

Public comments or dialogue from the audience are not allowed regarding specific agenda topics unless requested by the Board Chairperson; however, an opportunity for public input is available at the beginning of each meeting during *Public Comment*.

AGENDA
CHIPPEWA VALLEY TECHNICAL COLLEGE DISTRICT BOARD
REGULAR BOARD MEETING

DATE: **Tuesday, October 18, 2022**

TIME: **5:30 p.m. – Regular Board Meeting**
Adjourn into Closed Session immediately after the regular meeting

LOCATION: **Chippewa Valley Technical College Health Education Center, Room 117**
615 W. Clairemont Avenue
Eau Claire, WI 54701

Call to Order

The following statement will be read: “I wish to call the regular meeting of the Chippewa Valley Technical College District Board to order. This is 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 October 11, 2022.”

1. Roll Call: Tim Benedict, Greg Doverspike, Erin Greenawald, Mike Lea, Ramona Mathews, Mike Noreen, Monica Obrycki, Paul Schley and Justin Zoromski.

2. Reports/Forums
 Student Association Report – Rachel Leonard
 HEC Clinical Simulation Center – Theresa Meinen
 CCSSE Survey Results – Shana Schmidt

3. Public Comment
The purpose of Public Comment is to provide members of the public with an opportunity to present information to the Board. It is not intended for interactive debate. There will be no response or comment from members of the board or college staff.
Ground rules regarding public comment on Board agenda items:

1. Any person wishing to address the board should complete the registration form below and turn it in to the Executive Assistant to the President prior to the start of the meeting.
2. Speakers will be called forward by the board chair.
3. Speakers shall address the board from the “presenter’s table.”
4. Speakers shall direct all comments to the full board (not individual board members or college employees).
5. Speakers are limited to three minutes.
6. The language and content of the comments must be in keeping with standards for proper conduct.

SUGGESTED RESOLUTIONS

page(s) 5-8

4. Consent Agenda - The following matters may be acted upon by the Board utilizing a single vote. Individual items, which any Board member wishes to address in greater detail or as a separate item on the regular agenda, may be removed from the Consent Agenda upon request.

A. Minutes of the Regular Board Meeting on September 29, 2022 page (s) 9-13

B. Personnel Matters

1) Employment

Adjunct Instructors as listed page(s) 14

Caleb Cornelius, Assistant Vice President of Finance & Facilities,
9/19/2022

Theresa Curtis, Program Assistant, 10/10/2022

Daniel Dickerson, Instructional Assistant - Truck Driving, 10/17/2022

2) Resignations

Hannah Prince, Academic Records & Continuing Education Specialist,
9/23/2022

Corey Powers, Talent Acquisition Specialist, 10/28/2022

Nicole Kruschke, College Navigator Menomonie, 10/28/2022

Andrew Salvaterra, Marketing & Promotions Strategist, 9/16/2022

3) Retirements

Charles Leffingwell, IT Generalist, 12/21/2022

C. Financial Reports

page(s) 15-19

- D. Contracts for Services page(s) 20
- E. Ethics Code – Designation of Vice Presidents
- 5. Action Items
 - A. Establish Tax Levy (roll call vote)
 - B. Approval of FY'22 Procurement Report page(s) 21-22
 - C. Approval of FY'22 Budget Appropriations Adjustments page(s) 23
 - D. Approval to Remodel 2,249 Square Feet of CVTC's Business Education Center, For the Purpose of a Bakery for Culinary Programming
 - E. Approval to Remodel 11,974 Square Feet of CVTC's Business Education Center, For the Purpose of Additional Information Technology Program Labs
 - F. Approval to Remodel 7,230 Square Feet of CVTC's Facility at 590 Wasson Lane South, River Falls, For the Purpose of a Welding Lab
 - G. Approval to Remodel 7,953 Square Feet of CVTC's Facility at 590 Wasson Lane South, River Falls, For the Purpose of a Residential Construction Lab, Classroom and Improvements for Criminal Justice and Emergency Service Training
- 6. Board Chairperson's Report
 - A. Report Out on Boards Association Fall Meeting, October 6-7, 2022, CVTC
 - B. Board Representative for December Commencement Ceremony
- 7. College Update
 - A. President's Report
 - Campus Activities
 - Community Involvement
 - WTCS Updates
 - WTCS Presidents Association Activities
- 8. Board Involvement in the Community
- 9. **Move to Closed Session** to discuss Wis. Stats. 19.85(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy

to be adopted by the body with respect to litigation in which it is or is likely to become involved (conferring with legal counsel). Roll call vote:

____ Schley	____ Noreen	____ Obrycki
____ Zoromski	____ Doverspike	____ Benedict
____ Greenawald	____ Lea	____ Mathews

10. Return to Open Session

11. Adjournment

c: Kirk Pelikan, Layla Merrifield, News Media CVTC District. Posted: 10/11/22: Chippewa Valley Technical College- Chippewa Falls Campus, Eau Claire Campus, Menomonie Campus, Neillsville Center, and River Falls Campus.

Special accommodations for people with disabilities will be made for the public board meetings. Please call Lauren Sullivan, 715-833-6500, to request accommodations 24 hours in advance of the meeting.

