



**DISTRICT BOARD OF TRUSTEES REGULAR MEETING**

May 2, 2017  
Northcentral Technical College  
1000 W. Campus Drive  
Wausau, WI 54401  
Timberwolf Conference Center - Room D100  
1:00 p.m.

**12:15** Lunch

Special Guests:

Layla Merrifield, WTC District Boards Association Executive Director

Larry Litecky & Jan Lyddon, Achieving the Dream Coaches

**1:00** Call to order, compliance with Open Meetings Law (Wis. Stat. 19.81-19.88)

**I. PLEDGE OF ALLEGIANCE TO THE FLAG**

**II. PUBLIC INPUT**

A. Public Comments

B. WTC District Boards Association Update – Layla Merrifield, Executive Director

**III. APPROVAL OF MEETING MINUTES**

A. [Approval of minutes from April 4, 2017 Board of Trustees Meeting](#)

**Motion:** That the Northcentral Technical College Board Approve the meeting minutes from the April 4, 2017 Board of Trustees meeting.

Voice vote required to approve.

**IV. REGULAR VOTING AGENDAS**

A. [Awarding the Sale](#) – Lisa Voisin, Baird Representative

Resolution awarding the sale of \$10,700,000 the general obligation promissory notes; providing the form of the notes; and levying a tax in connection therewith.

**Motion:** That the NTC District Board authorize the resolution awarding the sale of \$10,700,000 general obligation promissory notes; providing the form of the notes; and levying a tax in connection therewith to FTN Financial Capital Markets at a True Interest rate of 1.976613 percent.

Roll Call Vote required to approve.

B. [Approval of the 2016-2017 Budget Modifications](#)

**Motion:** That the NTC District Board approves the 2016-2017 budget modification resolutions as attached.

Voice Vote required

A. [Approval of non-represented employee 2017-2018 salary increase](#)

**Motion:** That the NTC District Board approves the non-represented employee 2017-2018 salary increase as indicated in the topic summary sheet.

Voice Vote Required to Approve

B. [Tentative approval of the Fiscal Year 2017-2018 Budget and confirming a Budget Hearing Date](#)

**Motion:** That the NTC District Board approve of the tentative fiscal year 2017-2018 budget and encourage all interested parties to attend a Public Hearing to be held at 12:00 p.m. noon on Tuesday, June 13, 2017 at NTC 1000 W. Campus Drive, Wausau, WI, Timberwolf Conference Center – D100 and on ITV projected out to regional campuses for the purpose of allowing citizen input.

Voice Vote required

C. [Wausau – Loew’s Property Acquisition \(Diesel Building\)](#)

**Motion:** That the NTC District Board approve the acquisition of the Loew’s Property at a cost not to exceed \$650,000, and request the WTCS State Board to do the same.

Voice Vote Required to Approve

D. [Remodeling: Wausau STEM Center Renovation](#)

**Motion:** That the NTC District Board approves the Wausau STEM Center Renovation at a cost not to exceed \$600,000 and requests the WTCS State Board to do the same.

Voice Vote Required to Approve

## V. BOARD DEVELOPMENT

- A. Finalize Future Board Development Topics - Handout

## VI. CONSENT VOTING AGENDA

- A. Approval of consent Voting Agenda (Roll Call Vote)

- [Receipts & Expenditures](#)
- [Personnel Changes](#)

**Motion:** That the Northcentral Technical College District Board move to approve the Consent Voting Agenda including:

Receipts & Expenditures  
Personnel Changes

Roll call vote required to approve.

## VII. INFORMATION/DISCUSSION

- A. President's Report
- [2016-2017 Institutional Accomplishments](#)
  - Comments from Informational Update
- B. Chairperson's Report
- Update on WTC District Boards Association 2017 Spring Meeting
    - Paul Proulx, Lori Weyers, and Katie Felch
  - [Tentative 2017 – 2018 Board Meeting Dates](#)
- C. Information
- [Affirmative Action Report](#)
  - [Advisory Meeting Minutes](#)
  - Commencement – Saturday, May 20, 2017
    - James McIntyre, President/CEO of The Greenheck Group – Speaker
  - [Upcoming Meetings/Events](#)
  - [Good News](#)

## VIII. CLOSED SESSION (Approximately 3:00 CLOSED SESSION or immediately following the above Open Session)

- A. Adjourn Board into Closed Session Pursuant to Wisconsin Statutes Section 19.85 (1) (a), (b), (c), and (g) and 118.22(3) for the purpose:
- Approval of the April 4, 2017 Closed Session Minutes
  - Provide an update on pending litigation
  - Conducting CEO Evaluation and Contract
  - Action regarding faculty employment, including conferring with legal counsel for the Board regarding private conferences for nonrenewal of faculty contracts; consideration of faculty resignations; deliberating regarding private conferences; rescission of a notice of preliminary consideration of nonrenewal of faculty members; and issuance of final notices of nonrenewal for the 2017-18 school year.

**Motion:** Adjourn Board into Closed Session pursuant to Wisconsin Statutes Section 19.85 (1) (a), (b), (c), and (g) and 118.22(3) for the purpose of:

- Approval of the April 4, 2017 Closed Session Minutes
- Provide an update on pending litigation
- Conducting CEO Evaluation and Contract
- Action regarding faculty employment, including conferring with legal counsel for the Board regarding private conferences for nonrenewal of faculty contracts; consideration of faculty resignations; deliberating regarding private conferences; rescission of a notice of preliminary consideration of nonrenewal of faculty members; and issuance of final notices of nonrenewal for the 2017-18 school year

Roll Call Vote Required

**IX. OPEN SESSION (Immediately following the above Closed Session)**

- A. Reconvene into Open Session to take any action deemed necessary as a result of the closed session, including issuance of final notice of nonrenewal for the 2017-18 school year or acceptance of faculty resignation.

**Motion:** Reconvene into Open Session to take any action deemed necessary as a result of the closed session, including issuance of final notice of nonrenewal for the 2017-18 school year or acceptance of faculty resignation.

Roll Call Vote Required

**X. ADJOURNMENT**

Note: Meetings of the Northcentral Technical College District Board are held in compliance with Wisconsin's "Open Meetings Law".

*Mission Statement:* Northcentral Technical College is the customer-focused, accessible provider of innovative life-long learning that builds a globally competitive workforce.



**DISTRICT BOARD OF TRUSTEES REGULAR MEETING**

April 4, 2017  
Northcentral Technical College  
1000 W. Campus Drive  
Wausau, WI 54401  
Timberwolf Conference Center - Room D100  
1:00 p.m.

The Northcentral Technical College District Board of Trustees met on April 4, 2017 at the Wausau Campus. Chairperson Maria Volpe called the meeting to order at 1:04 p.m.

**Roll Call:**

|   |   |                  |   |
|---|---|------------------|---|
| Douglas Faragher  | X |                  |   |
| <i>(Joined video conference 1:04pm, left at 2:09pm)</i> |   | Ruth Risley-Gray | X |
| Tom Felch   | E | Dale Smith       | X |
| Kristine Gilmore  | X | Maria Volpe      | X |
| Lee Lo  | X | Paul Proulx      | E |
| Douglas Moquin  | X |                  |   |

**Compliance with Open Meeting Law**

PaHnia Thao reported the meeting was being held in compliance with Open Meetings Law 19.81-19.88 of the Wisconsin Statutes.

**I. PLEDGE OF ALLEGIANCE TO THE FLAG**

A. Recited the Pledge of Allegiance.

**II. PUBLIC COMMENTS**

A. There were no public comments.

**III. APPROVAL OF MINUTES**

A. It was moved by Lee Lo and seconded by Dale Smith that the NTC Board of Trustees meeting minutes from March 7, 2017 be approved. Motion carried unanimously.

**IV. ACTION ITEMS**

A. Approval of Capital Borrowing  
Resolution authorizing the borrowing of \$10,700,000; and providing for the issuance and sale of the general obligation promissory notes therefore.

It was moved by Kristine Gilmore and seconded by Dale Smith that the Northcentral Technical College District Board move to approve the borrowing of \$10,700,000 and providing for the issuance and sale of the general obligation promissory notes.

Roll Call: Faragher, Gilmore, Lo, Moquin, Risley-Gray, Smith, Volpe Motion carried unanimously.

B. Antigo – Merrill Center for CDL Training Addition

Rob Elliott showed a picture of the drawings of the Center for CDL Training addition and CDL parking lot.

It was moved by Ruth Risley-Gray and seconded by Lee Lo that the Northcentral Technical College District Board move to approve the Merrill Center for CDL Training Addition at a cost not to exceed \$390,000 and request the WTCS State Board to do the same. Motion carried unanimously.

C. Antigo – Merrill Interactive Classroom Addition

Rob showed a drawing of the side view and the front view of the interactive classroom addition. Rob also showed a drawing of where the interactive classroom will be located. The drawing is included within the official meeting minutes.

It was moved by Lee Lo and seconded by Douglas Moquin that the Northcentral Technical College District Board move to approve the Merrill Interactive Classroom Addition at a cost not to exceed \$200,000, and request the WTCS State Board to do the same. Motion carried unanimously.

**V. CONSENT VOTING AGENDA**

A. It was moved by Kristine Gilmore and seconded by Lee Lo that the NTC District Board approves the consent voting agenda including:

- Receipts & Expenditures
- Personnel Changes

Roll call vote ayes: Faragher, Gilmore, Lo, Moquin, Risley-Gray, Smith, Volpe. Motion carried unanimously.

**VI. BOARD DEVELOPMENT**

Discussion of Future Board Development Topics – Handout

The Board reviewed the future board development topics. The Board is welcome to add additional topics to this list.

**VII. INFORMATION/DISCUSSION**

A. President's Report

- Congratulations to Lorraine Zoromski, Dean of School of Health Sciences on obtaining your doctorate degree. Thank you to Vicky Pietz, Dean of School of Agricultural Sciences as Lorraine's advisor through her doctoral journey.
- Construction on Timberwolf Suites has begun.
- State Budget Update
- 2017 – 2018 Draft Budget Overview – Roxanne Lutgen
  - Roxanne Lutgen presented on the 2017 – 2018 draft budget overview. Please understand that when looking at Grants Ending positions that does not mean positions funded by a grant will be ending. I want to emphasize this is a very tough budget year.
- Status of Enrollment – Shelly Mondeik presented on status of enrollments and talked through current trends.
  - Virtual College continues to see growth over 20%. We are looking at how we can use simulation to help grow our FTEs.
  - Mechanical Design, Architectural Technology and Electromechanical programs are strong. We are seeing a dramatic decline for enrollments in other manufacturing programs such as welding and machine tool.

