

**REGULAR MEETING OF THE
CHIPPEWA VALLEY TECHNICAL COLLEGE DISTRICT BOARD
CVTC Business Education Center – Room 100A**

April 28, 2022

The meeting was called to order at 5:30 p.m. by Chairperson Ramona Mathews. She indicated this was an open meeting with notices mailed to the news media and other interested parties and posted at the Chippewa Valley Technical College campuses/centers in Chippewa Falls, Eau Claire, Menomonie, River Falls, and Neillsville on April 21, 2022.

1. Roll Call: Present: Paul Bauer, Tim Benedict, Greg Doverspike, Erin Garney, Ramona Mathews, Mike Noreen and Justin Zoromski. Absent: Paul Schley.

Also Present: Sunem Beaton-Garcia, Lauren Sullivan, Kirk Moist, Karen Kohler, Lynette Livingston, Tom Lange, Tam Burgau, Shelly Olson, Lisa Voisin, Sara Nick, Jon Brutlag, Jerry Moldenhauer, Mark Husby and Nate Runge.

2. Ms. Mathews shared two changes to the agenda. The Donor Recognition report will be tabled to a future agenda, and item 8C Budget Review will occur during Action Item 6C. Motion by Mr. Doverspike, seconded by Ms. Garney, to approve the agenda as amended. Ayes: All. Nays: None. Motion carried.

3. *Donor Recognition was tabled to a future Board meeting.*

Lisa Voisin from Baird gave an overview of debt service and capital borrowing. Ms. Voisin indicated that CVTC has been receiving favorable interest rates for recent borrowings. She reviewed CVTC's rating with Moody's (Aa1). Factors that Moody's takes into consideration when assigning a rating are debt/pensions, finances, economy/tax base, and management.

Ms. Voisin compared CVTC to the other technical colleges in Wisconsin: Equalized valuation – 9th highest; population – 7th highest; FTEs – 6th highest; general obligation debt outstanding – 11th lowest; debt service – 5th lowest; operational mill rate – 11th lowest; debt service mill rate – 6th lowest; total mill rate – 9th lowest; and general fund balance – 9th highest. She reviewed the permitted purposes for borrowing: moveable equipment; building remodeling and improvements; building purchase, construction, expansion, and site acquisition; and non-building projects. She also reviewed the long-term financing plan for borrowing.

4. Jon Brutlag had a public comment regarding spring graduation.
5. Motion by Mr. Doverspike, seconded by Mr. Zoromski, that the following resolution be adopted:

BE IT RESOLVED by the Chippewa Valley Technical College District Board that the following consent agenda items are approved as presented and recommended:

Minutes of the Regular Board Meeting of March 31, 2022.

Personnel Matters – Employment: Adjunct Instructors as listed; Andrew Fenner, Maintenance Assistant I, 5/23/2022; Jason Flanders, Machine Tool Technician, 4/25/2022; Amy Knaup, Economics Instructor, 8/18/2022; Carragh Knudsen, Learning Center Assistant – Adult Education & College Prep, 5/2/2022; Amanda Prudlick, Dental Clinic Coordinator, 4/25/2022; Ryan Taylor, Maintenance Technician III, 4/18/2022; Mark Thalacker, Engineering Applications Technician, 3/21/2022; PaHoua Xiong, Communications & Contract Enrollment Specialist, 5/2/2022. Resignations: R. Scott Tillotson, EMS Instructor, 7/7/2022; Robert Ecker, CPL/Career Path/ U Artic Coordinator, 7/1/2022; Tiffany Esser, EMS Instructor/Clinical Coordinator, 6/30/2022; Stephanie Vobornik, Director of Educational Technology/Title III Project Coordinator, 5/20/2022. Retirements: Juli Baker, Adult Education & College Prep Instructor, 6/15/2022; Raeann Hutchinson, Campus Assistant -Chippewa Falls, 6/3/2022; Rick Schauss, Electromechanical Tech Instructor, 5/26/2022; Pamela Owen, Academic Initiatives Outreach Coordinator, 5/31/2022.