**Chippewa Valley Technical College, 620 West Clairemont Avenue, Eau Claire, WI 54701, 715-833-6500
President: Sunem Beaton-Garcia**

SUGGESTED RESOLUTIONS – REGULAR MEETING – October 18, 2022

Item 5 – Consent Agenda

Motion by _____, seconded by _____, 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 September 29, 2022.

Personnel Matters – Employment: Adjunct Instructors as listed; Caleb Cornelius, Assistant Vice President of Finance & Facilities, 9/19/2022; Theresa Curtis, Program Assistant, 10/10/2022; Daniel Dickerson, Instructional Assistant - Truck Driving, 10/17/2022. Resignations: Hannah Prince, Academic Records & Continuing Education Specialist, 9/23/2022; Corey Powers, Talent Acquisition Specialist, 10/28/2022; Nicole Kruschke, College Navigator Menomonee, 10/28/2022; Andrew Salvaterra, Marketing & Promotions Strategist, 9/16/2022. Retirements: Charles Leffingwell, IT Generalist, 12/21/2022.

Financial Report: Payroll Direct Deposit in the amount of \$2,039,238.17; Accounts Payable Checks in the amount of \$3,441,446.22; Refunds in the amount of \$1,890,929.22; Bank Transfers in the amount of \$2,858,309.93; and Direct Deposit Travel in the amount of \$32,976.84 drawn on the Chippewa Valley Technical College District for the various amounts, and the Financial Reports for September 2022 as presented.

Seventeen (17) contracts for services are approved as recommended and presented on the attached list.

Ethics Code – Designation of Vice Presidents: For purposes of Wisconsin's Code of Ethics for Public Officials and Employees, Sections 19.41 through 19.59, Stats., the Chippewa Valley Technical College District Board designates the following positions and indicates its intention that the current occupants of these positions and their successors be subject to the Wisconsin Ethics Code:

<u>Position</u>	<u>Occupant</u>
President	Sunem Beaton-Garcia
Provost/Vice President of Academic Affairs	Lynette Livingston
Vice President of Finance & Facilities	Kirk Moist
Vice President of Talent & Culture	Tam Burgau
Vice President of Student Affairs	Shelly Olson
Vice President of Information Technology/CIO	Tom Lange

Vice President of Strategic Communications & Joni Geroux
Community Engagement
Vice President of Institutional Advancement Karen Kohler

Item 5A – Establish Tax Levy

Motion by _____, seconded by _____, that the following resolution be adopted:

WHEREAS, the Chippewa Valley Technical College District Board adopted the budget for FY 2023.

NOW, THEREFORE, BE IT RESOLVED that the Chippewa Valley Technical College District Board authorizes a tax levy of twenty four million, one hundred thirty six thousand, two hundred forty five dollars (\$24,136,245) on the full value of the taxable property of the District, as certified to it by the Wisconsin Department of Revenue, for the purpose of making capital improvements, acquiring equipment, operating and maintaining the schools of the District, and for the retirement of previously approved District indebtedness for the fiscal year beginning July 1, 2022, and

BE IT FURTHER RESOLVED that the Chippewa Valley Technical College District Board, pursuant to s.38.16, Wis. Stats., authorizes that the aforementioned amount of levy be spread proportionately on the tax rolls for the collection in each city, village, and town, or portion thereof within the District boundaries, and that the respective clerks be informed of this action prior to the last working day in October 2022, or ten days after receipt of District valuation, whichever is later.

Item 5B – Approval of FY'22 Procurement Report

Motion by _____, seconded by _____, that the following resolution be adopted:

BE IT RESOLVED that the Chippewa Valley Technical College District Board approves the 2021-2022 procurement report as presented. Wisconsin Administrative Code TCS6.05(2)(h).

Item 5C – Approval of FY’22 Budget Appropriations Adjustments

Motion by _____, seconded by _____, 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>
General Fund	General Institutional	\$ 256,495	\$ 12,976,026
General Fund	Physical Plant	\$ -256,495	\$ 4,522,515
Special Revenue-Aidable	Instruction	\$ 572,288	\$ 6,341,220
Special Revenue-Aidable	Instructional Resources	\$ 72,238	\$ 75,664
Special Revenue-Aidable	Student Services	\$ 1,403,930	\$ 3,341,759
Special Revenue-Aidable	General Institutional	\$ -2,365,744	\$ 1,203,427
Special Revenue-Aidable	Physical Plant	\$ 480,158	\$ 1,127,922
Special Revenue-Aidable	Auxiliary Services	\$ -40,000	\$ -
Capital Projects	Instruction	\$ 3,939,915	\$ 5,844,473
Capital Projects	Instructional Resources	\$ 598,870	\$ 1,198,870
Capital Projects	General Institutional	\$ 20,773	\$ 1,920,773
Capital Projects	Physical Plant	\$ -4,559,558	\$ 30,810,442
Enterprise Fund	Auxiliary Services	\$ 988,427	\$ 3,526,781

Item 5D – Approval to Remodel 2,249 Square Feet of CVTC’s Business Education Center, For the Purpose of a Bakery for Culinary Programming

Motion by _____, seconded by _____, that the following resolution be adopted:

BE IT RESOLVED by the Chippewa Valley Technical College District Board that approval be given to remodel 2,249 square feet of CVTC’s Business Center to create a bakery in support of Culinary programming contingent upon State Board approval.