- Health Program enrollment continues to be strong. We continue to look at how we can increase our student enrollment numbers to meet industry demand. We continue to investigate clinical site availability and increase simulation hours for students when possible.
- Enrollments for Business programs are steady.
- Articulation programs remain strong.
- Interest in agriculture remains strong and steady.
- New programs such as Culinary Art, Crop Science, and CDL brought in a new group of students to our college.
- Merrill Public Safety Center of Excellence continues to bring district and out of district learners to our campus.
- Recruiting efforts toward IT programs continue to be worked on. We have created a number of new short-term opportunities to help this industry.
- Continuing education continues to remain strong.
- General Education such as Psychology and Math continue to be down due to a large number of credits being transferred into NTC. With enrollments being down, we can offer two online sessions per each course and still meet student needs.
- We are seeing FTE decline at all campuses except Medford this year.
- We are seeing some trends where employers are hiring students right out of high school. As businesses are hiring, it not only lowers people enrolling at NTC, but many times it limits the amount of training the business wants to do with us for its incumbent workforce, creating a lower number of individuals being served in Business and Industry.
- NTC's customer service satisfaction is very high.
- Our IVP process looks at student success, program satisfaction, and program health. For example, we completed an environmental scanning on Nursing, and we are going to have a nursing shortage.
- Transportation Capital Campaign – Vicki Jeppesen provided an update to the Board. NTC Foundation launched a \$750,000 capital campaign to support our transportation programs.
- NTC Foundation's Government Relations/Capital Projects Committee will focus on raising \$500,000 cash to complete the CDL Center in Merrill (facility and parking lot/practice course). Plans are to wrap up the campaign by June 30, 2017 so appropriate training can be planned for Fall 2017
- Impact of Grant Funding – Vicki Jeppesen presented to the Board on impact of grant funding. The power point presentation is included in the official meeting minutes.
  - NTC's philosophy is to equip the College with resources to support learners, align funder and College priorities, comply and prudently spend award according to the funder requirements, and sustain best practices. There are federal, state, and foundation/private funders. We have internal and external partners that help with the process. Our external partners are very important. They help us with mock interviews. The results in 2016-2017 included 42 newly funded grants, in the total amount of \$6,294,076, serving 9,024 participants. For the results in 2017-2018 WTCS Grants, NTC received 100% of the requested funding. In 2007 – 2017, the grant impacts over the past 10 years totaled the amount of \$71,760,227, and served 84,166 participants.
- NTC Foundation Donor Appreciation Event – Thursday, May 25, 2017 – Vicki Jeppesen
- Vicki Jeppesen shared with the Board about the NTC Foundation Donor Appreciation event. All donors will be invited. Dwight Davis will be keynote speaker.
- WTC 2017 Technical Education Champion Award Nominations – Katie Felch
  - Katie Felch presented to the Board that we should consider nominating Greenheck as a business partner for the WTC 2017 Technical Education Champion Award. The Board agrees to nominate Greenheck.
- Comments from Informational Update

B. Chairperson's Report

- Tentative 2017 – 2018 Board Meeting Dates
  - Please compare these dates with your calendar. These dates will be approved at the July Board Meeting.

C. Information

- Commencement – Saturday, May 20, 2017
  - James McIntyre, President/CEO of The Greenheck Group – Speaker. Let PaHnia know if you are able to attend commencement.
- Upcoming Meetings/Events
- Good News

**VIII. CLOSED SESSION**

**(Approximately 2:00 CLOSED SESSION)**

- A. Adjourn Board into Closed Session Pursuant to Section 19.85 (1) (b), (c), and (f) for the purpose:
- Approval of the March 7, 2017 Closed Session Minutes
  - Consideration of and action regarding faculty employment, including approving issuance of preliminary notices of consideration of nonrenewal of faculty employment contract for purposes of reduction in staff for the 2017-2018 school year.
  - Provide an update on pending litigation

**IX. OPEN SESSION**

- A. Adjourn Board into Open Session to take any action deemed necessary as a result of the closed session.

Roll call vote ayes: Gilmore, Lo, Moquin, Risley-Gray, Smith, Volpe. Motion carried unanimously.

**VII. MEETING ADJOURN**

By consensus the meeting adjourned at 2:27 p.m.

Respectfully submitted,

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Kristine Gilmore, Secretary/Treasurer  
Northcentral Technical College District Board of Trustees

*Note: Meetings of the Northcentral Technical College District Board are held in compliance with Wisconsin's "Open Meetings Law".*



**NORTHCENTRAL TECHNICAL COLLEGE  
DISTRICT BOARD OF TRUSTEES  
TOPIC SUMMARY SHEET**

**MEETING DATE:** May 2, 2017

**TOPIC:** Resolution Awarding the Sale of \$10,700,000 general obligation promissory notes; providing the form of the notes; and levying a tax in connection therewith.

**POLICY 1.1 – General Executive Constraint** – The Chief Executive Officer (CEO), in execution of her duties, shall not cause or allow any practice, activity, decision or organizational circumstance which is either imprudent or *in violation of commonly accepted business and professional ethics* or that results in failure to be accredited.

**INTERPRETATION:** To avoid *violation of commonly accepted business and professional ethics* NTC will follow Wisconsin statute 38.16 “District Tax Levy (2) The district board may borrow money and levy taxes to be used for the purchase of construction of buildings and for additions, enlargements and improvements to buildings and for the acquisition of sites and equipment. In financing activities under this subsection, the district may issue its bonds or promissory notes under ch. 67 to pay the cost thereof.”

**DATA/RESULTS:** The board adopted the resolutions providing for the sale of \$10,700,000 in General Obligation Promissory Notes at its April 4, 2017 meeting. Bids on the issues will be opened May 1, 2017 at 10:30 a.m. The resolution awarding the sale will be updated with bid information, distributed, and acted upon at the May meeting.

**AGENDA CATEGORY:**

Regular Voting Agenda (*Roll Call Vote*)

**PROPOSED MOTION:**

**Drafted Resolution is attached.**

**Completed motion will be made at the May 2, 2017 Board meeting.**

**CERTIFICATION OF ACCURACY:** I, your CEO, certify that the information contained in this report is true as of this date.

Signed \_\_\_\_\_ *Lori A. Weyers*

Dated April 18, 2017

RESOLUTION AWARDING THE SALE OF \$10,700,000 GENERAL OBLIGATION  
PROMISSORY NOTES; PROVIDING THE FORM OF THE NOTES; AND  
LEVYING A TAX IN CONNECTION THEREWITH

WHEREAS, on April 4, 2017, the District Board of the Northcentral Technical College District, Clark, Langlade, Lincoln, Marathon, Menominee, Portage, Price, Shawano, Taylor and Waupaca Counties, Wisconsin (the “District”) adopted a resolution authorizing the issuance of general obligation promissory notes in the aggregate amount of \$10,700,000 for the purpose of paying the cost of the District’s 2017-18 Capital Budget, to wit: purchase of the diesel building and construction of building additions at the Agricultural Center of Excellence on the Wausau Campus (not to exceed \$1,500,000); construction of a building addition on the Merrill Campus (not to exceed \$1,500,000); remodeling and improvement projects (not to exceed \$1,500,000); building and site maintenance and repairs; site improvements; and equipment acquisition, installation and related costs (the “Project”);

WHEREAS, the District (in consultation with the District’s financial advisor, Robert W. Baird & Co.) caused a Notice of Sale to be distributed offering \$10,700,000 of the District’s general obligation promissory notes for public sale on May 1, 2017;

WHEREAS, a notice of sale was published in the Bond Buyer on April 18, 2017 offering the aforesaid general obligation promissory notes for public sale on May 1, 2017;

WHEREAS, sealed bid proposals were received as summarized on Exhibit C attached hereto; and

WHEREAS, it has been determined that the bid proposal (the “Proposal”) submitted by FTN Financial Capital Markets, New York, New York, fully complies with the bid requirements set forth in the Official Notice of Sale and is deemed to be the most advantageous to the District. A copy of said bid is attached hereto as Exhibit A and incorporated herein by this reference.

NOW, THEREFORE, BE IT RESOLVED by the District Board of the District that:

Section 1. Award of the Notes. The bid proposal of FTN Financial Capital Markets, New York, New York (the “Purchaser”) is hereby accepted, said proposal offering to purchase the \$10,700,000 Northcentral Technical College District General Obligation Promissory Notes (the “Notes”) for the sum of ELEVEN MILLION TWENTY THOUSAND FOUR HUNDRED THIRTY-SEVEN DOLLARS AND THIRTY CENTS (\$11,020,437.30) plus accrued interest to the date of delivery, resulting in a net interest cost of ONE MILLION FOUR THOUSAND SEVEN HUNDRED FOURTEEN DOLLARS AND TWENTY-SIX CENTS (\$1,004,714.26) and a true interest rate of 1.9766%.

Section 2. Terms of the Notes. The Notes shall be designated “General Obligation Promissory Notes”; shall be dated June 1, 2017; shall be in the denomination of \$5,000 or any integral multiple thereof; shall bear interest at the rates per annum and mature on March 1 of each year, in the years and principal amounts as set forth in the Pricing Summary attached hereto as Exhibit D and incorporated herein by this reference. Interest is payable semi-annually on March 1 and September 1 of each year commencing on September 1, 2017. The schedule of principal and interest payments due on the Notes is set forth on the Debt Service Schedule attached hereto as Exhibit E and incorporated herein by this reference (the “Schedule”).

Section 2A. Designation of Purchaser as Agent. The District hereby designates the Purchaser as its agent for purposes of distributing the Final Official Statement relating to the Notes to any participating underwriter in compliance with Rule 15c2-12 of the Securities and Exchange Commission.

Section 3. Redemption Provisions. At the option of the District, the Notes maturing on March 1, 2026 and thereafter shall be subject to redemption prior to maturity on March 1, 2025 or on any date thereafter. Said Notes shall be redeemable as a whole or in part, from maturities selected by the District and within each maturity by lot, at the principal amount thereof, plus accrued interest to the date of redemption.

Section 4. Form of the Notes. The Notes shall be issued in registered form and shall be executed and delivered in substantially the form attached hereto as Exhibit B and incorporated herein by this reference.

Section 5. Direct Annual Irrepealable Tax Levy. For the purpose of paying the principal of and interest on the Notes as the same becomes due, the full faith, credit and resources of the District are hereby irrevocably pledged and a direct annual irrepealable tax is hereby levied upon all taxable property of the District. Said direct annual irrepealable tax shall be levied in the years 2017 through 2026 for payments due in 2018 through 2027 in the amounts as set forth on the Schedule.

The aforesaid direct annual irrepealable tax hereby levied shall be collected in addition to all other taxes and in the same manner and at the same time as other taxes of the District levied in said years are collected. So long as any part of the principal of or interest on the Notes remains unpaid, the tax herein above levied shall be and continues irrepealable except that the amount of tax carried onto the tax roll may be reduced in any year by the amount of any surplus in the Debt Service Fund Account created herein.

The District will use excess debt service funds on hand in the amount of \$69,567.19 to pay interest on the Notes coming due on September 1, 2017. Said sum shall be irrevocably deposited upon receipt into the segregated Debt Service Fund Account for the Notes created below and used to make the interest payment due on the Notes on September 1, 2017.

Section 6. Debt Service Fund Account. There is hereby established in the District treasury a fund account separate and distinct from every other District fund or account designated "Debt Service Fund Account for \$10,700,000 Northcentral Technical College District General Obligation Promissory Notes, dated June 1, 2017". There shall be deposited in said fund account any premium plus accrued interest paid on the Notes at the time of delivery to the Purchaser, all money raised by taxation pursuant to Section 5 hereof and all other sums as may be necessary to pay interest on the Notes when the same shall become due and to retire the Notes at their respective maturity dates. Said fund account shall be used for the sole purpose of paying the principal of and interest on the Notes and shall be maintained for such purpose until such indebtedness is fully paid or otherwise extinguished.

