

**REGULAR MEETING OF THE
CHIPPEWA VALLEY TECHNICAL COLLEGE DISTRICT BOARD
December 4, 2023**

The meeting was called to order at 11:32 a.m. by Chairperson Tim Benedict. He 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 November 30, 2023.

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

Also Present: Sunem Beaton-Garcia, Lauren Sullivan, Tam Burgau, Joni Geroux, Karen Kohler, Caleb Cornelius, Lynette Livingston, Shana Schmidt, Kristel Tavare, Kim Ernstmeyer, Jennifer Moua, DiAnna Steines, Myra Sandquist Reuter, Karly Kibbel, Anne Thurmer, Rod Bagley, and Kyle Gruber (virtual).

2. Motion by Ms. Mathews, seconded by Ms. Obrycki, to approve the agenda as presented. Ayes: All. Nays: None. Motion carried.

Allyson Wisniewski is the President of the Chippewa Falls Area Chamber of Commerce. She welcomed CVTC and the Board members and thanked CVTC for holding their meeting at the Chippewa Falls Chamber building.

3. Board Development

Shana Schmidt, Director of College Effectiveness, reviewed the PACE survey results with the Board. PACE stands for Personal Assessment of the College Environment. Mr. Weiss noted that the next survey distribution will be a more valid indicator following the pandemic. Mrs. Greenawald asked how the college defines diversity, equity and inclusion, as that can be interpreted differently from one institution to another.

Dr. Lynette Livingston shared information on Success for All, which focused on programs that connect to DEIB efforts, strategic priority 1: culture of innovation through teaching and learning, and strategic priority 2: culture of student success. She walked through the regional background of CVTC students to better understand the demographics of our region.

Kristel Tavare, Director of Pre-K12 Initiatives, shared information on dual credit. She reviewed the equity gaps and top barriers, including transportation as the number one barrier. Additionally, fear of failing a class, lack of support for basic math and reading, and schools being selective on who can apply due to capacity. She shared they reviewed

equity data throughout the school districts, and additional equity focus areas include community partnership strategy sessions with community-based organizations such as Boys and Girls Club, Power of Perception, YMCA, Transition coordinators, and high school and university partners. Ms. Mathews asked if there is a trend to high school students not utilizing support avenues. Mr. Zoromski asked about E-Succeed. Ms. Whelan added attendance is very important for success. Ms. Whelan also shared at Osseo-Fairchild School District, she has seen an increase in female students, students of color, and underprivileged students.

Kim Ernstmeyer, Open RN & Next Generation RN Project Director, shared that Open Education Resources (OER) are teaching and learning materials that you may freely use and reuse at no cost, and without needing to ask for permission. She explained the why for OER with an increase in textbook costs and CPI since 1980. Ms. Ernstmeyer walked through the Open RN resources for nursing. There are currently nine OER textbooks with over 65 contributors and over 300 reviewers nationwide. Over 60 colleges have adopted the print version and projected it would save Wisconsin students over \$1.5 million. In 2021, Open RN developed a brand name, and CVTC has trademarked the brand.

Jennifer Moua, Grant Director and TRIO Student Support Services, shared TRIO Student Support Services is a federally funded program that is designated to support students toward the successful completion of their postsecondary education. She shared the 3-2-1 TRIO student commitments to complete each semester to stay active in TRIO. A student is asked to complete three meetings with a TRIO advisor, attend two workshops or events, and complete one Gallup Strengths Coaching session with a TRIO advisor. Ms. Greenawald asked about diverse minority groups and how to combat the stigma about these people taking the help and break the barrier. Ms. Moua noted it starts with the first meeting and establishing that connection at that meeting and asking the appropriate probing questions.

DiAanna Steines is the EduSTAT Project Director at CVTC. She shared her educational history and how it correlates to her current position. Ms. Mathews asked what the strategy is to increase employer engagement. Ms. Steines shared it kicks off tomorrow, where all partners, K-12 included, are invited. Ms. Mathews asked if she is using any online platform for the meeting and Ms. Steines shared yes, via Zoom.

Ms. Schmidt reflected on the PACE survey results that correlate with the information shared. Mr. Zoromski asked about the bottom 10 listed and if CVTC looks at a percentage of change (he is referring to items that significantly decreased from 2018-2022.)