Item 5E – Approval to Remodel 11,974 Square Feet of CVTC’s Business Education Center, For the Purpose of Additional Information Technology Program Labs

Motion by _____, seconded by _____, that the following resolution be adopted:

BE IT RESOLVED by the Chippewa Valley Technical College District Board that approval be given to remodel 11,974 square feet of CVTC’s Business Center to create additional Information Technology Program labs contingent upon State Board approval.

Item 5F – Approval to Remodel 7,230 Square Feet of CVTC’s Facility at 590 Wasson Lane South, River Falls, For the Purpose of a Welding Lab

Motion by _____, seconded by _____, that the following resolution be adopted:

BE IT RESOLVED by the Chippewa Valley Technical College District Board that approval be given to remodel 7,230 square feet of CVTC’s facility at 590 Wasson Lane S., River Falls to create a welding lab contingent upon State Board approval.

Item 5G – Approval to Remodel 7,953 Square Feet of CVTC’s Facility at 590 Wasson Lane South, River Falls, For the Purpose of a Residential Construction Lab, Classroom and Improvements for Criminal Justice and Emergency Service Training

Motion by _____, seconded by _____, that the following resolution be adopted:

BE IT RESOLVED by the Chippewa Valley Technical College District Board that approval be given to remodel 7,953 square feet of CVTC’s facility at 590 Wasson Lane S., River Falls to create a Residential Construction lab, a Classroom and improvements for Criminal Justice and Emergency Services scenario-based training contingent upon State Board approval.

ITEM 4A - MINUTES

**REGULAR MEETING OF THE
CHIPPEWA VALLEY TECHNICAL COLLEGE DISTRICT BOARD
September 29, 2022**

The meeting was called to order at 11:01 a.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 September 23, 2022.

1. Roll Call: Present: Tim Benedict, Greg Doverspike, Erin Greenawald, Mike Lea, Ramona Mathews, Mike Noreen, Monica Obrycki, Paul Schley and Justin Zoromski.

Also Present: Sunem Beaton-Garcia, Lauren Sullivan, Tam Burgau, Kirk Pelikan, Lynette Livingston, Joni Geroux, Karen Kohler, Kirk Moist, Stephanie Esser, Jen Anderegg, Caleb Cornelius and Bandi Henke.

2. Motion by Mr. Zoromski, seconded by Mr. Noreen, to approve the agenda as presented. Ayes: All. Nays: None. Motion carried.
3. Reports/Forums
Jennifer Anderegg, Senior Director of Enrollment Services, reviewed the Board Quick Facts for Fall 2022.
4. Bandi Henke had a public comment on the future of electrical power distribution program.
5. Motion by Mr. Noreen, seconded by Mr. Doverspike, 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 Organizational & Regular Board Meeting of August 25, 2022.

Personnel Matters – Employment: Adjunct Instructors as listed; Matthew Bartow, Residential Construction Management Instructor LTE, 9/19/2022; Sara Becker, Talent & Culture Associate, 9/12/2022; Stephanie Goetz, Talent Acquisition Associate LTE, 9/19/2022; Connie Higgins, Disability Services Specialist, 10/10/2022; Amanda

Holmberg, Architectural Structural Design Instructor, 8/26/2022; Eric Kinneberg, Full-Stack Web Developer, 10/10/2022; Tracy Kurshinsky, Physical Therapist Assistant Instructor LTE, 9/27/2022; Kristy Prunty, Continuing Education Assistant, 9/19/2022; Rachael Stilp, Foundations of Teacher Education Instructor, 8/26/2022; Sawyer Sturz, High School Academy Specialist Advisor, 9/6/2022; Karla Svedarsky, Science Instructor, 8/24/2022; Anne Weber, Student Recruitment Coordinator, 9/21/2022. Resignations: James Krouse, Automation Engineering Technology Instructor, 8/23/2022; Gita Sawalani, Psychology Instructor, 9/7/2022; Michael Beilke, Desktop Services Technician, 9/21/2022; Kristy Higley, Residential Construction Management Inst LTE, 9/16/2022. Retirements: Kirk Moist, Vice President of Finance & Facilities, 4/3/2023; Gary Johnson, Automation Engineering Technology Instructor, 12/20/2022; Hans Mikelson, Manufacturing Engineering Technologist Instructor, 5/26/2023.

Financial Report: Payroll Direct Deposit in the amount of \$2,015,859.14; Accounts Payable Checks in the amount of \$4,620,058.48; Refunds in the amount of \$62,204.89; Bank Transfers in the amount of \$2,329,109.85; and Direct Deposit Travel in the amount of \$37,799.71 drawn on the Chippewa Valley Technical College District for the various amounts, and the Financial Reports for August 2022 as presented.

Seventeen (17) contracts for services are approved as recommended and presented on the attached list. Ayes: All. Nays: None. Motion carried.

