

## Board of Trustees Meeting Minutes

May 14, 2025 | Western Dakota Technical College | Pennington County Room

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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.

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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

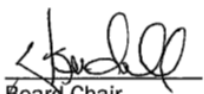
9. **EXECUTIVE SESSION**

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).

  
Board Chair