

Attachment FPO - 1

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

**STAFF/
FACULTY
PRESENT:** Tony Baez
Theresa Barry
Christy Brown (via phone)
Darnell Cole (via phone)
Robert Hartung
Nina Jo Look
Todd Poppe

**GUESTS
PRESENT:** Maria Cameron, Hispanic Chamber of Commerce
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, September 17, 2003, 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 – August 20, 2003 – Attachment 1

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

Action Motion approved.

ITEM D. COMMENTS FROM THE PUBLIC

Mr. Rosen reported on the Town Hall Meeting held at South Campus this week with Senator Plale. The meeting, attended by over 150 members of the campus community, gave individuals an opportunity to discuss their concerns and show their appreciation of Senator Plale's support of MATC.

Secondly, Mr. Rosen spoke on behalf of Local 212, expressing ongoing concerns with regard to the status of negotiations.

ITEM E. APPROVAL OF CONSENT AGENDA ITEMS

E-1 Bills – August 2003 – Attachment 2

E-2 Financial Report – August 2003 – Attachment 3

E-3 Human Resources Report – Attachment 4

E-4 Procurement Report – Attachment 5

Discussion Mr. Earle reported that the results of a bid opening were received after the FPO materials were posted, and were therefore not included in the packets. However, the particular bid pertains to short-term temporary staff agency use, a topic which has been regularly discussed recent FPO meetings. Therefore, the item will go to the full board for consideration at its September 23 meeting, without action by the FPO committee.

Mr. Earle noted that information regarding this item will be provided to the FPO Committee members prior to mailing to the full board. If necessary, the FPO Committee will schedule an additional meeting via phone conference to discuss the matter, prior to the September 23 board meeting.

E-5 Affirmative Action Quarterly and Annual Report–Attachment 6

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

Action Motion approved.

ITEM F. ACTION ITEMS

F-1 Resolution Authorizing the Issuance of \$1,000,000 General Obligation Promissory Notes, Series 2003-04B of Milwaukee Area Technical College District, Wisconsin – Attachment 7

Mr. Poppe noted that the \$1,000,000 issuance amount reflects the first of a two-part process for issuance of debt and that the remodeling and improvement projects funded by the borrowing are included in the FY2003-04 budget.

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

Action Motion approved.

ITEM G. DISCUSSION ITEMS

G-1 Hispanic Chamber of Commerce of Wisconsin Lease Extension – Attachment 8

Ms. Maria Cameron, President of the Hispanic Chamber of Commerce of Wisconsin, spoke on behalf of the HCCW to request an extension to their current lease with MATC, which expires on December 31, 2003.

Ms. Cameron provided the committee members with a background of the partnership which began in 1990 between the HCCW and MATC.

Motion It was moved by Mr. Webber, seconded by Mr. Hughes, to recommend to the full board approval of an extension to the Hispanic Chamber of Commerce of Wisconsin lease through December 31, 2004 and beyond, if necessary, to accommodate their expansion to a new facility.

Action Motion approved by unanimous consent.

G-2 FY2003-04 Budget Update

Mr. Poppe provided an update on the FY2003-04 budget, noting that a number of uncertainties continue to pose challenges to our balanced budget, i.e., enrollments, negotiations, health care, tax levy. The administration continues to address these challenges, and anticipates a budget modification in October.

ITEM H. INFORMATION ITEMS

H-1 Corporate Sponsorship Policies Review – Attachment 9

At the request of this committee, research was conducted as to existing corporate sponsorship policies adopted by other institutions. After review of these policies, Attorney Brown was asked to draft an MATC policy for corporate sponsorships, to ensure the integrity of MATC's mission and purposes.

H-2 Village of Germantown Tax Incremental Districts #3 and #4 – Attachment 10

H-3 Procurement Policy Overview – Attachment 11

At the request of the Public Television Committee, various procurement policies were reviewed as they relate to Minority, Women, and Handicapped Businesses.

H-4 MEC Report – Attachment 12

H-3 Grants Management Report – Attachment 22

ITEM I. MISCELLANEOUS ITEMS

I-1 COMMUNICATIONS AND PETITIONS

I-2 INFORMATION ITEMS

ITEM J. OLD BUSINESS/NEW BUSINESS

Date of Next Meeting: Wednesday, October 22, 2003

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. Hughes, that the committee convene into closed session pursuant to section 19.85(1)(g) to discuss consideration of Minority, Women, and Disabled Business Procurement, and to confer with legal counsel regarding strategy with respect to legal action in which the district is likely to become involved.

Action Motion approved.

CLOSED SESSION

The committee convened into Closed Session at 12:57 p.m.

ADJOURNMENT

The committee adjourned from closed session at 1:28 p.m.

No action was taken.

Respectfully submitted,

Caryn J. Dohring
Administrative Specialist