

**REGULAR DISTRICT BOARD MEETING
WEDNESDAY, AUGUST 16, 2023
5:00 P.M.**

MINUTES

CALL TO ORDER

The Blackhawk Technical College District Board regular meeting was held on Wednesday, August 16, 2023, 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; Suzann Holland; and Mark Holzman.

Board Members Absent: Rachel Andres, Rob Hendrickson, Rick Richard, Treasurer, and Kathy Sukus.

Staff Present: Julie Barreau; Kathy Broske; Jim Nemeth; Liz Paulsen; Dr. Tracy Pierner; Dr. Karen Schmitt; and Dr. Jon Tysse.

Student Representative: None.

Guests: None.

Chairperson Barrington-Tillman called the Blackhawk Technical College District Board meeting to order at 5:01 p.m. Chairperson Barrington-Tillman called for Public Comments. There were no comments.

SPECIAL REPORTS

Chairperson Barrington-Tillman called for Special Reports.

- A. Dr. Jon Tysse presented on the Labor Market Report.

INFORMATION/DISCUSSION

Chairperson Barrington-Tillman called for Information/Discussion items.

- A. Jim Nemeth reviewed the July Financial Statement and Quarterly Report with the District Board members.
- B. Dr. Tracy Pierner presented his monthly report to the District Board members.
- C. The Finance Committee did not meet in August: no report or recommendations.
- D. The Personnel Committee did not meet in August: no report or recommendations.
- E. Staff changes consisting of new hires, new positions, resignations, and retirements were reviewed.
- F. Chairperson Barrington-Tillman reviewed the Personnel and Finance Committee membership with the District Board members.

CONSENT AGENDA

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

- A. Draft July 10, 2023, District Board Annual and Regular Meeting Minutes.
- B. Current Bills – The July bills include (Starting Check: #00297958 and Ending Check: #00298100):

Direct Deposit Expense Reimbursements	\$ 1,053,144.99
Payroll	\$ 948,205.35
Payroll Tax Wire Transfers	\$ 516,704.76
Other Wire Transfers	\$ 68,834.80
WRS Wire Transfers	\$ 167,948.49
P-Card Disbursements	\$ 44,206.20
Bond Payment	\$ 0.00
Health Insurance Wire Transfer	\$ 311,644.14
<i>Grand Total for the Month</i>	<i>\$ 3,110,688.73</i>

C. Training Contracts – Report Totals:

Number Served	Estimated FTEs	BTC Cost Formula	LAB Cost Formula	Actual Contract Cost
218	1.86	\$68,918	\$57,296	\$69,918

- D. Confirmation of Instructional Employment Contract issued to Milton Bond, Mathematics Instructor.
- E. Confirmation of Instructional Employment Contract issued to Jonathon Kelley, Communications Instructor.
- F. Confirmation of Instructional Employment Contract Issued to Charles Quince, Marketing Instructor.
- G. Confirmation of Instructional Employment Contract Issued to Heather Varez, Accounting Instructor.

All in favor. Motion carried.

POLICY REVIEW

- A. Dr. Tracy Pierner reviewed revised Policy F-100 – Naming of College Facilities with the District Board members.

It was moved by Mr. Thornton and seconded by Mr. Deprez to approve the revised Policy F-100 – Naming of College Facilities. **All in favor. Motion carried.**

ACTION ITEMS

Chairperson Barrington-Tillman called for Action Items.

- A. Renovations to the District Office (DO) Administration Building’s Upper Level are needed to support the manufacturing programs moving to Central Campus. The remodel of the DO Upper Level will: Create an instruction classroom by enlarging the existing District Board Room; adding additional restrooms in the northwest corner of the DO Upper Level that will be accessible to staff and students using either the DO or the I-MEC; and repurpose the remaining office space to house the Manufacturing, Apprenticeship, Transportation, and Technology (MATT) Division Dean, faculty, and support staff.

It was moved by Mr. Thornton and seconded by Mr. Holzman to approve the Adoption of the Resolution of the District Office Upper-Level Remodeling Project upon Wisconsin Technical College System Board (WTCSB) Approval and to Request WTCS Approval of the Project. **All in favor. Motion Carried.**

- B. Renovations to the District Office (DO) Administration Building’s Lower Level are needed to support the manufacturing programs moving to Central Campus. The remodel of the DO Lower Level will: Create an open space by removing non-structural support walls from the DO Lower Level for a Heating, Venting, Air Conditioning, and Refrigeration Technician (HVAC/R) lab; add an elevator in the existing vestibule to provide ADA accessibility to the DO Lower Level as well

as the I-MEC buildings mezzanine; accommodate material storage needs for the manufacturing programs; remove the attached garage to reduce the risk of fire and improve emergency exit routes; expand the mechanical room.

It was moved by Mr. Deprez and seconded by Mr. Holzman to approve the Adoption of the Resolution of the District Office Lower-Level Remodeling Project upon Wisconsin Technical College System Board (WTCSB) Approval and to Request WTCS Approval of the Project. **All in favor. Motion Carried.**

- C. It was moved by Ms. Holland and seconded by Mr. Thornton to approve the Stage in the Central Campus Courtyard Remodel Funded with Capital Fund Balance. **All in favor. Motion Carried.**

Finance Committee Action Items

- A. No Action Items.

Personnel Committee Action Items

- A. No Action Items.

WTCS CONSORTIUM UPDATES

Chairperson Barrington-Tillman called for WTCS Consortium updates. There were none.

FUTURE AGENDA ITEMS

Chairperson Barrington-Tillman called for Future Agenda Items. The District Board's Treasurer has resigned effective immediately. Ms. Barreau will reach out to our District Board members for interest in the Treasurer position.

CLOSED SESSION

It was moved by Mr. Thornton and seconded by Mr. Deprez to adjourn to a closed session pursuant to Wis. Statutes 19.85 (1) (c) for the purpose of considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. No action will be taken during the closed session. Any action that might result from the closed session will be taken upon reconvening in open session, scheduled for action in open session at the next regular meeting, or scheduled for action at a special meeting called on notice.

The roll was called. The following members voted affirmatively: Ms. Barrington-Tillman, Mr. Deprez, Ms. Holland, Mr. Holzman, and Mr. Thornton. **All in favor. Motion Carried.**

All staff were excused from the closed session except for Julie Barreau, Kathy Broske, Jim Nemeth, and Dr. Tracy Pierner.

It was moved by Mr. Thornton and seconded by Mr. Deprez to adjourn the closed session at 5:47 p.m.

The roll was called. The following members voted affirmatively: Ms. Barrington-Tillman, Mr. Deprez, Ms. Holland, Mr. Holzman, and Mr. Thornton. **All in favor. Motion Carried.**

Chairperson Barrington-Tillman called the meeting to order in open session at 5:47 p.m.

ADJOURNMENT

It was moved by Mr. Thornton and seconded by Mr. Deprez to adjourn the meeting at 5:47 p.m. **All in Favor. Motion carried.**

Richard Deprez



Secretary