

**Attachment FPO - 1**

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

**ADMINISTRATIVE PRESENT:** Tony Baez Rick Kettner  
Theresa Barry Nina Jo Look  
Joe Bauer Vicki Martin  
Ellis Bromberg Todd Poppe  
Pablo Cardona Mark Trask  
Darnell Cole Jim Walsh  
Robert Hartung

**GUESTS:** Neal Bardele, Eichenbaum & Associates  
Ginny Struesser, Eichenbaum & Associates  
Jose Olivieri, Michael Best & Friedrich  
Tom Held, Milwaukee Journal Sentinel

**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, March 17, 2004, and called to order by Chairperson Earle at 12:02 p.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, 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 – February 18, 2004 – Attachment 1**

Motion It was moved by Mr. Webber, seconded by Dr. Hughes, to approve the minutes of the February 18, 2004, committee meeting as submitted.

Action Motion approved.

**ITEM D. COMMENTS FROM THE PUBLIC**

Dr. Michael Rosen spoke on behalf of Local 212 voicing disappointment with the exclusion of Local 212 from the hiring committee charged with filling recent administrative positions.

**ITEM E. APPROVAL OF CONSENT AGENDA ITEMS**

**E-1 Bills – February 2004 – Attachment 2**

**E-2 Financial Report – February 2004 – Attachment 3**

**E-3 Human Resources Report – Attachment 4**

Discussion Dr. Pablo Cardona addressed the issues raised in public comments, providing information on the composition of the hiring committees for both the Assistant General Counsel position as well as the Associate Vice President of Human Resources position.

Dr. Cole noted that it is certainly not the desire of the administration to exclude any parties from the hiring process, and that as negotiations conclude, more individuals will be included in the hiring committees. It was the unanimous opinion of the committee that it is important to have union representation and input on the selection of candidates for future administrative vacancies.

**E-4 Procurement Report – Attachment 5**

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

Action Motion approved.

**ITEM F. ACTION ITEMS**

**F-1 Resolution Authorizing the Sale of \$1,000,000 General Obligation Promissory Notes, Series 2003-04E of Milwaukee Area Technical College District, Wisconsin – Attachment 6**

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 2003-2004E 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 2003-04F of Milwaukee Area Technical College District, Wisconsin – Attachment 7**

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 2003-2004F of Milwaukee Area Technical College District, Wisconsin.

Action Motion approved.

**F-3 Resolution to Approve Avocational Fees for Academic Year 2004-05 – Attachment 8**

Motion It was moved by Mr. Webber, seconded by Dr. Hughes, to recommend to the full board approval of the Resolution to Approve Avocational Fees for Academic Year 2004-05.

Action Motion approved.

**F-4 Approval of FY2004-05 through FY2006-07 Planning Assumptions – Attachment 9**

Mr. Poppe reviewed the FY2004-05 through FY2006-07 planning assumptions, highlighting various revisions recommended by the President's Budget council.

Motion It was moved by Dr. Hughes, seconded by Mr. Webber, to recommend to the full board approval of the FY2004-05 through FY2006-07 Planning Assumptions.

Action Motion approved.

**F-6 Policy B0106, Deposit & Investment – Attachment 10**

Mr. Poppe reviewed the recommended revision to Policy B0106, to include the Wells Fargo Public Funds Premium Market Rate account as a qualified investment instrument.

Motion It was moved by Mr. Webber, seconded by Dr. Hughes, to recommend to the full board approval of Policy B0106, Deposit & Investment.

Action Motion approved.

**ITEM G. DISCUSSION ITEMS**

**G-1 FY2004-05 Budget Development Update – Attachment**

**G-2 Tax Incremental Districts – Attachment**

Following continued discussion by this committee regarding tax incremental districts, it was recommended that the administration proceed with conducting a survey of other constituencies regarding their position on tax incremental district financing.

Further discussion on this item is deferred until such time as the survey has been completed.

**G-3 FY04-05 through FY06-07 Enterprise Business Plan Review – Attachment**

Dan Ryan provided a report on the Enterprise and Auxiliary Services Department, to include current and projected financial information. The report addressed questions raised by board members on staffing and projected reduction in revenue.

It was suggested that this information be presented to the full board at their March 23<sup>rd</sup> meeting, to include information on the ratio of childcare provided to students vs. the community, in order to determine to what extent student enrollment is limited, if any, due to community use of the childcare centers.

**G-4 Comprehensive Plan for Replacement of Vice President of Finance – Attachment**

Dr. Pablo Cardona reported on the status the recruitment efforts to fill the position of Vice President of Finance.

**G-5 Eichenbaum & Associates Advertising Presentation**

Mr. Neal Bardele and Ms. Ginny Struesser of Eichenbaum and Associates, MPTV's advertising firm, gave a presentation on how decisions are made concerning advertising dollars.

**ITEM H. INFORMATION ITEMS**

**H-1 MEC Report – Attachment**

**H-2 Grants Management Report – Attachment**

**ITEM I. MISCELLANEOUS ITEMS**

**I-1 COMMUNICATIONS AND PETITIONS**

**I-2 INFORMATION ITEMS**

**ITEM J. OLD BUSINESS/NEW BUSINESS**

Date of Next Meeting: Wednesday, April 21, 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, and pursuant to section 19.85(1)(c)(f) of the Wisconsin Statutes to discuss consideration of individuals employees' compensation .

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

**CLOSED SESSION**

The committee convened into Closed Session at 2:06 p.m.

**ADJOURNMENT**

The committee adjourned from closed session at 3:30 p.m.

No action was taken.

Respectfully submitted,

Caryn J. Dohring  
Administrative Specialist