

**REGULAR DISTRICT BOARD MEETING
WEDNESDAY, DECEMBER 20, 2023
5:00 P.M.**

MINUTES

CALL TO ORDER

The Blackhawk Technical College District Board regular meeting was held on Wednesday, December 20, 2023, at the Central Campus, 6004 S County Road G, Janesville, in the Student Success Center, Room 2201.

Board Members Present: Rachel Andres; Barbara Barrington-Tillman, Chairperson; Rich Deprez, Secretary; Kathy Sukus, Treasurer; Rob Hendrickson; and Suzann Holland.

Board Members Absent: Eric Thornton, Vice-Chairperson, and Mark Holzman.

Staff Present: Julie Barreau; Tony Landowski; Dr. Katie Lange; Jim Nemeth; Liz Paulsen; Dr. Tracy Pierner; Dr. Karen Schmitt; and Dr. Jon Tysse.

Student Representatives: Rebecca Barnett.

Guests: None.

Chairperson Barrington-Tillman called the Blackhawk Technical College District Board meeting to order at 5:00 p.m. Chairperson Barrington-Tillman called for Public Comments. There were no comments.

SPECIAL REPORTS

Chairperson Barrington-Tillman called for Special Reports.

- A. The Student Representative to the District Board, Rebecca Barnett, provided a report on student activities.
- B. The agenda item Strategic Project Update: Improve the Transition from Associate to Bachelor's Degree is postponed to January 17, 2024, District Board Meeting.
- C. Dr. Tracy Pierner and Dr. Jon Tysse provided a presentation on the Blackhawk Technical College District Population, High School Graduation, and Matriculation.
- D. Dr. Tony Landowski and Dr. Katie Lange provided an update on High School Data and Dual Credit Pathways.

INFORMATION/DISCUSSION

Chairperson Barrington-Tillman called for Information/Discussion items.

- A. Jim Nemeth reviewed the November Financial Statement with the District Board members.
- B. Dr. Tracy Pierner presented his monthly report to the District Board members.
- C. The Finance Committee did meet on December 7, 2023. Chairperson Barrington-Tillman provided a brief overview of the Finance Committee meeting.
- D. The Personnel Committee did not meet in December.
- E. Staff changes consisting of new hires, new positions, resignations, and retirements were reviewed.

CONSENT AGENDA

Chairperson Barrington-Tillman called for the Consent Agenda. It was moved by Mr. Deprez and seconded by Mr. Hendrickson to approve the consent agenda, which includes the following:

- A. Draft November 15, 2023, District Board Regular Meeting Minutes.
- B. Current Bills – The November bills include (Starting Check: #00299066 and Ending Check: #00299519):

Direct Deposit Expense Reimbursements	\$ 2,817,783.28
Payroll	\$ 1,088,172.57
Payroll Tax Wire Transfers	\$ 548,481.27
Other Wire Transfers	\$ 97,579.10
WRS Wire Transfers	\$ 173,883.57
P-Card Disbursements	\$ 190,011.21
Bond Payment	\$ 0.00
Health Insurance Wire Transfer	\$ 307,632.48
<i>Grand Total for the Month</i>	<i>\$ 5,223,543.48</i>

- C. Training Contracts – Report Totals:

Number Served	Estimated FTEs	BTC Cost Formula	LAB Cost Formula	Actual Contract Cost
64	2.06	\$33,069	\$25,255	\$33,481

All in favor. Motion carried.

POLICY REVIEW

- A. Dr. Tracy Pierner reviewed A-230 – District Board Composition and Terms of Office with the District Board members.
- B. Dr. Tracy Pierner reviewed Policy A-235 – Vacancies of the District Board with the District Board members.
- C. Dr. Tracy Pierner reviewed Policy A-250 – Selection of President/District Director with the District Board members.
- D. Dr. Tracy Pierner reviewed Policy A-260 – President/District Director Succession with the District Board members.
- E. Dr. Tracy Pierner reviewed Policy A-270 – Evaluation of the President/District Director with the District Board members.
- F. Dr. Tracy Pierner reviewed Policy A-500 – Accreditation with the District Board members.

It was moved by Mr. Deprez and seconded by Mr. Hendrickson to approve Policy Review Agenda Items A – F: Policies A-230, A-235, A-250, A-260, A-270, and A-500. **All in favor. Motion carried.**

ACTION ITEMS

Chairperson Barrington-Tillman called for Action Items. There were none.

Finance Committee Action Items

The Finance Committee recommended approval of the following action item. In addition, information on the Fiscal Year 2024-25 Budget Assumptions and Calendar was reviewed.

- A. The auditors presented the Fiscal Year 2022-23 audit report. The Committee submitted its recommendation to the District Board. Upon acceptance by the District Board, the report will be finalized and forwarded to the Wisconsin Technical College System Office by the December 31, 2023, deadline.

It was moved by Mr. Hendrickson and seconded by Mr. Deprez to approve the Fiscal Year 2022-23 Audit Report as amended by Wipfli, LLC Eau Claire and forward the report to the Wisconsin Technical College System Office no later than December 31, 2023. **All in favor. Motion carried.**

Personnel Committee Action Items

- A. No Action Items.

WTCS CONSORTIUM UPDATES

Chairperson Barrington-Tillman called for WTCS Consortium updates. Chairperson Barrington-Tillman provided an update on the District Boards Association (DBA). There is a Zoom meeting scheduled on January 26, 2024, at noon to discuss staffing of the DBA. Chairperson Barrington-Tillman will be in attendance.

FUTURE AGENDA ITEMS

Chairperson Barrington-Tillman called for Future Agenda Items.

1. Perception Survey
2. Students Leaving the District Analysis

ADJOURNMENT

It was moved by Mr. Hendrickson and seconded by Mr. Deprez to adjourn the meeting at 6:26 p.m. **All in Favor. Motion carried.**

Richard Deprez



Secretary