Section 7. Segregated Borrowed Money Fund. The proceeds of the Notes (the "Note Proceeds") (other than any premium and accrued interest which must be paid at the time of the delivery of the Notes into the Debt Service Fund Account created above) shall be deposited into an account separate and distinct from all other funds and be disbursed solely for the purposes for which borrowed or for the payment for the principal of and the interest on the Notes.

Section 8. Arbitrage Covenant. The District shall not take any action with respect to the Note Proceeds which, if such action had been reasonably expected to have been taken, or had been deliberately and intentionally taken on the date of the delivery of and payment for the Notes (the “Closing”), would cause the Notes to be “arbitrage bonds” within the meaning of Section 148 of the Internal Revenue Code of 1986, as amended (the “Code”) and any income tax regulations promulgated thereunder (the “Regulations”).

The Note Proceeds may be temporarily invested in legal investments until needed, provided however, that the District hereby covenants and agrees that so long as the Notes remain outstanding, moneys on deposit in any fund or account created or maintained in connection with the Notes, whether such moneys were derived from the Note Proceeds or from any other source, will not be used or invested in a manner which would cause the Notes to be “arbitrage bonds” within the meaning of the Code or Regulations.

The Secretary-Treasurer, or other officer of the District charged with responsibility for issuing the Notes, shall provide an appropriate certificate of the District, for inclusion in the transcript of proceedings, setting forth the reasonable expectations of the District regarding the amount and use of the Note Proceeds and the facts and estimates on which such expectations are based, all as of the Closing.

Section 9. Additional Tax Covenants; Exemption from Rebate. The District hereby further covenants and agrees that it will take all necessary steps and perform all obligations required by the Code and Regulations (whether prior to or subsequent to the issuance of the Notes) to assure that the Notes are obligations described in Section 103(a) of the Code, the interest on which is excluded from gross income for federal income tax purposes, throughout their term. The Secretary-Treasurer or other officer of the District charged with the responsibility of issuing the Notes, shall provide an appropriate certificate of the District as of the Closing, for inclusion in the transcript of proceedings, certifying that it can and covenanting that it will comply with the provisions of the Code and Regulations.

Further, it is the intent of the District to take all reasonable and lawful actions to comply with any new tax laws enacted so that the Notes will continue to be obligations described in Section 103(a) of the Code, the interest on which is excluded from gross income for federal income tax purposes.

The District anticipates that the Notes will qualify for the eighteen month expenditure exemption from the rebate requirements of the Code. The District Secretary-Treasurer or other officer of the District charged with the responsibility of issuing the Notes, shall provide an appropriate certificate of the District as of the Closing, for inclusion in the transcript of proceedings, with respect to said exemption from the rebate requirements, and said District Secretary-Treasurer or other officer is hereby authorized to make any election on behalf of the District in order to comply with the rebate requirements of the Code. If, for any reason, the District did not qualify for any exemption from the rebate requirements of the Code, the District covenants that it would take all necessary steps to comply with such requirements.

Section 10. Persons Treated as Owners; Transfer of Notes. The Secretary-Treasurer shall keep books for the registration and for the transfer of the Notes. The person in whose name any Note shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes and payment of either principal or interest on any Note shall be made only to the registered owner

thereof. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Note to the extent of the sum or sums so paid.

Any Note may be transferred by the registered owner thereof by surrender of the Note at the office of the Secretary-Treasurer, duly endorsed for the transfer or accompanied by an assignment duly executed by the registered owner or his attorney duly authorized in writing. Upon such transfer, the Chairperson and Secretary-Treasurer shall execute and deliver in the name of the transferee or transferees a new Note or Notes of a like aggregate principal amount, series and maturity and the Secretary-Treasurer shall record the name of each transferee in the registration book. No registration shall be made to bearer. The Secretary-Treasurer shall cancel any Note surrendered for transfer.

The District shall cooperate in any such transfer, and the Chairperson and Secretary-Treasurer are authorized to execute any new Note or Notes necessary to effect any such transfer.

The 15th day of each calendar month next preceding each interest payment date shall be the record date for the Notes. Payment of interest on the Notes on any interest payment date shall be made to the registered owners of the Notes as they appear on the registration book of the District maintained by the Secretary-Treasurer at the close of business on the corresponding record date.

Section 11. Utilization of The Depository Trust Company Book-Entry-Only-System. In order to make the Notes eligible for the services provided by The Depository Trust Company, New York, New York (“DTC”), the District has heretofore agreed to the applicable provisions set forth in the DTC Blanket Issuer Letter of Representation and an authorized official of the District has executed such Letter of Representation and delivered it to the DTC on behalf of the District.

Section 12. Execution of the Notes. The Notes shall be issued in typewritten form, one Note for each maturity, executed on behalf of the District by the manual or facsimile signatures of the Chairperson and Secretary-Treasurer (except that one of the foregoing signatures shall be manual), sealed with its official or corporate seal, if any, and delivered to the Purchaser upon payment to the District of the purchase price thereof, plus accrued interest to the date of delivery. In the event that either of the officers whose signatures appear on the Notes shall cease to be such officers before the delivery of the Notes, such signatures shall, nevertheless, be valid and sufficient for all purposes to the same extent as if they had remained in office until such delivery. The aforesaid officers are hereby authorized to do all acts and execute and deliver all documents as may be necessary and convenient to effectuate the Closing.

Section 13. Official Statement. The District Board hereby approves the Preliminary Official Statement with respect to the Notes and deems the Preliminary Official Statement as “final” as of its date for purposes of SEC Rule 15c2-12 promulgated by the Securities and Exchange Commission pursuant to the Securities and Exchange Act of 1934 (the “Rule”). All actions taken by officers of the District in connection with the preparation of such Preliminary Official Statement and any addenda to it or Final Official Statement are hereby ratified and approved. In connection with Closing, the appropriate District official shall certify the Preliminary Official Statement and any addenda or Final Official Statement. The appropriate District official shall cause copies of the Preliminary Official Statement and any addenda or Final Official Statement to be distributed to the Purchaser.

Section 14. Payment of the Notes. The principal of and interest on the Notes shall be paid by the Secretary-Treasurer or his or her agent in lawful money of the United States.

Section 15. Continuing Disclosure. The District hereby covenants and agrees that it will comply with and carry out all of the provisions of its Continuing Disclosure Certificate, which the District will execute and deliver on the Closing Date. Any Noteholder may take such actions as may be necessary and appropriate, including seeking mandate or specific performance by court order, to cause the District to comply with its obligations under this Section.

Section 16. Conflicting Resolutions; Severability; Effective Date. All prior resolutions, rules or other actions of the District or any parts thereof in conflict with the provisions hereof shall be, and the same are, hereby rescinded insofar as the same may so conflict. In the event that any one or more provisions hereof shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions hereof. The foregoing shall take effect immediately upon adoption and approval in the manner provided by law.

Adopted this 2<sup>nd</sup> day of May, 2017.

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Maria Volpe,  
Chairperson

ATTEST:

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Kristine Gilmore,  
Secretary-Treasurer

**NORTHCENTRAL TECHNICAL COLLEGE  
DISTRICT BOARD OF TRUSTEES  
TOPIC SUMMARY SHEET**

**MEETING DATE:** May 2, 2017

**TOPIC:** 2016-2017 Budget Modifications

**POLICY 1.3 – Budgeting** – Budgeting any fiscal year or the remaining part of any fiscal year shall not *deviate materially* from Board Community Benefit Statement priorities, risk fiscal jeopardy, or fail to be derived from a multi-year plan.

**INTERPRETATION:** To avoid *material deviation* NTC will follow Wisconsin statute, 65.90 (5) (a) (b), which states that the formal budget...”may not be changed unless authorized by a vote of two-thirds of the entire membership of the governing body of the municipality.”

**DATA/RESULTS:** The attached resolutions authorize 2016-2017 budget modifications in accordance with Wisconsin Statute 65.90. As a normal course of business, routine transfers within board parameters are made to the budget during the year. Annual budget modifications are made in May prior to the adoption of the 2017-2018 budget, when Financial Services *estimates* 2016-2017 actual revenues and expenditures.

The attached budget modifications are typical for funds within NTC’s \$100 million budget. A brief explanation of the budget transfers and purpose of each are listed at the bottom of the resolutions.

**AGENDA CATEGORY:**

Regular Voting Agenda

**PROPOSED MOTION:**

To move the budget modification resolutions as attached.

**CERTIFICATION OF ACCURACY:** I, your CEO, certify that the information contained in this report is true as of this date.

Signed Lois A. Weyers

Dated April 28, 2017

Proposed for Board Action  
May 2, 2017

GENERAL FUND  
BUDGET TRANSFER RESOLUTION  
2016-2017 Budget

WHEREAS, the Northcentral Technical College District general fund total resources are (\$1,012,051) less than budgeted for the fiscal year 2016-2017, and

WHEREAS, total uses in the District's general fund are (\$1,012,051) less than budgeted for fiscal year 2016-2017,

THEREFORE, BE IT RESOLVED that the following budget transfers be made in accordance with Wisconsin State Statute, Chapter 65.90(5) (a) (b).

NOTE: The General Fund accounts for all financial activities except those required to be accounted for in another fund. Tax levy is increased for net new construction levied. Student fee revenue is down due to a decline in FTEs vs original budget. Expenditures are down due to decreased FTEs vs original budget and conservative spending.



