

Board of Trustees Meeting Minutes

Wednesday, January 10, 2024

11:30 a.m.

WDTC Campus, 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, January 10, 2024, at 11:30am, 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: Thomas Brunner, Brad Heltzel, Dick Johnson (via Teams), Lynn Kendall, Curt Pochardt, Andrea Powers, Linda Rabe, and Dr. Steve Willard.

Absent with notice: Andy Scull

WDTC leadership staff attending included: Dr. Ann Bolman, Tina Easton-Espe, Tiffany Howe, Christine Goldsmith, and Debbie Toms.

Others present included: Chandra Calvert, Bob Grimsrud, Nora Leinen, Diana Newman, Jonathan McCoy (via Teams), Noelle Simmons, and Pam Stillman-Rokusek.

Board Development Session - 11:30 am

[Iowa Ditch Project](#) – Bob Grimsrud, Director of Facilities

Director of Facilities, Bob Grimsrud, provided an overview of the project plans for the Iowa Ditch.

Board Meeting

1. **CALL TO ORDER**
Chairman POCHARDT called the board meeting to order at 12:14pm with a roll call to order.
2. **APPROVAL OF AGENDA**
BRUNNER moved, and HELTZEL seconded to approve the November agenda. MOTION CARRIED (8-0) with ROLL CALL VOTE.
3. **CONFLICT OF INTEREST**
POCHARDT asked if any trustee had potential conflicts. None were disclosed.
4. **PUBLIC COMMENTS**
POCHARDT asked if there were any public comments, none were expressed.

INFORMATION ITEMS

5. **PRESIDENT'S REPORT: PRELIMINARY SPRING 2024 ENROLLMENT AND HR UPDATE**
Dr. Bolman presented on the preliminary spring 2024 semester enrollment figures; including FTE, trends, and which programs have increased enrollment. The monthly HR Update was shared for informational purposes.
6. **BOARD DISCUSSION**
 - a. Representative to attend the January 25 WDT Foundation Board Meeting

Board of Trustees Meeting Minutes

Wednesday, January 10, 2024

11:30 a.m.

WDTC Campus, 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.

Motion by WILLARD, seconded by RABE, for Vice Chair, Dick Johnson, to serve as the liaison between the Board of Trustees and the Foundation Board, through June 2024. MOTION CARRIED (8-0) via ROLL CALL VOTE.

- b. Review the [Memorandum of Understanding](#) for WDTC and the Foundation (time to ask questions, seek clarification, etc.)

The Board will proceed as needed with review, discussion, and updates of the MOU after the meeting scheduled later this month for the Foundation Chair and Dr. Bolman.

7. FOUNDATION BOARD PRESIDENT'S UPDATE

Foundation Board Chair, Jonathan McCoy, shared the below updates.

- a. The Foundation Board is still working on/discussing the development of a Capitol Campaign Committee. Reminder, if you have suggestions on individuals to serve on this please share with Nora and/or Jonathan.
- b. Recently received notification from the John T. Vukervich Foundation regarding receiving grant funds for scholarships.
- c. The Foundation will start scheduling the regional leaders breakfasts again soon.

8. FINANCE ITEMS

- a. [Finance Report](#)
- b. [Monthly Fund Chart](#)
- c. [Interim Accrual Statements](#)

Christine Goldsmith presented the monthly finance report, monthly fund chart, and the updated accrual statement.

JOHNSON left the meeting at 1:25pm.

9. CONSENT AGENDA

- a. APPROVAL ITEM: [Minutes from December 13, 2023 meeting](#)
- b. APPROVAL ITEM: [Bills to Pay](#)
- c. APPROVAL ITEM: [New Program Proposal: Professional Truck Driving](#)
- d. APPROVAL ITEM: [New Program Proposal: Advanced EMT](#)

Dr. Bolman provided a brief explanation of items c. and d. above.

Motion by KENDALL and seconded by POWERS, to approve the consent agenda. MOTION CARRIED (7-0).

10. AGENDA ITEM SUGGESTIONS FOR NEXT MEETING

Chairman Pochardt shared that three board members (Andy Scull, Lynn Kendall, and Linda Rabe) have terms expiring at the end of June 2024, and requested those board members to please provide notification of the intent to continue or not, by the March 2024 regular meeting.

Board of Trustees Meeting Minutes

Wednesday, January 10, 2024

11:30 a.m.

WDTC Campus, 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.

11. **NEXT MEETING DATE**

February 14, 2024 | 11:30am | Pennington County Room, WDTC Campus

12. **ADJOURNMENT**

HELTZEL moved and BRUNNER seconded to adjourn at 1:38pm. MOTION CARRIED (7-0).

Respectfully submitted,



Board Chair