



District Board Meeting | MINUTES



CENTRAL CAMPUS – Room 2603
6004 S Cty Rd G, Janesville, WI 53546



July 8, 2024



5-7 p.m.

ATTENDANCE

District Board Members Present: Barbara Barrington-Tillman, Chairperson; Eric Thornton, Vice-Chairperson (arrived at 5:11 p.m.); Kathy Sukus, Treasurer; Rob Hendrickson; Suzann Holland.

District Board Members Absent: Rachel Andres; Rich Deprez, Secretary; Mark Holzman; Dave Marshick.

Staff: Julie Barreau, Kathy Broske, Tony Landowski, Jim Nemeth, Dr. Tracy Pierner, Dr. Karen Schmitt, Dr. Jon Tysse.

Student Representative: None.

Guests: Jordan Masnica.

CALL TO ORDER – OATH OF OFFICE AND ELECTION OF OFFICERS

Chairperson Barrington-Tillman called the Blackhawk Technical College District Board meeting to order at 5:03 p.m. and called for Public Comments. There were no comments.

OATH OF OFFICE

Reappointed District Board members Rob Hendrickson, Suzann Holland, and Mark Holzman signed their oaths of office.

ELECTION OF OFFICERS OF THE DISTRICT BOARD

- a. President Dr. Tracy Pierner temporarily chaired the District Board meeting and called for nominations for the office of Chairperson for FY 2024-25. Ms. Barrington-Tillman nominated Mr. Thornton.

Following three (3) calls for nominations, it was moved by Ms. Barrington-Tillman and seconded by Mr. Hendrickson to close nominations for the office of Chairperson of the District Board for FY 2024-25 and to cast one (1) unanimous ballot for Mr. Thornton for the office of Chairperson of the District Board for FY 2024-25. **All were in favor. The motion carried.**

- b. Chairperson Thornton called for nominations for the office of Vice-Chairperson of the District Board for FY 2024-25. Mr. Thornton nominated Ms. Barrington-Tillman.

Following three (3) calls for nominations, it was moved to close nominations and to cast one (1) unanimous ballot for Ms. Barrington-Tillman for the office of Vice-Chairperson of the District Board for FY 2024-25. **All were in favor. The motion carried.**



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- c. Vice-Chairperson Barrington-Tillman called for nominations for the office of Secretary of the District Board office for FY 2024-25. Ms. Barrington-Tillman nominated Mr. Deprez for the office of Secretary of the District Board for FY 2024-25.

Following three (3) calls for nominations, it was moved to close nominations and to cast one (1) unanimous ballot for Mr. Deprez for the office of Secretary of the District Board for FY 2024-25. **All were in favor. The motion carried.**

- d. Chairperson Barrington-Tillman called for nominations for the office of Treasurer of the District Board for FY 2024-25. Mr. Hendrickson nominated Ms. Sucus for the office of Treasurer of the District Board for FY 2024-25.

Following three (3) calls for nominations, it was moved to close the nominations and to cast one (1) unanimous ballot for Ms. Sucus for the office of Treasurer of the District Board for FY 2024-25. **All were in favor. The motion carried.**

ATTENDANCE

District Board Members Present: Eric Thornton, Chairperson; Barbara Barrington-Tillman, Vice-Chairperson; Kathy Sucus, Treasurer (left at 5:31 p.m.); Rob Hendrickson; Suzann Holland.

District Board Members Absent: Rachel Andres; Rich Deprez, Secretary; Mark Holzman; and Dave Marshick.

Staff: Julie Barreau, Kathy Broske, Tony Landowski, Jim Nemeth, Dr. Tracy Pierner, Dr. Karen Schmitt, Dr. Jon Tysse.

Student Representative: None.

Guests: Jordan Masnica.

CALL TO ORDER – REGULAR MEETING

Chairperson Thornton called the Blackhawk Technical College District Board meeting to order at 5:15 p.m. and called for Public Comments. There were no comments.

SPECIAL REPORTS

Chairperson Thornton called for Special Reports.

- a. Dr. Tracy Pierner summarized the Philanthropic Gifts of \$5,000 and greater that the BTC Foundation received from January 1, 2024, through June 30, 2024. The total cash and in-kind donations were \$313,654.25.



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INFORMATION/DISCUSSION

- a. Jim Nemeth reviewed the June Financial Statement Report with the District Board members.
- b. Dr. Tracy Pierner presented his monthly report to the District Board members.
- c. The Finance Committee did not meet in July.
- d. The Personnel Committee did not meet in July.
- e. Staff Changes consisting of new hires, new positions, resignations, and retirements were reviewed.

ANNUAL MEETING BUSINESS

- a. It was moved by Ms. Barrington-Tillman and seconded by Mr. Hendrickson to hold regular monthly meetings of the District Board on the third Wednesday of each month at the Central Campus, Suite 2603 of Blackhawk Technical College at 5:00 p.m. with the following exception: the Annual Organizational and Regular meeting will be held on July 14, 2025, at 5:00 p.m. at Central Campus, Suite 2603 of Blackhawk Technical College. **All were in favor. The motion carried.**
- b. It was moved by Mr. Hendrickson and seconded by Ms. Barrington-Tillman to designate the Janesville Gazette as the official newspaper for the District for FY 2024-25 and FY 2025-26. **All were in favor. The motion carried.**
- c. The Naming of Wisconsin Technical College District Boards Association (DBA) Delegate and Committee Representatives:

It was noted that Ms. Barrington-Tillman would continue to serve as the District Boards voting delegate to the Wisconsin Technical College District Boards Association (DBA) for Fiscal Year 2024-25.

