

**BOARD OF SUPERVISORS**

*Brown County*



305 E. WALNUT STREET  
E-Mail: [BrownCountyCountyBoard@co.brown.wi.us](mailto:BrownCountyCountyBoard@co.brown.wi.us)  
P. O. BOX 23600  
GREEN BAY, WISCONSIN 54305-3600

PHONE (920) 448-4015 FAX (920) 448-6221

**"PUBLIC NOTICE OF MEETING"**

**Pursuant to Section 19.84 Wis. Stats., notice is hereby given to the public that the following meetings will be held**

**THE WEEK OF  
November 13 - 17, 2017**

**MONDAY, NOVEMBER 13, 2017**

- |           |                                       |  |
|-----------|---------------------------------------|--|
| *10:30 am | Harbor Commission                     | Brown County Port & Resource Recovery<br>2561 S. Broadway                  |
| *11:00 am | Library Board Personnel Committee     | AHEAD Staffing/Helping Hands Caregivers<br>509 W. Walnut Street            |
| *4:30 pm  | Board of Adjustment                   | Room 391, Northern Building<br>305 E. Walnut Street                        |
| *4:30 pm  | Neville Public Museum Governing Board | 3 <sup>rd</sup> Floor Boardroom, Neville Public Museum<br>210 Museum Place |

**TUESDAY, NOVEMBER 14, 2017**

- |          |                 |  |
|----------|-----------------|--|
| *5:30 pm | Board of Health | Brown County Health & Human Services Dept.<br>2 <sup>nd</sup> Floor Conference Room, Public Health Division<br>610 S. Broadway |
|----------|-----------------|--|

**WEDNESDAY, NOVEMBER 15, 2017**

- |           |   |   |
|-----------|---|---|
| *12:00 pm | Mental Health Treatment Committee: Ad Hoc | Conference Room a (E03), 1 <sup>st</sup> Floor<br>Sophie Beaumont Building<br>111 N. Jefferson Street |
| *5:30 pm  | Human Services Committee                  | Room 200, Northern Building<br>305 E. Walnut Street   |

**THURSDAY, NOVEMBER 16, 2017**

- |          |               |   |
|----------|---------------|---|
| *5:15 pm | Library Board | Brown County Central Library<br>515 Pine Street, downtown Green Bay |
|----------|---------------|---|

**FRIDAY, NOVEMBER 17, 2017**

(No Meetings)

Any person wishing to attend who, because of a disability, requires special accommodation, should contact the Brown County Human Resources Office at 448-4065 by 4:30 p.m. on the day before the meeting so that arrangements can be made.

**PORT & RESOURCE RECOVERY DEPARTMENT**

*Brown County*

2561 SOUTH BROADWAY  
GREEN BAY, WI 54304

PHONE: (920) 492-4950      FAX: (920) 492-4957

DEAN R. HAEN  
DIRECTOR

**- PUBLIC NOTICE -**  
**BROWN COUNTY HARBOR COMMISSION**  
**Monday, November 13<sup>th</sup> – 10:30 am**  
Brown County Port & Resource Recovery  
2561 S. Broadway, Green Bay, WI 54304

**Agenda:**

1. Call to order
2. Roll Call
3. Approval/Modification – *Meeting Agenda*
4. Approval/Modification – *October 9<sup>th</sup>, 2017 Meeting Minutes*
5. Announcements/Communications
6. Fox River Environmental Clean-up Project – *Public Comments/Update on Standing Item*
7. Third Quarter 2017 Budget Status Report – *Request for Approval*
8. Grant Submittal for Renard Island End-Use – *Request for Approval*
9. PFM – *Request for Approval*
10. Economic Impact Study – *Update*
11. Bylsby Ave Work and Lease Plans – *Update*
12. Director's Report – *Update*
13. Acknowledgment of Bills – *Request For Approval*
14. Tonnage Report – *Request for Approval*
15. Such Other Matters as Authorized by Law
16. Adjourn

Dean R. Haen – Director  
Port & Resource Recovery Department

*Any person wishing to attend whom, because of disability requires special accommodations should contact the Brown County Port and Resource Recovery Department at 492-4950, at least two working days in advance of the meeting for special arrangements to*

*be made. Notice is hereby given that action by the Harbor Commission may be taken on any of the items, which are described or listed on the agenda.*



BROWN COUNTY LIBRARY  
515 PINE STREET GREEN BAY, WI 54301-5194

PHONE (920) 448-5810  
FAX (920) 448-4364

**BRIAN M. SIMONS**  
EXECUTIVE DIRECTOR

Simons\_BM@co.brown.wi.us  
www.browncountylibrary.org

*"A catalyst for community advancement."*

**BROWN COUNTY LIBRARY BOARD**  
**PERSONNEL COMMITTEE**

**AHEAD Staffing/Helping Hands Caregivers**  
**509 W. Walnut Street, Green Bay, WI 54303**  
**Monday, November 13, 2017**  
**11:00 a.m.**

