CALL TO ORDER

The regular monthly meeting of the Finance, Personnel, and Operations Committee of the Milwaukee Area Technical College District Board was held in open session on Wednesday, September 22, 2010, and called to order by Mr. Fred Royal at 2:02 p.m. in the Board Room, Room M210, at the Downtown Milwaukee Campus of Milwaukee Area Technical College.

ITEM A: ROLL CALL

Present: Michael Katz, Tom Michalski, and Fred Royal, Jr.

ITEM B: COMPLIANCE WITH THE OPEN MEETINGS LAW

The Finance, Personnel, and Operations Committee meeting was noticed in compliance with the Wisconsin Open Meetings Law.

ITEM C: APPROVAL OF MINUTES – August 18, 2010 Attachment 1

Motion: The minutes were approved by consensus.

ITEM D: COMMENTS FROM THE PUBLIC

Mr. Frank Shansky, Local 212, commented on the September 22, 2010, Milwaukee Journal Sentinel article related to the Public Policy Forum report.

ITEM E: APPROVAL OF CONSENT AGENDA ITEMS

1. Board Bills List - August 2010 Attachment 2
   - In Order by Check Number
   - In Order by Payee
   - Checks Exceeding $2,500
   - Channels 10/36
   - Voided Checks
   - Fund 7


3. Human Resources Report - Attachment 4
4. Procurement Report - Attachment 5Ms. Janice Falkenberg, vice president and general counsel, noted an addendum to the Human Resources Report.

Motion: It was moved by Mr. Michalski, and seconded by Mr. Katz, to approve the Consent Agenda, with addendum to the Human Resources report.

Action: Motion approved.

ITEM F. ACTION ITEMS

F-1 Resolution (F0188-09-10) to Appoint Trustee to the Post-Employment Benefits Trust - Attachment 6

Discussion: Ms. Falkenberg explained that the resolution updated the designation of the new OPEB Trustee.

Motion: It was moved by Mr. Katz, seconded by Mr. Michalski, to approve Resolution (F0188-09-10) to Appoint Trustee to the Post-Employment Benefits Trust.

Action: Motion approved.

F-2 Resolution (F0189-09-10) Authorizing the Sale of $1,500,000 General Obligation Promissory Notes, Series 2010-2011C of Milwaukee Area Technical College District, Wisconsin - Attachment 7

Motion: It was moved by Mr. Michalski, seconded by Mr. Katz, to approve Resolution (F0189-09-10) Authorizing the Sale of $1,500,000 General Obligation Promissory Notes, Series 2010-2011C of Milwaukee Area Technical College District, Wisconsin.

Action: Motion approved.

F-3 Resolution (F0190-09-10) Authorizing the Issuance of $1,500,000 General Obligation Promissory Notes, Series 2010-2011D of Milwaukee Area Technical College District, Wisconsin - Attachment 8

Motion: It was moved by Mr. Michalski, seconded by Mr. Katz, to approve Resolution (F0190-09-10) Authorizing the Issuance of $1,500,000 General Obligation Promissory Notes, Series 2010-2011D of Milwaukee Area Technical College District, Wisconsin.

Action: Motion approved.

F-4 Resolution (F0191-09-10) to Approve FY2010-2011 Budget Modification - Attachment 9

Discussion: Dr. James Williams, vice president, Finance, briefly explained the budget
Motion: It was moved by Mr. Katz, seconded by Mr. Michalski, to approve Resolution (F0191-09-10) to Approve FY2010-2011 Budget Modification.

Action: Motion approved.

ITEM G: DISCUSSION ITEMS

G-1 Preliminary Discussion of FY2011-2012 Tax Levy

Discussion: Dr. Williams noted that the official property values would be available after October 1, 2010.


Discussion: Ms. Falkenberg indicated that changes reflected the current practice of the college as well as giving discretion to the president to appoint alternative investigators when warranted.

Motion: It was moved by Mr. Katz, seconded by Mr. Michalski, to move policy C0200 - to the full board for approval.

Action: Motion approved.

G-3 MEC North Sale Update - Close Session discussion

G-4 RISK Management Update

Discussion: Ms. Falkenberg and Mr. Bradford Hines, director, Public Safety, presented an update on progress made in the emergency preparedness plan.

ITEM H: INFORMATION ITEMS

H-1 Public Policy Forum’s Report on MATC’s Financial Condition

Discussion: Mr. Rob Henken, president; Ms. Vanessa Allen and Mr. Douglass Day, Public Policy Forum, reviewed information from the Public Policy Report on MATC’s Financial Condition.

The item was moved to the full board for further discussion.

H-2 Budget Variance Report Two Months Year-to-Date Ended August 31, 2010, FY2010-2011 - Attachment 11

Discussion: Dr. Williams reviewed the Budget Variance Report.
H-3 Milwaukee Area Technical College Sustainable Activities for July 2010, August 2010, and September 2010 - Attachment 12

Discussion
Dr. Williams noted that the Sustainability Committee revised the committee charter.

H-4 Grants Management Report - Attachment 13

Discussion
Mr. Katz requested that future reports show comparison with the previous year.

H-5 Milwaukee Area Technical College District Other Post-Employment Benefits (OPEB) Trust Report August 2010 - Attachment 14

ITEM I: MISCELLANEOUS ITEMS

I-1 Communications and Petitions

None.

I-2 Information Items

Discussion: Dr. Williams explained that the administration was moving forward with issuing an RFP to external auditors for internal auditing services.

ITEM J: OLD BUSINESS/NEW BUSINESS

J-1 Future Agenda Items

None.

J-2 RFP Advisory Audit committee

Dr. Williams explained that the administration is moving forward with issuing an RFP to external auditors for internal auditing services.

J-3 Date of Next Meeting
Wednesday, October 20, 2010 2:00PM., Board Room (M210).

Closed Session

Motion: It was moved by Mr. Michalski, and seconded by Mr. Katz to convene into Closed Session pursuant to Section 19.85(1)(e) to discuss Item K., Milwaukee Enterprise Center (MEC) North Sale Update, to deliberate and discuss the proposed terms of a sale where competitive or bargaining reasons require a Closed Session. The Committee may reconvene into Open Session to take action on matters discussed in Closed Session.
Action: Motion carried, the vote being as follows:

Vote: Ayes: Katz, Michalski, and Royal – 3.

Noes: None

The committee convened into closed session at 3:45PM

ADJOURNMENT

The meeting adjourned at 4:20 p.m.

Respectfully submitted,

Belva Haney

Belva Haney
Administrative Specialist, Finance