



**REGULAR DISTRICT BOARD MEETING
WEDNESDAY, DECEMBER 21, 2022
5:00 P.M.**

MINUTES

CALL TO ORDER

The Blackhawk Technical College District Board Regular meeting was held on Wednesday, December 21, 2022, at the Central Campus, 6004 S County Road G, Janesville, in the Administration Building.

Board Members Present: Barbara Barrington-Tillman, Chairperson; Eric Thornton, Vice-Chairperson; Rich Deprez, Secretary; Rick Richard, Treasurer; Rachel Andres; Rob Hendrickson; Suzann Holland; Mark Holzman; and Kathy Sucus.

Board Members Absent: None.

Staff Present: Julie Barreau; Tony Landowski; Katie Lange; Liz Paulsen; Dr. Tracy Pierner; Greg Phillips; Tim Nobling; Renea Ranguette; Dr. Karen Schmitt; and Megan Wisnowski.

Student Representative: Hope Hopper.

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, Hope Hooper, provided a report on student activities.
- B. Tony Landowski and Katie Lange presented the High School Data and Dual Credit Pathways.

INFORMATION/DISCUSSION

Chairperson Barrington-Tillman called for Information/Discussion items.

- A. Renea Ranguette reviewed the November Financial Statement with the District Board members.
- B. Dr. Tracy Pierner presented his monthly report to the District Board members.
- C. There was no Finance Committee meeting scheduled in December. Therefore, no report or recommendation(s).
- D. There was no Personnel Committee meeting scheduled in December. Therefore, no report or recommendation(s).
- 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. Thornton and seconded by Mr. Richard to approve the consent agenda, which includes the following:

- A. Draft November 16, 2022, District Board Regular Meeting Minutes.
- B. Current Bills – The November bills include (Starting Check #00292194 and Ending Check #00292408):

Direct Deposit Expense Reimbursements	\$ 1,591,805.38
Payroll	\$ 1,025,669.12
Payroll Tax Wire Transfers	\$ 323,334.80
Other Wire Transfers	\$ 39,984.01
WRS Wire Transfers	\$ 165,378.67
P-card Disbursements	\$ 171,631.50
Bond Payment	\$ 0.00
Health Insurance Wire Transfer	\$ 302,165.14
<i>Grand Total for the Month</i>	<i>\$ 3,619,968.62</i>

- C. Training Contracts – Report Totals:

Number Served	Estimated FTEs	BTC Cost Formula	LAB Cost Formula	Actual Contract Cost
110	2	\$30,935	\$27,684	\$34,393

- D. Confirmation of Annual Contract Issued to Nader Mahdi, LTE Biological Science Instructor – January 9, 2023.

All in favor. Motion carried.

POLICY REVIEW

- A. No Policies to Review for December

ACTION ITEMS

Chairperson Barrington-Tillman called for Action Items.

- A. The IT Technical Support Specialist New Program Proposal was presented by Greg Phillips, Dean of MATT, and Tim Nobling, IT Instructor.

Graduates of the IT Technical Support Specialist program support systems and their users in stand-alone and LAN/WAN environments. Major skill areas in the program include end-user support and training; installing, configuring, and upgrading hardware and software; and network implementation and maintenance. This program will prepare students for the MCSP, A+, and ITF+ certifications. The program is designed for full-time and part-time students. Students may be college entry, transfer, or returning adult students that choose the IT Technical Support Specialist career pathway. Students complete the embedded one-year technical diploma for IT Helpdesk Support Specialist as part of the AAS program.

It was moved by Mr. Deprez and seconded by Ms. Andres to approve the IT Technical Support Specialist New Program Proposal. **All in favor. Motion carried.**

- B. Administration present on the Contract for Courtyard Improvements. The District Board approved the Central Campus Courtyard Capital Improvement project in June, and the WTCS Board approved it in July. The FY23 capital budget includes \$1.5 million for this project. Angus-Young is the project designer. The project was initially released for bid on June 16th, with bids due on July 19th. The bid documents required the successful bidder to complete the work by the end of this calendar year. One bid was received more than 2x the project budget.

Administration met with our PSTC Education Building Construction Manager to review the project design and consider opportunities to reduce costs further. Modifying product specifications (e.g., precast concrete in place of poured concrete, etc.) will produce some savings but will not close the budget gap. Design modifications are

required to bring the project within budget.

It was moved by Ms. Holland and seconded by Mr. Hendrickson to award the contract for Courtyard Improvements to JP Cullen, Construction Manager, for \$1,307,708 to include a 5% contingency fee of \$68,880 and A/E fees of \$109,000 for a total project budget of \$1,484,888.

All in favor. Motion carried.

Finance Committee Action Items

- A. No Action Items

Personnel Committee Action Items

- B. No Action Items

PROFESSIONAL DEVELOPMENT

No Professional Development for December.

WTCS CONSORTIUM UPDATES

Chairperson Barrington-Tillman called for WTCS Consortium updates.

- A. Insurance Trust (WTC)

A meeting is scheduled for January 12, 2023.

- B. Marketing Consortium

A new Director has been named.

- C. Purchasing Consortium – No update.

- D. Districts Mutual Insurance (DMI) – No update.

- E. District Boards Association (DBA)

A discussion occurred regarding the District Boards Association (DBA) dues for 2023-24. There will be an increase of \$2,280.64 for the 2023-24 dues for a total of \$27,044.59.

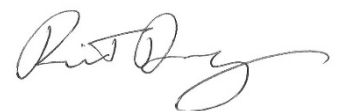
FUTURE AGENDA ITEMS

Chairperson Barrington-Tillman called for Future Agenda Items. There were none.

ADJOURNMENT

It was moved by Mr. Holzman and seconded by Ms. Sukus to adjourn the meeting at 6:23 p.m. **All in Favor. Motion carried.**

Richard Deprez



Secretary