**AGENDA**

1. Call to Order
2. Approve/Modify Agenda
3. Discussion and Possible Action Regarding Structure of the Executive Director's Review Process
4. Such Other Matters as are Authorized by Law
5. Adjournment

**John Vander Leest**  
Chair

County Board office notified via email 11/10/2017  
Library Board notified via email 11/10/2017

ZONING

Brown County



305 E. WALNUT STREET, ROOM 320  
P.O. BOX 23600  
GREEN BAY, WISCONSIN 54305-3600

**WILLIAM BOSIACKI**

PHONE (920) 448-6480 FAX (920) 448-4487  
WEB SITE [www.co.brown.wi.us/zoning](http://www.co.brown.wi.us/zoning)

ZONING ADMINISTRATOR

**AGENDA**  
**BROWN COUNTY BOARD OF ADJUSTMENT**  
**November 13, 2017 - 4:30 p.m.**  
**Northern Building, Room 391**  
**305 E. Walnut Street**  
**Green Bay, WI 54301**

This meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered at the meeting:

1. Call meeting to order and verify door is open for the public.
2. Roll call: X if present, E if excused, and U if unexcused.
  - a. Chairman Bill Ullmer \_\_\_\_\_, Secretary Dick Huxford \_\_\_\_\_, Tom Perock \_\_\_\_\_, Alternates Clete Cisler \_\_\_\_\_, and Debbie Diederich \_\_\_\_\_.
3. Review and approval of minutes from previous meeting.
4. Old business.
5. New business and announcement of agenda for public hearing.
  - a. Andrew & Pamela Racine, 4813 Edgewater Beach Rd., Green Bay, WI, 54311-9799 Parcel # SC-1604-6.
6. Public Notice - Class II – Green Bay Press-Gazette, on October 29 and November 5, 2017.
7. Describe Board's authority and rules of hearing.
8. **Open Public Hearing.**
  - ❖ Read appeal(s) and discuss in order as determined by Board.
9. **Close Public Hearing.**
10. Deliberation, findings of fact, conclusions of law, decisions and determinations on appeal.  
**Complete all three standards – if all three cannot be met, the variance cannot be granted.**
11. Other business.
12. Adjourn meeting.

Date: October 25, 2017

By: Matt Heyroth, Assistant Zoning Administrator

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the Brown County Planning and Land Services Department at (920) 448-6480 at least two business days before the meeting so that appropriate accommodations can be made. Persons who are members of another governmental body, but who are not members of this board, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.



## PUBLIC NOTICE

Notice is hereby given that a public hearing will be held before the Board of Adjustment ("Board"), created under and by virtue of the Brown County Shorelands and Wetlands Ordinance, Chapter 22; Private Sewage System Ordinance, Chapter 11; and Floodplains Ordinance, Chapter 23, in Room 391, 3<sup>rd</sup> floor of the Northern Building, 305 E. Walnut Street, Green Bay, on Monday the 13<sup>th</sup> day of November, 2017, at 4:30 p.m.

An appeal taken by Andrew and Pamela Racine denying their request for reduced amount of fill around a new residential structure that is located in the floodplain of the bay of Green Bay. The request is for fill one foot above the base flood elevation from the proposed new foundation and then tapering down to existing grade at property lines on both side yards which is approximately 12 feet. The property legal description is LOT 6 TOWN OF SCOTT ASSESSOR'S PLAT # 4 in the Town of Scott at 4813 Edgewater Beach Road, Parcel # SC-1604-6 ("Property").

All persons interested are invited to attend said hearing and be heard or to provide written comments to the Brown County Planning and Land Services Department, 305 E. Walnut Street, Green Bay, WI 54301 prior to November 10, 2017.

The Board will accept and review all pertinent information relative to the above listed items during open session of the November 13, 2017, public hearing.

Please note that, upon reasonable notice, efforts will be made to accommodate the needs of any person wishing to attend who, because of a disability, requires special accommodation through appropriate aids and services. Call (920) 448-6480 for arrangements.

Dated this 29<sup>th</sup> day of October and 5<sup>th</sup> day of November, 2017.

Brown County Board of Adjustment  
Bill Ullmer  
Richard Huxford  
Tom Perock  
Clete Cisler-Alternate  
Debbie Diederich-Alternate

**NEVILLE PUBLIC MUSEUM**

OF BROWN COUNTY



BRIDGING COMMUNITIES, CONNECTING GENERATIONS  
NEVILLEPUBLICMUSEUM.ORG

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**NEVILLE PUBLIC MUSEUM GOVERNING BOARD**

**AGENDA**

**November 13, 2017**

**4:30 p.m.**

**Neville Public Museum**

**Boardroom**

**3<sup>rd</sup> floor**

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- I. Call meeting to order
- II. Approve/modify agenda
- III. Museum Directors Report
  - a. Budget, program and outreach update
- IV. Deputy Director Report
  - a. Update on Main Exhibit Gallery inventory
- V. Such other matters as authorized by law
- VI. Adjournment

Kevin Kuehn, Chair

*Please contact Beth Lemke at 448-7848 if you cannot attend this meeting*

Notice is hereby given that action by the Committee may be taken on any of the items, which are described or listed in this agenda.

Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

## BROWN COUNTY BOARD OF HEALTH

**\*\*NOTE: TIME OF MEETING HAS CHANGED\*\***

**TUESDAY, NOVEMBER 14, 2017**

**5:30 PM**

Brown County Health and Human Services Department  
Public Health Division  
610 South Broadway Street  
Second Floor Conference Room  
Green Bay, WI 54303

### AGENDA

1. Call to Order, Welcome, Introductions and Resignation
2. Approval / Modification of the Agenda
3. Approval of Minutes of meeting of September 26, 2017.
4. Presentation by Kris Kovacic – Tobacco's Disproportionate Burden
5. Comments from the Public
  - a. State name and address for the record
  - b. Comments will be limited to five minutes
  - c. The Board's role is to listen and not discuss comments nor take action on those comments at this meeting.
6. Community Health Assessment update
7. Rat Pass Through Grant Discussion
8. Environmental Division update
9. Nursing Division update
10. Health Officer's Report
11. Receive new information on wind turbines – Standing Item
12. Correspondences
13. All Other Business Authorized by Law
14. Adjournment / Next Meeting Schedule

**Board of Health members please RSVP if unable to attend to Patti at 448-6405 no later than 4:30PM Friday, November 10, 2017. Thank you!**

Notice is hereby given that action by this board may be taken on any of the items which are described or listed in this agenda.



# BOARD OF SUPERVISORS

## Brown County



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Phone: (920) 448-4015 FAX (920) 448-6221  
E-Mail: BC\_County\_Board@co.brown.wi.us

Guy Zima, Chairman  
Erik Hoyer, Vice Chairman

### **MENTAL HEALTH TREATMENT COMMITTEE: AD HOC**

**Wednesday, November 15, 2017**

**12:00 p.m.**

**Conference Room A (E03), 1<sup>st</sup> Floor**

**Sophie Beaumont Building**

**111 N. Jefferson Street**

**Green Bay, Wisconsin**

- I. Call to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of October 18, 2017.
  
1. Communication from Chair Zima and Judge Zuidmulder re: Have staff provide a breakdown and explanation of the expenditures made from the \$1.15 million dollars allocated for mental health services during the County budget process for 2016 and 2017.
2. Update re: Long range mental health needs in Brown County including what could be funded by County Executive Streckenbach's proposed half-percent sales tax.
3. Formally identify Committee members.
4. Discussion, review and possible action: Request that Brown County review its past and present mental health services and develop a more comprehensive plan to treat both short and long term mental health patients including but not limited to 1) alcohol and drug abuse detox and treatment; and 2) children, adolescent and adult mental health treatment.
5. Discussion, review and possible action: Request that the Human Services Director and Brown County Sheriff work together to develop a plan to provide a treatment plan for prisoners who presently make up a third of our jail population.
6. Discussion re: Recertifying County operations to return to previous services providing long-term care.
7. Update re: Outreach efforts.
8. Such other matters as authorized by law.
9. Adjourn.

Guy Zima, Chair

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PHONE (920) 448-4015 FAX (920) 448-6221

## HUMAN SERVICES COMMITTEE

Erik Hoyer, Chair  
Richard Schadewald, Vice Chair  
Joan Brusky, Thomas De Wane, Aaron Linssen

**HUMAN SERVICES COMMITTEE**  
**Wednesday, November 15, 2017**  
**5:30 p.m.**  
**Room 200, Northern Building**  
**305 E. Walnut St., Green Bay**

**NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION ON ANY ITEM LISTED ON THE AGENDA**

- I. Call Meeting to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of October 10, 2017.

### Comments from the Public

#### Report from Human Services Chair, Erik Hoyer

1. **Review Minutes of:**
  - a. Aging & Disability Resource Center of Brown County Nominating & Human Resources Meeting (April 14, 2016)
  - b. Board of Health (May 2, 2017 and July 11, 2017).
  - c. Children with Disabilities Education Board (September 26, 2017).

### Communications

2. Communication from Supervisor Schadewald: My request for these committees Admin & Human Services) to evaluate the need and funding of a Housing Navigator to coordinate county-wide efforts to improve housing opportunities in Brown County. *Held for a month.*

### Wind Turbine Update

3. Receive new information – Standing Item.

### Human Services Department

4. Executive Director's Report.
5. Financial Report for Community Treatment Center and Community Services.
6. Statistical Reports.
  - a. Monthly CTC Data - Bay Haven Crisis Diversion/Nicolet Psychiatric Hospital.
  - b. Child Protection - Child Abuse/Neglect Report.
  - c. Monthly Contract Update.
7. Request for New Non-Continuous and Contract Providers and New Provider Contract.
8. An Ordinance to Revise Subsection 30.05(3) of Chapter 30 of the Brown County Code of Ordinances Entitled "Penalties".

