

**Attachment FPO - 1**

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

<b>STAFF/ADMINISTRATION PRESENT:</b>	Theresa Barry Christy Brown Pablo Cardona Robert Hartung	Vicki Martin Michael Sargent John Stilp James Walsh
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**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 22, 2006, and called to order by Chairperson Webber at 2:04 p.m. in the Board Room, Room M210, at the Milwaukee Campus of Milwaukee Area Technical College.

**ITEM A. ROLL CALL**

**Present:** Colón, 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 22, 2006**

Motion It was moved by Mr. Colón, seconded by Mr. Webber, to approve the minutes of the February 22, 2006 committee meeting, as submitted.

Action Motion approved.

**ITEM D. COMMENTS FROM THE PUBLIC**

None

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

**E-1 Bills – February, 2006**

**E-2 Financial Report – February, 2006**

**E-3 Human Resources Report**

#### **E-4 Procurement Report**

In response to a query from Director Webber, it was noted that the award to Vyron Corporation for the water cooled chiller is an expense which is part of the construction budget to begin replacing the chillers at the downtown campus.

With regard to the contract for employee group medical insurance, Ms. Lynn Fugina reported that an extension to the existing contract with Humana (expiring June 30, 2006) is necessary due to uncertainty of negotiated benefit changes. She provided background information on the renewal options, premium changes, impact on existing Memorandum of Understanding, etc., noting that final numbers for the Humana contract extension will be available at the board meeting on Tuesday, March 28<sup>th</sup>.

Motion: It was moved by Mr. Webber, seconded by Mr. Colón, 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 of General Obligation Promissory Notes, Series 2005-06F of Milwaukee Area Technical College District, Wisconsin**

Motion It was moved by Mr. Webber, seconded by Mr. Colón, to recommend to the full board approval of the Resolution Authorizing the Sale of \$1,000,000 General Obligation Promissory Notes, Series 2005-06F of Milwaukee Area Technical College District, Wisconsin.

Action Motion approved.

##### **F-2 Resolution Authorizing the Issuance of \$1,000,000 of General Obligation Promissory Notes, Series 2005-06G of Milwaukee Area Technical College District, Wisconsin**

Motion It was moved by Mr. Webber, seconded by Mr. Colón, to recommend to the full board approval of the Resolution Authorizing the Issuance of \$1,000,000 General Obligation Promissory Notes, Series 2005-06G of Milwaukee Area Technical College District, Wisconsin.

Action Motion approved.

**F-3 Resolution to Revise Fiscal Year 2005-06 Renovation/Remodeling (Capital) Projects**

Mr. Al Evinrude reviewed the proposed modification to the Fiscal Year 2005-06 renovation/remodeling (capital) projects list to allow for space reconfiguration of MPTV's existing master control room suite for the digital migration.

Motion It was moved by Mr. Webber, seconded by Mr. Colón, to recommend to the full board approval of the Revised Fiscal Year 2005-06 Renovation/Remodeling (Capital) Projects.

Action Motion approved.

**ITEM G. DISCUSSION ITEMS**

**G-1 Enterprise Software License Audit and Management**

Mr. Michael Gavin provided an overview of SofTrack, a software program which will allow MATC to audit the usage of currently installed applications, thus reducing future costs of purchasing software licenses.

**G-3 MATC Web Auction**

Ms. Kristin Phelps provided a live demonstration of the new MATC web auction to be used to generate revenue through the sale of equipment, computers, etc.

**G-4 Budget Variance Analysis**

Mr. Sargent provided an update on the current year budget, providing information related to revenues and expenses, addressing committee member questions and concerns regarding FTEs and enrollment trends. Ms. Theresa Barry will provide to the committee additional information regarding enrollment.

**G-5 FY2006-07 Budget Development**

Mr. Sargent provided an overview of the status of preliminary plan for the FY2006-07 budget.

**G-6 FY2006-07 through FY2009 Planning Assumptions**

Mr. Sargent reviewed the planning assumptions, addressing concerns regarding property growth and tax levy estimates.

**ITEM H. INFORMATION ITEMS**

**H-1 City of Milwaukee TID #41**

**H-2 City of Cudahy TID #3**

**H-3 City of Cudahy TID #4**

**H-4 Salary Data**

Attorney Brown provided a copy of the April 2005 Chronicle of Higher Education article, as requested at the February FPO meeting, noting that the requested Grant Thornton information would be forthcoming.

**H-5 Grants Management Report**

**ITEM I. MISCELLANEOUS ITEMS**

**I-1 COMMUNICATIONS AND PETITIONS**

**I-2 INFORMATION ITEMS**

**ITEM K. OLD BUSINESS/NEW BUSINESS**

Scheduled Date of Next Meeting:  
Wednesday, April 19, 2006 – 2:00pm

**ADJOURNMENT**

The committee adjourned at 3:32 p.m.

Respectfully submitted,  
*Caryn Dohring*  
Administrative Specialist