**Northcentral Technical College  
General Fund  
Budget Transfer Resolution  
2016-2017 Budget**

| <b><u>RESOURCES</u></b>                                   | <b>2016-2017<br/><u>Budget</u></b> | <b>Recommended<br/>2016-2017<br/>Adjusted<br/><u>Budget</u></b> | <b><u>Difference</u></b>    |
|---|------------------------------------|---|-----------------------------|
| Revenues:   |                                    |   |                             |
| Local Government  | \$8,389,577                        | \$8,665,544   | \$275,967                   |
| State   | 18,729,408                         | 18,836,356  | 106,948                     |
| Program Fees  | 9,800,000                          | 8,500,000   | (1,300,000)                 |
| Material Fees   | 575,000                            | 475,000   | (100,000)                   |
| Other Student Fees  | 359,500                            | 450,000   | 90,500                      |
| Institutional   | 490,000                            | 550,000   | 60,000                      |
| Federal   | <u>0</u>                           | <u>12,000</u>   | <u>12,000</u>               |
| Total Revenues  | <u>38,343,485</u>                  | <u>37,488,900</u>   | <u>(854,585)</u>            |
| Transfers from Reserves and<br>Designated Fund Balances:* |                                    |   |                             |
| Designated for Operations                                 | 184,129                            | 0   | (184,129)                   |
| Designated for Post-Employment Benefits                   | 0                                  | 0   | 0                           |
| Designated for State Aid Fluctuations                     | 0                                  | 0   | 0                           |
| Designated for Subsequent Year                            | 0                                  | 0   | 0                           |
| Designated for Subsequent Years                           | <u>0</u>                           | <u>0</u>  | <u>0</u>                    |
| Total Transfers   | <u>184,129</u>                     | <u>0</u>  | <u>(184,129)</u>            |
| Other Funding Sources:                                    |                                    |   |                             |
| Interfund Transfers In                                    | <u>0</u>                           | <u>26,663</u>   | <u>26,663</u>               |
| Total Transfers   | <u>0</u>                           | <u>26,663</u>   | <u>26,663</u>               |
| Total Resources   | <u><u>\$38,527,614</u></u>         | <u><u>\$37,515,563</u></u>                                      | <u><u>(\$1,012,051)</u></u> |
| <b><u>USES</u></b>  |                                    |   |                             |
| Expenditures:   |                                    |   |                             |
| Instructional   | \$21,841,035                       | \$20,743,000  | (\$1,098,035)               |
| Instructional Resources                                   | 1,497,796                          | 1,498,000   | 204                         |
| Student Services  | 2,524,689                          | 2,318,000   | (206,689)                   |
| General Institutional                                     | 8,821,686                          | 8,391,000   | (430,686)                   |
| Physical Plant  | 3,842,408                          | 3,785,000   | (57,408)                    |
| Public Service  | <u>0</u>                           | <u>0</u>  | <u>0</u>                    |
| Total Expenditures  | <u>38,527,614</u>                  | <u>36,735,000</u>   | <u>(1,792,614)</u>          |
| Transfer to Reserves and<br>Designated Fund Balances:*    |                                    |   |                             |
| Designated for Operations                                 | 0                                  | 846,085   | 846,085                     |
| Designated for Post-Employment Benefits                   | 0                                  | 0   | 0                           |
| Designated for State Aid Fluctuations                     | 0                                  | (81,522)  | (81,522)                    |
| Designated for Subsequent Year                            | 0                                  | 0   | 0                           |
| Designated for Subsequent Years                           | <u>0</u>                           | <u>0</u>  | <u>0</u>                    |
|   | <u>0</u>                           | <u>764,563</u>  | <u>764,563</u>              |
| Interfund Transfers Out                                   | <u>0</u>                           | <u>16,000</u>   | <u>16,000</u>               |
|   | <u>0</u>                           | <u>16,000</u>   | <u>16,000</u>               |
| Total Uses  | <u><u>\$38,527,614</u></u>         | <u><u>\$37,515,563</u></u>                                      | <u><u>(\$1,012,051)</u></u> |

\*Represents increase or decrease to designated balance.

Proposed for Board Action  
May 2, 2017

SPECIAL REVENUE FUND - OPERATIONAL  
BUDGET TRANSFER RESOLUTION  
2016-2017 Budget

WHEREAS, the Northcentral Technical College District special revenue fund - operational total resources are (\$147,977) less than budgeted for the fiscal year 2016-2017, and

WHEREAS, total uses in the District's special revenue fund - operational are (\$147,977) less than budgeted for fiscal year 2016-2017,

THEREFORE, BE IT RESOLVED that the following budget transfers be made in accordance with Wisconsin State Statute, Chapter 65.90(5) (a) (b).

NOTE: The Special Revenue Fund accounts for proceeds and related activity of revenue sources that are legally restricted to specific purposes and cannot be moved between funds. This fund typically fluctuates from year to year based upon grant activity and the timing of grant awards. For example, this fund includes State Grants, Blue Print Grants, and Carl D. Perkins Career and Technical Improvement Act Grants. Also included in this fund are business and industry contracts.

A unique trait of this fund is that expenditures drive revenue. Services are performed and then NTC is reimbursed by the granting agency. Budgeting is based on historical data with estimates for new year growth.

Program fees are increased due to new Virtual College business and additional sections running through the Growth fund. Federal revenue saw a decline due to staffing changes in the INTERFACE grant; those budget dollars are being carried forward to the new fiscal year.

**Northcentral Technical College  
Special Revenue Fund - Operational  
Budget Transfer Resolution  
2016-2017 Budget**

| <u>RESOURCES</u>  | <u>2016-2017<br/>Budget</u> | <u>Recommended<br/>2016-2017<br/>Adjusted<br/>Budget</u> | <u>Difference</u>      |
|---|-----------------------------|--|------------------------|
| Revenues:   |                             |  |                        |
| Local Government  | \$1,100,000                 | \$1,100,000  | \$0                    |
| State   | 2,700,000                   | 2,845,000  | 145,000                |
| Program Fees  | 960,000                     | 1,320,000  | 360,000                |
| Material Fees   | 75,000                      | 93,000   | 18,000                 |
| Other Student Fees  | 395,000                     | 389,717  | (5,283)                |
| Institutional   | 3,140,000                   | 2,998,388  | (141,612)              |
| Federal   | <u>2,753,000</u>            | <u>2,289,978</u>   | <u>(463,022)</u>       |
| Total Revenues  | 11,123,000                  | 11,036,083   | (86,917)               |
| Other Sources   |                             |  |                        |
| Interfund Transfers In                                    | <u>0</u>                    | <u>0</u>   | <u>0</u>               |
| Total Other Sources                                       | 0                           | 0  | 0                      |
| Transfers from Reserves and<br>Designated Fund Balances:* |                             |  |                        |
| Designated for Operations                                 | 260,977                     | 199,917  | (61,060)               |
| Designated for Subsequent Year                            | <u>0</u>                    | <u>0</u>   | <u>0</u>               |
| Total Transfers   | 260,977                     | 199,917  | (61,060)               |
| <br>Total Resources                                       | <br><u>\$11,383,977</u>     | <br><u>\$11,236,000</u>                                  | <br><u>(\$147,977)</u> |
| <br><u>USES</u>   |                             |  |                        |
| Expenditures:   |                             |  |                        |
| Instructional   | \$8,270,376                 | \$8,340,000  | \$69,624               |
| Instructional Resources                                   | 101,233                     | 105,000  | 3,767                  |
| Student Services  | 1,437,863                   | 1,330,000  | (107,863)              |
| General Institutional                                     | 1,505,161                   | 1,390,000  | (115,161)              |
| Physical Plant  | 69,344                      | 71,000   | 1,656                  |
| Public Service  | <u>0</u>                    | <u>0</u>   | <u>0</u>               |
| Total Expenditures  | 11,383,977                  | 11,236,000   | (147,977)              |
| Transfers to Reserves and<br>Designated Fund balances:*   |                             |  |                        |
| Designated for Operations                                 | <u>0</u>                    | <u>0</u>   | <u>0</u>               |
| Total Transfers   | 0                           | 0  | 0                      |
| Other Uses  |                             |  |                        |
| Interfund Transfers Out                                   | <u>0</u>                    | <u>0</u>   | <u>0</u>               |
| Total Other Uses  | 0                           | 0  | 0                      |
| <br>Total Uses  | <br><u>\$11,383,977</u>     | <br><u>\$11,236,000</u>                                  | <br><u>(\$147,977)</u> |

\*Represents increase or decrease to designated balance.

Proposed for Board Action  
May 2, 2017

SPECIAL REVENUE FUND - NON-AIDABLE  
BUDGET TRANSFER RESOLUTION  
2016-2017 Budget

WHEREAS, the Northcentral Technical College District special revenue fund - non-aidable total resources are (\$1,114,913) less than budgeted for the fiscal year 2016-2017, and

WHEREAS, total uses in the District's special revenue fund - non-aidable are (\$1,114,913) less than budgeted for fiscal year 2016-2017,

THEREFORE, BE IT RESOLVED that the following budget transfers be made in accordance with Wisconsin State Statute, Chapter 65.90(5) (a) (b).

NOTE: The Special Revenue Fund - Non-Aidable accounts for assets held by the District in a trustee capacity or as an agent for individuals, private organizations, or other governmental units. This fund primarily consists of Financial Aid and Student Organization activity. This fund also includes Community Area Network (CAN) agency activity as a public service.

Original fiscal year 2017 budget forecasting for federal financial aid was based on budget and activity from prior fiscal years. Actual federal financial aid awards are trending lower than prior years.

**Northcentral Technical College  
Special Revenue Fund - Non-Aidable  
Budget Transfer Resolution  
2016-2017 Budget**

| <b><u>RESOURCES</u></b>                                   | <b>2016-2017<br/><u>Budget</u></b> | <b>Recommended<br/>2016-2017<br/>Adjusted<br/><u>Budget</u></b> | <b><u>Difference</u></b> |
|---|------------------------------------|---|--------------------------|
| Revenues:   |                                    |   |                          |
| Local Government  | \$200,000                          | \$200,000   | \$0                      |
| State Aids  | 1,220,000                          | 1,269,500   | 49,500                   |
| Other Student Fees  | 860,000                            | 875,000   | 15,000                   |
| Institutional   | 185,000                            | 180,000   | (5,000)                  |
| Federal   | 15,046,000                         | 13,755,990  | (1,290,010)              |
| Total Revenues  | <u>17,511,000</u>                  | <u>16,280,490</u>   | <u>(1,230,510)</u>       |
| Transfers from Reserves and<br>Designated Fund Balances:* |                                    |   |                          |
| Reserve for Student Organizations                         | <u>0</u>                           | <u>99,597</u>   | <u>99,597</u>            |
| Total Transfers   | 0                                  | 99,597  | 99,597                   |
| Other Funding Sources:                                    |                                    |   |                          |
| Interfund Transfers In                                    | <u>0</u>                           | <u>16,000</u>   | <u>16,000</u>            |
| Total Transfers   | 0                                  | 16,000  | 16,000                   |
| Total Resources   | <u>\$17,511,000</u>                | <u>\$16,396,087</u>   | <u>(\$1,114,913)</u>     |
| <br><b><u>USES</u></b>                                    |                                    |   |                          |
| Expenditures:   |                                    |   |                          |
| Instructional   | \$0                                | \$0   | \$0                      |
| Student Services  | 17,291,000                         | 16,291,087  | (999,913)                |
| General Institutional                                     | 0                                  | 0   | 0                        |
| Public Service  | 50,000                             | 105,000   | 55,000                   |
| Total Expenditures  | <u>17,341,000</u>                  | <u>16,396,087</u>   | <u>(944,913)</u>         |
| Transfer to Reserves and<br>Designated Fund Balances:*    |                                    |   |                          |
| Reserve for Student Organizations                         | <u>170,000</u>                     | <u>0</u>  | <u>(170,000)</u>         |
| Total Transfers   | 170,000                            | 0   | (170,000)                |
| Other Uses:   |                                    |   |                          |
| Interfund Transfers Out                                   | <u>0</u>                           | <u>0</u>  | <u>0</u>                 |
|   | 0                                  | 0   | 0                        |
| Total Uses  | <u>\$17,511,000</u>                | <u>\$16,396,087</u>   | <u>(\$1,114,913)</u>     |

\*Represents increase or decrease to designated balance.

Proposed for Board Action  
May 2, 2017

CAPITAL PROJECTS FUND  
BUDGET TRANSFER RESOLUTION  
2016-2017 Budget

WHEREAS, the Northcentral Technical College District capital projects fund total resources are \$991,819 greater than budgeted for the fiscal year 2016-2017, and

WHEREAS, total uses in the District's capital projects fund are \$991,819 greater than budgeted for fiscal year 2016-2017,

THEREFORE, BE IT RESOLVED that the following budget transfers be made in accordance with Wisconsin State Statute, Chapter 65.90(5) (a) (b).