**Aging & Disability Resource Center, Health Department, Syble Hopp School, Veterans Services – No items**

**Other**

9. Audit of bills.
10. Such other Matters as Authorized by Law.
11. Adjourn.

Erik Hoyer, Chair

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BROWN COUNTY LIBRARY  
515 PINE STREET GREEN BAY, WI 54301-5194

PHONE (920) 448-5810  
FAX (920) 448-4364

**BRIAN M. SIMONS**  
EXECUTIVE DIRECTOR

Simons\_BM@co.brown.wi.us  
www.browncountylibrary.org

*"A catalyst for community advancement."*

## **BROWN COUNTY LIBRARY BOARD**

### **Central Library**

**515 Pine Street, downtown Green Bay**

**Thursday, November 16, 2017**

**5:15 p.m.**

### **AGENDA**

1. Call to Order
2. Approve Agenda and Minutes
3. Communications and Open Forum for the Public
4. Report of the Personnel Committee
5. Library Business
  - A. Finance Report, Bills and Donations
  - B. Discussion and Possible Action Regarding ½ % sales tax
6. Facilities
  - A. Facilities Manager's Report
  - B. Capital Projects and Facilities
    1. Discussion and Possible Action Regarding Agreement with the Pulaski Franciscans
    2. Discussion Regarding Pulaski Library Printery Building Funding
  - C. Performance Contract update
  - D. Discussion and Possible Action Regarding In-Memoriam Naming of Library Spaces
7. Grievance Policy Update
8. Discussion and Possible Action regarding the Resource Library Agreement
9. Discussion Regarding Division of HR Duties
10. President's Report

11. Library Director's Report

12. Old Business

13. Such Other Matters as are Authorized by Law

14. Adjournment

*Any person wishing to attend the Library Board Meeting who, because of a disability requires special accommodations, should contact the Brown County Library at 448-4400 at least one working day in advance of the meeting so that arrangements can be made.*

*Notice is hereby given that action by the Library Board may be taken on any of the items which are described or listed in this agenda.*

A handwritten signature in black ink, appearing to read 'Marissa Meli', with a long horizontal flourish extending to the right.

**Marissa Meli**  
**Library Board President**

# NOVEMBER 2017

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			<b>1</b> Board of Sup Budget Mtg 9:00 am	<b>2</b> <i>If Necessary -</i> Board of Sup Budget meeting 6pm	<b>3</b>	<b>4</b>
<b>5</b> 		<b>7</b>	<b>8</b>	<b>9</b> Criminal Justice Coordinating Board 8 am	<b>10</b>	<b>11</b> 
<b>12</b>	<b>13</b> <i>If Necessary -</i> Veto Session 6 pm	<b>14</b>	<b>15</b> Mental Health Ad Hoc 12:00 pm <b>* Human Svc 5:30pm (NO COUNTY BOARD MEETING THIS DAY)</b>	<b>16</b>	<b>17</b>	<b>18</b>
<b>19</b>	<b>20</b>	<b>21</b> Veterans Rec. Subcmte 4:30 pm	<b>22</b> Human Services Cmte See Nov 15th	<b>23</b>  <b>THANKSGIVING</b> County Board Office Closed	<b>24</b> County Board Office Closed	<b>25</b>
<b>26</b>	<b>27</b> Land Con 6:00 pm PD&T 6:15 pm	<b>28</b>	<b>29</b> <b>* Public Safety 11:00 am</b> <b>* Admin Cmte 6:15 pm</b>	<b>30</b> Ed & Rec 5:30pm	<b>* Note Meeting Dates</b>	

## BROWN COUNTY COMMITTEE MINUTES

- Northeast Wisconsin Technical College District Board of Trustees (October 11, 2017).
- NWTC Board of Trustees Retreat (October 20, 2017).

**To obtain a copy of Committee minutes:**

[http://www.co.brown.wi.us/minutes\\_and\\_agendas/](http://www.co.brown.wi.us/minutes_and_agendas/)

OR

Contact the Brown County Board Office or the County Clerk's Department

Northeast Wisconsin Technical College District

*Board of Trustees Meeting*

Minutes

October 11, 2017

12:00 p.m.

*NWTC –Transportation Center, Room TC103  
840 North Packerland Drive, Green Bay, WI 54303*

The Board Chairperson called the October 11, 2017 NWTC Board of Trustees meeting to order and requested that roll call be taken at this time.

