

# **PROCEEDINGS OF THE LAKESHORE TECHNICAL COLLEGE DISTRICT BOARD**

**LTC Cleveland, 1290 North Ave., Cleveland, WI**

**December 15, 2021, 3:00 p.m.**

Board Present: Wyatt, Pohlman, Rooney, Kluss, Esquinas (virtually), Nichter, Lukas, Brauer, Trimberger (virtually)

Staff Present: Carlsen, Soodsma, Riesterer, Liphart, Abts, Wasmer, Lemerond, Hang, Yang, Hanson,

Guests Present: Lenell, Campshure, Steffek

## **Call to Order**

The meeting of the Lakeshore Technical College Board was called to order by Board Chair, Don Pohlman, at 3:00 pm. It was reported this meeting had been publicized in accordance with requirements of the Wisconsin Open Meeting Law.

## **Approval of Minutes**

IT WAS MOVED BY ROY KLUSS AND SECONDED BY KIM ROONEY TO APPROVE THE MINUTES FROM THE November 17, 2021, BOARD MEETING AS PRESENTED. MOTION UNANIMOUSLY CARRIED.

## **Policy Governance**

### **Board Education**

Chou Yang, Registrar & Student Conduct Officer, and Foua Yang, Executive Director of Program Counseling, provided an overview of the Hmong New Year Celebration held on campus.

### **President's Update**

President Paul Carlsen provided an update on LTC operations and his activities.

### **Board Policy Review**

Board Policies I.E. and III.E. were reviewed. Policy interpretations were accepted.

## **Public Input**

Campshure provided public comment on the Lakeshore Education Association climate survey.

## **Graduation Reminder**

Heidi Soodsma, Executive Assistant to the President, provided an overview of the upcoming graduation.

## **Administration**

Lenell, CPA, CliftonLarsonAllen, presented the Annual Audit and Management Letter. IT WAS MOVED BY MONICA NICTER AND SECONDED BY CURT BRAUER TO APPROVE THE ANNUAL AUDIT AND MANAGEMENT LETTER as presented. Roll call vote: Nichter, aye; Brauer, aye; Wyatt, aye; Trimberger, aye; Kluss, aye; Pohlman, aye; Lukas, aye; Rooney, aye; Esquinas, aye. Motion unanimously carried.

## **Strategy**

Tanya Wasmer, VP of Strategy and Outreach, provided an update on ERP planning.

## **Consent Agenda**

IT WAS MOVED BY ROY KLUSS AND SECONDED BY JOHN LUKAS TO APPROVE THE CONSENT AGENDA INCLUDING: MONTHLY PERSONNEL REPORT, CONTRACTS WITH EMPLOYERS TO PROVIDE CUSTOMIZED TRAINING, VENDORS PAID IN EXCESS OF \$2,500; COLLEGE FINANCIAL POSITION, III.D. BUDGETING/FORECASTING POLICY, AND MEDICATION ASSISTANT PROGRAM CONCEPT APPROVAL. Roll

call vote: Nichter, aye; Brauer, aye; Wyatt, aye; Trimberger, aye; Kluss, aye; Pohlman, aye; Lukas, aye; Rooney, aye; Esquinas, absent. Motion unanimously carried. Esquinas logged off at 3:43 pm.

**Board members had an opportunity to identify items for future Board agendas.** Esquinas logged on at 3:48 pm.

### **Closed Session**

IT WAS MOVED BY ROY KLUSS AND SECONDED BY KIM ROONEY TO CONVENE IN CLOSED SESSION PURSUANT TO SECTION 19.85(1)(C)\* OF THE WISCONSIN STATUTES FOR THE PURPOSE OF REVIEWING AN INSTRUCTOR-RELATED PERSONNEL MATTER. THE BOARD SHALL RECONVENE IN OPEN SESSION TO TAKE ANY REQUIRED ACTION AND COMPLETE THE MEETING AGENDA. Roll call vote: Nichter, aye; Brauer, aye; Wyatt, aye; Trimberger, aye; Kluss, aye; Pohlman, aye; Lukas, aye; Rooney, aye; Esquinas, aye. Motion unanimously carried. The Board convened in closed session at 3:52 pm.

\*Exemption (c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

### **Open Session**

IT WAS MOVED BY JOHN WYAT AND SECONDED BY ROY KLUSS TO MOVE TO OPEN SESSION AND COMPLETE THE MEETING AGENDA. Motion unanimously carried. The Board convened in open session at 4:03 pm.

### **Board Retreat**

#### **Policy I.B. Governing Style**

Heidi Soodsma, Executive Assistant to the President, presented recommended changes for Board Policy I.B.

### **Closed Session**

IT WAS MOVED BY ROY KLUSS AND SECONDED BY JOHN LUKAS TO CONVENE IN CLOSED SESSION PURSUANT TO SECTION 19.85(1)(C)\* OF THE WISCONSIN STATUTES FOR THE PURPOSE OF ANNUAL PERFORMANCE EVALUATION OF THE PRESIDENT. THE BOARD SHALL RECONVENE IN OPEN SESSION TO TAKE ANY REQUIRED ACTION AND COMPLETE THE MEETING AGENDA. Roll call vote: Nichter, aye; Brauer, aye; Wyatt, aye; Trimberger, aye; Kluss, aye; Pohlman, aye; Lukas, aye; Rooney, aye; Esquinas, aye. Motion unanimously carried. The Board convened in closed session at 4:14 pm.

\*Exemption (c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

### **Open Session**

IT WAS MOVED BY JOHN LUKAS AND SECONDED BY JOHN WYATT TO MOVE TO OPEN SESSION AND COMPLETE THE MEETING AGENDA. Motion unanimously carried. The Board convened in open session at 4:40 pm.

### **Annual Plan – Initiatives**

The Board identified the following initiatives for President Carlsen to focus on: Competency Based Education, Gateway Courses, College Here & Now, and Associates of Arts/Associates of Science. Lukas left the meeting at 4:45 pm.

### **Adjourn**

IT WAS MOVED BY JOHN WYATT AND SECONDED BY MONICA NICTER TO ADJOURN. Motion unanimously carried. The meeting was adjourned at 4:57 pm.

Respectfully submitted,

Kim Rooney  
Board Secretary/Treasurer