NOTE: The Capital Projects Fund accounts for resources and related financial expenditures for the acquisition, equipping, and improvement of sites.

The variance in Instructional capital is due to delaying of the Pharmacy Tech project to fiscal year 2018, as well as carrying forward instructional contingency, and also the movement from Instructional capital budget to Physical Plant capital budget for Merrill project work (heating, parking lot, facade, and classroom furniture).

Also, additional expenses in Physical Plant are due to the timing of project expenses. Several projects were originally planned at the end of the prior fiscal year (ie prespend), but instead occurred in fiscal year 2017. Some of those projects included: (1) Continuous Improvement, Finance and IT, (2) Student Services and Security, (3) Campus Store, (4) Culinary, (5) Simulation Center, (6) Student Life, and (7) Merrill Tactical Safety Range.

**Northcentral Technical College  
Capital Projects Fund  
Budget Transfer Resolution  
2016-2017 Budget**

| <b><u>RESOURCES</u></b>                                   | <b><u>2016-2017<br/>Budget</u></b> | <b><u>Recommended<br/>2016-2017<br/>Adjusted<br/>Budget</u></b> | <b><u>Difference</u></b> |
|---|------------------------------------|---|--------------------------|
| Revenues:   |                                    |   |                          |
| Local Government  | \$0                                | \$0   | \$0                      |
| State   | 317,866                            | 384,658   | 66,792                   |
| Institutional   | 199,000                            | 710,343   | 511,343                  |
| Federal   | 0                                  | 18,742  | 18,742                   |
| Total Revenues  | <u>516,866</u>                     | <u>1,113,743</u>  | <u>596,877</u>           |
| Transfers from Reserves and<br>Designated Fund Balances:* |                                    |   |                          |
| Reserve for Capital Projects                              | 0                                  | 1,194,942   | 1,194,942                |
| Total Transfers   | <u>0</u>                           | <u>1,194,942</u>  | <u>1,194,942</u>         |
| Other Funding Sources:                                    |                                    |   |                          |
| Proceeds from Debt  | 11,500,000                         | 10,700,000  | (800,000)                |
| Interfund Transfers In                                    | 0                                  | 0   | 0                        |
| Total Other Funding Sources                               | <u>11,500,000</u>                  | <u>10,700,000</u>   | <u>(800,000)</u>         |
| Total Resources   | <u>\$12,016,866</u>                | <u>\$13,008,685</u>   | <u>\$991,819</u>         |
| <b><u>USES</u></b>  |                                    |   |                          |
| Expenditures:   |                                    |   |                          |
| Instructional   | \$2,978,069                        | \$2,418,926   | (\$559,143)              |
| Instructional Resources                                   | 1,250,983                          | 1,184,129   | (66,854)                 |
| Student Services  | 0                                  | 12,000  | 12,000                   |
| General Institutional                                     | 3,070,671                          | 2,781,311   | (289,360)                |
| Physical Plant  | 4,644,787                          | 6,612,319   | 1,967,532                |
| Public Service  | 0                                  | 0   | 0                        |
| Total Expenditures  | <u>11,944,510</u>                  | <u>13,008,685</u>   | <u>1,064,175</u>         |
| Transfer to Reserves and<br>Designated Fund Balances:*    |                                    |   |                          |
| Reserve for Capital Projects                              | 72,356                             | 0   | (72,356)                 |
| Total Transfers   | <u>72,356</u>                      | <u>0</u>  | <u>(72,356)</u>          |
| Other Uses:   |                                    |   |                          |
| Interfund Transfers Out                                   | 0                                  | 0   | 0                        |
|   | <u>0</u>                           | <u>0</u>  | <u>0</u>                 |
| Total Uses  | <u>\$12,016,866</u>                | <u>\$13,008,685</u>   | <u>\$991,819</u>         |

\*Represents increase or decrease to designated balance.

Proposed for Board Action  
May 2, 2017

DEBT SERVICE FUND  
BUDGET TRANSFER RESOLUTION  
2016-2017 Budget

WHEREAS, the Northcentral Technical College District debt service fund total resources are \$282,487 greater than budgeted for the fiscal year 2016-2017, and

WHEREAS, total uses in the District's debt service fund are \$282,487 greater than budgeted for fiscal year 2016-2017,

THEREFORE, BE IT RESOLVED that the following budget transfers be made in accordance with Wisconsin State Statute, Chapter 65.90(5) (a) (b).

NOTE: The Debt Service Fund accumulates resources for, and reflects current and prior year revenues for payment of general long term debt and long term lease purchases.



**Northcentral Technical College  
Debt Service Fund  
Budget Transfer Resolution  
2016-2017 Budget**

| <b><u>RESOURCES</u></b>                                | <b>2016-2017<br/><u>Budget</u></b> | <b>Recommended<br/>2016-2017<br/>Adjusted<br/><u>Budget</u></b> | <b><u>Difference</u></b> |
|--|------------------------------------|---|--------------------------|
| Revenues:  |                                    |   |                          |
| Local Government                                       | \$9,550,096                        | \$9,762,150   | \$212,054                |
| Revenue Recognized from Prior Year Levy                | \$0                                | \$2,075,337   | \$2,075,337              |
| Institutional  | 11,500                             | 20,000  | 8,500                    |
| Total Revenues   | <u>9,561,596</u>                   | <u>11,857,487</u>   | <u>2,295,891</u>         |
| Transfers from Reserves and Designated Fund Balances:* |                                    |   |                          |
| Reserve for Debt Service                               | <u>1,990,404</u>                   | <u>0</u>  | <u>(1,990,404)</u>       |
| Total Transfers  | 1,990,404                          | 0   | (1,990,404)              |
| Other Funding Sources:                                 |                                    |   |                          |
| Premium on Long-Term Debt                              | 220,000                            | 197,000   | (23,000)                 |
| Interfund Transfers In                                 | <u>0</u>                           | <u>0</u>  | <u>0</u>                 |
| Total Transfers  | 220,000                            | 197,000   | (23,000)                 |
| Total Resources  | <u><u>\$11,772,000</u></u>         | <u><u>\$12,054,487</u></u>                                      | <u><u>\$282,487</u></u>  |
| <b><u>USES</u></b>                                     |                                    |   |                          |
| Expenditures:  |                                    |   |                          |
| Physical Plant   | <u>\$11,772,000</u>                | <u>\$11,731,300</u>   | <u>(\$40,700)</u>        |
| Total Expenditures                                     | 11,772,000                         | 11,731,300  | (40,700)                 |
| Transfer to Reserves and Designated Fund Balances:*    |                                    |   |                          |
| Reserve for Debt Service                               | <u>0</u>                           | <u>323,187</u>  | <u>323,187</u>           |
| Total Transfers  | 0                                  | 323,187   | 323,187                  |
| Designated Fund Balance for Subsequent Year            | <u>0</u>                           | <u>0</u>  | <u>0</u>                 |
| Total Designated Fund Balance                          | 0                                  | 0   | 0                        |
| Total Uses   | <u><u>\$11,772,000</u></u>         | <u><u>\$12,054,487</u></u>                                      | <u><u>\$282,487</u></u>  |

\*Represents increase or decrease to designated balance.

Proposed for Board Action  
May 2, 2017

ENTERPRISE FUND  
BUDGET TRANSFER RESOLUTION  
2016-2017 Budget

WHEREAS, the Northcentral Technical College District enterprise fund total resources are (\$23,337) less than budgeted for the fiscal year 2016-2017, and

WHEREAS, total uses in the District's enterprise fund are (\$23,337) less than budgeted for fiscal year 2016-2017,

THEREFORE, BE IT RESOLVED that the following budget transfers be made in accordance with Wisconsin State Statute, Chapter 65.90(5) (a) (b).

NOTE: The Enterprise Fund accounts for costs of providing goods or services financed primarily through user fees.

This fund includes activities such as: Agriculture Center of Excellence, auto mechanics, bookstore, food service, and the dental clinic.

**Northcentral Technical College  
 Enterprise Fund  
 Budget Transfer Resolution  
 2016-2017 Budget**

| <b><u>RESOURCES</u></b>                                | <b>2016-2017<br/><u>Budget</u></b> | <b>Recommended<br/>2016-2017<br/><u>Adjusted<br/>Budget</u></b> | <b><u>Difference</u></b> |
|--|------------------------------------|---|--------------------------|
| Revenues:  |                                    |   |                          |
| Local Government                                       | \$0                                | \$0   | \$0                      |
| Institutional  | 3,205,000                          | 2,900,000   | (305,000)                |
| Federal  | 0                                  | 0   | 0                        |
| Total Revenues   | <u>3,205,000</u>                   | <u>2,900,000</u>  | <u>(305,000)</u>         |
| Transfers from Reserves and Designated Fund Balances:* |                                    |   |                          |
| Retained Earnings                                      | <u>23,000</u>                      | <u>304,663</u>  | <u>281,663</u>           |
| Total Transfers  | 23,000                             | 304,663   | 281,663                  |
| Total Resources  | <u><u>\$3,228,000</u></u>          | <u><u>\$3,204,663</u></u>                                       | <u><u>(\$23,337)</u></u> |
| <br>   |                                    |   |                          |
| <b><u>USES</u></b>                                     |                                    |   |                          |
| Expenditures:  |                                    |   |                          |
| Auxiliary Services                                     | <u>\$3,228,000</u>                 | <u>\$3,178,000</u>  | <u>(\$50,000)</u>        |
| Total Expenditures                                     | 3,228,000                          | 3,178,000   | (50,000)                 |
| Transfer to Reserves and Designated Fund Balances:*    |                                    |   |                          |
| Retained Earnings                                      | <u>0</u>                           | <u>0</u>  | <u>0</u>                 |
| Total Transfers  | 0                                  | 0   | 0                        |
| Other Funding Uses:                                    |                                    |   |                          |
| Interfund Transfers Out                                | <u>0</u>                           | <u>26,663</u>   | <u>26,663</u>            |
| Total Transfers  | 0                                  | 26,663  | 26,663                   |
| Total Uses   | <u><u>\$3,228,000</u></u>          | <u><u>\$3,204,663</u></u>                                       | <u><u>(\$23,337)</u></u> |

\*Represents increase or decrease to designated balance.

Proposed for Board Action  
May 2, 2017

INTERNAL SERVICE FUND  
BUDGET TRANSFER RESOLUTION  
2016-2017 Budget

WHEREAS, the Northcentral Technical College District internal service fund total resources are (\$760,000) less than budgeted for the fiscal year 2016-2017, and

WHEREAS, total uses in the District's internal service fund are (\$760,000) less than budgeted for fiscal year 2016-2017,

THEREFORE, BE IT RESOLVED that the following budget transfers be made in accordance with Wisconsin State Statute, Chapter 65.90(5) (a) (b).

NOTE: The Internal Service Fund accounts for financial activities of goods and services provided by one department to other departments of the district or government units on a cost-reimbursement basis. This fund includes: printing and duplicating, motor pool, and self-funded health, dental, and vision insurance.

