

Board of Trustees Meeting Minutes

April 9, 2025 | Western Dakota Technical College | Pennington County Room

Western Dakota Technical College prepares students to be highly-skilled professionals through accessible, career-focused programs to improve their lives, while adapting to community workforce needs and positively impacting our economy.

The Western Dakota Tech Board of Trustees met on Wednesday, April 9, 2025, at 11:30 am, in person at the Western Dakota Tech campus in the Pennington County Room. The meeting was also available virtually via Teams. The board trustees in attendance included: Tom Brunner, Brad Heltzel (virtual), Curt Pochardt, Andrea Powers, Mike Roesler, and Andy Scull (virtual).

Absent with notice: Lynn Kendal and Linda Rabe.

WDTC leadership staff attending included: Tiffany Howe, Kelly Oehlerking, Kathi Maxson, Debbie Toms and Dr. Steve Willard.

Others present included: Missy Ginsbach, Andrew Kapelewski, Diana Newman, Thomas Capers, (Ex Officio), Denny Law, Thomas Leopold Sr (Ex Officio), Jonathan McCoy (Ex Officio), Jeff Rieckman (Ex Officio), Christine Stephenson (Ex Officio), Noelle Simmons, and Pam Stillman-Rokusek.

Board Development

Facilities Director, Matt Kingrey, provided a chiller update including challenges and options.

Board Meeting

1. **CALL TO ORDER**
Interim Vice Chair POCHARDT called the meeting to order at 12:03 PM with a roll call to order.
2. **APPROVAL OF AGENDA**
ROESLER moved, and BRUNNER seconded to approve the April agenda. MOTION CARRIED (6-0) via roll call vote.
3. **CONFLICT OF INTEREST**
Interim Vice Chair POCHARDT asked if any trustee had potential conflicts. None were disclosed.
4. **PUBLIC COMMENTS**
Interim Vice Chair POCHARDT asked if there were any public comments, none were expressed.

INFORMATION ITEMS

5. **PRESIDENT REPORT**
Acting President, Dr. Steve Willard, shared the below updates.
 - a. The Audit was recently completed.
 - b. Upcoming Board of Tech Ed meeting will be held at WDTC on May 22, 2025.
 - c. Law Enforcement Audit was recently conducted.
 - d. Received the warranty deed for the parcel from RCAS. Continuing conversations are occurring for the second parcel.
 - e. Enrollment is looking strong.
 - f. Recent productive meeting with RCAS Region IV Superintendent group.
 - g. SB 100 – Policies and procedures in place by July 1.
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6. **FOUNDATION BOARD CHAIR UPDATE**

The Foundation Chair, Mr. McCoy, shared the following updates.

- a. Build Dakota program is doing well with strong numbers reported.
- b. Working with consultant on a fundraising plan.
- c. Recently restructured the foundation board including committees.
- d. Jonathan reported he will have an additional 1-year term ending in June 2026.
- e. Staffing updates were shared.
- f. Gratitude was expressed to Andrew K. for his dedicated efforts and valuable contributions.

7. **EX OFFICIO MEMBER AND BOARD OF TECH ED MEMBER UPDATES**

Ex Officio members shared updates from their respective areas.

- a. Student Rep, Patrick – expressed concern of materials available to use for training and reported enjoying his time at WDTC as a student.
- b. Faculty Rep, Thomas – pleased to share recently received equipment donations from industry partners.
- c. Superintendent Rep, Jeff – appreciated the recent meeting with the Superintendent Region IV group, Diana N., and Dr. Willard. Reported there will be three new superintendents in the west river area.
- d. Board of Tech Ed, Dennis – The legislative session concluded recently and resulted in a moderate tuition increase and equipment funding. Enrollment numbers are looking strong across the four tech colleges.
- e. RCAS Rep, Christine – Recently hired a new Superintendent who will be starting June 2025. Working with a company on a facilities master plan, with a plan to have information presented to the board and public in May. Two board seats are up for re-election this year.

8. **FINANCE REPORT**

- a. Posted for Public Information - [Personnel Information per SDCL 6-1-10](#)

Kathi Maxson presented the monthly finance report.

9. **APPROVAL ITEM: [Proposed FY26 Budget](#)**

Motion by POWERS, seconded by ROESLER, to approve advertising for the budget hearing to take place on May 14, 2025, at 12 pm in Pennington County Room. MOTION CARRIED (6-0) via roll call vote.

10. **APPROVAL ITEM: WDTC Financial Audit**

Motion by BRUNNER, seconded by ROESLER, to approve the WDTC Financial Audit. MOTION CARRIED (5-0) via roll call vote. POWERS was absent from the room and did not participate in the vote.

11. **CONSENT AGENDA**

Board Members are reminded to ask for additional information as part of their preparation for the board meeting and before the meeting starts.

- a. APPROVAL ITEM: [Minutes from March 12, 2025 Regular Meeting](#)
 - b. APPROVAL ITEM: [Bills to Pay](#)
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c. APPROVAL ITEM: Policies

I. [4020 – Hazing](#)

Motion by ROESLER, seconded by BRUNNER, to approve the Consent Agenda. MOTION CARRIED (5-0) via roll call vote. POWERS was absent from the room and did not participate in the vote.

12. **AGENDA ITEM SUGGESTIONS FOR NEXT MEETING**

Interim Vice Chair POCHARDT asked if there were any agenda item suggestions for the next meeting and none were shared.

13. **NEXT MEETING DATE**

The next meeting is scheduled as follows: May 14, 2025 | 11:30 AM | Pennington County Room

14. **EXECUTIVE SESSION**

BRUNNER moved, seconded by ROESLER to go into Executive Session at 1:06 PM, per SDCL 1-25-2(1), Discussing the qualifications, competence, performance, character or fitness of any public officer or employee or prospective public officer or employee. MOTION CARRIED (6-0) via roll call vote.

BRUNNER left the meeting at 1:15 PM.

The Executive Session concluded at 2:00 PM.

15. **ADJOURNMENT**

ROESLER moved and POWERS seconded to adjourn at 2:00 PM. MOTION CARRIED (5-0) via roll call vote.

Respectfully Submitted,

Board Chair