check. The amounts included purchases that were approved by the Board. Mr. Decker identified two technical findings that were highlighted in exhibit 2.

Range of Bids	State Administrative Rule Procurement - TCS 6.05(2)(h)	WITC Policy Purchasing Policy (D-550)
\$0 - 25,000		May purchase without formal quotes or bids
\$25,000 - \$50,000	Requires quotations	Requires quotations
Over \$50,000	Requires sealed bids; submitted to the Board for approval for procurement	Requires sealed bids; submitted to the Board for approval prior to procurement if not included on approved major equipment list, otherwise submitted to the Board for review

Janelle Gruetzmacher moved, seconded by James Beistle, to approve the current procurement process as presented. Upon a unanimous vote of all members present, motion carried.

The Board Chair recessed the meeting at 9:55 a.m. and reconvened the meeting at 10:02 a.m.

INFORMATION REPORT

1. Annual Academic Quality Improvement Program (AQIP) Report

Susan Yohnk Lockwood, Vice President, Institutional Effectiveness and New Richmond Campus Administrator, presented the *Academic Quality Improvement Program (AQIP) Report* for the Board. The report included our AQIP involvement over the past year along with current activities in our Quality Improvement journey and a review of the Systems Portfolio that will be submitted on November 1. Ms. Yohnk Lockwood recognized the following writing team for their work on the AQIP Systems Portfolio: Bonny Copenhaver, Becka Cusick, Matthew Dietsche, Jennifer Kunselman, and Barb Williams. A PowerPoint was provided with a link to the AQIP Systems Portfolio.

Agnes Ring moved, seconded by Josh Robinson, to receive the Annual Academic Quality Improvement Program (AQIP) Report as it related to the interpretation of the ENDS statement for the President's annual evaluation. Upon a roll-call vote, all members present voted yes; motion carried (8-0).

CORRESPONDENCE AND INFORMATION

1. Meeting Information Sharing

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

A. **Association of Community College Trustees Leadership Congress Update**

Time was reserved for ACCT Leadership Congress attendees to report out on the conference sessions they attended. Lori Laberee, Troy Lambert, Dave Minor, Agnes Ring, Kim Olson, and President Will shared session information. Positive feedback was given for this year's ACCT Leadership Congress. Mr. Beistle served as WITC's voting delegate at the Leadership Congress and reported the election results for the Regional Caucus and the ACCT Senate. He requested that this agenda item be put back on the November agenda so that he can provide an update of the sessions he attended. Ms. Olson will post all ACCT session materials on the "Board Only Resources" Connection for the Board's reference.

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 Fitzgerald requested that the Board report any changes on the *Board Events Schedule* to Ms. Olson. Links to state and national Board meetings and events were included in the Board book. Ms. Olson routed a National Legislative Summit flyer and Schedule at a Glance and requested that Board members let her know if they plan to attend the event.

3. Monitoring Schedule Review and Updates

A. **Monitoring Schedule**

Time was reserved to review and update the *Board Monitoring Schedule* as needed. Administration recommended moving the Academic Affairs Programming Plan Update from February 2017 to April 2017, the annual Ambassador Presentations from March 2017 to February 2017, and the Annual College FTE and Enrollment Report from April 2017 to March 2017. These are permanent changes.

James Beistle moved, seconded by Janelle Gruetzmacher, to approve the changes to the Monitoring Schedule as recommended. Upon a unanimous vote of all members present, motion carried. Ms. Olson will notify the presenters of the changes to the Monitoring Schedule.

B. Board Forward Meeting Planning

The Board Forward meeting is scheduled to take place on Monday, November 21, 2016, following the regular Board meeting, at the WITC-Administrative Office in Shell Lake.

President Will announced that he will provide the Board with Strategic Planning information prior to the November Board Forward meeting so the Board can ask questions at the meeting. Ms. Gruetzmacher is unable to attend the meetings in November.