Self funded health insurance activity accounts for the bulk of the activity in this fund.

Proposed for Board Action  
 May 2, 2017

**Northcentral Technical College  
 Internal Service Fund  
 Budget Transfer Resolution  
 2016-2017 Budget**

| <b><u>RESOURCES</u></b>                                   | <b>2016-2017<br/><u>Budget</u></b> | <b>Recommended<br/>2016-2017<br/><u>Adjusted<br/>Budget</u></b> | <b><u>Difference</u></b>  |
|---|------------------------------------|---|---------------------------|
| Revenues:   |                                    |   |                           |
| Institutional   | \$7,888,000                        | \$7,128,000   | (\$760,000)               |
| Total Revenues  | <u>7,888,000</u>                   | <u>7,128,000</u>  | <u>(760,000)</u>          |
| Transfers from Reserves and<br>Designated Fund Balances:* |                                    |   |                           |
| Retained Earnings   | <u>0</u>                           | <u>0</u>  | <u>0</u>                  |
| Total Transfers   | 0                                  | 0   | 0                         |
| Interfund Transfers In                                    | <u>0</u>                           | <u>0</u>  | <u>0</u>                  |
|   | 0                                  | 0   | 0                         |
| Total Resources   | <u><u>\$7,888,000</u></u>          | <u><u>\$7,128,000</u></u>                                       | <u><u>(\$760,000)</u></u> |
| <br><b><u>USES</u></b>                                    |                                    |   |                           |
| Expenditures:   |                                    |   |                           |
| Auxiliary Services  | \$7,718,000                        | \$7,049,000   | (\$669,000)               |
| Total Expenditures  | <u>7,718,000</u>                   | <u>7,049,000</u>  | <u>(669,000)</u>          |
| Transfer to Reserves and<br>Designated Fund Balances:*    |                                    |   |                           |
| Retained Earnings   | <u>170,000</u>                     | <u>79,000</u>   | <u>(91,000)</u>           |
| Total Transfers   | 170,000                            | 79,000  | (91,000)                  |
| Interfund Transfers Out                                   | <u>0</u>                           | <u>0</u>  | <u>0</u>                  |
|   | 0                                  | 0   | 0                         |
| Total Uses  | <u><u>\$7,888,000</u></u>          | <u><u>\$7,128,000</u></u>                                       | <u><u>(\$760,000)</u></u> |

\*Represents increase or decrease to designated balance.

**NORTHCENTRAL TECHNICAL COLLEGE  
DISTRICT BOARD OF TRUSTEES  
TOPIC SUMMARY SHEET**

**MEETING DATE:** May 2, 2017

**TOPIC:** Non-represented Employee 2017-18 Salary Increases

**POLICY 1.5 Compensation and Benefits** – With respect to employment, compensation and benefits to employees, consultants and contract workers, the Chief Executive officer may not cause or allow jeopardy to fiscal integrity or public image.

Accordingly, he or she may not:

1. Promise or imply permanent or guaranteed employment.
2. Establish current compensation and benefits which deviate materially from the geographic or professional market for the skills employed or that may harm our competitive position.
3. Fail to ensure employee staffing profile efforts similar to the community profile.

Wisconsin Statute 38.12 (3) requires the District Board to approve compensation of District employees.

**INTERPRETATION:** The Board must authorize salary and benefit increases of non-represented employees.

**DATA/RESULTS:**

Board authorization is requested to implement July 1, 2017 salary changes for non-represented staff. The proposed changes are aligned with the 2017-18 fiscal planning parameters presented to the board and do not deviate materially from the geographical or professional market for the skill employed.

Group 1. For Middle Leader, Confidential staff, Administrative Support Professional, Technical Support Professional, Facilities Support Staff, and Salaried Non-Represented an increase is proposed and includes:

- 2% average salary increase

Group 2. For classified non-union, Adjunct Faculty, work-study & student employees: 2017-18 a 0% increase is proposed based on market wages.

**AGENDA CATEGORY:**

Regular Agenda

**PROPOSED MOTION:**

Approval to authorize 2017-18 salary changes as indicated above.

**CERTIFICATION OF ACCURACY:** I, your CEO, certify that the information contained in this report is true as of this date.

Signed Dr. Lori A. Weyers Dated: April 17, 2017

**NORTHCENTRAL TECHNICAL COLLEGE  
DISTRICT BOARD OF TRUSTEES  
TOPIC SUMMARY SHEET**

**MEETING DATE:** May 2, 2017

**TOPIC:** Tentative Approval of Fiscal Year 2017-2018 Budget Summary and confirming a Budget Hearing Date

**POLICY 1.3 – Budgeting** – Budgeting any fiscal year or the remaining part of any fiscal year shall not deviate materially from Board Community Benefit Statement priorities, risk fiscal jeopardy, or fail to be derived from a multi-year plan.

**INTERPRETATION:** To avoid *material deviation* NTC will follow Wisconsin statute, 65.90 (1), which states that “each technical college district...shall annually, prior to the determination of the sum to be financed in whole or in part by a general property tax, funds on hand or estimated revenues from any source, formulate a budget and hold public hearings thereon.”

**DATA/RESULTS:** Board adoption is requested on the tentative budget summary included in the board meeting packet. The purpose for adopting this tentative budget summary is to allow time for citizen input prior to the June board meeting when final approval is sought. A public hearing is proposed for Tuesday, June 13, 2017, at 12:00 noon at NTC, 1000 W. Campus Drive, Wausau, Timberwolf Conference Center Room D100 and on ITV projected out to regional campuses.

**AGENDA CATEGORY:**  
Regular Voting Agenda

**PROPOSED MOTION:**

To approve the tentative fiscal year 2017-2018 budget summary and encourage all interested parties to attend a Public Hearing to be held at 12:00 noon on Tues., June 13, 2017, at NTC, 1000 W. Campus Drive, Wausau, Room D100 and on ITV projected out to regional campuses for the purpose of allowing citizen input.

**CERTIFICATION OF ACCURACY:** I, your CEO, certify that the information contained in this report is true as of this date.

Signed                     Lori A. Weyers                    

Dated April 18, 2017

**Northcentral Technical College**  
**BUDGET SUMMARY AND NOTICE OF PUBLIC HEARING**  
**July 1, 2017 - June 30, 2018**

|  | General and Special Revenue Funds (Operational) |                            |                     | All Other Funds     |                            |                     |
|--|---|----------------------------|---------------------|---------------------|----------------------------|---------------------|
|  | Actual<br>2015-2016                             | Estimated (1)<br>2016-2017 | Budget<br>2017-2018 | Actual<br>2015-2016 | Estimated (1)<br>2016-2017 | Budget<br>2017-2018 |
| <b>SOURCES OF FUNDS</b>                        |   |                            |                     |                     |                            |                     |
| <u>Revenue</u>                                 |   |                            |                     |                     |                            |                     |
| Local Revenue-Property Tax                     | \$9,537,142                                     | \$9,765,544                | \$9,765,544         | \$8,867,589         | \$9,962,150                | \$9,962,150         |
| Revenue Recognized from Prior Levy             | \$0   | \$0                        | \$0                 | \$0                 | \$2,075,337                | \$0                 |
| State  | 22,496,578                                      | 21,681,356                 | 22,215,063          | 1,816,965           | 1,654,158                  | 1,457,205           |
| Student Fees                                   | 11,853,756                                      | 11,227,717                 | 11,280,000          | 857,019             | 875,000                    | 877,000             |
| Institutional (2)                              | 3,665,757                                       | 3,548,388                  | 3,768,000           | 10,704,152          | 10,938,343                 | 10,696,000          |
| Federal  | 2,953,302                                       | 2,301,978                  | 1,313,900           | 14,815,275          | 13,774,732                 | 13,727,000          |
| Total Revenue                                  | \$50,506,535                                    | \$48,524,983               | \$48,342,507        | \$37,061,000        | \$39,279,720               | \$36,719,355        |
| <u>Other Funding Sources:</u>                  |   |                            |                     |                     |                            |                     |
| Proceeds from Debt                             | \$0   | \$0                        | \$0                 | \$13,268,330        | \$10,897,000               | \$11,294,000        |
| Interfund Transfers In                         | 5,288   | 26,663                     | 0                   | 1,794,800           | 16,000                     | 0                   |
| Reductions in Fund Balance                     | 1,924,365                                       | 281,439                    | 616,691             | 96,299              | 1,599,202                  | 3,995,059           |
| Total Sources of Funds                         | \$52,436,188                                    | \$48,833,085               | \$48,959,198        | \$52,220,429        | \$51,791,922               | \$52,008,414        |
| <b>USES OF FUNDS</b>                           |   |                            |                     |                     |                            |                     |
| <u>Expenditures</u>                            |   |                            |                     |                     |                            |                     |
| Instruction                                    | \$29,984,083                                    | \$29,083,000               | \$30,640,959        | \$2,222,185         | \$2,418,926                | \$2,169,751         |
| Instructional Resources                        | 1,488,078                                       | 1,603,000                  | 1,623,249           | 1,035,218           | 1,184,129                  | 1,021,034           |
| Student Services                               | 3,859,625                                       | 3,648,000                  | 3,658,937           | 17,141,567          | 16,303,087                 | 16,160,500          |
| General Institutional                          | 9,806,358                                       | 9,781,000                  | 9,100,287           | 2,844,755           | 2,781,311                  | 5,692,976           |
| Physical Plant                                 | 3,578,214                                       | 3,856,000                  | 3,882,395           | 14,129,644          | 18,343,619                 | 16,704,153          |
| Auxiliary Service                              | 0   | 0                          | 0                   | 10,725,231          | 10,227,000                 | 10,106,000          |
| Public Service                                 | 0   | 0                          | 0                   | 62,534              | 105,000                    | 70,000              |
| Total Expenditures                             | \$48,716,358                                    | \$47,971,000               | \$48,905,827        | \$48,161,134        | \$51,363,072               | \$51,924,414        |
| <u>Other Uses</u>                              |   |                            |                     |                     |                            |                     |
| Interfund Transfers Out                        | \$1,794,800                                     | \$16,000                   | \$0                 | \$5,288             | \$26,663                   | \$0                 |
| Increases to Fund Balance                      | 1,925,030                                       | 846,085                    | 53,371              | 4,054,007           | 402,187                    | 84,000              |
| Total Uses of Funds                            | \$52,436,188                                    | \$48,833,085               | \$48,959,198        | \$52,220,429        | \$51,791,922               | \$52,008,414        |
| <b>FUND BALANCE</b>                            |   |                            |                     |                     |                            |                     |
| Beginning                                      | \$16,480,695                                    | \$16,481,360               | \$17,046,006        | \$14,685,282        | \$18,642,990               | \$17,445,975        |
| Ending   | 16,481,360                                      | 17,046,006                 | 16,482,686          | 18,642,990          | 17,445,975                 | 13,534,916          |
| Less:  |   |                            |                     |                     |                            |                     |
| Committed Fund Balance                         | 15,554,643                                      | 16,200,811                 | 15,584,120          | 3,810,285           | 3,808,212                  | 2,427,862           |
| Fund Balance Designated<br>for Subsequent Year | \$926,717                                       | \$845,195                  | \$898,566           | \$14,832,705        | \$13,637,763               | \$11,107,054        |

