

Board of Trustees Meeting Minutes

May 14, 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, May 14, 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, Lynn Kendall, Curt Pochardt, Andrea Powers, Linda Rabe, Mike Roesler, and Andy Scull. WDTC leadership staff attending included: Tiffany Howe, Kelly Oehlerking, Kathi Maxson, Debbie Toms (virtual) and Dr. Steve Willard. Others present included: Missy Ginsbach, Andrew Kapelewski, Diana Newman, Bryan Mitchell (Ex Officio), Christine Stephenson (Ex Officio), Noelle Simmons, and Pam Stillman-Rokusek.

Budget Hearing for FY2026 WDTC Budget – 12:00 PM

1. **CALL TO ORDER**
Interim Chair KENDALL called the meeting to order at 12:00 PM with a roll call to order.
2. **PRESENTATION OF PROPOSED BUDGET**
Kathi Maxson, Director of Accounting, provided an overview of the proposed budget.
3. **PUBLIC COMMENTS**
No public comments were made.
4. **APPROVAL ITEM: FY2026 WDTC Budget**
Motion to approve the FY2026 budget as presented by POCHARDT. Seconded by RABE. MOTION CARRIED (8-0).
5. **ADJOURNMENT OF BUDGET HEARING**
Motion to adjourn the budget hearing at 12:07 PM by ROESLER. Seconded by HELTZEL. MOTION CARRIED (8-0).

Board Meeting

1. **CALL TO ORDER**
Interim Chair KENDALL called the meeting to order at 12:07 PM.
2. **APPROVAL OF AGENDA**
ROESLER moved to approve the agenda with an amendment to add President's Report as Item #5, after Public Comment. Seconded by BRUNNER. MOTION CARRIED (8-0).
3. **CONFLICT OF INTEREST**
Interim Chair KENDALL asked if any trustee had potential conflicts. None were disclosed.
4. **PUBLIC COMMENTS**
No public comments were made.

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INFORMATION ITEMS

5. **PRESIDENT REPORT**

The Acting President and leadership team members provided updates on the below topics.

- a. Dr. Steve Willard, Acting President - two new industries coming to Rapid City with potential to collaborate with WDTC, progress on the president search.
- b. Tiffany Howe, Vice President for Teaching and Learning – Mobile Simulation Unit, Rad Tech – Lab space and new instructor, ATEA awards, Law Enforcement Technology student exam results.
- c. Kelly Oehlerking, Vice President of Institutional Effectiveness and Student Success – Policy and compliance update.
- d. Kathi Maxson, Director of Accounting – Chiller update.

6. **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 April 8, 2025 Special Meeting](#)
- b. APPROVAL ITEM: [Minutes from April 9, 2025 Regular Meeting](#)
- c. APPROVAL ITEM: [Bills to Pay](#)

Motion by POCHARDT to approve the Consent Agenda with point of discussion on the Bills to Pay. Seconded by SCULL. MOTION CARRIED (8-0).

A clarifying question was raised regarding the mobile simulation unit and reimbursement through a grant.

7. **PERSONNEL DISCLOSURE PER SDCL 6-1-10**

8. **NEXT MEETING DATE**

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

9. **EXECUTIVE SESSION**

POCHARDT moved, seconded by ROESLER to go into Executive Session at 12:30 PM, per SDCL 1-25-2(4) Preparing for contract negotiations or negotiating with employees or employee representatives. MOTION CARRIED (8-0).

The Executive Session concluded at 12:55 PM.

10. **ADJOURNMENT**

POCHARDT moved and ROESLER seconded to adjourn at 12:55 PM. MOTION CARRIED (8-0).

Respectfully submitted,

Board Chair