Present: Laurie Davidson, Cathy Dworak, Carla Hedtke, Dave Mayer, Jeff Rickaby, Kim Schanock, Rick Stadelman, Ben Villarruel, Gerald Worrick

Also Present: Jeff Rafn, Mary Jo Tilot, Lori Suddick, Jennifer Canavera, Kari Olsen, Lacy Frewerd, Jenna Putzstuck, Sandy Ryczkowski, Pam Lunde, Gina Van Egeren, Justin Steiner, Dan Mincheff, Bob Mathews, Karen Smits, Colleen Simpson, Chris Dahlke, Gene Francisco, Mark Weber, Joseph Van Patten, Chet Lamers, Jonathan Tipler, Vickie Lock, Amber Michaels Schmitt, Martha Bayer, Joe Richter

Open Forum, Introduction of Guests, and Acknowledgements

The Chairperson asked for the introduction of any guests present at this time and invited public comment.

- Joseph Van Patton, student in the Leadership Development program, attended the meeting with Chet Lamers.

Student Senate

Justin Steiner, Student Senate, provided the following updates:

- Held meeting on October 2, 2017 and now have other Student Senate Board members (now at 4 and will add one more member).
- The Wisconsin Student Government Meetings will be held next week in Racine with Student Senate Board members attending the meetings. Great meeting to network with other student government members.

Action Items (Roll Call Vote)

Bills

Bills Covering the Period of September 1-30-17      \$6,950,468.45

Detailed copies of the current disbursements for fiscal year 2017 for the month of September were forwarded to the Board Treasurer for review and recommendation to the Board for payment. Additional listings of the bills were available in the District Office for review by any interested person.

Cathy Dworak moved that the Board approve the September 2017 bills as presented.

Motion seconded by Dave Mayer.

Motion carried, with all voting "Aye" on roll call.



### State of Wisconsin Code of Ethics Designation

State of Wisconsin Ethics Board requires the designation of certain public officials and employees on an annual basis.

Dave Mayer moved that the Board adopt the following State of Wisconsin Code of Ethics Designation resolution:

“RESOLVED, that for purposes of Wisconsin’s Code of Ethics for Public Officials and Employees, sec. 19.41 through 19.59, Stats, the Northeast Wisconsin Technical College District Board designates the following positions president, vice-presidents, and directors, and that those positions and their successors to those positions are state public officials to whom Wisconsin’s Ethics Code applies: H. Jeffrey Rafn, President; Lori Suddick, Vice-President for Learning; Colleen Simpson, Vice-President for Student Services; Karen Smits, Vice-President of College Advancement; Sandy Ryczkowski, Vice-President for Human Resources; Bob Mathews, Vice-President for Business & Finance; and Dan Mincheff, Chief Information Officer”.

Motion seconded by Richard Stadelman.

Motion carried, with all voting “Aye” on roll call.

### Tax Levy

Wisconsin Statutes require the certification of the tax levy by the District Board in October upon receipt of the certified district equalized valuation from the State Department of Revenue. Included was the resolution related to certifying the tax levy for FY 2018 (Board Exhibit 1).

A mill rate and tax levy was proposed at the public hearing on the FY 2018 budget on May 10, 2017 and adopted by the Board at its regular Board meeting on May 10, 2017 (Board Exhibit 2). A summary of levy amount to be billed to each county was also included (Board Exhibit 3).

New construction valuation increased more than projected in May. This allows the College to increase the FY 2018 operating levy over the FY 2017 levy by \$682,783 versus the \$519,000 originally proposed in May.

Gerald Worrick moved that the Board approve the levy amount of \$32,584,716 and adopt the resolution related to certifying the tax levy for FY 2018.

Motion seconded by Cathy Dworak.

- There are revenue limits for the district, and the College cannot levy more than the net new construction. The College is at the maximum that it can levy. The Kewaunee County Dominion payback is shifted to the other taxing districts for a period of ten years. The payback for NWTC is \$65,000 a year.

Motion carried, with all voting “Aye” on roll call.

### Resolution Authorizing the Borrowing of \$9,000,000 for Movable Equipment; \$7,000,000 Capital Expansion; and providing for the Issuance and Sale of General Obligation Promissory Notes Therefor

During its fiscal year 2018 budget deliberations, the Board approved various capital projects for building remodeling and improvements, and acquiring moveable equipment. It was recommended that the \$9,000,000 be combined with the borrowing for the capital expansion of \$7,000,000. This resolution authorized the borrowing of \$16,000,000 of general obligation notes for these purposes. A resolution authorizing the borrowing has been prepared by Bond Counsel and was attached as Board Exhibit 4.

Dave Mayer moved that the Board adopt the resolution authorizing the borrowing of \$9,000,000 for moveable equipment; \$7,000,000 for Capital Expansion; and providing for the issuance and sale of general obligation promissory notes therefor.

Motion seconded by Carla Hedtke.

Motion carried, with all voting "Aye" on roll call.

