



BLACKHAWK Technical College

**DISTRICT BOARD MEETING
WEDNESDAY NOVEMBER 18, 2020
5:00 P.M.**

MINUTES

CALL TO ORDER

The regular meeting of the Blackhawk Technical College Board was held on Wednesday, November 18, 2020, at the Central Campus, 6004 S County Road G, Janesville, in the Administration Building and via Zoom.

Board Members Present: Eric Thornton, Chairperson; Barbara Tillman, Vice Chairperson; Laverne Hays; Secretary; Rick Richard, Treasurer; Rachel Andres; Traci Davis; Rich Deprez; and Mark Mayer.

Board Members Absent: Steve Pophal.

Staff Present: Dr. Tracy Pierner; Kathy Broske; Renea Ranguette; Dr. Karen Schmitt; Jen Thompson; Dr. Jon Tysse; Julie Barreau; and Megan Wisnowski.

Student Representatives: W. Ryan Lewis.

Guests: None.

Chairperson Thornton called the Blackhawk Technical College District Board meeting to order at 5:02 p.m.

Chairperson Thornton called for Public Comment. There were no comments.

SPECIAL REPORTS

- A. Student Representative to the District Board W. Ryan Lewis provided a report on student activities.

DISTRICT BOARD PROFESSIONAL DEVELOPMENT

Chairperson Thornton called for District Board Professional Development.

- A. Dr. Jon Tysse, Executive Director of Institutional Research and Effectiveness, provided information on the Blackhawk Technical College Economic Impact Study to the District Board members.

Discussion highlights:

- \$9.6 billion total gross regional product (GRP)
- 111,621 total jobs
- Operations spending impact - \$28.2 million
- Student spending impact - \$8.3 million
- Alumni impact - \$49.5 million
- 651 jobs supported in the District
- 194 jobs supported in the District
- 720 jobs supported in the District
- Student perspective - \$136.5 million
 - 20.8% rate of return
- Taxpayer perspective - \$94.3 million
 - 4.9% rate of return
- Social perspective - \$480.6 million
- Societal savings - \$7.90
- \$85.9 million total income added to the District
 - GRP 0.9%
 - 1,564 jobs
- One (1) out of every 71 jobs in Rock and Green Counties are supported by Blackhawk Technical College

INFORMATION/DISCUSSION

Chairperson Thornton called for Information/Discussion items.

- A. The September Financial Statement was reviewed.
- B. Dr. Pierner presented his monthly report.

Community Engagement Update:

- President's meeting, Wisconsin Technical College System Board meeting (the PSTC concept review passed), Green County Law Enforcement meeting, Janesville Innovation Center Board meeting.

Internal Communications:

- Shared Leadership meeting with GPS and the BIG.
- WTCS Ambassador Program (the MC was Ms. Milsap).
- COVID-19 Update:
 - There are two (2) options for testing.
 1. The National Guard testing which is open to the public. The last day of testing is December 10, 2020.
 2. Any employee or student who is involved in an exposure investigation can obtain a self-test and within a day you get the results.
 - For the month of October there were 136 investigations.

- For the month of November there were 93 investigations.
- Out of 300 investigations, 266 have been closed and 34 are active.
- The Incident Management team has updated our 7-Stage plan. Some modifications were made. We are currently in Stage-5 will go into Stage-4 after Thanksgiving break. Students will still have classes on campus. There will be more staff working at home.
- The free flu shot clinics for our students and staff went very well and is finished.

Upcoming Events:

- Nursing Pinning Ceremony
- Law Enforcement Academy Graduation
- GED Graduation

Other:

- It is Biennial Budget time and there are three (3) things we are advocating for. We will be reaching out to our elected officials requesting to meet with them. Board members who would like to participate with Dr. Tracy Pierner will let Ms. Barreau know.
- We received a letter from the Rock County Health Department praising us for our COVID-19 testing and partnering with the community.

C. Public Safety & Transportation Training Center (PSTC) Project Update:

Police and Fire Chiefs met and we took a look at the initial design; some modifications were made.

There are three (3) phases:

- Phase 1: CTS and concrete work on the ground. Two (2) separate bids. Open bids and award contract in January. Start in spring.
- Phase 2: Peripheral buildings: watch tower, burn tower, scenario village. Bid out separately. Construction targeted for next fall. Design work March time frame.
- Phase 3: Main building (\$17.5 million) estimated 9-month design. Early summer design team launched in early summer. Spring construction: 18 months construction opening date of late spring 2023.

D. WTCS Consortium Update.

- There were no updates.

E. Jen Thompson, Executive Director, Marketing and Communications provided information regarding the new Blackhawk Technical College logo and branding standards.

Discussion highlights:

- Refresh of the logo
- Will do a slow launch of the logo
- We are not replacing everything all at once

CONSENT AGENDA

Chairperson Thornton called for the Consent Agenda.