4. President's Updates:

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

A. Student Updates and News

This is a placeholder for student updates and College news items:

1) UW-Superior and WITC Announce a New Articulation Agreement in Elementary Education

In the interest of fostering cooperation between institutions and to better serve the transfer students from WITC to the UW-Superior, the faculty and administration of both institutions have established this articulation agreement. The agreement states that any student in the Wisconsin Technical College System with an early childhood education Associate of Applied Science degree can make a seamless transition to UW-Superior toward a Bachelor of Science degree in elementary education with an early childhood minor. A *Frederic, Inter-County Leader* reference was provided.

2) WITC's Wine/Beer Tasting Scholarship Fundraiser

New Richmond held its annual wine and beer tasting fundraising event for scholarships on September 22, 2016, at Kovalski's Willow Ridge Gardens. The event sold 115 tickets. Attendees were treated to a variety of red and white wines, a selection of beer while they perused the 50 silent auction items, a vast array of appetizers, "jazzgrass" music by WITC Instructor Sam Salter with his band "The Stogies," and beautiful weather to top off the beautiful event. A *Stillwater Gazette* reference was provided.

3) WITC Program Gains Certification

WITC-Superior is now a FANUC Certified Education CNC school offering students in Northwest Wisconsin and the Twin Ports a Machine Tool Technician diploma certified by FANUC. Program graduates are immediately employable with skills the manufacturing industry demands taught from FANUC CNC certified instructors, using FANUC CNC approved curriculum on genuine FANUC CNC equipment. FANUC is the leading CNC manufacturer in the industry with the largest installed base. Graduates are more likely to use a FANUC CNC machine than any other control when they enter the workforce. A *Business North* reference was provided.

4) WITC-Rice Lake Marks 75 Years

WITC-Rice Lake held its 75th anniversary banquet on September 17, 2016. The evening was filled with great conversation with new and old friends, wonderful food and drink, and lots of great memories. Senator Janet Bewley attended the event and spoke on behalf of the Wisconsin State Legislature. The proclamation said in part:

“Whereas, the positive impacts of WITC, its leadership and staff over the past 75 years are evident throughout the Red Cedar Valley and well beyond with countless lives improved, businesses enhanced and opportunities created...on behalf of the Wisconsin State Legislature and a grateful community, hereby congratulate and commend all those who have contributed to success of the Wisconsin Indianhead Technical College over the last 75 years and built a legacy that will continue to enrich lives in our community for generations to come.” A *Rice Lake Chronotype* reference and copy of the Proclamation were provided.

B. Upcoming Events Schedule

President Will informed the Board about the following events: November 8 – Business After 5 (Rice Lake), November 9 – Active Shooter Drill (Superior), and November 15 – Employer Panel Discussion (New Richmond).

C. Fall Enrollment Report

The final fall enrollment report was reviewed by President Will. He will bring back the next report in January or February.

D. Rusk County Board Meeting Update

Time was reserved for an update from President Will on his Rusk County Board Meeting presentation on Tuesday, September 20, 2016, in Ladysmith.

E. Manufacturers Revealed Update

Time was reserved for an update on the Superior Manufacturers Revealed event that was co-hosted by WITC-Superior and the Superior Chamber of Commerce at the WITC-Superior Campus on Wednesday, October 12, 2016. The event intended to spotlight and explore manufacturing companies and programs, see machines and products, see the value to the community, and learn about the job skills required. There were approximately 225 attendees and manufacturers in attendance, including Senator Bewley, Representative Milroy, UW-Superior Chancellor Wachter, and UW System President Ray Cross. Prior to the event was a formal ribbon cutting celebration for recently completed projects at the WITC-Superior Campus. Mr. Minor thanked President Will, Bonny Copenhaver, Charlie Glazman, and Jena Vogtman.

F. Regency Closure and WITC Rapid Response

After more than 50 years of educating cosmetology students, Regency Beauty Institute announced on their Web site the closure of all 79 of their campuses. In response to this sudden closure on September 28, 2016, WITC’s rapid response team held an informational meeting for all displaced Regency students on Monday, October 10, 2016, from 1 – 3 p.m., in the WITC-Superior Conference Center. Regency students had an opportunity to learn about WITC’s Pivot Point Cosmetology Program and financial aid options available to their unique circumstances. Instructors, counselors, and staff answered individual questions and concerns to help these displaced students find an educational path to best serve their needs. *Fox 21 News* and *Northland News Center* references were provided.