#### Annual Report of Purchases over \$50,000 (for FY17)

Annually, as required by Administrative Rule TCS 6.05(2) (h), district staff shall prepare a review of all procurements of similar goods, supplies, or services to determine if a more competitive process should be used in succeeding years. A report of procurements with transaction detail by vendor is sufficient to comply with this requirement.

Board Exhibit 5 was a listing of purchases made in FY17 with suppliers that exceeded \$50,000 but did not receive formal bidding attention (i.e. not purchased from public agency contracts, etc.). The report does not list purchases such as utilities, memberships/dues, employment fees, financial/insurance/investments services or fees, enterprise accounts, travel, or fees paid to other public agencies. Purchasing comments relating to the purchasing review were included in the attached exhibit.

Carla Hedtke moved that the Board approve the Annual Report of purchases over \$50,000 for FY17 as presented in Board Exhibit 5.

Motion seconded by Richard Stadelman.

Motion carried, with all voting "Aye" on roll call.

#### Consent Agenda Items:

##### Minutes

The minutes of the September 20, 2017 Board Meeting minutes were sent to Board members prior to the October Board meeting. It was recommended that Board approval be given for the September 20, 2017 Board meeting minutes as presented.

##### Farm Hand-Dairy WTCS Pathway Certificate Program Approval

This program introduces the learner to animal health, diseases, and immune systems, with an emphasis in healthy animals. Provides an understanding of livestock anatomy and factors that influence reproduction performance. Also introduces the student to financial and economic impacts of running a successful agribusiness or farm operation, which includes a basic understanding of business management practices, agribusiness economics systems, and public policies. The certificate is expected to begin in fall 2018.

It was recommended that the Board approve the Farm Hand-Dairy WTCS Pathway Certificate and authorize its submission to the WTCS State Board for approval.

##### Farm Hand-Agronomy WTCS Pathway Certificate Program Approval

This program introduces the learner to crop and soil management, nutrient management, basic business practices, soil properties, and the economic impacts of math concepts along with the return on investments, inventory controls and business relationships. Also introduces the student to financial and economic impacts of running a successful agribusiness or farm operation, which includes a basic understanding of business management practices, agribusiness economics systems, and public policies. The certificate is expected to begin in fall 2018.

It was recommended that the Board approve the Farm Hand-Agronomy WTCS Pathway Certificate and authorize its submission to the WTCS State Board for approval.

#### New Hires- Faculty

Jonathan Bahrke – Farm Business and Production Management Instructor - Jonathan Bahrke was the Selection Committee’s top choice for the Farm Business and Production Management Instructor. Mr. Bahrke holds a Bachelor of Science degree in Soil and Land Management from UW-Stevens Point. Since 2012 Mr. Bahrke has been a Sales Agronomist for Ag Ventures and CHS Larsen Cooperative. He also is an active member of Bahrke Auction & Real Estate. Prior to that, he was employed by Winnebago Land Conservation Department, where he managed the Farmland Preservation Program, taught Snap Plus to producers, and assisted in installation of conservation practices. Placement for this position would be at the level Faculty A, \$66,640.00 for 175 days of obligation.

It was recommended that the Board approve the appointment of Jonathan Bahrke as presented.

#### Faculty – Retirement

With regret, the College accepted the following retirement notice: Donna Van Rooy, Practical Nursing Instructor, who has been with the College since May 5, 2003, has announced her retirement effective May 21, 2018. It was recommended that the Board accept the retirement notice of Donna Van Rooy as presented.

#### Center for Business & Industry (Contracts for Service)

Under the provisions of State Statutes 38.14 (3) and State Administrative Code WTCS 8, the District Board may enter into contracts to provide instructional or non-instructional services to public institutions, local governmental bodies, private institutions, industries, and businesses. District Board policy E240 delegates the authority to initiate a contract to the President, with the proviso that the contract is subject to retroactive approval by the Board. A report of fiscal year 2017 contracts pending Board approval was attached as Board Exhibit 6.

This report includes not only the in-district contracts but also the out-of-district and the out-of-state contracts. State Board Contract for Service Policy requires that the District Board receive a report at least quarterly on contracts entered into for which less than full cost is being charged. We have elected to provide the Board with this report on a monthly basis. This report uses a state formula in which the state annually calculates a percentage for indirect expenses (35.15% for on-campus and 29.09% for off-campus) such as administration, facilities, utilities, information systems, registration, counselors, insurance, etc., associated with a contract to determine full costs. The hourly rate of \$167.00 per hour along with the ability to project price was recommended by the department and approved by the Board. The intent is to recover the direct and indirect costs of delivering the services. Copies of the contracts were available for review by any interested person.

It was recommended that the Board approve the contracts for services identified in Board Exhibit 6.