6. Action Items

A. Stephanie Esser, Executive Dean of Business, Arts and Sciences, presented the concept review for the Massage Therapy Technical Diploma. This program will provide training for a professional career in massage therapy, where students will gain knowledge of human anatomy with a focus on the musculoskeletal system. Students will be trained in key massage therapy techniques and applications and will be prepared to take exams for the Wisconsin Department of Safety and Professional Services Massage Therapy and Bodywork license. Employers shared the need for Massage Therapists in the CVTC District is growing. The requests for services have increased in our area, and individuals are focusing more on mental health and wellbeing. The need for this program to exist at CVTC is to provide continued education for licensing and improved patient care. The starting wage is \$20.74 per hour. The resources needed include one full time program director/instructor and one adjunct instructor, a refreshed space in the Business Education Center, massage tables and chairs, and additional program supplies. Motion by Dr. Schley, seconded by Ms. Greenawald, that the following resolution be adopted:

BE IT RESOLVED that the Chippewa Valley Technical College District Board approves the submission of the program concept review for Massage Therapy Technical Diploma to the Wisconsin Technical College System Board. Ayes: All. Nays: None. Motion carried.

- B. Stephanie Esser, Executive Dean of Business, Arts and Sciences, presented the concept review for the Aesthetician Technical Diploma. Aestheticians are skin care specialists who perform a variety of facial and body treatments to help their clients maintain the health and appearance of their skin. Students will learn to perform basic facials, spa body treatments, waxing, hair removal and other specialized skin treatments. Students will prepare for the licensure exam administered by Wisconsin Department of Safety and Professional Services. The starting wage is \$17.83 per hour. The resources needed include one full time program director/instructor, one adjunct instructor, classroom space at the Business Education Center, annual operational supplies budget is \$10,000-\$18,000 for minor equipment and supplies, and students will offer services to the public for a fee. Motion by Dr. Schley, seconded by Mr. Doverspike, that the following resolution be adopted:

BE IT RESOLVED that the Chippewa Valley Technical College District Board approves the submission of the program concept review for Aesthetician Technical Diploma to the Wisconsin Technical College System Board. Ayes: All. Nays: None. Motion carried.

- C. Karen Kohler, Vice President of Institutional Advancement, shared the Foundation Board approved the proposed commemorative philanthropic naming opportunities for the Emergency Service Education Center and the Transportation Education Center. Motion by Dr. Schley, seconded by Mr. Doverspike, that the following resolution be adopted:

WHEREAS, Chippewa Valley Technical College's Commemorative Philanthropic Naming Opportunity Policy allows opportunities to recognize and honor individuals, businesses, and groups for providing funding to support CVTC buildings, facilities, rooms, and equipment; and

WHEREAS, the named individuals and organizations are strong supporters of Chippewa Valley Technical College and have pledged amounts toward the Emergency Service Education Center and Transportation Education

Center classrooms, labs, and common spaces qualifying them for naming opportunities;

THEREFORE, BE IT RESOLVED by the Chippewa Valley Technical College District Board that in accordance with the College's Commemorative Philanthropic Naming Opportunity Policy, the naming opportunities are approved as presented. Ayes: All. Nays: None. Motion carried.

7. Board Chairperson's Report
 - A. Ms. Obrycki provided a summary of updates from the Foundation Board meeting that took place earlier today.
 - B. The October Board Meeting will be Tuesday, October 18 at 5:30 p.m.
8. Motion by Ms. Greenawald, seconded by Mr. Benedict, to move to Executive Session to discuss Wis. Stats. 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session (housing). Ayes: All. Nays: None. Motion carried. The meeting moved to closed session at 12:04 p.m.
9. The meeting returned to open session at 12:33 p.m.
10. Board Retreat
 - A. Professional Development
Joni Geroux, Vice President of Strategic Communications and Community Engagement, reviewed media etiquette and training with the Board.

Kirk Pelikan reviewed provisions of law that applies to the Board.
 - B. Talent & Culture

Tam Burgau, Vice President of Talent and Culture provided an employer of choice update on attracting and retaining employees at CVTC.
 - C. Ms. Mathews reviewed the results of the Board evaluation.
11. Motion by Mr. Benedict, seconded by Ms. Greenawald, to adjourn. Ayes: All. Nays: None. Motion carried. The meeting adjourned at 2:13 p.m.

Recorded by:

Submitted by:

Lauren Sullivan
Executive Assistant to the President & Board

Tim Benedict, Secretary
CVTC District Board

Ramona Mathews, Chairperson
CVTC District Board

Date

ITEM 4B - PERSONNEL MATTERS

**Chippewa Valley Technical College
Adjunct Instructors to be Employed for Classes that Begin
08/06/2022 through 12/31/2022**