G. WTCS Budget Request

Time was reserved for President Will to update the Board on the WTCS Budget Request.

H. Distinguished Budget Presentation Award Update

The Government Finance Officers Association awarded WITC with the Distinguished Budget Presentation Award for the fifth consecutive year. Congratulations to the Business Services Department for this significant achievement.

5. Legislative Updates

Time was reserved for legislative updates from Representative Meyers and Senator Bewley. Topics included the Firefighting/EMS Legislative Study, Transportation Study, Broadband Study, and Certified Nursing Assistants. Senator Bewley complimented WITC-Superior on the Manufacturers Revealed event.

ESTABLISH BOARD AGENDA ITEMS FOR FUTURE MEETINGS

1. Review Meeting Dates, Locations, and Start Times

Time was reserved for the Board to confirm its plans for the regular meeting scheduled on Monday, November 21, 2016, beginning 8:30 a.m., at the WITC-Administrative Office in Shell Lake. The Board Forward meeting will follow the regular meeting luncheon. The Board meeting schedule was provided for the Board's information.

Note: Ms. Laberee was excused at 11:35 a.m.

2. Review/Add Agenda Items

Time was reserved for the Board to add or review agenda items for the next Board meeting. Board agenda items for the meeting on Monday, November 21, 2016, were listed on the Board's Monitoring Schedule. Additional agenda items for this meeting were discussed.

Note: Board members may add additional items to next month's Board agenda by contacting the Chair before Thursday, November 2, 2016. This request does not obligate the Chair to include these items on the agenda. The Chair will notify administration of agenda items before the Board book is prepared and copied.

MEETING EVALUATION

PLUS +/DELTA ^

- + AQIP Presentation
- ^ None

James Beistle moved, seconded by Dave Minor, to adjourn the meeting at 11:54 a.m.

Respectfully submitted,



Board Secretary

ko

Note: A Board luncheon and optional tour were provided following the meeting; however, no action was taken.

9/29/2016
9:45:00
AM

Wisconsin Indianhead Technical College
Contract Estimated Full Cost Report

Fiscal Year:
2017

The Board is requested to ratify the President's action in entering into a contractual arrangement with the following agencies:

State Designated Indirect Cost Factors:
On Campus = 34.9% Off Campus = 34.9%

----- ESTIMATED -----										
Contract Number	Service Recipient	Location	On/Off	Contract Revenue	Est.Salary/ Fringe Cost	+	Indirect	=	Full Cost	Difference +/-
371*	Clayton High School	Clayton High School	Off	5,184.00	-	-	-	-	5,184.00	5,184.00
	**Dual Credit Academy....Math 355 dual credit class to Clayton HS students. Construction Essentials pathway. Delivered ITV from Rice Lake									
376	Workforce Resource-Menomonie	Event Center Turtle Lake	Off	4,633.00	3,707.00		1,172.00		4,878.00	(245.00)
	Essential Employee Skills, FF grant with workforce resource academy training									
377	Workforce Resource-Menomonie	Event Center Turtle Lake	Off	4,104.00	3,284.00		1,042.00		4,325.00	(221.00)
	Industrial Math. Fast Forward Grant cohort #3 academy training									
378*	Workforce Resource-Menomonie	Event Center Turtle Lake	Off	1,400.00	1,120.00		283.00		1,403.00	(3.00)
	CPR/First Aid. Fast Forward Grant Cohort #3									
379	Shell Lake Health Care Center	Shell Lake Health Care Center - Shell Lake, WI	Off	750.00	291.00		102.00		392.00	359.00
	Provide CPR for Healthcare recertification class to employees.									
380	LCO Face	LCO Face office at LCO School	Off	536.00	429.00		137.00		565.00	(30.00)
	Provide Heartsaver 1st aid/adult/child & infant CPR to staff and parents.									
381	Clayton High School	Clayton High School	Off	10,800.00	-	-	-	-	10,800.00	-
	DUAL CREDIT ACADEMY - Transcribed credit classes at Clayton High School. 12 students registered in 2-credit 32410339 Print Reading for Building Construction and 4-credit 32410303 Construction Framing 1.									