Financial Report: Payroll Direct Deposit in the amount of \$1,920,003.64; Accounts Payable Checks in the amount of \$5,084,845.53; Refunds in the amount of \$350,328.57; Bank Transfers in the amount of \$10,693,214.46; and Direct Deposit Travel in the amount of \$54,303.93 drawn on the Chippewa Valley Technical College District for the various amounts, and the Financial Reports for March 2022 as presented.

Eighteen (18) contracts for services are approved as recommended and presented on the attached list. Ayes: All. Nays: None. Motion carried.

6. Action Items

- A. Dr. Shelly Olson, Interim Vice President of Student Services, presented the student fees for 2022-2023. She noted one additional fee added to the list after the agenda was posted to the public includes a preferred parking for CVTC students in UWEC housing of \$25 annually. Motion by Mr. Bauer, seconded by Mr. Benedict, that the following resolution be adopted:

BE IT RESOLVED that the Chippewa Valley Technical College District Board approves the 2022-2023 student fees as presented.

- B. Sara Nick, Director of Finance and Budgeting, presented the budget appropriation adjustments. State statute requires the district board to approve any modifications to the original adopted budget. To receive state aid for the expenditures a budget either equal to or in excess of the actual amount expended must be approved by the district board. Motion by Mr. Bauer, seconded by Mr. Noreen, that the following resolution be adopted:

WHEREAS, various resources are expected to exceed the 2021-2022 budgeted levels, and

WHEREAS, Section 65.90(5) Wis. Stats. provides that changes in budget appropriations may be authorized upon two-thirds (2/3) vote of the entire membership of the District Board,

THEREFORE, BE IT RESOLVED by the Chippewa Valley Technical College District Board that the 2021-2022 budget appropriation be modified as follows:

<u>Fund</u>	<u>Function Resource</u>	<u>Appropriation Change</u>	<u>Modified Appropriation</u>
Special Revenue-Nonaidable	Institutional Revenue	\$ -50,000	\$ 170,000
Special Revenue-Nonaidable	Federal Revenue	\$ 5,100,000	\$ 13,600,000
Special Revenue-Nonaidable	Instruction	\$ -5,000	\$ 95,000
Special Revenue-Nonaidable	Student Services	\$ 5,055,000	\$ 13,655,000

Ayes: All. Nays: None. Motion carried.

- C. Mr. Moist reviewed the FY'23 proposed budget. Goals include operationalize the Emergency Services Education Center and Transportation Education Center referendum buildings; determine next steps for CVTC campuses in Menomonie, River Falls and Chippewa Falls; complete and implement the new strategic plan; and emphasize being an "Employer of Choice." Mr. Moist summarized the FY'23 budget by fund and discussed the notice to be published in May for the May 26 Public Hearing. Key points include state aid-outcomes share increasing to 6.4 percent, state aid-cost based share trend increase, tuition rate increased 1.75 percent, tax base and net new construction growth, expect 4,499 student FTE's which is a 3 percent increase, and Federal Higher Education Relief funds are expiring. Motion by Mr. Bauer, seconded by Mr. Zoromski, that the following resolution be adopted:

BE IT RESOLVED by the Chippewa Valley Technical College District Board that the fund appropriations presented in the proposed FY 2023 budget are hereby authorized for publication. Ayes: All. Nays: None. Motion carried.

- D. Lisa Voisin from Baird gave an overview of debt service and capital borrowing for CVTC. Mr. Moist reviewed the capital plan and explained that the funds from this borrowing will be used for capital equipment (\$4,200,000) and infrastructure projects (\$1,500,000). Motion by Mr. Bauer, seconded by Mr. Doverspike, that the following resolution be adopted:

BE IT RESOLVED by the Chippewa Valley Technical College District Board that the Resolution Authorizing the Issuance of Not to Exceed \$5,700,000 General Obligation Promissory Notes, Series 2022A; and Setting the Sale be approved as presented.

7. Board Chairperson's Report

- A. The Board has nominated Erin Garney to serve as a Boards Association Officer.

8. College Update

- A. Mr. Lange presented the results of the IT Satisfaction Survey. The survey was completed in the fall of 2021, and was sent to all CVTC students, staff and faculty.
- B. Dr. Beaton-Garcia shared a visual of employee, student, and community engagement. The College is reviewing the Faculty Guidelines, Strategic Plan, and held a series of faculty roundtable listening session.

