



**Attachment FPO - 1**

**MILWAUKEE AREA TECHNICAL COLLEGE DISTRICT BOARD  
FINANCE, PERSONNEL, AND OPERATIONS COMMITTEE  
MILWAUKEE, WISCONSIN  
NOVEMBER 20, 2008**

**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 Thursday, November 20, 2008, and called to order by Mr. Earle at 3:05 p.m. in the Board Room, M210, at the Downtown Milwaukee Campus of Milwaukee Area Technical College.

**ITEM A. ROLL CALL**

**Present:** Bobbie Webber, Ann Wilson, and Peter Earle  
**Excused:** None

**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, October 15, 2008 – Attachment 1**

**Motion/Action** The minutes of the October 15, 2008, meeting of the Finance, Personnel, and Operations Committee were approved without objection.

**ITEM D. ADVISORY AUDIT REPORT**

**Discussion** Mr. John Knepel, partner, Virchow Krause & Company, LLP, and Mr. Naushad Moola, manager, Coleman & Williams, Ltd., reported that they anticipate issuing unqualified opinion letters of the MATC FY2007-2008 audit and single audit respectively.

Mr. Earle reported that at the November meeting of the Advisory Audit Committee, Mr. Sargent, vice president, Finance, discussed Administration's responses to the two material weaknesses identified by Coleman & Williams, Ltd. Mr. Earle stated that members of the Advisory Audit Committee were satisfied with said responses.

*Mr. Fred Royal entered at 3:12 p.m.*

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**Motion/Action** It was moved by Ms. Wilson, seconded by Mr. Webber, to move forward the Resolution to Approve Acceptance of the FY2007-2008 Comprehensive Annual Financial Report.

**ITEM E. COMMENTS FROM THE PUBLIC**

None

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

**Discussion** Mr. Sargent briefly discussed projects included under Procurement Report Item IV.1. Performance Based Contracts (Sustainability). Mr. Earle encouraged Board Members to attend the Wisconsin Renewable Energy Summit, hosted by Milwaukee Area Technical College, March 25-29, 2009.

**Motion/Action** It was moved by Mr. Webber, seconded by Ms. Wilson, to move forward the Consent Agenda, as presented.

**ITEM G. ACTION ITEMS**

**G-1 Resolution (F0099-11-08) Authorizing the Sale of \$1,000,000 General Obligation Promissory Notes, Series 2008-09E of Milwaukee Area Technical College District, Wisconsin – Attachment 7**

**Motion/Action** It was moved by Mr. Webber, seconded by Ms. Wilson, to move forward the Resolution Authorizing the Sale of \$1,000,000 General Obligation Promissory Notes, Series 2008-2009E of Milwaukee Area Technical College District, Wisconsin.

**G-2 Resolution (F0100-11-08) Authorizing the Issuance of \$1,000,000 General Obligation Promissory Notes, Series 2008-09F of Milwaukee Area Technical College District, Wisconsin – Attachment 8**

**Motion/Action** It was moved by Mr. Webber, seconded by Ms. Wilson, to move forward the Resolution Authorizing the Issuance of \$1,000,000 General Obligation Promissory Notes, Series 2008-2009F of Milwaukee Area Technical College District, Wisconsin.

**G-3 Resolution (F0101-11-08) to Approve Acceptance of the  
FY2007-2008 Comprehensive Annual Financial Report –  
Attachment 9**

**Discussion** *Discussion of item G-3 included in discussion of item D.*

**Motion/Action** *Please see item D.*

**G-4 Resolution (F0102-11-08) to Approve FY2008-2009 Budget  
Modification – Attachment 10**

**Motion/Action** It was moved by Mr. Webber, seconded by Ms. Wilson, to move forward the Resolution to Approve FY2008-2009 Budget Modification.

**G-5 Resolution (F0103-11-08) to Approve FY2007-2008 Budget  
Modification – Attachment 11**

**Motion/Action** It was moved by Mr. Webber, seconded by Ms. Wilson, to move forward the Resolution to Approve FY2007-2008 Budget Modification.

**G-6 Resolution (F0104-11-08) to Revise FY2008-2009  
Renovation/Remodeling (Capital) Projects – Attachment 12**

**Discussion** Mr. Sargent provided a brief description of construction projects to be postponed so as to accommodate funding of sustainable projects as well as emergency construction at the Aviation Center.

**Motion/Action** It was moved by Ms. Wilson, seconded by Mr. Webber, to move forward the Resolution to Revise FY2008-2009 Renovation/Remodeling (Capital) Projects.

**ITEM H. DISCUSSION ITEMS**

**H-1 Budget Variance Report October FY2008-2009 – Attachment 13**

**Discussion** Terri Gayhart, controller, reported that MATC is on track to end the fiscal year at levels budgeted.

**H-2 Basic Budget Assumptions – Attachment 14**

**Discussion** Mr. Earle encouraged Administration to continue their financial conservatism going forward in the budget planning process.

**H-3 Budget Committee Report**

**Discussion** *Discussion of item H-3 included in discussion of item H-2.*

**H-4 Update on Emergency Student Loans**

**Discussion** Mr. Sargent reported that MATC has recovered all funds lent to students as part of an emergency student loan initiative. Administration continues to work to develop a policy on this issue.

**H-5 Local Vendors – Attachment 15**

**Discussion** Mr. Sargent presented two examples of language used in MATC RFPs for the purpose of giving preference to local and minority vendors.

**H-6 Facilities and Parking**

**Discussion** Mr. Sargent discussed Administration's on-going commitment to the improvement of parking options for members of the MATC community.

**H-7 MATC Public Safety Law Enforcement Status**

**Discussion** Mr. Bradford Hines, director, Public Safety, presented to the Committee on the issue of possibly transitioning the MATC Public Safety Department into a sworn law enforcement department.

*Mr. Thomas Michalski entered at 4:08 p.m.*

At the request of Mr. Earle, General Counsel will compile additional information for the purpose of aiding future discussions regarding the issue of arming or not arming a sworn law enforcement department at MATC.

**Motion/Action** It was moved by Ms. Wilson, seconded by Mr. Webber, to support bringing forward to the Board a resolution to support enabling legislation for sworn law enforcement status for technical colleges.

*Mr. Webber departed at 4:42 p.m.*

**H-8 Sustainable Initiatives**

**Discussion** This item will be discussed at the December 2008 meeting of the FPO Committee.

**ITEM I. INFORMATION ITEMS**

**I-1 Grants Management Report – Attachment 16**

**I-2 FY2007-2008 Report on ECAM Center – Attachment 17**

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**ITEM J. MISCELLANEOUS ITEMS**

**J-1 Communications and Petitions**

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

**K-1** Date of Next Meeting, December 10, 2008, Regular Committee Meeting, Downtown Milwaukee Campus, Board Room, (M210).

**Adjournment**

The meeting adjourned at 4:53 p.m.

Respectfully Submitted,

*Karen M. Esche-Eiff*

Administrative Specialist, Finance