382	Source Energy Services	WITC - Rice Lake	On	2,424.00	1,057.00	189.00	1,246.00	1,179.00
	8 hours MSHA Part 46 Refresher training will be provided to 21 employees of Source Energy Services.							
383	Douglas County Health & Human Services Dept	Douglas Co Health & Human Services Dept	Off	1,258.00	1,007.00	352.00	1,358.00	(100.00)
	EFFECTIVE COMMUNICATION- Employees of Douglas Co Health & Human Services will receive effective public speaking/presentation instruction. One 90-minute group session led by WITC Faculty in addition to three group sessions with small groups to present skills learned during project.							
384	Cameron Police Department	Rice Lake Police Department Range	Off	345.00	276.00	81.00	357.00	(12.00)
	Patrol Weapons Training							
385	Bending Branches	Bending Branches, Osceola, WI	Off	1,510.00	1,575.00	480.00	2,055.00	(545.00)
	Emotional Intelligence Training for employees							
386	Burkwood Treatment Center	Burkwood Treatment Center - Hudson	Off	1,679.00	814.00	169.00	983.00	697.00
	Provide CBRF Medication class to employees.							
387	Bell Timber	Bell Timber - Barron, Wi	Off	688.00	267.00	93.00	360.00	329.00
	Provide Heartsaver 1st aid/Adult & Child CPR & AED							
388	LCO HEALTH CARE CENTER	LCO Health Care Clinic	Off	636.00	509.00	157.00	665.00	(30.00)
	Provide 2 classes of CPR for Healthcare recertification to employees.							
389	Ladysmith High School	Ladysmith High School	Off	6,668.00	-	-	6,668.00	-
	Transcripted credit class at Ladysmith High School (Health Care Academy). 16 students registered in 3-credit 30543300 Nursing Assistant.							



 Board Secretary

October 17, 2016

 Date

*** End Of Report ***

* indicates an amended contract

RESOLUTION NO. 17-02

RESOLUTION LEVYING DISTRICT TAX FOR FISCAL YEAR 2016-17

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 \$5,440,520 for the purpose of district operations for the fiscal year 2017 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 \$6,823,861 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 2017 in the sum of \$12,264,381 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 2017 a tax in the amount of \$12,264,381 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 17th day of October 2016.



Chairperson

ATTEST:



Secretary

RESOLUTION 17-03

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

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

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

Adopted and approved this 17th day of October 2016.



Board Chair

ATTEST:



Board Secretary

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

No	Last Name	First Name	Title	Address	Phone	E-mail
1.	Bitzer	Steve	Vice President, Student Affairs and Campus Administrator	WITC – Ashland 2100 Beaser Ave Ashland, WI 54806	(715) 682-4591 Ext. 3149	steve.bitzer @witc.edu
2.	Copenhaver	Bonny	Vice President, Academic Affairs and Campus Administrator	WITC - Superior 600 North 21st Street Superior, WI 54880	(715) 394-6677 Ext. 6214	bonny.copenhaver @witc.edu
3.	Decker	Steve	Vice President of Business and Technology Services/Chief Financial Officer	WITC – Administrative Office 505 Pine Ridge Drive Shell Lake, WI 54871	(715) 468-2815 Ext. 2234	steve.decker @witc.edu
4.	Fowler	Craig	Vice President, Continuing Education/Executive Director Foundation and Campus Administrator	WITC – Rice Lake 1900 College Drive Rice Lake, WI 54868	(715) 234-7082 Ext. 5201	craig.fowler @witc.edu
5.	Vink	Cher	Vice President, Human Resources and Risk Management	WITC – Administrative Office 505 Pine Ridge Drive Shell Lake, WI 54871	(715) 468-2815 Ext. 2225	cher.vink @witc.edu
6.	Will	John	President	WITC – Administrative Office 505 Pine Ridge Drive Shell Lake, WI 54871	(715) 468-2815 Ext. 2227	john.will @witc.edu
7.	Yohnk Lockwood	Susan	Vice President, Institutional Effectiveness and Campus Administrator	WITC – New Richmond 1019 S. Knowles Ave New Richmond, WI 54017	(715) 246-6561 Ext. 4252	susan.lockwood @witc.edu