Joni Geroux, Vice President of Strategic Communications and Engagement and Chief of Staff, presented on the college wide collaboration and engagement efforts. She reviewed the key performance indicators from the strategic plan.

Tam Burgau, Vice President of Talent and Culture, shared information about the Employer of Choice campaign. She reflected on the five-year history on turnover of employees, sharing in 2016-17, overall turnover was a 11.5 percent (there was a 0 percent increase). In 2017-18 the turnover was at 10.4 percent (a 1.75 percent increase was given) and by 2018-19 turnover was at 13.4 percent, which is the highest in a long time. Ms. Burgau provided a compensation study summary and reviewed the benefits and time off information for CVTC employees. Mr. Zoromski asked about a health insurance increase, and Mr. Cornelius noted the increase is shared between the college and employees. Ms. Obrycki asked about a stipend for employees if they don't take benefits and Ms. Burgau shared information about the Alternative Benefits plan. Mr. Noreen asked about other WTCS technical colleges and how does CVTC compare. Mr. Cornelius replied it is more beneficial to have employees be on the health insurance plan rather than offer the ABP. Mr. Zoromski asked about utilizing CVTC services, such as any health services at the Health Education Center that employees can utilize. Ms. Burgau replied that their services are mainly for CVTC students and CVTC does not provide any onsite services, but near site services are available to employees. Mr. Zoromski asked if CVTC surveys retirees about the health plans, and Ms. Burgau shared the communication is very significant on all benefits, any changes, and CVTC hosts open meetings for retirees. Ms. Mathews would like the Board to learn more about how CVTC has saved money through the DEI consortium. Mr. Weiss asked if there is an option to go partially self-funded, and Mr. Cornelius shared CVTC has investigated this option, but it is not a favorable option. Mr. Noreen asked about tuition reimbursement for staff or faculty but not any family members. CVTC is looking at this in the future. Mrs. Greenawald mentioned the culture at CVTC has a positive change, and you can tell throughout the college that employees seem happier.

Ms. Geroux shared some items that CVTC is doing for communication and engagement. These include The Weekly, exploring college-wide non-business-related communication platforms to increase connectivity, holding a College Compass, and the Spirit Committee Activities and Events. She provided a review of the college collaboration efforts through implementing strategy teams, standing committees, holding special projects such as the investiture, a new mascot, and a spirit store, and aligning cross-functional initiatives with workforce solutions, regional campus management and K-12. Mr. Benedict asked about members of the facilities committee, and if it is well represented with a variety of employees, with someone from the facilities team at least on there.

Ms. Obrycki shared her insight on feedback to employees that aren't always in the building for work, and how constructive feedback should be addressed with the

individual, instead of the entire group, and how they learned from this. Ms. Geroux asked a follow up question about engaging with those that aren't sitting at a computer or desk, and how to keep communication with them. Ms. Obrycki replied they provide laptops, sometimes print communications, and even must mail to their homes. Mrs. Greenawald also shared about creating open culture groups, such as pets groups or fishing groups, that they can create teams for and have open communication and helps build culture of interests.

Mr. Cornelius presented on resource stewardship. He gave a history of the general fund balance since 2003 until today. Mr. Noreen asked if CVTC falls within the set range, and Mr. Cornelius shared it is between 16.6 percent and 25 percent.

Mr. Cornelius shared information of a conceptual building project in Eau Claire. A feasibility study would need to be completed by CVTC and a capital campaign feasibility and plan would need to be complete through the CVTC Foundation, and if all that came back favorable, then a finalize full design would be brought forward to the Board for approval (2-3 years from start to finish at least). Mr. Benedict asked about the square footage at a new building in Eau Claire. Ms. Obrycki mentioned facilities of this nature are often connected to a hotel, and has CVTC thought about that need, for overnight stay for attendees. Mr. Cornelius shared there are hotels in the immediate area that could support this need. Mr. Weiss and Ms. Mathews asked about access in and out of the parking lots and if exist are sufficient. Ms. Mathews asked if CVTC has considered constructing something at the west campus. Ms. Mathews asked the college to keep exploring ideas. Mr. Cornelius shared that CVTC will continue to develop this concept.