Bartow, Matthew
Casselman, Stephen
Jacobs, Magdalene
Korn, Talitha

Total Count = 4

ITEM 4C - FINANCIAL REPORTS

CHIPPEWA VALLEY TECHNICAL COLLEGE			
September 2022 Disbursements			
PAYROLL			
	Pay Date	Payroll Number	Net Pay
Electronic Payments	9/9/2022	18	\$ 990,521.46
Electronic Payments	9/23/2022	19	1,048,716.71
		Total Net Pay	\$ 2,039,238.17
BANK TRANSFERS			
	Date	Transfer Number	Transfer Totals
Delta Dental Vistion	9/1/2022	5982	\$ 3,084.84
Optum, Inc.	9/9/2022	5951	27,742.12
Empower Retirement	9/9/2022	5952	9,163.76
TSA Consulting Group, Inc.	9/9/2022	5953	24,289.76
Special Pay Plan Retirement Trust (Pelion)	9/9/2022	5954	4,051.45
United Way of Greater Chippewa Valley	9/9/2022	5955	143.86
ExpertPay-Child Support	9/9/2022	5956	1,667.75
IRS - 941 Deposit	9/12/2022	5949	329,888.11
Optum, Inc.	9/23/2022	5963	25,416.02
Empower Retirement	9/23/2022	5964	9,163.76
TSA Consulting Group, Inc.	9/23/2022	5965	24,389.76
Special Pay Plan Retirement Trust (Pelion)	9/23/2022	5966	5,764.27
United Way of Greater Chippewa Valley	9/23/2022	5967	143.86
ExpertPay-Child Support	9/23/2022	5968	1,471.60
Prevea 360 (Health)	9/23/2022	5970	780,764.22
IRS - 941 Deposit	9/26/2022	5961	337,141.05
MN Life/Securian (Life)	9/26/2022	5971	20,959.60
Associated Bank -debt interest	9/27/2022	5976	113,725.00
DTCC Principal & Interest	9/27/2022	5978	549,768.74
DTCC Interest	9/27/2022	5979	546,501.58
EBC Claims	9/30/2022	5980	4,933.60
Delta Dental Claims & Admin Fees	9/30/2022	5981	38,045.71
WI Dept of Revenue	9/30/2022	5983	89.51
			\$ 2,858,309.93
REFUNDS			
	Date	Check Numbers	Check Totals
Computer Listing	9/1/22-9/30/22	80056915-80057804	\$ 1,138,905.89
Electronic Payments	9/1/22-9/30/22	5569956-5615928	752,023.33
		Total	\$ 1,890,929.22
ACCOUNTS PAYABLE			
	Date	Check Numbers	Check Totals
Computer Listing	9/1/22-9/30/22	30078021-30078487	\$ 3,441,446.22
		Total	\$ 3,441,446.22
TRAVEL			
	Date	Advice Numbers	Check Totals
Computer Listing	9/1/22-9/30/22	22803-22878	\$ 32,976.84
		Total	\$ 32,976.84
Grand Total			\$ 10,262,900.38

CHIPPEWA VALLEY TECHNICAL COLLEGE				
INVESTMENTS OUTSTANDING				
9/30/22				
		Annual	INVESTMENT	
<u>REGULAR INVESTMENTS</u>		Rate	AMOUNTS	TOTALS
	Local Government Investment Pool (LGIP)	2.15%	\$ 5,426,432	
	US Bank Operating	0.16%	\$ 2,355,562	
	TOTAL REGULAR INVESTMENTS			\$ 7,781,994
<u>CAPITAL PROJECTS & EQUIPMENT</u>				
	LGIP-Capital Projects & Equipment	2.150%	\$ 7,659,659	
	PMA-Debt Proceeds(cash)	2.075%	\$ 199	
	PMA-Debt Proceeds(short term investments)	1.965%	\$ -	
	PMA-Debt Proceeds(multiple fixed income investments)	2.239%	\$ 5,743,096	
	TOTAL CAPITAL FUNDS			\$13,402,954
	TOTAL INVESTMENTS			\$21,184,948