**PROPERTY TAX AND EXPENDITURE HISTORY**

| Year     | Equalized<br>Valuation | Operational (4) | Debt Service | Mill Rate | Percent<br>Inc/(Dec) |
|----------|------------------------|-----------------|--------------|-----------|----------------------|
| 2014 (4) | \$14,900,465,191       | 1.51035         | 0.57486      | 2.08521   | n/a                  |
| 2015 (5) | \$15,113,021,324       | 0.62683         | 0.59124      | 1.21807   | -41.59%              |
| 2016     | \$15,250,959,190       | 0.63534         | 0.62575      | 1.26109   | 3.53%                |
| 2017     | \$15,589,508,123       | 0.63925         | 0.62620      | 1.26545   | 0.35%                |
| 2018 (3) | \$15,589,508,123       | 0.63925         | 0.62620      | 1.26545   | 0.00%                |

  

| Year     | Total Expenditures<br>All Funds | Expenditure<br>Inc/(Dec) | Tax<br>Levy  | Tax Levy<br>Inc/(Dec) | Tax on<br>\$100,000<br>of Property |
|----------|---------------------------------|--------------------------|--------------|-----------------------|------------------------------------|
| 2014     | \$101,492,212                   | n/a                      | \$31,070,611 | n/a                   | \$208.52                           |
| 2015 (5) | \$100,651,380                   | -0.83%                   | \$18,408,799 | -40.75%               | \$121.81                           |
| 2016     | \$96,877,492                    | -3.75%                   | \$19,232,908 | 4.48%                 | \$126.11                           |
| 2017 (1) | \$99,334,072                    | 2.54%                    | \$19,727,694 | 2.57%                 | \$126.55                           |
| 2018 (3) | \$100,830,241                   | 1.51%                    | \$19,727,694 | 0.00%                 | \$126.55                           |

- (1) Nine months actual and three months estimated.
- (2) Consists of interest income, contract revenue, gifts, grants, sales and miscellaneous revenue.
- (3) Based on a projected no change in assessed valuation.
- (4) Through 2013, the operational mill rate may not exceed 1.50000 per § 38.16 Wisc. Stats. Beginning 2014, the operational mill rate may increase based on net new construction.
- (5) Mill rate reflects a change in Wisconsin State Statutes providing a dollar for dollar reduction in property tax funding with an increase in state aid funding.

**NOTICE OF PUBLIC HEARING**

A public hearing on the proposed 2017-2018 budget for the Northcentral Technical College District will be held at Northcentral Technical College, Timberwolf Conference Center - D100, 1000 West Campus Drive, Wausau, WI 54401, on Tuesday, June 13, 2017 at 12:00 p.m. This hearing will be projected through interactive videoconferencing to regional campuses in Antigo, Medford, Phillips, and Spencer, Rooms T124B, M122, P160, and S112B, respectively. The hearing will also be available through interactive videoconferencing at the Wittenberg campus main office.

The detailed budget is available for public inspection in the district finance department.



**NORTHCENTRAL TECHNICAL COLLEGE  
DISTRICT BOARD OF TRUSTEES  
TOPIC SUMMARY SHEET**

**MEETING DATE:** May 2, 2017

**TOPIC:** Wausau – Loew’s Property Acquisition (Diesel Building)

**POLICY: Wisconsin Statute 38 – Technical College System, 38.14 District Board Powers – (2)** Buildings and Equipment. (a) For the use of the district schools the district board may: 2. Purchase or lease suitable land and buildings....

**TCS 5.04 (2) (a)** A resolution of the district board approving the additional or new facilities.

**INTERPRETATION:** Purchasing or leasing suitable land and buildings requires board approval.

**DATA/RESULTS:** In FY2015, Northcentral Technical College began a new Diesel Technology program by leasing the Loew’s property located in the industrial park in the Village of Maine, WI. This 9,000 sq.ft. building includes four truck bays, two truck trailer bays, restrooms, a smart classroom, staff offices, and storage areas. In order to reduce NTC’s operating budget and provide a permanent home for the Diesel Technology program, NTC recently solicited proposals for the purchase of a permanent facility similar to the Loew’s leased property. The Loew’s property was the sole respondent to the request for proposals. NTC would like to purchase this facility and the adjacent lot currently used for student parking. The College will be asking the WTCS State Board for approval at its July Board meeting. The Board is requested to approve the proposed acquisition and request the WTCS State Board to do the same. A packet evidencing compliance with the statutes will be submitted to the State Board with the application.

**AGENDA CATEGORY:**

- Voting Agenda

**PROPOSED MOTION:**

1. BE IT RESOLVED that the Northcentral Technical College Board approve the acquisition of the Loew’s Property at a cost not to exceed \$650,000, and request the WTCS State Board do the same.

**CERTIFICATION OF ACCURACY:** I, your CEO, certify that the information contained in this report is true as of this date.

Signed Lori A. Weyers Dated April 26, 2017



**NORTHCENTRAL TECHNICAL COLLEGE  
DISTRICT BOARD OF TRUSTEES  
TOPIC SUMMARY SHEET**

**MEETING DATE:** May 2, 2017

**TOPIC:** Receipts & Expenditures

**POLICY 1.1 – General Executive Constraint** – The Chief Executive Officer (CEO), in execution of her duties, shall not cause or allow any practice, activity, decision or organizational circumstance which is either imprudent or in violation of commonly accepted business and professional ethics or that results in failure to be accredited.

**INTERPRETATION:** To avoid *violation of commonly accepted business and professional ethics* NTC will follow Wisconsin statute 38.12 **District Board Duties (2)** “...All expenditures exceeding \$2500 shall be approved by the district board.” Also, in compliance with Wisconsin statute 38.12(4) District board duties, “The publication proceedings shall include a statement of receipts and expenditures in the aggregate.”

**DATA/RESULTS:** The following Status of Funds listing receipts and expenditures including operating transfers in the aggregate is included for informational purposes as of March 31, 2017.

YTD Fund 1 – 7 Revenues: \$76,624,723

YTD Fund 1 – 7 Expenses: \$78,634,335

**AGENDA CATEGORY:**

Consent Agenda

**PROPOSED MOTION:**

(Motion is included with consent agenda.)

**CERTIFICATION OF ACCURACY:** I, your CEO, certify that the information contained in this report is true as of this date.

Signed \_\_\_\_\_ *Lori A. Weyers* \_\_\_\_\_

Dated \_\_\_\_\_ April 26, 2017 \_\_\_\_\_

**NORTHCENTRAL TECHNICAL COLLEGE  
DISTRICT BOARD OF TRUSTEES  
TOPIC SUMMARY SHEET**

**MEETING DATE:** April 24, 2017

**TOPIC:** Personnel Changes

**POLICY 1.1 – General Executive Constraint** – The Chief Executive Officer (CEO), in execution of her duties, shall not cause or allow any practice, activity, decision or organizational circumstance which is either imprudent or in violation of commonly accepted business and professional ethics or that results in failure to be accredited.

**INTERPRETATION:** NTC will follow Wisconsin Statute 118.22 (2) “...No teacher may be employed... except by a majority vote of the full membership of the board. Nothing in this section prevents the modification or termination of a contract by mutual agreement of the teacher and the board.”

**DATA/RESULTS:** A request is made to approve the following personnel changes:

New Hires:

1. Mary Fronck, Assistant Farm Manager

Resignations:

1. Audrey Naab, Custodian
2. Jessica Eyring, Instructional Assistant, Geriatrics
3. Elizabeth Schillinger, Veterinary Science Faculty
4. Darren Wild, Welding Faculty
5. Kelly Price, Assistant to the Director of Marketing and Public Relations
6. Weng Liew, Business Development Manager

Retirement:

1. Leonard Urban, Instructional Assistant, Welding

**AGENDA CATEGORY:**

Consent Agenda

**PROPOSED MOTION:**

Motion is included with consent agenda.

**CERTIFICATION OF ACCURACY:** I, your CEO, certify that the information contained in this report is true as of this date.

Signed Lori A. Weyers

Dated April 26, 2017

## **Executive Summary**

### **Major Institutional Accomplishments 2016-2017 School Year**

- **Aspen Award Winner – Top 150 two-year Colleges in the Nation (3<sup>rd</sup> year in a row).**
- **Phi Theta Kappa – Top 100 in the Nation.**
- **No. 4 Best Online College in the Nation.**
- **Most cost effective of the 16 Wisconsin Technical Colleges.**
- **Serving 1 in 6 residents in NTC district (10 years ago, was 1 in 14 residents).**
- **The only Virtual College in WTCS.**
  - **22% FTE Growth in 2016-2017**
- **Student Housing project moving forward. Timberwolf Suites available to NTC students in 2017-2018 school year.**
- **Implementation of Timberwolf Union at all campuses.**
- **Tactical Safety Range – Funds secured and built.**
  - **Preferred provider for State DNR training**
- **100% Award for Workforce Advancement Training Grants, supporting local businesses, to meeting their incumbent worker training needs. \$530,000 new dollars into NTC district serving 1,597 employees.**
- **K-12 efforts expanded, dual credit for NTC K-12 districts High School Students received 11,702 College credits compared from 9,732 in the previous year, an increase of 17%.**
- **NTC Foundation exceeded goals for A Day for NTC Student Campaigns. Raised \$344,477 for Student Scholarships.**
- **Redesign of NTC website and targeted market has increased new visitor traffic by 12%.**
- **Member of Achieving the Dream Consortium, moving forward with NTC's student success journey.**

## Major Institutional Accomplishments 2016-17

- Aspen Award Winner – Top 150 two-year Colleges in the country (3 years in a row) five students (2 from Machine Tool and 3 from Electromechanical) named 2017 Siemens Technical Scholars by the Aspen Institute College Excellence Program and the Siemens Foundation, each receiving \$3,500 scholarships)
- Top 100 Phi Theta Kappa Student Leadership Organization – Phi Theta Kappa is a student leadership organization for students with a 3.5 GPA or greater.
- No. 1 Online College in Wisconsin
- No. 4 Online College in the Nation
- Top 50 projects Phi Theta Kappa National
- Number 1 Technical College to receive 100% of WTCS Funding of over \$2.3 million dollars in funding for 2 years in a row.
- Most cost effective of the 16 Technical Colleges
- Serving 1 in 6 residents in NTC District. (10 years ago, it was serving 1 in 14).
- Product Development:
  - *Virtual College* is NTC's most flexible option. Using the latest online technology, students are able to set their start date, add classes when convenient and work through the coursework at their own pace.
    - Current Students: 838
    - Number of States: 32 plus Puerto Rico
  - 22% FTE Growth
  - 26% Headcount Growth
  - 7 New Virtual College Program Offerings
    - Health Care Business Services Associate Degree
    - Medical Coding Specialist Technical Diploma
    - Bookkeeping Technology Certificate
    - Computed Tomography Imaging (Clinical) Certificate
    - Applied Engineering Technology Associate Degree
    - Safety Engineering Technology Associate Degree
    - Magnetic Resonance Imaging (MRI) Certificate
  - *Programs*
    - Two New Associate Degrees
      - Culinary Arts – 21 students enrolled
      - Health Navigator – 8 students enrolled
    - Two New Technical Diplomas
      - Criminal Justice-Law Enforcement 720 Academy – 22 students enrolled
      - Truck Driving (CDL) – 13 students enrolled
    - Two New Advanced Technical Certificates
      - Allied Health Geriatrics
      - Geriatric Nursing
    - Three New Apprenticeship Programs
      - Machinist – 9 students enrolled
      - Tool and Die – 9 students enrolled
      - WATEA Truck Driving (CDL)