4. Reports/Forums

Karly Kibbel is the president of the student association. She shared a list of events including a Family Literacy event coordinated with Early Childhood Education students. She shared they recognized first generation college students through various events. Mr. Benedict thanked Ms. Kibbel for the thorough and detailed report.

5. Motion by Mr. Weiss, seconded by Ms. Mathews, 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 October 25, 2023.

Personnel Matters – Employment: Adjunct Instructors as listed; Dustin Goodman, Respiratory Therapy Instructor – River Falls, 11/13/2023; Emily Kovach-Erickson,

Development & Grants Officer – River Falls, 11/6/2023; Maggie Meyers, Admissions Advisor, 12/6/2023; Susan Olson, Student Central Representative, 11/13/2023; April Owen, Learning Community Coach, 11/13/2023; Martin Torres, Dental Assistant, 11/2/2023.

Financial Report: Payroll Direct Deposit in the amount of \$2,315,154.30; Accounts Payable Checks in the amount of \$4,199,506.84; Refunds in the amount of \$2,301,027.00; Bank Transfers in the amount of \$2,460,210.90; and Direct Deposit Travel in the amount of \$51,016.05 drawn on the Chippewa Valley Technical College District for the various amounts, and the Financial Reports for October 2023 as presented.

Thirty-one (31) contracts for services are approved as recommended and presented on the attached list. Ayes: All. Nays: None. Motion carried.

6. Action Items

A. Rod Bagley, Associate Vice President of Facilities, Operations, & Planning, presented a proposal to remodel approximately 7,000 square feet of the Chippewa Falls Campus to expand electrical apprenticeship labs and improve workforce solutions training spaces. He shared this campus continues to focus on workforce solutions and continuing education along with offering programming in business and health related fields. A large component of Chippewa Falls' offerings is in apprenticeship programs including electrical (construction) and plumbing fields. High school academies also draw a significant number of students to campus. Mr. Bagley shared this project will expand lab space for the electrical apprenticeship program and create additional training areas for safety, business, and industry training as well as business and community meeting spaces. Infrastructure improvements related to HVAC and a canopy over door number one are also planned. Mr. Weiss asked about any additional apprenticeship opportunities, and Dr. Livingston shared this remodel will allow for further learning spaces. Ms. Obrycki shared her support for the linemen program and how they will greatly benefit from this project. Mr. Zoromski asked if the building is at capacity, and Dr. Livingston shared it needs more space with room to grow. Motion by Ms. Greenawald, seconded by Mr. Noreen, that the following resolution be adopted:

BE IT RESOLVED by the Chippewa Valley Technical College District Board that approval be given to remodel space at the Chippewa Falls Campus, for the purpose of expanding Electrical Apprenticeship labs and improving Workforce Solutions training areas, contingent upon State Board approval. Ayes: All. Nays: None. Motion carried.

- B. Rod Bagley, Associate Vice President of Facilities, Operations, & Planning, shared the City of River Falls is planning street improvements at the intersection of East Cascade Avenue and South Wasson Lane which will include construction of a roundabout. CVTC is located on the northeast corner of this project. The City of River Falls proposes to purchase 3,214 square feet of new highway right-of-way at the intersection of Cascade and Wasson. The purchase price is \$6,158. After reviewing a previous land approval, the price point seems accurate. Mr. Zoromski asked about any changes to the exit of the existing area. Ms. Mathews asked what the rules are for selling the property. Mr. Bagley shared the value and land operation currently is not utilized. Motion by Ms. Mathews, seconded by Mr. Zoromski, that the following resolution be adopted:

BE IT RESOLVED by the Chippewa Valley Technical College District Board that approval be given to sell property to the City of River Falls for the purpose of constructing a roundabout at the intersection of South Wasson Lane and East Cascade Avenue, contingent upon WTCS approval. Ayes: Tim Benedict, Erin Greenawald, Mike Lea, Ramona Mathews, Monica Obrycki, Brady Weiss, Lori Whelan, and Justin Zoromski. Nays: None. Abstain: Mike Noreen. Motion carried.

- C. Caleb Cornelius shared the money from this borrowing will include \$1,500,000 for remodel, and \$4,200,000 for IT equipment. Motion by Ms. Obrycki, seconded by Ms. Greenwald, 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 2024A; and Setting the Sale. Ayes: All. Nays: None. Motion carried.

