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 Thursday, November 20, 2014, and called to order by Chairperson David Dull, at 5:00 p.m. in the Board Room, Room M210, at the Downtown Milwaukee Campus of Milwaukee Area Technical College.

ITEM A. ROLL CALL

Present: Abdulhamid Ali, David Dull and Kurt Wachholz

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, October 16, 2014 – Attachment 1

The minutes were approved without objection.

ITEM D. COMMENTS FROM THE PUBLIC

None

ITEM E. APPROVAL OF CONSENT AGENDA ITEMS

E-1 Board Bills List, October 2014 – Attachment 2
   In Order by Check Number
   In Order by Payee
   Checks Exceeding $2,500
   Channels 10/36
   Voided Check

E-2 Financial Report – Attachment 3

E-3 Human Resources Report – Attachment 4

E-4 Procurement Report – Attachment 5


Motion: It was moved by Mr. Wachholz, seconded by Mr. Ali, to approve the consent agenda.

Action: Motion approved.
ITEM F. ACTION ITEMS

F-1 Resolution (F0011-11-14) Authorizing the Sale of $1,500,000 General Obligation Promissory Notes, Series 2014-2015F of Milwaukee Area Technical College District, Wisconsin - Attachment 7

Motion: It was moved by Mr. Dull, seconded by Mr. Wachholz, to approve Resolution (F0011-11-14) Authorizing the Sale of $1,500,000 General Obligation Promissory Notes, Series 2014-2015F of Milwaukee Area Technical College District, Wisconsin - Attachment 7

Action: Motion approved.

F-2 Resolution (F0012-11-14) Authorizing the Issuance of $1,500,000 General Obligation Promissory Notes, Series 2014-2015G of Milwaukee Area Technical College District, Wisconsin - Attachment 8

Motion: It was moved by Mr. Dull, seconded by Mr. Ali, to approve Resolution (F0012-11-14) Authorizing the Issuance of $1,500,000 General Obligation Promissory Notes, Series 2014-2015G of Milwaukee Area Technical College District, Wisconsin - Attachment 8

Action: Motion approved.

F-3 Resolution (F0013-11-14) to Approve FY2013-2014 Comprehensive Annual Financial Report - Attachment 9

Discussion: Mr. John Knepel, partner, Baker Tilly and Naushad Moolla, Coleman Williams highlighted the various current year audit reports that were issued.

Motion: It was moved by Mr. Dull, seconded by Mr. Wachholz, to approve Resolution (F0013-11-14) FY2013-2014 Comprehensive Annual Financial Report

Action: Motion approved.

F-4 Approval of Auditor’s Communication to Those Charged with Governance and Management - Attachment 10

Motion: It was moved by Mr. Dull, seconded by Mr. Ali, to approve the Auditor’s Communication to Those Charged with Governance and Management

Action: Motion approved.

F-5 Approval of Single Audit Report - Attachment 11

Motion: It was moved by Mr. Dull, seconded by Mr. Ali, to approve the Single Audit Report

Action: Motion approved.

F-6 Resolution (F0014-11-14) to Revise Fiscal Year 2013–2014 Renovation / Remodeling (Capital) Projects - Attachment – 12

Motion: It was moved by Mr. Dull, seconded by Mr. Ali, to approve Resolution (F0014-11-14) to Revise Fiscal Year 2013–2014 Renovation / Remodeling (Capital) Projects
Action: Motion approved.

F-7 Resolution (F0015-11-14) to Revise Fiscal Year 2014–2015 Renovation / Remodeling (Capital) Projects - Attachment – 13

Motion: It was moved by Mr. Dull, seconded by Mr. Wachholz, to approve Resolution (F0015-11-14) to Revise Fiscal Year 2014–2015 Renovation / Remodeling (Capital) Projects

Action: Motion approved.

ITEM G. DISCUSSION ITEMS

G-1 Internal Audit Function

Discussion: Mr. Al Shoreibah, vice president, finance expressed the administration would like to move forward with hiring an internal audit manager to support the college's internal audit needs. He also advised that the Advisory Audit committee’s response was favorable with this suggestion.

ITEM H. INFORMATION ITEMS


Discussion: Mr. Shoreibah reviewed the report with the committee.

H-2 Procurement and Construction Services Annual Summary Report – Attachment 15

Discussion: Ms. Laura Moore, manager, procurement provided highlights of the report to the committee.

H-3 Quarterly Consultant Report - Attachment 16

Discussion: Ms. Janice Falkenberg, vice president and general counsel, reviewed the report with the committee.

H-4 Quarterly Grants Report - Attachment 17

Discussion: Ms. Cheralyn Randall, manager, grants reviewed the report with the committee.

H-5 Quarterly Office of Workforce and Economic Development (OWED) Report - Attachment 18

Discussion: Mr. Al Luna, director, OWED, reviewed the report with the committee.

H-6 Quarterly Sustainability Report – Attachment 19

Discussion: Mr. Mark Felsheim and Mr. Ron Ulvog, co-chairs, sustainability committee, reviewed the report with the committee.
H-7 OPEB Study Update

Discussion: Mr. Shoreibah informed the committee that the Administration is working with Wells Fargo and other consultants with experience in formulating strategies to reduce OPEB liabilities at public institutions.

ITEM I. I-1 Communications and Petitions
None.

I-2 Information Items
None.

ITEM J. OLD BUSINESS/NEW BUSINESS

Date of Next Meeting: Monday, December 11, 2014, 5:00 P.M., M210

ADJOURNMENT

The meeting adjourned at 6:13 p.m.

Respectfully submitted,
Erika N. Crosby
Administrative Specialist, Finance