



Attachment FPO - 1

**MILWAUKEE AREA TECHNICAL COLLEGE DISTRICT BOARD
FINANCE, PERSONNEL, AND OPERATIONS COMMITTEE
MILWAUKEE, WISCONSIN
JUNE 17, 2009**

CALL TO ORDER

The regular meeting of the Milwaukee Area Technical College District Board Finance, Personnel, and Operations Committee was held in open session on Tuesday, June 17, 2009, and called to order by Chairperson Earle at 5:00 p.m. in the Board Room, M210, at the Downtown Milwaukee Campus of Milwaukee Area Technical College.

ITEM A. ROLL CALL

Present: Ann Wilson and Peter Earle

Excused: 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, May 19, 2009 – Attachment 1

Motion/Action The minutes of the May 19, 2009, meeting of the Finance, Personnel, and Operations Committee were approved without objection.

ITEM D. COMMENTS FROM THE PUBLIC

None

ITEM E. APPROVAL OF CONSENT AGENDA ITEMS

Discussion Mr. Michael Sargent, vice president, Finance, provided an overview of the Procurement Report. He noted the addition of item II.11, Photovoltaic Farm

Motion/Action It was moved by Ms. Wilson, seconded by Mr. Earle, to move forward the Consent Agenda, as presented, with the addition of procurement item II.11, Photovoltaic Farm.

ITEM F. ACTION ITEMS

F-1 Resolution (F0126-06-09) to Approve Fiscal Year 2008-2009 Renovation/Remodeling (Capital) Project Blue Hole PV Farm Foundation System – Attachment 6

Motion/Action It was moved by Ms. Wilson, seconded by Mr. Earle, to move forward the Resolution to Approve Fiscal Year 2008-2009 Renovation/Remodeling (Capital) Project Blue Hole PV Farm Foundation System.

F-2 Resolution (F0127-06-09) Authorizing the Sale of \$16,000,000 General Obligation Promissory Notes, Series 2008-09L of Milwaukee Area Technical College District, Wisconsin – Attachment 7

Discussion Mr. John Mehan, managing director, Robert W. Baird & Co., discussed the dual-issue nature of Bond Series 2008-09L. He will work with administration to determine whether it is best to issue 2008-09L as a general obligation or Build America series prior to the MATC District Board's meeting on June 23, 2009.

Motion/Action It was moved by Ms. Wilson, seconded by Mr. Earle, to move forward the Resolution Authorizing the Sale of \$16,000,000 General Obligation Promissory Notes, Series 2008-2009L of Milwaukee Area Technical College District, Wisconsin.

F-3 Resolution (F0128-05-09) Authorizing the Issuance of \$1,000,000 General Obligation Promissory Notes, Series 2009-10A of Milwaukee Area Technical College District, Wisconsin – Attachment 8

Motion/Action It was moved by Ms. Wilson, seconded by Mr. Earle, to move forward the Resolution Authorizing the Issuance of \$1,000,000 General Obligation Promissory Notes, Series 2009-2010A of Milwaukee Area Technical College District, Wisconsin.

F-4 Resolution (F0129-06-09) to Adopt Fiscal Year 2009-2010 Activity Plan and Budget– Attachment 9

Motion/Action It was moved by Ms. Wilson, seconded by Mr. Earle, to move forward the Resolution to Adopt Fiscal Year 2009-2010 Activity Plan and Budget.

F-5 Resolution (F0130-06-09) to Establish Reserves for Fiscal Year 2009-2010 – Attachment 10

Motion/Action It was moved by Ms. Wilson, seconded by Mr. Earle, to move forward the Resolution to Establish Reserves for Fiscal Year 2009-2010.

F-6 Resolution (F0131-06-09) Authorizing Contingency Payment of Bills and Awarding of Contracts – Attachment 11

Motion/Action It was moved by Ms. Wilson, seconded by Mr. Earle, to move Forward the Resolution Authorizing Contingency Payment of Bills and Awarding of Contracts.