- D. Mr. Cornelius shared the preliminary audit information has been shared to the Board's site, and he provided a review of the FY23 general fund from June 30, 2023. Mr. Cornelius introduced Kyle Gruber, a Senior Manager at WIPFLI. He reviewed the 2023 financial statement audit report and indicated it was a clean, an unmodified opinion. He reviewed the 2023 federal and state single audit report and indicated it was clean, an unmodified opinion. Ms. Obrycki asked about leasing equipment, and Mr. Gruber replied this was reported on last year's report. Mr. Cornelius noted CVTC doesn't typically lease items and mainly purchases. Motion by Ms. Mathews, seconded by Ms. Greenawald, that the following resolution be adopted:

BE IT RESOLVED by the Chippewa Valley Technical College District Board that the fiscal year 2023 audit as issued by Wipfli, LLP, be accepted as presented and submitted to the Wisconsin Technical College System Board. Ayes: All. Nays: None. Motion carried.

7. Board Chairperson's Report
 - A. The Boards Association Winter Meeting will not be held this January. It will be a virtual meeting for the Board of Directors. The next meeting will be held in April 2024.
 - B. Ms. Greenawald is registered to attend the ACCT National Legislative Summit, February 4-7, 2024, in Washington, DC.
 - C. The Board Appointment Hearing will be scheduled for Monday, March 4, 2024, starting at 9:00 a.m. The open positions include one employer member, one employee member, and one school district administrator member.
 - D. CVTC was selected for a complimentary retreat through the Association of Community College Trustees (ACCT) and is looking at a day in May 2024. Ms. Sullivan will send out a poll for date options in May.
8. College Update
 - A. Myra Reuter-Sandquist, Executive Dean of Allied Health & Emergency Services, shared the HEC Annual Report. Ms. Mathews mentioned the give vets a smile event was great. Mr. Zoromski asked if employers work with CVTC for the events. Mr. Noreen asked about dental students using the anatomage table for further learning.
 - B. President's Report
 - Campus Activities
 - Ms. Geroux shared the multiple campus activities included middle school career exploration tours at the Manufacturing Education Center, the fall open house, career tours at Eau Claire campuses, middle school career exploration tours at the Emergency Service Education Center, and middle school career exploration tours at the Business and Health Education Centers.
 - Community Involvement
 - The Cabinet team visited Trempealeau County Board Chair, John Aasen, in Whitehall at the new jail.
9. Board Involvement in the Community

Ms. Mathews attended the Give Vets a Smile event. The veterans are very appreciative of the complimentary dental services and haircuts that were offered to them.

10. Motion by Ms. Obrycki, seconded by Ms. Whelan, to adjourn. Ayes: All. Nays: None.
Motion carried. The meeting adjourned at 4:57 p.m.

Recorded by:



Lauren Sullivan

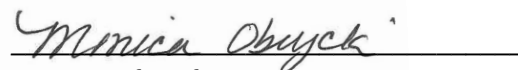
Executive Assistant to the President & Board



Tim Benedict, Chairperson

CVTC District Board

Submitted by:



Monica Obrycki, Secretary

CVTC District Board

1/25/24

Date

(These minutes are subject to the official approval of the Chippewa Valley Technical College District Board at their January 25, 2024, regular meeting. Should no amendments be made to these minutes, they shall be considered the official minutes.)

RESOLUTION NO. ____

RESOLUTION AUTHORIZING THE ISSUANCE OF NOT TO EXCEED
\$5,700,000 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2024A;
AND SETTING THE SALE

WHEREAS, the Chippewa Valley Technical College District, Chippewa, Dunn, Eau Claire, Pepin and Pierce Counties and portions of Buffalo, Clark, Jackson, Taylor, Trempealeau and St. Croix Counties, Wisconsin (the "District") is presently in need of \$1,500,000 for the purpose of paying the cost of building remodeling and improvement projects and \$4,200,000 for the purpose of paying the cost of acquiring movable equipment, and there are insufficient funds on hand to pay said costs;

WHEREAS, the District hereby finds and determines that the projects are within the District's power to undertake and serve a "public purpose" as that term is defined in Section 67.04(1)(b), Wisconsin Statutes; and

WHEREAS, technical college districts are authorized by the provisions of Section 67.12(12), Wisconsin Statutes to borrow money and to issue general obligation promissory notes for such public purpose.