Checks Written to Vendors

Check dates: Sep 1, 2022 to Sep 30, 2022

Oct 10, 2022 10:31:04 AM With Check Amounts Greater than or equal to: \$2500

Vendor Name	Check Number	Check Date	Amount
A Book Company	30078207	09/15/2022	\$200,059.00
	30078407	09/29/2022	\$2,619.20
A.M. Leonard	30078022	09/01/2022	\$2,841.60
ACEN	30078303	09/22/2022	\$2,875.00
AT & T	30078026	09/01/2022	\$3,190.31
	30078413	09/29/2022	\$3,190.53
Access Security Inc	30078409	09/29/2022	\$4,622.80
Allium IT LLC	30078113	09/08/2022	\$12,000.00
American Health Information	30078309	09/22/2022	\$5,850.00
Arrow Precision Asphalt Maintenance LLC	30078116	09/08/2022	\$6,000.00
Atlas Toyota-Lift of Minnesota	30078415	09/29/2022	\$4,419.00
Audiovisual, Inc.	30078033	09/01/2022	\$15,799.29
	30078318	09/22/2022	\$7,221.29
Beaver of Wisconsin Inc	30078034	09/01/2022	\$6,771.00
Behlke Property Maintenance LLC	30078321	09/22/2022	\$7,350.00
BetterMynd	30078035	09/01/2022	\$26,500.00
CAE Healthcare	30078221	09/15/2022	\$16,907.99
CAS	30078324	09/22/2022	\$4,263.00
CDW Government Inc	30078325	09/22/2022	\$3,595.00
	30078426	09/29/2022	\$66,600.00
Cardiotronix, LLC	30078039	09/01/2022	\$35,817.48
Certified Inc	30078126	09/08/2022	\$76,222.00
Chippewa Valley Energy	30078128	09/08/2022	\$3,090.40
Clarey's Safety Equipment	30078227	09/15/2022	\$4,153.94
Close Up Apparel	30078430	09/29/2022	\$2,565.00
Codaptive Labs LLC	30078228	09/15/2022	\$2,820.00
Core BTS	30078231	09/15/2022	\$9,282.00
Data Recognition Corporation	30078234	09/15/2022	\$3,000.00
Dentsply North America LLC	30078336	09/22/2022	\$3,211.61
DiaMedical USA	30078047	09/01/2022	\$8,622.36
	30078137	09/08/2022	\$3,645.13
DigiCOPY	30078338	09/22/2022	\$17,159.63
Dynamic Fitness & Strength	30078339	09/22/2022	\$2,742.44
Eau Claire Business Interiors	30078237	09/15/2022	\$38,673.60
Eau Claire, City of	30078434	09/29/2022	\$80,286.22
Edwards Agri-Sales Inc	30078240	09/15/2022	\$6,142.00
	30078435	09/29/2022	\$3,484.90
Elevated Academics, LLC	30078241	09/15/2022	\$4,200.00
Elsevier Inc	30078343	09/22/2022	\$54,891.20
Ferguson Enterprises, Inc.	30078051	09/01/2022	\$51,439.38
Filtration Systems Inc	30078143	09/08/2022	\$7,023.05
Fire Test Supply LLC	30078439	09/29/2022	\$8,050.00
Fortune International LLC	30078146	09/08/2022	\$5,727.45

Checks Written to Vendors

Check dates: Sep 1, 2022 to Sep 30, 2022

Oct 10, 2022 10:31:04 AM With Check Amounts Greater than or equal to: \$2500

Vendor Name	Check Number	Check Date	Amount
Froude Inc	30078348	09/22/2022	\$17,330.00
Gator Garb Inc	30078349	09/22/2022	\$3,201.35
Gaumard Scientific Company Inc	30078056	09/01/2022	\$6,411.14
Gladwin Automation Division	30078058	09/01/2022	\$6,050.30
	30078443	09/29/2022	\$24,819.60
Grazzini Brothers & Company	30078148	09/08/2022	\$8,230.50
	30078247	09/15/2022	\$2,525.00
HVP Design Inc	30078152	09/08/2022	\$3,600.00
	30078251	09/15/2022	\$2,800.00
High Monkey Consulting Inc	30078353	09/22/2022	\$19,900.00
Hillyard Floor Care Supply	30078063	09/01/2022	\$26,538.62
Holiday Inn	30078150	09/08/2022	\$5,190.04
J & F Facility Services	30078357	09/22/2022	\$45,473.93
KP Katering LLC	30078160	09/08/2022	\$7,965.00
Kumplete Decorating, Inc.	30078070	09/01/2022	\$6,791.00
Kwik Trip Inc	30078161	09/08/2022	\$7,200.00
L F George Inc	30078258	09/15/2022	\$3,376.26
Lab Midwest LLC	30078162	09/08/2022	\$26,042.00
	30078365	09/22/2022	\$9,000.00
Lesiecki, Michael	30078368	09/22/2022	\$10,560.00
MEP Properties LLC	30078373	09/22/2022	\$6,502.72
	30078456	09/29/2022	\$2,742.15
MICHAELS TRUCK EQUIPMENT INC	30078262	09/15/2022	\$4,894.75
Market and Johnson Inc	30078260	09/15/2022	\$370,498.68
Mercer Culinary	30078077	09/01/2022	\$12,506.00
	30078374	09/22/2022	\$12,506.00
Mercury Marine	30078170	09/08/2022	\$3,219.00
Michael Best & Friedrich	30078171	09/08/2022	\$18,737.45
Minnesota Microscope Service	30078174	09/08/2022	\$2,979.00
Mississippi Welders Supply Co Inc	30078175	09/08/2022	\$4,802.95
Mo-Bilt Enterprises LLC	30078081	09/01/2022	\$18,548.00
Monster Wash LLC	30078082	09/01/2022	\$9,124.75
Mythics	30078378	09/22/2022	\$35,516.15
NAMI - North American Mechanical Inc	30078177	09/08/2022	\$7,500.00
	30078266	09/15/2022	\$6,095.00
NAU Country Insurance Company	30078379	09/22/2022	\$3,419.00
NetOp Tech Inc	30078178	09/08/2022	\$4,232.00
North Carolina State University	30078268	09/15/2022	\$6,000.00
Northcentral Technical College	30078380	09/22/2022	\$7,650.00
One Better LLC	30078269	09/15/2022	\$3,000.00
Parr's Hardware	30078183	09/08/2022	\$3,718.90
Pasco Scientific	30078271	09/15/2022	\$6,245.00
Pavement Consulting Services LLC	30078088	09/01/2022	\$54,209.00