C. *Budget Update was reviewed under Action Item 6C*

D. President's Report

Dr. Beaton-Garcia reported on the following:

- UW-River Falls reaffirmation day was held on April 5, 2022, at the St. Croix Valley Innovation Center
- Shared multiple community engagements which included HSHS Sacred Heart Hospital, Jamf, EarthFest 2022 in River Falls, and Marshfield Clinic in Neillsville
- The following CVTC events: Alumni Spring Gala, High School Connections & Spring Partnership Awards, SWIM Strategic Planning Workshops, WTCS Ambassador Banquet in WI Dells, and CVTC staff and leadership in-service

9. Ms. Mathews reminded the Board to complete the Plus/Delta Evaluation form.

10. There were no announcements and/or requests.

11. The meeting adjourned at 7:30 p.m.

Recorded by:

Lauren J. Sullivan
Executive Assistant to the President

Submitted by:

Tim Benedict, Secretary
Chippewa Valley Technical College

Date

Chairperson

Secretary

EXHIBIT A

NOTICE TO THE ELECTORS
OF THE
CHIPPEWA VALLEY TECHNICAL COLLEGE DISTRICT
CHIPPEWA, DUNN, EAU CLAIRE, PEPIN AND PIERCE COUNTIES AND PORTIONS OF
BUFFALO, CLARK, JACKSON, TAYLOR, TREMPPEALEAU AND ST. CROIX COUNTIES,
WISCONSIN

NOTICE IS HEREBY GIVEN that the District Board of the above-named District, at a meeting duly called, noticed, held and conducted on April 28, 2022, adopted a resolution pursuant to the provisions of Section 67.12(12), Wisconsin Statutes, to authorize a borrowing in an amount not to exceed \$1,500,000 by issuing general obligation promissory notes of the District for the public purpose of paying the cost of building remodeling and improvement projects.

A copy of said resolution is on file in the District office, located at 620 West Clairemont Avenue, Eau Claire, Wisconsin, and may be inspected weekdays, except holidays, between the hours of 9:00 a.m. and 4:00 p.m., or in the alternative, is available upon request by contacting the District by email at the following address: kmoist@cvtc.edu or telephone at (715) 833-6224.

The District Board need not submit said resolution to the electors for approval unless within 30 days after the publication of this Notice there is filed with the Secretary of the District Board a petition meeting the standards set forth in Section 67.12(12)(e)5, Wisconsin Statutes, requesting a referendum thereon at a special election. If no such petition is filed, then the resolution shall be effective without a referendum.

Dated this 28th day of April, 2022.

BY THE ORDER OF THE
DISTRICT BOARD

Timothy J. Benedict
Secretary

EXHIBIT B

NOTICE TO THE ELECTORS
OF THE
CHIPPEWA VALLEY TECHNICAL COLLEGE DISTRICT
CHIPPEWA, DUNN, EAU CLAIRE, PEPIN AND PIERCE COUNTIES AND PORTIONS OF
BUFFALO, CLARK, JACKSON, TAYLOR, TREMPPEALEAU AND ST. CROIX COUNTIES,
WISCONSIN

NOTICE IS HEREBY GIVEN that the District Board of the above-named District, at a meeting duly called, noticed, held and conducted on April 28, 2022, adopted a resolution pursuant to the provisions of Section 67.12(12), Wisconsin Statutes, to authorize a borrowing in an amount not to exceed \$4,200,000 by issuing general obligation promissory notes of the District for the public purpose of paying the cost of acquiring movable equipment.

A copy of said resolution is on file in the District office, located at 620 West Clairemont Avenue, Eau Claire, Wisconsin, and may be inspected weekdays, except holidays, between the hours of 9:00 a.m. and 4:00 p.m., or in the alternative, is available upon request by contacting the District by email at the following address: kmoist@cvtc.edu or telephone at (715) 833-6224.

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Dated this 28th day of April, 2022.

BY THE ORDER OF THE
DISTRICT BOARD

Timothy J. Benedict
Secretary