

**REGULAR DISTRICT BOARD MEETING  
WEDNESDAY, NOVEMBER 16, 2022  
5:00 P.M.**

**MINUTES**

**CALL TO ORDER**

The Blackhawk Technical College District Board Regular meeting was held on Wednesday, November 16, 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; Rick Richard, Treasurer; Rob Hendrickson; Suzann Holland; Mark Holzman (arrived 5:42 pm); and Kathy Sukus.

**Board Members Absent:** Rachel Andres and Rich Deprez, Secretary.

**Staff Present:** Julie Barreau; Kathy Broske; Tony Landowski (arrived 5:13 pm); Liz Paulsen; Dr. Tracy Pierner; 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. BTC Retiree Dr. Cindy Leverenz was recognized for their retirement on December 22, 2022, after 18 years of service.

**INFORMATION/DISCUSSION**

Chairperson Barrington-Tillman called for Information/Discussion items.

- A. Renea Ranguette reviewed the October Financial Statement with the District Board members.
- B. Dr. Tracy Pierner presented his monthly report to the District Board members.
- C. Dr. Tracy Pierner provided an update on the Public Safety + Transportation Complex (PS+TC) Project. We broke ground on the PS+TC. Footings have been put in, and walls will go up around March.
- D. The Finance Committee met before the regular District Board meeting.
- E. There was no Personnel Committee meeting scheduled in November. Therefore, no report or recommendation(s).
- F. 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 Ms. Holland and seconded by Mr. Thornton to approve the consent agenda, which includes the following:

- A. Draft October 19, 2022, District Board Regular Meeting Minutes.
- B. Current Bills – The October bills include (Starting Check #00291794 and Ending Check #00292193):

Direct Deposit Expense Reimbursements	\$ 1,765,882.73
Payroll	\$ 1,024,155.18
Payroll Tax Wire Transfers	\$ 526,604.86
Other Wire Transfers	\$ 77,256.09
WRS Wire Transfers	\$ 157,764.38
P-card Disbursements	\$ 191,573.78
Bond Payment	\$ 0.00
Health Insurance Wire Transfer	\$ 309,014.78
<i>Grand Total for the Month</i>	<i>\$ 4,052,251.80</i>

- C. Training Contracts – Report Totals:

Number Served	Estimated FTEs	BTC Cost Formula	LAB Cost Formula	Actual Contract Cost
164	0.88	\$47,449	\$35,858	\$47,449

**All in favor. Motion carried.**

**ACTION ITEMS**

Chairperson Barrington-Tillman called for Action Items.

- A. Administration presented the 2022-23 Distinguished Alumni Award Nominee to the District Board members.

It was moved by Mr. Richard and seconded by Ms. Sucus to submit the nomination of Kristine Corwin for the District Board Association’s 2022-23 Distinguished Alumni Award. **All in favor. Motion carried.**

- B. The 2022-23 Rising Star Alumni Award Nominee was presented to the District Board members.

It was moved by Mr. Thornton and seconded by Ms. Sucus to submit the nomination of Emily Hopper for the Rising Star Alumni Award. **All in favor. Motion carried.**

- C. The administration presented proposed revisions to Policy C-250, Reimbursement of Relocation Expenses.

It was moved by Ms. Sucus and seconded by Mr. Thornton to approve the revised District Board Policy C-250, Reimbursement of Relocation Expenses. **All in favor. Motion carried.**

- D. The administration presented proposed revisions to the District Board H-110, Campus Security.

It was moved by Mr. Richard and seconded by Ms. Sucus to approve the revised District Board Policy H-110, Campus Security. **All in favor. Motion carried.**

- E. The administration recommends approval of the resolution to remodel the Central Campus Culinary Arts Kitchen and Blackhawk Room.

It was moved by Mr. Thornton and seconded by Mr. Richard to approve the resolution for the Central Campus Culinary Kitchen and Blackhawk Room Remodel Contingent Upon Wisconsin Technical College System Board (WTCSB) Approval and to Request WTCSB Approval of Remodel. **All in favor. Motion carried.**

- F. Administration recommends District Board approval of the resolution to remodel the Central Campus 1300 Office Suite.

It was moved by Ms. Sukus and seconded by Mr. Holzman to approve the resolution for the Central Campus 1300 Office Suite Remodel Contingent Upon Wisconsin Technical College System Board (WTCSB) Approval and to Request WTCSB Approval of Remodel. **All in favor. Motion carried.**

- G. Administration recommends District Board approval of the resolution to remodel the Central Campus Administrative Support and Restrooms.

It was moved by Ms. Sukus and seconded by Mr. Hendrickson to approve the resolution for the Central Campus Administrative Support and Restrooms Remodel Contingent Upon Wisconsin Technical College System Board (WTCSB) Approval and to Request WTCSB Approval of Remodel. **All in favor. Motion carried.**

- H. Administration recommends District Board approval of the resolution to execute the first lease extension available under the AMTC lease.

It was moved by Mr. Thornton and seconded by Ms. Holland to approve the Advanced Manufacturing Training Center Lease Extension Contingent Upon Wisconsin Technical College System Board (WTCSB) Approval and to Request WTCSB Approval of the Lease Extension. **All in favor. Motion carried.**

- I. Administration recommends District Board approval of the Discontinuance of the Retiree Health Insurance Benefit for New Hires.

It was moved by Mr. Richard and seconded by Mr. Thornton to approve the Discontinuance of the Retiree Health Insurance Benefit for New Hires.

#### ***Finance Committee Action Item:***

The Finance Committee met before the regular District Board meeting; Chairperson Thornton provided a brief overview of the Finance Committee meeting. The Finance Committee recommended approval of the following two (2) action items. In addition, information on the Fiscal Year 2023-24 Budget Assumptions and Calendar was reviewed.

- A. The auditors presented the Fiscal Year 2021-22 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, 2022, deadline.

It was moved by Mr. Thornton and seconded by Ms. Sukus to approve the Fiscal Year 2021-22 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, 2022. **All in favor. Motion carried.**

- B. Modification to the Fiscal Year 2021-22 was reviewed.

It was moved by Mr. Holzman and seconded by Mr. Richard to approve the Modifications to the Fiscal Year 2021-22 Budget. **All in favor. Motion carried.**

### **PROFESSIONAL DEVELOPMENT**

Chairperson Barrington-Tillman called for Professional Development. There were none.

### **WTCS CONSORTIUM UPDATES**

Chairperson Barrington-Tillman called for WTCS Consortium updates. The College will begin providing pet insurance for employees.

**FUTURE AGENDA ITEMS**

Chairperson Barrington-Tillman called for Future Agenda Items.

- A. Discussion and vote on District Board Association (DBA) dues.

**ADJOURNMENT**

It was moved by Mr. Richard and seconded by Ms. Sukus to adjourn the meeting at 6:29 p.m. **All in Favor. Motion carried.**

Richard Deprez



Secretary