Checks Written to Vendors

Check dates: Sep 1, 2022 to Sep 30, 2022

Oct 10, 2022 10:31:04 AM With Check Amounts Greater than or equal to: \$2500

Vendor Name	Check Number	Check Date	Amount
Pavement Consulting Services LLC	30078272	09/15/2022	\$9,687.00
Rassbach Communications Service Inc	30078188	09/08/2022	\$3,150.00
River Falls Municipal Utility	30078279	09/15/2022	\$7,191.56
River States Truck & Trailer Inc	30078468	09/29/2022	\$5,811.48
River Valley Architects Inc	30078280	09/15/2022	\$2,633.75
	30078389	09/22/2022	\$49,840.00
Samuels Group Inc	30078471	09/29/2022	\$13,476.63
Sassafras Software Inc	30078472	09/29/2022	\$5,742.00
Schilling Supply Company	30078191	09/08/2022	\$5,005.76
Snap-On Industrial	30078287	09/15/2022	\$371,826.49
Stage Front Presentation Systems	30078195	09/08/2022	\$6,826.00
Strata Information Group	30078476	09/29/2022	\$3,600.00
Swanson's Commercial Flooring LLC	30078393	09/22/2022	\$2,548.28
Tractor Central LLC	30078478	09/29/2022	\$32,466.30
Tracy Strubel LLC	30078098	09/01/2022	\$4,650.00
U.S. Bank	30078487	09/30/2022	\$518,313.61
Univ of Wisconsin - Eau Claire	30078102	09/01/2022	\$3,929.00
Verizon Wireless	30078105	09/01/2022	\$7,964.48
Vernier Software & Technology	30078293	09/15/2022	\$5,868.13
Volume One Magazine	30078400	09/22/2022	\$2,893.00
WEAU	30078401	09/22/2022	\$2,810.00
Waste Management of Northern Wisconsin	30078202	09/08/2022	\$3,551.43
We Mow Lawn Care Inc	30078296	09/15/2022	\$5,853.75
Wis Tech College System Foundation Inc	30078402	09/22/2022	\$8,904.00
Xcel Energy	30078111	09/01/2022	\$135,053.66
	30078485	09/29/2022	\$73,346.88
	30078486	09/29/2022	\$27,574.53
Zoll Medical Corporation	30078300	09/15/2022	\$89,607.18
Zorn Compressor & Equipment Inc	30078301	09/15/2022	\$3,476.32
iPROMOTEu Inc	30078252	09/15/2022	\$3,020.84
Total			\$3,099,198.10
Amount for checks less than \$2500			\$342,248.12
Grand Total			\$3,441,446.22

ITEM 4D - CONTRACTS FOR SERVICES

9/1/22 - 9/30/22

Run Date 10/7/22 - Page 1 of 1

Banner Contract Type	Banner Contract Sub Type	Contract Number	Company Name	Contract Name	Contract Amount	County
Instruction	WSCE	2239	3M Company	Hazwoper Technician - 3M Company	\$4,200.00	Dunn
Instruction	WSCE	2259	Advantek	GD&T Training - Advantek	\$4,270.00	Eau Claire
Instruction	WSCE	2184	Berry Global	CPR/ First-Aid, AED & BBP - Berry Global	\$1,155.00	Chippewa
Technical Assistance	WSCE	2231	Choice Products USA	Monthly Safety TA Fall 2022 - Choice Products USA	\$2,100.00	Eau Claire
Instruction	WSCE	2240	Conagra Foods	Confined Space Entry & Rescue - Conagra Foods	\$2,800.00	Dunn
Instruction	WSCE	2238	Durex Products	Management Development Series - Durex Products	\$7,427.22	Polk
Technical Assistance	WSCE	2213	Ellsworth Area Ambulance Service	EMS Q3 EMS Refresh - Ellsworth Area Ambulance Service	\$262.50	Pierce
Technical Assistance	WSCE	2241	Global Finishing Solutions	Weld Testing - Global Finishing Solutions	\$2,200.00	Trempealeau
Instruction	WSCE	2061	Grassland Dairy Products, Inc.	Hazwoper Refresher - Grassland Dairy Products, Inc.	\$2,640.00	Clark
Instruction	WSCE	2236	JCap Real Estate	Forklift Train the Trainer - JCap Real Estate	\$1,400.00	Eau Claire
Instruction	WSCE	2250	MULTI	UW 12-15 Passenger Van - Stout & UWRF - Multi	\$680.00	MULTI
Instruction	WSCE	2252	Oakleaf Clinics	ACLS and BLS September 2022 - Oakleaf Clinics	\$687.50	Eau Claire
Instruction	WSCE	2196	Riverside Machine & Engineering, Inc.	Developing Strengths Based Leadership - Riverside Machine & Engineering, Inc.	\$1,199.90	Eau Claire
Instruction	WSCE	2227	Riverside Machine & Engineering, Inc.	First Aid-CPR-AED-BBP - Riverside Machine & Engineering	\$2,310.00	Eau Claire
Instruction	WSCE	2147	TDK/HTI	Hazwoper Training - TDK/HTI	\$7,000.00	Eau Claire
Technical Assistance	WSCE	2248	TTM Technologies	RCRA Technical Assistance Training - TTM Technologies	\$1,400.00	Chippewa
Instruction	WSCE	2242	Univ of Wisconsin - River Falls	Forklift Training - Univ of Wisconsin - River Falls	\$2,100.00	Pierce

