

Attachment FPO - 1

MILWAUKEE AREA TECHNICAL COLLEGE DISTRICT BOARD Finance, Personnel, and Operations Committee Minutes

ADMINISTRATIO N PRESENT:	Ellis Bromberg	Rick Kettner
	Christy Brown	Nina Jo Look
	Pablo Cardona	Vicki Martin
	Darnell Cole	Todd Poppe
	Robert Hartung	Jim Walsh

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, February 18, 2004, and called to order by Chairperson Earle at 11:02 a.m. in the Board Room, Room M210, at the Milwaukee Campus of Milwaukee Area Technical College.

ITEM A. ROLL CALL

Present: Peter Earle, William Hughes (via phone) Bobbie Webber

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 – December 10, 2003 – Attachment 1

Motion It was moved by Dr. Hughes, seconded by Mr. Webber, to approve the minutes of the December 10, 2003, committee meeting as submitted.

Action Motion approved.

ITEM D. COMMENTS FROM THE PUBLIC

Ms. Joanne Haglund, president of Local 587 spoke on behalf of the union with regard to two items on the agenda: the Financial Highlights and the Human Resource Report, highlighting continued union concerns with regard to represented positions remaining unfilled, or the work being performed by student workers.

ITEM E. APPROVAL OF CONSENT AGENDA ITEMS

E-1 Bills – January 2004 – Attachment 2

Mr. Poppe noted that, with the implementation of the procurement card minority vendor information will not be captured. Procurement card holders will be provided listings of preferred vendors, including minority vendors.

E-2 Financial Report – January 2004 – Attachment 3

Discussion Mr. Poppe provided an overview PTV retained earnings. Mr. Bromberg shared some pertinent information as to the purpose of the retained earnings balance and some details on the timeline for the conversion to Digital Television.

Dr. Hughes disconnected from the meeting at 11:37am

E-3 Human Resources Report – Attachment 4

Discussion Dr. Cardona addressed issues raised in public comments regarding the elimination of nine food service positions, noting that every effort was made to place these individuals in positions within MATC, and that five of these individuals were indeed placed in other positions. The remaining four individuals were unable to accept other available positions due to shift/hours.

Additionally, Todd Poppe noted that a communication is currently being drafted regarding other auxiliary services issues raised in public comments.

E-4 Procurement Report – Attachment 5

Discussion Mr. Poppe noted that, although the Public Television Committee did not meet this month, a query of the committee raised no concerns on the two items on the procurement report related to Public Television (II.3 and II.5).

E-5 Affirmative Action Quarterly Report – Attachment 6

E-6 Office of Corporate Learning 38.14 Outreach Contracting Quarterly Report – Attachment 7

Motion It was moved by Mr. Webber, seconded by Mr. Earle, to approve items on the consent agenda as submitted.

Action Motion approved.

Dr. Hughes reconnected the meeting at 11:42am

ITEM F. ACTION ITEMS

F-1 Resolution Authorizing the Sale of \$1,000,000 General Obligation Promissory Notes, Series 2003-04D of Milwaukee Area Technical College District, Wisconsin – Attachment 8

Motion It was moved by Mr. Webber, seconded by Dr. Hughes, to recommend to the full board approval of the Resolution Authorizing the Sale of \$1,000,000 General Obligation Promissory Notes, Series 2003-2004D of Milwaukee Area Technical College District, Wisconsin.

Action Motion approved.

F-2 Resolution Authorizing the Issuance of \$1,000,000 General Obligation Promissory Notes, Series 2003-04E of Milwaukee Area Technical College District, Wisconsin – Attachment 9

Motion It was moved by Mr. Webber, seconded by Dr. Hughes, to recommend to the full board approval of the Resolution Authorizing the Issuance of \$1,000,000 General Obligation Promissory Notes, Series 2003-2004E of Milwaukee Area Technical College District, Wisconsin.

Action Motion approved.

F-3 Resolution on Park East Development – Attachment 10

A proposed resolution was distributed, noting MATC's support of the Park East redevelopment plan.

Motion It was moved by Mr. Webber, seconded by Dr. Hughes, to recommend to the full board approval of the Resolution on the Park East development.

Action Motion approved.

ITEM G. DISCUSSION ITEMS

G-1 Budget Development Calendar – Attachment 11

G-2 Preliminary FY2004-05 through FY2006-07 Planning Assumptions – Attachment 12

Mr. Poppe reviewed the preliminary planning assumptions in detail, addressing all questions of the committee members. He noted that the assumptions are presented in a different format this year, to include not just percentages, but information on dollar impact as well.

It was noted that these assumptions are preliminary, as many unknowns remain, including contract negotiations and pending state tuition rate information. Final planning assumptions are scheduled to be presented for approval at the March meeting.

Director Hughes excused himself from the meeting at 12:10pm

G-3 Policy A0114, Tax Incremental Districts (TID) – Joint Review Board Presentation – Attachment 13

Following a discussion regarding the purpose and operation of TID it was requested that the administration determine the position of other constituencies on TID.

Continued discussion of Tax Incremental Financing will be placed on a future agenda.

G-4 Procurement Participation Report – Attachment 14

Ms. Phelps presented a report on the procurement dollars spent by the district with minority owned businesses and strategies for increasing access.

Mr. Earle noted that throughout this process, he specifically inquired as to whether there would be any reason for worry about whether minority classifications may have been utilized in a way that could implicate potential fraud, pecuniary gain, etc. The review found no evidence of any misconduct of this type.

G-5 Policy A0202-2, District Administration-Business Financial – Attachment 15

In response to a question raised at the December board meeting regarding the president's authority for maintenance of the physical plant, Policy A0202-2 was reviewed, noting that this policy places that authority with the college president.

G-6 Milwaukee Enterprise Centers Semi-Annual Review – Attachment 16

The Milwaukee Enterprise Centers' graduation, employment and financial performance were reviewed. These items will also be reviewed as a component of the business plan for FY 2004-05 through FY 2006-07.

ITEM H. INFORMATION ITEMS

H-1 Quarterly Consultant Contracts Report – Attachment 17

H-2 Actuarial Valuation of Post-Employment Benefits - Attachment 18

H-3 City of Milwaukee Tax Incremental District #53 – Attachment 19

H-4 MEC Report – Attachment 20

H-5 Grants Management Report – Attachment 21

ITEM I. MISCELLANEOUS ITEMS

I-1 COMMUNICATIONS AND PETITIONS

I-2 INFORMATION ITEMS

ITEM J. OLD BUSINESS/NEW BUSINESS

Date of Next Meeting: Wednesday, March 17, 2004

ITEM K. COMPLIANCE WITH THE OPEN MEETINGS LAW

Mr. Earle stated that the committee intended to convene into Closed Session.

Motion It was moved by Mr. Webber, seconded by Mr. Earle, that the committee convene into closed session pursuant to section 19.85(1)(e) of the Wisconsin Statutes to discuss negotiations.

Action Motion carried, the vote being as follows:
Ayes – Mr. Earle, Mr. Webber
Noes – None.

CLOSED SESSION

The committee convened into Closed Session at 12:58 p.m.

ADJOURNMENT

The committee adjourned from closed session at 1:35 p.m.

No action was taken.

Respectfully submitted,

Caryn J. Dohring
Administrative Specialist