It was moved by Ms. Tillman and seconded by Mr. Richard to approve the consent agenda, which included:

- A. October 21, 2020 District Board Regular Meeting Minutes.
- B. Current Bills – The October bills include:
 - Starting Check Number #00277731 and Ending Check Number #00278262
 - Direct Deposit Expense Reimbursements = \$1,563,302.77 (includes student related payments)
 - Payroll = \$923,485.02
 - Payroll Tax Wire Transfers = \$368,558.29
 - Other Wire Transfers = \$47,921.64
 - WRS Wire Transfers = \$150,793.06
 - P-card Disbursements = \$90,952.04
 - Bond Payment = \$0.00
 - Health Insurance Wire Transfer = \$297,554.34
 - Grand Total for the month = \$3,442,567.16
- C. Training Contracts – Report Totals:
 - Number Served: 579
 - Estimated FTEs: 5.75
 - BTC Cost Formula: \$56,508
 - LAB Cost Formula: \$33,119
 - Actual Contract Cost: \$53,180
- D. Resignation – Shane Thomas, Academic Advisor, Last day: November 13, 2020.
- E. Resignation – Kyle Sky, Instructional Design Specialist, Last day: November 24, 2020.

All in favor. Motion Carried.

ACTION ITEMS

Chairperson Thornton called for Action Items.

- A. It was moved by Ms. Davis and seconded by Mr. Mayer to approve District Board Policy A-230, Board Composition & Terms of Office.
- B. It was moved by Mr. Richard and seconded by Ms. Tillman to approve District Board Policy A-240, Delegation of Authority to the President/District Director.

- C. It was moved by Ms. Tillman and seconded by Ms. Davis to approve District Board Policy A-260, President/District Director Succession.
- D. It was moved by Mr. Mayer and seconded by Ms. Tillman to approve District Board Policy A-270, Evaluation of the President/District Director.
- E. It was moved by Ms. Davis and seconded by Mr. Richard to approve District Board Policy Board Policy C-050, Commitment to Diversity.
- F. It was moved by Ms. Tillman and seconded by Ms. Davis to approve District Board Policy E-212, Records Retention and Destruction.
- G. It was moved by Ms. Tillman and seconded by Ms. Davis to approve District Board Policy E-750, Institutional Planning.

All in favor. Motion Carried.

COMMITTEES

Chairperson Thornton called for Committee Reports.

FINANCE

- A. Finance Committee Meeting – Meeting Scheduled November 18, 2020
- B. The Finance Committee met prior to the Board meeting. The auditors also presented the Fiscal Year 2019-20 audit report. The Committee presented 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, 2020 deadline.

It was moved by Mr. Deprez and seconded by Ms. Tillman to approve the Fiscal Year 2019-20 Audit Report.

All in favor. Motion Carried.

PERSONNEL

- A. Personnel Committee Meeting – Meeting Scheduled November 18, 2020

NEW BUSINESS

Chairperson Thornton called for New Business.

- A. First Reading of Revised and New District Board Policies:
 1. New Board Policy A-235 Vacancies of the District Board
 2. New Board Policy B-050 District Board Qualifications – Minor change
 3. New Board Policy B-100 District Board Member Standards of Practice
 4. New Board Policy B-110 Code of Ethics – Minor change

5. New Board Policy B-150 Conflict of Interest
6. New Board Policy B-160 District Board Conduct Reporting
7. Revised Board Policy B-210 Officers – Minor change
8. Revised Board Policy B-216 Legal Counsel
9. Revised Board Policy B-217 Auditor
10. Revised Board Policy B-480 Student Member(s) – Will be resubmitted at the December District Board meeting for a First Reading.
11. New Board Policy E-900 Grants
12. Revised Board Policy H-275 Public Assembly

OTHER BUSINESS

Chairperson Thornton called for Other Business.

- A. A brief report was provided on the District Board Association Virtual Fall Meeting held on October 23, 2020.
- B. A reminder was provided on the District Board Association Virtual Winter Meeting held on January 13-15, 2021.

FUTURE AGENDA ITEMS

Chairperson Thornton called for Future Agenda Items.

It was moved by Mr. Richard and seconded by Ms. Tillman to adjourn to a closed session pursuant to Wis. Statutes 19.85 (1)(c) for the purpose of conducting a private conference regarding a litigation matter and Executive's Compensation.

The roll was called. The following members voted affirmatively: Ms. Andres, Ms. Davis, Mr. Deprez, Mr. Hays, Mr. Mayer, Mr. Richard, Mr. Thornton, and Ms. Tillman.

All staff were excused from closed session, with the exception of Dr. Tracy Pierner, Ms. Broske, and Ms. Barreau.

After discussion of a litigation matter, Dr. Tracy Pierner and Ms. Barreau were excused from the closed session.

It was moved by Mr. Richard and seconded by Ms. Tillman to adjourn closed session at 7:30 p.m.

Chairperson Thornton called the meeting to order in open session 7:31 p.m.

It was moved by Ms. Tillman and seconded by Mr. Deprez to approve Dr. Tracy Pierner's Amended Contract FY 2020-21 to an annual salary of \$210,000 (13.5% increase), effective January 1, 2021 and retroactive to July 1, 2020, and increase the contribution to a tax-sheltered annuity (TSA) of Dr. Pierner's choice from \$15,000 to \$36,000 effective July 1, 2020, and to extend Dr. Pierner's contract through June 30, 2023.

Upon the vote being taken, the follow voted:

Aye: Ms. Andres, Ms. Davis, Mr. Deprez, Mr. Mayer, Mr. Thornton, and Ms. Tillman.

Nay: Mr. Hays, Mr. Richard

Motion carried.

ADJOURNMENT

It was moved by Ms. Davis and seconded by Ms. Tillman to adjourn the meeting at 7:40 p.m.

All in Favor. Motion carried.

Laverne E. Hays



Secretary