ITEM 5B - APPROVAL OF FY'22 PROCUREMENT REPORT



ANNUAL BOARD MEETING PROCUREMENT REPORT – FY22

FISCAL YEAR COMPARISON FOR REPORTABLE VENDOR SPEND

Comparison of Reportable Spend →	FY21	FY22	Variance
Capital Spend	\$ 14,311,739	\$ 40,370,816	\$ 26,059,077
Supply and Services Spend	\$ 14,359,595	\$ 12,528,884	\$ (1,830,711)
Total Reportable Spend	\$ 28,671,334	\$ 52,899,700	\$ 24,228,366

Note: Above totals include all direct pay/faculty and staff procurement card charges/and Banner purchase orders.

AGGREGATE VENDOR SPEND EXCEEDING \$50,000 W/O EXCEPTION

Annually, as required in Administrative Rule TCS 6.05(2)(h), district staff are required to prepare a review of all procurements of \$50,000 or less of similar goods, supplies, or services that total \$50,000 or more in aggregate to determine if a more competitive process should be used in succeeding years.

This review is to be based on a report containing transaction detail grouped by similar goods, supplies and services and a total for each grouping. Since similar items of a common nature are generally purchased from a common vendor, a report of procurements with transaction detail by vendor is sufficient to comply with this requirement.

This report should then be totaled to determine if the aggregate by vendor for the transactions is greater than \$50,000. Those that total to more than \$50,000 by vendor should be included in the review to determine if a more competitive process should be used in the future. State aid reductions occur when aggregate exceptions exceed \$500,000.

Review and Findings

* Aggregate Vendor Spend over \$50K without Purchasing Exception

1. Gator Garb \$74,289.72

Multiple purchase orders were processed for multiple departments and locations throughout the fiscal year. The majority of requests contained custom products that after review, were determined to be non-plannable purchases, therefore, it was decided that conducting a RFB/RFP request would not provide a

benefit to CVTC. Procurement guidelines were followed for all requests in excess of \$10K. Quotes were also provided for many requests under \$10K, even though they are not required per CVTC Procurement Guidelines. This verified for many of the orders, CVTC was getting the best product and cost available at that time.

2. J H Larson Company \$71,024.28

Multiple purchase orders were placed with this vendor, however, the majority of spend was on a single purchase order totaling \$38, 198.00. This was for a one-time construction remodel project. Based on information from FY21, it is not likely this will occur again during FY23, however, the spend will be reviewed monthly. All purchases were in compliance with CVTC procurement guidelines.

3. Steel Towne \$89,318.76

Multiple purchase orders were processed for multiple departments and locations throughout the fiscal year. Steel Towne was listed on our Aggregate spend over \$50K report for FY21 which resulted in CVTC working with the Purchasing Consortium during FY22 to conduct a group RFP for steel and related materials. Unfortunately, there was only one respondent to the RFP that was within the CVTC district area. This vendor is a current provider of product for us; however, they provide steel related materials for our plumbing, HVAC, and pipe needs, not bar, round and plate steel where the larger costs are generated. We will continue to follow the CVTC procurement guidelines to ensure orders placed are for the best product and cost available at the time of PO placement.

Respectfully submitted,



Kirk Moist, Vice President of Finance & Facilities

ITEM 5C - APPROVAL OF FY'22 BUDGET APPROPRIATIONS ADJUSTMENTS

CHIPPEWA VALLEY TECHNICAL COLLEGE

AGENDA FORM FOR CVTC BOARD

Agenda Item & No.: 5C - FY'22 Budget Appropriation Adjustments

Description and Background Information:

State statute requires the district board to approve any modifications to the original adopted budget. Projections for FY'22 expenditures have been made and it is anticipated that some amounts could exceed the original budget. In order 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.

Budget Required (if any): None

Suggested Resolution:

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>
General Fund	General Institutional	\$ 256,495	\$ 12,976,026
General Fund	Physical Plant	\$ -256,495	\$ 4,522,515
Special Revenue-Aidable	Instruction	\$ 572,288	\$ 6,341,220
Special Revenue-Aidable	Instructional Resources	\$ 72,238	\$ 75,664
Special Revenue-Aidable	Student Services	\$ 1,403,930	\$ 3,341,759
Special Revenue-Aidable	General Institutional	\$ -2,365,744	\$ 1,203,427
Special Revenue-Aidable	Physical Plant	\$ 480,158	\$ 1,127,922
Special Revenue-Aidable	Auxiliary Services	\$ -40,000	\$ -
Capital Projects	Instruction	\$ 3,939,915	\$ 5,844,473
Capital Projects	Instructional Resources	\$ 598,870	\$ 1,198,870
Capital Projects	General Institutional	\$ 20,773	\$ 1,920,773
Capital Projects	Physical Plant	\$ -4,559,558	\$ 30,810,442
Enterprise Fund	Auxiliary Services	\$ 988,427	\$ 3,526,781