The following designations were made for the District Boards Association (DBA) committees:

- External Partnership Committee Representatives: Mr. Hendrickson.
 - Internal Best Practices Committee Representative: Ms. Holland and Ms. Sukus.
 - Bylaws, Policies & Procedures Committee Representative: None.
 - Awards Committee Representative: None.
- d. It was moved by Mr. Hendrickson and seconded by Ms. Barrington-Tillman to approve the District Board Resolution designating the depositories in which District funds will be deposited and the individuals authorized to make transactions for FY 2024-25. **All were in favor. The motion carried.**
 - e. It was moved by Ms. Barrington-Tillman and seconded by Mr. Hendrickson to designate Quarles & Brady LLP, Milwaukee, for labor relations and general higher education legal issues, and Nowlan Law LLP, Janesville, for local legal issues



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regarding general land issues and local disputes and contracts for FY 2024-25. **All were in favor. The motion carried.**

- f. It was noted that no action would be needed to designate an auditor for the Blackhawk Technical College District. Accordingly, in March 2020, the District Board awarded a three-year audit contract to Wipfli of Eau Claire for the fiscal year ending 2020, 2021, and 2022, with two one-year optional renewals for fiscal years ending 2023 and 2024.

CONSENT AGENDA

Chairperson Thornton called for the Consent Agenda. It was moved by Ms. Barrington-Tillman and seconded by Mr. Hendrickson to approve the Consent Agenda, which includes the following. **All were in favor. The motion carried.**

- a. Draft June 19, 2024, District Board Public Hearing and Regular Combined Meeting Minutes.
- b. Current Bills – The June bills include (Starting Check: #00301549 and Ending Check: #00301801):

Direct Deposit Expense Reimbursements	\$ 2,376,714.26
Payroll	\$ 933,273.71
Payroll Tax Wire Transfers	\$ 234,093.21
Other Wire Transfers	\$ 47,856.47
WRS Wire Transfers	\$ 197,389.07
P-card Disbursements	\$ 102,762.73
Bond Payment	\$ 0.00
Health Insurance Wire Transfer	\$ 330,949.02
Grand Total for the Month	\$ 4,223,038.47

- c. Training Contracts – Report Totals:

Number Served	Estimated FTEs	Actual Contract Amount
145	1.02	\$28,725

- d. Grant Awards for July 2024.
- e. Confirmation of Instructional Employment Contract issued to Allyson Pulvermacher, Biological Science Instructor
- f. Confirmation of Instructional Employment Contact Issued to Jill Rinzel, Social Science Instructor.

POLICY REVIEW

Chairperson Thornton called for Policy Review. There are no policies to review in June.

ACTION ITEMS

Chairperson Thornton called for Action Items.

- a. Jordan Masnica of Robert W. Baird reviewed the results from competitive bids from the sale of \$3,800,000 General Obligation Promissory Notes, Series 2024B.



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It was moved by Ms. Barrington-Tillman and seconded by Mr. Hendrickson to approve the Resolution Awarding the Sale of \$3,800,000 General Obligation Promissory Notes, Series 2024B of Blackhawk Technical College District, Wisconsin, to Northland Securities, Inc. at an interest rate of 3.5188%.

The roll was called. The following members voted affirmatively: Ms. Barrington-Tillman, Mr. Hendrickson, Ms. Holland, Ms. Sukus, and Mr. Thornton. **All were in favor. The motion carried.**

- b. It was moved by Ms. Barrington-Tillman and seconded by Mr. Hendrickson to approve the Resolution Authorizing the Issuance of \$1,500,000 General Obligation Promissory Notes, Series 2024C, of Blackhawk Technical College District, Wisconsin.

The roll was called. The following members voted affirmatively: Ms. Barrington-Tillman, Mr. Hendrickson, Ms. Holland, Ms. Sukus, and Mr. Thornton. **All were in favor. The motion carried.**

- c. It was moved by Ms. Barrington-Tillman and seconded by Mr. Hendrickson to award the contract for the Dental and Science Remodels. **All were in favor. The motion carried.**
- d. The updated Three-year Facilities Plan was reviewed.

It was moved by Mr. Hendrickson and seconded by Ms. Barrington-Tillman that the updated Three-Year Facilities Plan for July 1, 2024 – June 30, 2027, be approved and submitted to the WTCS Board. **All were in favor. The motion carried.**

WTCS CONSORTIUM UPDATES

Chairperson Thornton Called for WTCS Consortium updates. Districts Mutual Insurance will be meeting on July 24, 2024.

FUTURE AGENDA ITEMS

Chairperson Thornton Called for WTCS Consortium updates. There were none.

ADJOURNMENT

Ms. Barrington-Tillman moved and seconded by Mr. Hendrickson to adjourn the meeting at 5:49 p.m. **All were in favor. Motion carried.**

Richard Deprez

Secretary