



**REGULAR DISTRICT BOARD MEETING
WEDNESDAY, OCTOBER 19, 2022
5:00 P.M.**

MINUTES

CALL TO ORDER

The Blackhawk Technical College District Board Regular meeting was held on Wednesday, October 19, 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 (arrived 5:09); Rachel Andres; Rob Hendrickson; Suzann Holland; and Mark Holzman.

Board Members Absent: Kathy Sucus.

Staff Present: Julie Barreau; Kathy Broske; Tony Landowski; Liz Paulsen; Dr. Tracy Pierner; Renea Ranguette; Dr. Karen Schmitt; Dr. Jon Tysse; and Megan Wisnowski.

Student Representative: Hope Hopper.

Guests: None.

Vice-Chairperson Thornton called the Blackhawk Technical College District Board meeting to order at 5:04 p.m. Vice-Chairperson Thornton called for Public Comments. There were no comments.

SPECIAL REPORTS

Vice-Chairperson Thornton called for Special Reports.

- A. The Student Representative to the District Board, Hope Hooper, provided a report on student activities.

INFORMATION/DISCUSSION

Vice-Chairperson Thornton called for Information/Discussion items.

- A. Renea Ranguette reviewed the September Financial Statement and Quarterly Report 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. The Public Safety Education Center Groundbreaking Ceremony was today. Footings are going in at the end of this month, and the walls will go up in March 2023.
- D. There was no Finance Committee meeting scheduled in October. No report out or recommendation(s).
- E. The Personnel Committee meeting was scheduled on October 19, 2022. Member Deprez provided a brief overview of the Personnel Committee meeting.
- F. Staff changes consisting of new hires, new positions, resignations, and retirements were reviewed.

CONSENT AGENDA

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

- A. Draft September 21, 2022, District Board Regular Meeting Minutes.
- B. Current Bills – The September bills include (Starting Check #00291100 and Ending Check #00291793):

Direct Deposit Expense Reimbursements	\$ 1,384,061.03
Payroll	\$ 975,423.60
Payroll Tax Wire Transfers	\$ 233,331.76
Other Wire Transfers	\$ 33,921.91
WRS Wire Transfers	\$ 159,868.34
P-card Disbursements	\$ 89,244.90
Bond Payment	\$ 810,517.71
Health Insurance Wire Transfer	\$ 306,982.72
<i>Grand Total for the Month</i>	<i>\$ 4,318,749.91</i>

- C. Training Contracts – Report Totals:

Number Served	Estimated FTEs	BTC Cost Formula	LAB Cost Formula	Actual Contract Cost
216	1.17	\$59,348	\$34,012	\$69,654

All in favor. Motion carried.

ACTION ITEMS

Vice-Chairperson Thornton called for Action Items.

- A. The Designation of the Wisconsin Technical College District Boards Association Board of Director Delegate.

It was moved by Mr. Holzman and seconded by Mr. Deprez to approve Mr. Richard to serve as the District Board's voting delegate to the Wisconsin Technical College District Boards Association for FY 2022-23.

- B. Establishment of the Mill Rate and Tax Levy for the Fiscal Year 2022-2023.

The administration recommends the operational levy of \$7,272,349 with an operational mill rate of 0.37801 and the debt service levy of \$8,865,000 with a debt service mill rate of .46079. The proposed levy is \$16,137,349 with a mill rate of 0.83880 per \$1,000 equalized valuation.

The State requires the reporting of a total levy, including the value of personal property exempt from the local tax levy. Including the value of exempt personal property brings the BTC total tax levy to \$16,307,931 for 2022-23.

The actual local tax levy for 2022-23 will be \$16,137,349, as noted above since BTC will receive state aid in lieu of local property taxes on exempt personal property.

It was moved by Mr. Hendrickson and seconded by Ms. Barrington-Tillman to authorize a \$16,137,349 tax levy which is 0.83880 mills (including debt service) on \$19,238,667,879 of equalized value, and that the clerks of the various taxing entities be properly informed of their appropriate share of the District's levy.

- C. Renea Ranguette presented the Fiscal Year 2021-2022 Procurement Report to the District Board members. The Wisconsin Technical College System (WTCS) procurement rules require each District to review purchases of similar goods, supplies, or services each year to determine

if a more competitive process should be used. In addition, the WTCS Financial Accounting Manual specifies that the district reviews vendors whose annual purchases exceed \$50,000. The review findings must be communicated to the District Board by October 31.

It was moved by Ms. Andres and seconded by Mr. Hendrickson to accept the Procurement Annual Report as presented. **All in favor. Motion carried.**

- D. The administration presented a proposed revision to the District Board Policy A-110, The Blackhawk Technical College District. It was moved by Mr. Hendrickson and seconded by Ms. Andres to approve District Board Policy A-110, The Blackhawk Technical College District. **All in favor. Motion carried.**
- E. The administration presented a proposed new District Board Policy C-700, Whistleblower Protection. It was moved by Mr. Holzman and seconded by Ms. Andres to approve New District Board Policy C-700, Whistleblower Protection. **All in favor. Motion carried.**

Personnel Committee Action Item:

- A. The Personnel Committee met before the regular District Board meeting. Chairperson Deprez provided a summary and a recommendation to the District Board to approve a one-time Cost of Living Stipend.

It was moved by Mr. Deprez and seconded by Mr. Holzman to approve a one-time Cost of Living Stipend at 1.75% of the 2022-23 expected salary for full-time and ongoing staff and paid out before the Winter Break 2022. **Motion carried. All in favor.**

PROFESSIONAL DEVELOPMENT – POLICY REVIEW – BUDGETARY

Vice-Chairperson Thornton called for Professional Development, Policy Review, and Budgetary items.

- A. District Board Professional Development. There were none.
 B. Policy Review. Two policies for approval under Action Items.
 C. Budgetary Items. There were none.

WTCS CONSORTIUM UPDATES

Vice-Chairperson Thornton called for WTCS Consortium updates.

- A. Insurance Trust (WTC): No update.
 B. Marketing Consortium: No update.
 C. Purchasing Consortium: No update.
 D. Districts Mutual Insurance (DMI): No update.

FUTURE AGENDA ITEMS

Vice-Chairperson Thornton called for Future Agenda Items. There were none.

ADJOURNMENT

It was moved by Ms. Andres and seconded by Mr. Hendrickson to adjourn the meeting at 6:19 p.m. **All in Favor. Motion carried.**

Richard Deprez



Secretary