Dave Mayer moved that the Board approve the consent items as follows: the September 20, 2017 Board meeting minutes; the approval of the Farm Hand-Dairy WTCS Pathway Certificate and authorize its submission to the WTCS State Board for approval; the approval of the Farm Hand-Agronomy WTCS Pathway Certificate and authorize its submission to the WTCS State Board for approval; the appointment of Jonathan Bahrke – Farm Business and Production Management Instructor; the retirement notice of Donna Van Rooy, Practical Nursing Instructor; and, the contracts for services identified in Board Exhibit 6.

Motion seconded by Carla Hedtke.

Motion carried, with all voting “Aye” on voice vote.

## Reports

### Board EduByte – International Program Update

Lacy Freward, Study Abroad Coordinator, and Kari Olson, Coordinator, International Student Support, provided an update on the College's International program.

- The College did lose a grant that would subsidize at least 15 international students due to a reduction in the number of Colleges that would receive money from the Community College International federal program.
- Study abroad trips range from 10-20 students. They are accompanied by two staff members.
- Case management piece is essential in helping clients to overcome obstacles. Cannot work in silos, but rather needs to be a coordinated effort among all the service agencies.

### Policy Discussion – Economic Independence Initiative

Vickie Lock, Dean of Student Success, Amber Michaels Schmitt, Manager of Student Support Services, and Martha Bayer, Student Support Specialist, provided information on the College's Economic Independence Initiative for discussion purposes with the Board.

- Information was shared on Community Connections and Foster Youth.
- Community tolerance for poverty is down from what it was in the past. These services will assist students at the College.
- Students are not allowed access to the NEW Homeless Shelter.
- The Board will discuss this at their Board Retreat on October 20.

### Referendum Update

Chris Dahlke provided a referendum project update to the Board.

### College End of Year Statistical Report for FY17

The President reviewed the College End of Year Statistical Report for FY17 with the Board (Board Exhibit 7).

### President's Report

#### Enrollment Activity –

- Enrollments are down 3% compared to this time last year. Down in fall enrollment 1.8% from a budgetary standpoint.

#### Legislative and Regulatory Issues (state & federal) –

- Governor signed the budget. Only thing that impacted the WTCS was benefits for surviving spouses and children of veterans. There is no money allotted, but the College will provide education.
- There was significant increase in the amount of scholarship dollars for students through the State.

#### Current Events –

- Shawano Community Forum was very well attended and got a lot of good feedback.
- Ray Cross will be proposing to the UW Board of Regents that the 2 year UW Colleges be merged with the 4 year universities.

#### Retreat –

- Handed out packets for Board Retreat.

Next Board Meeting

The October 20, 2017 Board Retreat will be held at the Universal Driving Facility, and the November 8, 2017 Board meeting will be held on Sturgeon Bay Campus.

Board members and administration will have an opportunity to identify items that weren't identified prior to the preparation of the agenda for referral to administration or placed on a future board agenda.

Adjournment

Dave Mayer moved that the Board adjourn the October 11, 2017 Board meeting (3:40 p.m.).

Motion seconded by Gerald Worrick.

Motion carried, with all voting "Aye" on voice vote.



\_\_\_\_\_  
Kim Schanock, Board Secretary

11/10/17

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Date

NWTC Board of Trustees Retreat  
Minutes

October 20, 2017

8:30 a.m. – 3:00 p.m.

Universal Driving Facility, 4975 Glendale Avenue, Howard, WI 54313

Present: Laurie Davidson, Cathy Dworak, Carla Hedtke, Dave Mayer, Jeff Rickaby, Kim Schanock, Rick Stadelman, Ben Villarruel, Gerald Worrick

Also Present: Jeff Rafn, Mary Jo Tilot, Bob Mathews, Lori Suddick, Dan Mincheff, Colleen Simpson, Karen Smits, Sandy Ryczkowski, Bruce Davidson

Review the Academic Year 2016-17 Board Performance

***Board Discussion: Board Strengths -***

- Respectful conversation
- Function well as a team
- High standards for the college
- Believe in student success
- Respect feedback of executive team
- Quality, diversity of backgrounds
- Building external relationships
- Have common vision for NWTC
- President and Board work well together
- Policies and processes align with goals

***Major accomplishments of this Board in the past year -***

- Staying on top of referendum and modifying, as needed, referendum implementation
- Supporting fund raising initiatives (Brown County Golf, scholarships, etc.)
- Solidify advocacy with legislators and partnerships
- Staying on cutting edge of ideas and technology
- Focus and support of international experience and students
- Risk taking – prudent
- Embracing diversity – minority and rural/urban
- Serving entire district

***Areas of overall Board performance that could be improved -***

- Need to attend more of the College events (groundbreaking, graduations, ceremonies, etc.)
- How would ELT answer the question? President will ask ELT members for feedback.
- Be more engaged at the Board meetings (join conversations, recognize staff for their presentations)
- Limit the slides in Board packets/or send them out but then don't go through them at the meetings.
- Ask questions
- Attendance at critical times
- Year-round meeting schedule – Board needs to take more ownership in attendance

***Will commit to work on:***

1. Preparation
2. Participation
3. Attendance
4. Being Ambassadors for the College

EduBytes – was intended to be the educational piece for the Board – try to keep staff to 10 minutes. The longer discussion was to be the questions at the end of the presentations. The Board could come in with questions and they could be discussed/answered with staff.

