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, August 22, 2012, and called to order by Chairperson Michael Katz, at 2:07 p.m. in the Board Room, Room M210, at the Downtown Milwaukee Campus of Milwaukee Area Technical College.

ITEM A. ROLL CALL

Present: Michael G. Katz, Graciela Maizonet (via telephone), and José Pérez

ITEM B. COMPLIANCE WITH THE OPEN MEETINGS LAW

Erika Crosby indicated that proper notice of the meeting had been given in compliance with the Wisconsin Open Meetings Law.

ITEM C. APPROVAL OF MINUTES, June 20, 2012 – Attachment 1

The minutes were approved without objection.

ITEM D. COMMENTS FROM THE PUBLIC

None.

ITEM E. REVIEW OF COMMITTEE’S RESPONSIBILITIES

Mr. Katz reviewed the committee responsibilities.

ITEM F. ADVISORY AUDIT COMMITTEE REPORT

Dr. James Williams, vice president, Finance gave highlights of the August 16, 2012 Advisory Audit meeting which included updates on the progress of the internal and external audits.

ITEM G. APPROVAL OF CONSENT AGENDA ITEMS

G-1 Board Bills List, June 2012 – Attachment 2
   In Order by Check Number
   In Order by Payee
   Checks Exceeding $2,500
   Channels 10/36
   Voided Checks
   Student Activities
G-2 Board Bills List, July 2012 – Attachment 3
In Order by Check Number
In Order by Payee
Checks Exceeding $2,500
Channels 10/36
Student Activities

G-3 Financial Report, June 2012 – Attachment 4

G-4 Financial Report, July 2012 – Attachment 5

G-5 Human Resources Report – Attachment 6

G-6 Procurement Report – Attachment 7


G-8 Quarterly Affirmative Action Report – Attachment 9

Motion: It was moved by Mr. Pérez, seconded by Ms. Maizonet, to approve the consent agenda.
Action: Motion approved.

ITEM H. ACTION ITEMS

H-1 Resolution (F0001-08-12) Authorizing the Sale of $19,500,000 General Obligation Promissory Notes, Series 2012-2013C of Milwaukee Area Technical College District, Wisconsin – Attachment 11

Motion: It was moved by Mr. Pérez, seconded by Ms. Maizonet, to approve Resolution (F0001-08-12) Authorizing the Sale of $19,500,000 General Obligation Promissory Notes, Series 2012-2013C of Milwaukee Area Technical College District, Wisconsin
Action: Motion approved.

H-2 Resolution (F0002-08-12) Authorizing the Issuance of $1,500,000 General Obligation Promissory Notes, Series 2012-2013D of Milwaukee Area Technical College District, Wisconsin – Attachment 12

Motion: It was moved by Mr. Pérez, seconded by Ms. Maizonet, to approve Resolution (F0002-08-12) Authorizing the Issuance of $1,500,000 General Obligation Promissory Notes, Series 2012-2013D of Milwaukee Area Technical College District, Wisconsin
Action: Motion approved.

H-3 Resolution (F0003-08-12) Authorizing the Issuance of $10,000,000.00 Taxable General Obligation Refunding Bonds, Series 2012-2013E (Refunding Bonds) of Milwaukee Area Technical College District, Wisconsin – Attachment 13

Motion: It was moved by Mr. Pérez, seconded by Ms. Maizonet, to approve Resolution (F0003-08-12) Authorizing the Issuance of $10,000,000.00 Taxable General Obligation Refunding Bonds, Series 2012-2013E (Refunding Bonds) of Milwaukee Area Technical College District, Wisconsin
Action: Motion approved.
Motion: It was moved by Mr. Pérez, seconded by Ms. Maizonet, to approve Resolution (F0004-08-12) to Approve Three-Year Facilities Plan

Action: Motion approved.

H-4 Resolution (F0004-08-12) to Approve Three-Year Facilities Plan – Attachment 14

Motion: It was moved by Mr. Pérez, seconded by Ms. Maizonet, to approve Resolution (F0005-08-12) to Revise Fiscal Year 2012-2013 Renovation/Remodeling (Capital Projects) – Attachment 15

Action: Motion approved.

H-5 Resolution (F0005-08-12) to Revise Fiscal Year 2012-2013 Renovation/Remodeling (Capital Projects) – Attachment 15

Motion: It was moved by Ms. Maizonet, seconded by Mr. Pérez, to approve Tentative FY2012-2013 Finance, Personnel, and Operations Committee Meeting Schedule – Attachment 16

Action: Motion approved.

H-6 Tentative FY2012-2013 Finance, Personnel, and Operations Committee Meeting Schedule – Attachment 16

ITEM I. DISCUSSION ITEMS

I-1 Policy Review - B0807 - Procurement Of Equipment, Supplies, Apparel And Services From Responsible Manufacturers - Attachment 17

Discussion: The committee agreed by consensus to forward Policy Review - B0807 - Procurement of Equipment, Supplies, Apparel And Services From Responsible Manufacturers to the full board.

H-2 Higher Learning Commission Financial Index Report – Attachment 18

Discussion: Dr. Michael Burke, President and Dr. Williams reviewed the report with the committee.

ITEM J. INFORMATION ITEMS

I-1 Estimated District Property Values – Attachment 19

Discussion: Dr. Williams reviewed the report with the committee.

I-2 FY 2013-14 Activity Plan and Budget Development Calendar – Attachment 20

Discussion: Dr. Williams reviewed the report with the committee.

I-3 Budget Variance Report Preliminary Year End June 30, 2012 FY2011-2012 – Attachment 21

Discussion: Dr. Williams reviewed the report with the committee.
I-4 Budget Variance Report One (1) Month Ended July 31, 2012 FY2012-2013 – Attachment 22
Discussion: None.

I-5 Quarterly Consultant Contracts Report – Attachment 23
Discussion: None.

I-6 MATC Travel Report – Attachment 24
Discussion: None.

I-7 Annual Office of Workforce and Economic Development Report – Attachment 25
Discussion: None.

I-8 WTCS Human Resource Health & Dental Group Purchasing Project
Discussion: Ms. Lynn Fugina, Director of Compensation and Benefits and Ms. Lisa Yefsky, Area Sr. VP, Client Management – Gallagher Benefit Svcs. presented an overview of the WTCS Human Resources Subcommittee Health Insurance Cooperative Project.

I-9 Annual Milwaukee Enterprise Center South Review – Attachment 26
Discussion: Dr. Williams reviewed the report with the committee.

I-10 Milwaukee Area Technical College District Other Post-Employment Benefits (OPEB) Trust Report June 2012 – Attachment 27
Discussion: None.

Discussion: None.

ITEM K.  
K-1 Communications and Petitions
None.

K-2 Information Items
None.

ITEM L.  
OLD BUSINESS/NEW BUSINESS
Date of Next Meeting: Wednesday, September 19, 2012, 3:30 P.M., M210

ADJOURNMENT
The meeting adjourned at 4:27p.m.

Respectfully submitted,
Erika N. Crosby
Administrative Specialist, Finance