F-7 Resolution (F0132-06-09) to Approve Insurance Coverages for Comprehensive General Liability, Auto Liability and Physical Damage, Property, Educator's Legal Liability, Student Medical Professional, Boiler/Machinery, Worker Compensation and Excess Liability via the Wisconsin Technical College Insurance Trust – Crime and Foreign Travel – Attachment 12

Discussion Mr. Sargent discussed insurance rate increases for the upcoming fiscal year.

Motion/Action It was moved by Ms. Wilson, seconded by Mr. Earle, to move forward the Resolution to Approve Insurance Coverages for Comprehensive General Liability, Auto Liability and Physical Damage, Property, Educator's Legal Liability, Student Medical Professional, Boiler/Machinery, Worker Compensation and Excess Liability via the Wisconsin Technical College Insurance Trust – Crime and Foreign Travel.

F-8 FY2009-2010 Contracts for Non-Represented Employees – Attachment 13

Motion/Action It was moved by Ms. Wilson, seconded by Mr. Earle, to move forward the FY2009-2010 Contracts for Non-Represented Employees.

**F-9 Resolution (F0133-06-09) to Approve Fiscal Year 2009-2010
Renovation/Remodeling (Capital) Projects – Attachment 14**

Discussion Mr. Sargent reported that the current construction budget is based on the assumption that Legislature will approve the requested increased funding level for technical college construction projects from \$1 million to \$1.5 million. Should this bill not pass, administration will bring forward an amendment to the current construction budget.

Motion/Action It was moved by Ms. Wilson, seconded by Mr. Earle, to move forward the Resolution to Approve Fiscal Year 2009-2010 Renovation/Remodeling (Capital) Projects.

ITEM G. DISCUSSION ITEMS

**G-1 Milwaukee Area Technical College Budget Variance Report
Eleven (11) Months Ended May 31, 2009 FY2008-2009 –
Attachment 15**

Discussion Terri Gayhart, controller, reviewed the details of the Budget Variance Report. Mr. Sargent reported that despite increased enrollment, tuition and fees are down due to remissions.

**G-2 Milwaukee Area Technical College Sustainability Initiatives,
May and June 2009 – Attachment 16**

Discussion Mr. Sargent provided updates on the Photovoltaic (PV) Farm and LED Lighting Projects. He stated that administration is considering signing the Presidents' Climate Commitment.

G-3 Photovoltaic (PV) Farm Project

**G-4 MATC Travel Report – by Date and by Destination – Attachment
17**

**G-5 Policy Review C0505 – Nonrepresented Employee Contacts:
Coverage, Discipline, Nonrenewal, Discharge, and Appeal
Process – Attachment 18**

Discussion Attorney Janice Falkenberg discussed the current policy in place at MATC with regards to non-represented employee contracts which excluded the president. It was noted that that Mr. Webber had made the initial request to review this policy and the process as it related to the president. Mr. Earle will include mention of this policy in his report to the MATC District Board, allowing Mr. Webber to raise any concerns he has at that time.

ITEM H. INFORMATION ITEMS

H-1 Grants Management Report – Attachment 19

H-2 Milwaukee Area Technical College Remission of Out-of-State Tuition, 2008-2009 School Year – Attachment 20

H-3 Milwaukee Area Technical College District Statements of Fiduciary Net Assets and Changes in Fiduciary Net Assets, Fiduciary Fund – MATC Post-Employment Benefits Trust – Attachment 21

ITEM I. MISCELLANEOUS ITEMS

I-1 Communications and Petitions

I-2 Information Items

ITEM J. OLD BUSINESS/NEW BUSINESS

J-1 Date of Next Meeting, TBD, Regular Committee Meeting, Downtown Milwaukee Campus, Board Room, (M210).

Adjournment

The meeting adjourned at 5:33 p.m.

Respectfully Submitted,

Karen M. Esche-Eiff

Karen M. Esche-Eiff
Administrative Specialist, Finance