Are there any topics you would like to learn more about to support you in your role as Trustee?

- No new topics provided.

### College Name Change

#### *Discussion Item:*

- Trustee Davidson introduced the issue of changing the name of the College to NEWTech to align with the new confidence level and new vision and focus of the College as we expand programming and building initiatives.
- Trustee Worrick has also found the NW to be more like to be confused with Northwest and know many people make that mistake. The word “technical” is a term used in this state – feel that many people see the term “technical” as having less value than a college degree.
- Others felt the College should keep the niche it has with the communities and the legislators as being a part of the Technical College system.
- Rebranding of an organization of this size will have a huge financial impact.
- NWTC is already a branded college and is known regionally and nationally by its current name and branding.
- Northeast Wisconsin College of Technology would be preferred by Trustees Worrick and Davidson.

#### *Outcome of Discussion:*

1. Wait on ordering any new signage at this time.
2. Get community feedback once you have a name to bring forward.
3. Inquire as to the cost of a study with a marketing firm and whether that firm would recommend rebranding.

#### *Rational to make the change:*

1. Improve NWTC’s “Social Status”; i.e.; elevate the perception of NWTC from “I’m only going to the Tech” to NWTC is a first choice college. Convey image of “College of Technology” rather than Technical College
2. Eliminate confusion of NW (Northwest)
3. Put the College in the best position as the future higher education continues to evolve with particular emphasis in STEM education and transfer to bachelor’s degree opportunities.
4. Stay connected to the college’s past; don’t forget our proud history.

*Discussion Item:* Should the college pursue the ability to offer an associate degree designed specifically to allow transfer into a baccalaureate program?

1. Why important
  - Increases the ease of transfer to the university for students
  - Closest college to us (UW-Marquette) will be consolidated with UWGB. The Chancellor at UWGB is more interested in us offering more transferability. We are now their primary source of transfers and those transfers increase their ability to grow.
  - Makes NWTC more competitive.
2. Potential barriers
  - State Office may have an issue – outside of our mission, and it will cause political strife with the University System. It might impact the State Office if some legislators would get into it and write even more legislation to stop it.
  - Some university staff are against it – they don’t need the additional competition, and it is their mission to offer the transfer degree. They feel our faculty don’t have the right credentials to teach, etc.
3. Key design requirements – *Not discussed*

**Action:**

- Staff is directed to move forward

**Discussion Item:** The next decade at NWTC with student success the imperative – key changes/opportunities

- Growing diversity (socioeconomic, geographic, age, sexual preference, religious, and racial) challenges traditional notion of equal treatment to need for equitable treatment.
  - a. Implications for programs of instruction and service
  - b. Impact on enrollment, persistence, completion, and career attainment
  - c. Financial implications – for college, for student
    - Brown County is the only county in the district to have significant growth in the 0-19 age bracket. All other counties are either flat or showing a negative in that age range. Brown County also is experiencing more poverty.
    - What is the College's role in the community and how can we bring equity to the offering of educational services to all students?
    - It is imperative that we provide the services necessary to assist students in removing barriers to their educational goals – costs \$14,000 to put a student through a program; \$25,000 to pay for a person who is incarcerated for a year.
    - **Action:** As we are taking risks with program development and offerings and providing certain services to students, just remember to define and protect the core business of the College.

**Discussion Item:** Personalization of Each Student's Academic and Service Pathway

1. Addressing Higher Learning Commission requirements for educational level of high school teachers teaching dual credit general education courses
  - How do you make the courses available to instructors in the content area? Most of the courses are being offered now as online courses. Those that don't have their masters have to get it, and those with their masters have to take 18 additional credits to teach the dual credit courses being offered in the high schools – HLC requirements.
  - How are we going to pay for it? How can we carve out the time so that they can take the courses?
  - The College no longer offers the general education courses that are required to teach the transcribed courses in the dual credit format.

**Action:**

No push by the Board at this time for staff to find a way to provide financial support to those K12 faculty willing to take the additional 18 credits.

2. Adoption of Credit for Prior Learning (academic and/or experiential), Co-requisite models of developmental education, dual credit expansion in high schools create need for policy and design changes in what areas?

*This item was not discussed at this meeting.*

**Adjournment:**

Richard Stadelman moved that the October 20, 2017 Board Retreat be adjourned at this time (2:55 p.m.).

Motion seconded by Gerald Worrick.

Motion carried, with all voting "Aye" on voice vote.



Kim Schanock, Board Secretary

11/10/17

Date