

**REGULAR MEETING OF THE
CHIPPEWA VALLEY TECHNICAL COLLEGE DISTRICT BOARD
January 26, 2023**

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 January 19, 2023.

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

Also Present: Sunem Beaton-Garcia, Lauren Sullivan, Caleb Cornelius, Joni Geroux, Karen Kohler, Tom Lange, Tam Burgau, Jen Anderegg, Lynette Livingston, Kirk Moist, Shelly Olson, Kirk Pelikan, Myra Sandquist, Jon Brutlag, Kim Yoder and Jess Schwartz.

2. Motion by Mr. Noreen, seconded by Ms. Obrycki, to approve the agenda as presented. Ayes: All. Nays: None. Motion carried.
3. There were no Reports or Forums
4. There were no public comments
5. Motion by Mr. Benedict, seconded by Mr. Noreen, 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 December 8, 2022.

Personnel Matters – Employment: Adjunct Instructors as listed; Alyssa Barth, Event Coordinator, 1/30/2023; David Garcia, Student Central Representative, 1/16/2023; David Hesketh, Audio Visual Network Specialist, 12/8/2022; Wesley Larrabee, Automation Engineering Technology Instructor, 1/11/2023; Amy Lueck, Professional Development Coordinator, 1/9/2023; Kasondra Mero, EMS Instructor, 1/16/2023; Kyle Meyer, Technology Services Technician, 12/5/2022; Jacob Mohr, Systems Analyst, 1/3/2023; Shawn Newhouse, IT – Data Analytics Specialist Instructor, 1/4/2023; Ty Pitt-Swanson, Campus Assistant – Menomonie, 12/19/2022. Resignations: Michelle Beimborn, Student Life Assistant, 1/13/2023; Sara Nick, Director of Finance and Budget, 1/9/2023; Kaela Stendahl, Alumni Relations & Annual Gifts Officer, 2/10/2023;

Alexandra Luft, Office Assistant -Diversity Resources, 1/27/2023. Retirements: Shelly Olson, Interim Vice President of Student Services, 6/9/2023; Lora Nelson, Payroll Analyst, 2/3/2023.

Financial Report: Payroll Direct Deposit in the amount of \$3,360,280.97; Accounts Payable Checks in the amount of \$2,211,697.89; Refunds in the amount of \$207,357.43; Bank Transfers in the amount of \$2,196,442.20; and Direct Deposit Travel in the amount of \$49,900.47 drawn on the Chippewa Valley Technical College District for the various amounts, and the Financial Reports for December 2022 as presented.

Twenty-seven (27) contracts for services are approved as recommended and presented on the attached list. Ayes: All. Nays: Motion carried.

6. Action Items

A. Ms. Mathews shared with the resignation of a Board member, the Board needs to fill the treasurer position. Ms. Mathews nominated Mr. Noreen as treasurer. Ms. Obrycki moved, seconded by Mr. Benedict, that nominations be closed and that a unanimous ballot be cast for Mike Noreen as treasurer of the Board.

BE IT RESOLVED by the Chippewa Valley Technical College District Board that the Treasurer of the Board be filled by the above nominated Board member. Ayes: All. Nays: None. Motion carried.

B. Ms. Mathews shared the legal notice for this borrowing was incorrectly published after the December 8 meeting and would have to be approved again. The funds from this borrowing will be used to create a Culinary Baking and Pastry Lab for the culinary program (\$1,000,000) and for equipment for remodeled areas (\$4,700,000). Motion by Ms. Greenawald, seconded by Mr. Benedict, 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 2023A; and Setting the Sale be approved as presented. Ayes: All. Nays: None. Motion carried.

C. Myra Sandquist Reuter, Executive Dean of Allied Health and Emergency Services, presented the concept review for the Clinical Assistant Technical Diploma. She shared clinical assistants are healthcare specialists who perform minor diagnostic tests and procedures, promote patient safety, mediate between patients and providers, guide patients through a clinic's facilities and procedures, and prepare stock examination rooms. The 17-credit program will focus on

patient care skills, medical terminology, anatomy, disease, medical laboratory basics, administrative basics, law, and ethics. Graduates would be eligible to take the Certified Clinical Medical Assistant (CCMA) exam. There is a great need by four major healthcare providers in CVTC's district, with a two percent growth in jobs reflecting 49 annual openings over the next five years. The starting was is \$15.54 per hour. Staffing, equipment, and facilities for this program will use current medical assistant faculty, equipment and classroom spaces. No other WTCS colleges are currently offering this program. She concluded there is a strong need to get prepared individuals into the workforce to better serve our patients in CVTC's district. Motion by Mr. Benedict, 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 Clinical Assistant Technical Diploma to the Wisconsin Technical College System Board. Ayes: All. Nays: None. Motion carried.

- D. Ms. Mathews shared the 2022-2025 President's contract has been posted to the Board site and asked if there are any additional questions. Motion by Ms. Greenawald, seconded by Mr. Benedict, that the following resolution be adopted:

BE IT RESOLVED that the Chippewa Valley Technical College District Board approves the President's Contract for 2022-2025 as presented. Ayes: All. Nays: None. Motion carried.

7. Board Chairperson's Report

- A. Ms. Mathews and Ms. Greenawald attended the Board Association winter meeting where they attended legislator visits in Madison. Julie Sherman and Rachelle Phakitthong from CVTC also attended. Ms. Mathews reviewed the budget overview information that was shared with legislators, and Ms. Greenawald added the legislators were receptive to the information provided about the budget and had excellent conversations.
- B. The Board Appointment Hearing will be held at CVTC's Transportation Education Center on Thursday, March 16, 2023 at 9 a.m. in room 108/109.
- C. The ACCT National Legislative Summit will be held February 5-8, 2023, in Washington, D.C.
- D. Ms. Obrycki provided a report out of the CVTC Foundation Board Meeting, which was held earlier today. She shared the following: the Foundation board passed

several revisions to their policies to increase opportunities for gift acceptance and for clarification of the policies. The Foundation’s financials and investments are sound, and investments are being managed through the economic challenges by Stifel. The CRM adoption is on track for a “go live” of this summer, which will tremendously help the Foundation team with managing constituent information, communication, and stewardship. The Foundation is asking board members and CVTC administration to submit names and contact information for the Proven Business Partner and/or Alumni awards. A new donor wall is being planned for the front vestibule in the Business Education Center. The CVTC scholarship reception will be held on Thursday, May 1, and the Gala will be held on June 8.

- E. The March and April Board meetings have a scheduling conflict. Ms. Sullivan will send out a poll to determine the new dates for these meetings.

- F. Ms. Mathews shared the Board goals and objectives are posted on the Board site. They will continue to monitor meeting these goals and objectives and look for additional opportunities to support CVTC in the community.
Look at goals and changing them

8. College Update

- A. Ms. Kohler provided the 2021-2022 Foundation Annual Report. She shared the overall giving, and how the funds have been distributed.

9. Ms. Obrycki now serves on the Eau Claire Chamber Board.

10. Motion by Mr. Benedict, seconded by Ms. Greenawald, to adjourn. Ayes: All. Nays: None. Motion carried. The meeting adjourned at 6:23 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