NOW, THEREFORE, BE IT:

RESOLVED, that the District shall issue general obligation promissory notes in an amount not to exceed \$1,500,000 for the public purpose of paying the cost of building remodeling and improvement projects; and be it further

RESOLVED, that the District shall issue general obligation promissory notes in an amount not to exceed \$4,200,000 for the public purpose of paying the cost of acquiring movable equipment; and be it further

RESOLVED, that

Section 1. Authorization and Sale of the Notes. For the purpose of paying the costs specified above in the amounts authorized for those purposes (collectively, the "Project"), there shall be borrowed pursuant to Section 67.12(12), Wisconsin Statutes, the principal sum of not to exceed FIVE MILLION SEVEN HUNDRED THOUSAND DOLLARS (\$5,700,000) from a purchaser to be determined by subsequent resolution of the District Board (the "Purchaser"). To evidence such indebtedness, the Chairperson and Secretary are hereby authorized, empowered and directed to make, execute, issue and sell to the Purchaser for, on behalf of and in the name of the District, general obligation promissory notes aggregating the principal amount of not to exceed FIVE MILLION SEVEN HUNDRED THOUSAND DOLLARS (\$5,700,000) (the "Notes"). There shall be levied on all the taxable property of the District a direct, annual, irrevocable tax sufficient to pay the interest on the Notes as it becomes due, and also to pay and discharge the principal thereof within ten years of the date of issuance of the Notes.

Section 2. Notice to Electors. Pursuant to Section 67.12(12)(e)5, Wisconsin Statutes, the Secretary shall, within ten (10) days of adoption of this Resolution, cause public notice of the adoption of this Resolution to be given to the electors of the District by publishing notices in the Eau Claire Leader-Telegram, the official newspaper of the District. The notices to electors shall be in substantially the forms attached hereto as Exhibits A and B (collectively, the "Notices") and incorporated herein by this reference.

Section 3. Sale of the Notes. The Notes shall be offered for public sale. At a subsequent meeting, the District Board shall consider such bids as may have been received, take action on the bids and specify the terms of and interest rates on the Notes.

Section 4. Official Statement. The Secretary shall cause an Official Statement to be prepared by Robert W. Baird & Co. Incorporated. The appropriate District officials shall determine when the Official Statement is final for purposes of Securities and Exchange Commission Rule 15c2-12 and shall certify said Statement, such certification to constitute full authorization of such Official Statement under this Resolution.

Section 5. Conflicting Resolutions; Severability; Effective Date. All prior resolutions, rules or other actions of the District Board or any parts thereof in conflict with the provisions hereof shall be, and the same are, hereby rescinded insofar as the same may so conflict. In the event that any one or more provisions hereof shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions hereof. The foregoing shall take effect immediately upon adoption and approval in the manner provided by law. If any of the Notes may be subject to a petition for referendum, any action with respect to the sale of the Notes shall be subject to the condition that no petition for referendum has been filed within thirty (30) days of publication of the Notices provided for under Section 2 of this Resolution or, if a petition is filed, that any required referendum approval is obtained.

Section 6. Expenditure of Funds and Declaration of Official Intent. The District shall make expenditures as needed from its funds on hand to pay the cost of the Project until proceeds of the Notes become available. The District hereby officially declares its intent under Treas. Reg. Section 1.150-2 to reimburse said expenditures with proceeds of the Notes, the principal amount of which is not expected to exceed \$5,700,000.

Adopted, approved and recorded December 4, 2023.

Timothy J. Benedict
Chairperson

Attest:

Monica C. Obrycki
Secretary

(SEAL)

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, TREMPLEAU 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 December 4, 2023, 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: ccornelius1@cvtc.edu or telephone at (715) 833-6378.

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 4th day of December, 2023.

BY THE ORDER OF THE
DISTRICT BOARD

Monica C. Obrycki
District 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, TREMPLEAU 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 December 4, 2023, 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: ccornelius1@cvtc.edu or telephone at (715) 833-6378.

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 4th day of December, 2023.

BY THE ORDER OF THE
DISTRICT BOARD

Monica C. Obrycki
District Secretary