- Seven New Internal Certificates
  - Professional Communication – Sign Language
  - Professional Communication – Healthcare
  - Professional Communication – Criminal Justice
  - Professional Communication – Digital Marketing
  - Applied Design Software – 1 student enrolled
  - Applied Manufacturing & Design Concepts – 2 students enrolled
- Three New Embedded Technical Diplomas
  - Nursing Assistant (CNA) – Technical Diploma (Embeds into Geriatric Care Specialist)
  - Construction Technologies (Embeds into Architectural Design & Technology)
  - Welding Robotic Operation Embedded Technical Diploma (Embeds into Welding Fabrication & Robotics)
- One New WTCS Pathway Certificate
  - Early Childhood Licensing Basic Ages 0-2 (Embedded into Early Childhood Education Associate Degree) – 16 students enrolled
- Continuing Education
  - 28% FTE Growth
  - 22% Headcount Growth
  - 53 New Continuing Education Course/Conference/Workshop Offerings
- New Centers/Service:
  - Tactical Safety Range
  - Mobile Transportation Education Center
  - Mobile Emerging Technology Trailer
  - Center for Geriatric Education (CGE) currently has space to accommodate 3 CNA sections concurrently
  - Health Mobile Training Lab for TACT4 grant
  - Created Simulated Aging Tour for students and general public
  - Health Simulation Center remodel
  - Ambulance Simulator added to Health Simulation Center
  - Fully operational Human Anatomy Lab for Medical College of Wisconsin
- Program Accreditations:
  - Automotive Technology (NATEF) – Renewal
  - Medical Assistant – Renewal
  - Medical Assistant renewed for full accreditation through 2026
  - Paramedic renewed for full accreditation through 2022
- Partnerships:
  - Church Mutual & Wausau Chamber – The Branch
  - Community College Alliance for Agricultural Advancement Consortium
    - Applied Research with National Corn Growers Association
  - Michigan Tech
    - Mind Trekkers
    - Student Transfer Club
  - Medical College of Wisconsin
  - WATEA – CDL Finishing School
  - Dakota County Technical College/Nano Technology
  - National CE Provider for Utility Management Institute
  - Workforce Investment Boards (NCWWBD, NWWIB, Bay Area Workforce Board)
    - Construction Pre Apprenticeship, Machine Tool Cohort
  - Regional Chambers of Commerce and Development Corporations
    - Business Solution Training Sponsorships

- Wausau Chamber Workforce Hub
- Economic Development Clusters: Centergy, Visions Northwest & Grow North
- 100% Award of Workforce Advancement Training Grants from WTCS (WATG) - \$530K
  - Northcentral Business & Leadership Consortium
  - Building a Safer Workplace
  - Building Technical Talent Management
  - Healthcare Talent Development
- Aspirus Family Medicine Residency Program simulation
- Penn State RAIN Network member - Nanotechnology
- Faculty/Curriculum/Assessment:
  - 27% Increase in Prior Learning Assessments for the CPL Initiative from 2015-2016.
  - 13 New faculty participated in New Faculty Academy
  - 110 Adjunct Faculty participated in an Adjunct Faculty Academy
    - Implemented College-Wide Adjunct Faculty Prep Night to support adjunct faculty who were scheduled to teach a class in the fall semester
    - Advancing Online Education Committee developed to support three year strategic plan for promoting the quality of online learning at NTC
  - Learning Management System RFP and Evaluation process. Canvas was selected as the new LMS at NTC
    - Faculty and staff provided ten breakout sessions at the WTCS Assessment Conference in March 2017
- Completed a very successful first year of the NTC Promise
  - NTC Promise for 2016 graduates
    - 56 students received financial support and dedicated advisor
    - 76% course completion
    - 82% GPA of 2.0 or higher
  - NTC Promise for 2017 graduates
    - 78 total eligible applicants
- Expanded our partnerships in nursing for available transfer options.
  - Expanded agreements with Upper Iowa University and UW-Oshkosh Nursing
  - Dedicated transfer advisor
- Made student housing available for students beginning in Fall 2017
- Opened a new Campus Store
- Created a Student Success Team
- CPL leadership between student services and learning
- Increased efficiency through use of technology for graduation automation and verification for financial aid.
- Collaborative in-services
- Had an increase in dual credit offering – both in credits and students
- Expanded academy offerings
  - Academies are opportunities for high school students to gain college credit and industry certification. They are offered through the District. Examples include EMT, Accounting, and Agriculture, IT, Nursing and Welding. Implemented Pride Academy for Alternative High School Students.
- All staff participated in Emergency Preparedness training called “Plan, Prepare and React.”
- Recognized for top security practices in the WTCS
- Established a partnership with Marian University to meet the workforce shortage of K-12 teachers
- Computers and Instructional Technology



- Provided technology for the new Tactical Safety range
- Provided technology for the new Timberwolf Conference Center including the video mosaic
- Provided technology for the new Culinary classrooms
- Provided technology for the new Cadaver lab
- Provided technology for the new Campus Store
- Provided technology for the new Student Engagement
- Provided technology for the new Simulation Center
- Updated the technology in 27 Smart classrooms (Part of annual refresh)
- Updated the technology 4 existing IVC classrooms (Part of annual refresh)
- Enterprise Application Management (PeopleSoft Team)
  - Projects for Student Services:
    - MyNTC Mobile (GreyHeller PeopleMobile) – Students can now access registration, class schedule and other functions from their mobile device.
    - Education Partners implementation for more efficient financial aid processing.
    - PeopleSoft Campus Solutions 9.2 upgrade. This upgrade included several security and usability enhancements.
    - Implementation of new XML Student Transcript
    - ImageNow (electronic document storage) implementation completed for Youth Apprenticeship and Dual Credit processes
    - Student Planner Pre-Load project
  - Projects for the Learning Team:
    - Public Safety annual calendar implementation
    - Prior Learning Assessment (Credit for Prior Learning) enhancement
    - Evaluation Kit enhancements for BIS and FQAS
    - New Student Status Report
  - Human Resources/Finance:
    - HR/Financials PeopleTools 8.55 upgrade. This upgrade included several security and usability enhancements.
    - Payment Charge Priorities redesign
    - BankMobile Enrollment File project
  - Infrastructure Services
    - Replaced automated door controllers to add functionality and increase the speed of the campus lockdown function.
    - Installed new cafeteria POS system.
    - Deployed two-factor authentication in HR, IT, and Finance for PeopleSoft HR, PeopleSoft Finance, ImageNow, and the Virtual Private Network (VPN) thus increasing data security.
    - Increased the capacity and functionality of our virtual desktop environment to prepare for the Bring Your Own Device (BYOD) pilot.
    - Encrypted laptop hard drives for increased data security.
    - Completed several remodel/building projects (Tactical Safety, Community Room, Student Engagement, Campus Store, Security, and Student Success)
    - Increased internet redundancy by completing the Wausau Community Area Network (WCAN) fiber ring.
    - Implemented credit card chip feature to prevent credit card fraud.
    - Implemented a new monitoring tool to alert us when major applications are down.
    - Upgraded wireless infrastructure.
    - Implemented multilingual phone menus.
- Flexible Learning

- Successfully implemented and fully transitioned to our new video management system "Panopto". We have over 5,000 NTC created instructional videos and rising. Over 2,000 hours of video and over 6,000 hours watched by learners.
- We have chosen a new Learning Management System (LMS) after a thorough evaluation process and are beginning our implementation with a soft launch in August of 17.
- We have implemented a captioning process to ensure ADA Compliance by 2018.
- Customer Feedback on closed tickets are at a 99% satisfaction rate on the time it took and their experience with the technician on almost 1000 completed surveys this year.
- Participated in the WTCS Civil Rights Compliance Audit.
- Expanded hours for NTC On-site Health Clinic from 12 hours per week to 25 hours per week. From August 2016 to March 2017, patients used the on-site clinic 296 times.
- Completed the design and construction of the following projects:
  - Wausau Main Entrance & Community Room Addition
  - Merrill Tactical Safety Range (TSR)
  - Wittenberg Campus Expansion (Second Condo Suite)
- Completed the design and renovation of the following projects:
  - Anatomy Lab Renovation for our partnership with the Medical College of Wisconsin (MCW)
  - Finance, IT & Continuous Improvement Renovation
  - Academic Resource Center Renovation (ARC)
  - College Prep. Center Renovation (CPC)
  - Testing, Accommodations & Security Center Renovation
  - Campus Store Renovation
  - Culinary Arts Renovation
  - Student Engagement/Student Life Center Renovation
  - Simulation Center Renovation
  - Alternative High Additional Classroom Renovation
  - Cafeteria Kitchen Renovation
- Installed basketball and volleyball courts in the courtyard to enhance student activities and engagement.
- Assisted IT with regional campus classroom and furniture upgrades.
- Worked with NTC Board Members on creating and dedicating the Student Engagement Center as the Student Leadership Center in honor of Dr. Lori A. Weyers.
- Completed additional Information Technology Lab in A111.
- Implemented first phase of standing desks for staff and faculty.
- Resurfaced the motorcycle safety course at the Antigo Campus.
- Major Contracts/Partnerships:
  - Land Sale for Multi-Unit Apartment Complex - DeLeers Construction
  - Simulation Software - Medical College of Wisconsin
  - Revised Agreement - Langlade County
  - RFP for Diesel Building
- Blueprint Grant - NTC awarded \$2,264,811 and only had .019% that went unspent.
- Built and launched a robust current student dashboard on the NTC website to ease navigation and enhance communication of services available for students.
- Created a dynamic, new web presence for the PSCOE & School of Public Safety to highlight the Center, educational programs and training opportunities and to expand opportunities to market training on a statewide and national level.
- Developed "Faces of NTC" PR campaign to highlight student stories and student success

- Created a communication plan and web strategy to support and promote Credit for Prior Learning opportunities.
- Implemented Phase II of streamlining Admissions correspondence, including Admissions without Conditions, in support of student centered, clear communication.
- Created new TV commercial – Your Community’s College.
- Targeted online marketing campaigns drove a 350% increase in traffic to the Virtual College page, with direct entrances to the Virtual College page (due to targeted marketing) up 1,620%.
- Targeted marketing drove a 12% increase in traffic to the website from users who had not previously visited the site and an 11% increase in conversions for users clicking “Apply Now”.
- Developed robust, student friendly NTC app for rollout in late spring/early Summer.
- NTC Foundation celebrated its 40<sup>th</sup> anniversary; special donor appreciation and fundraiser event planned for May 25<sup>th</sup> with Dwight Davis, past NTC president, as keynote.
- NTC Foundation exceeded goals for A Day for NTC Students campaigns
  - 2016 Wausau goal \$160,000; \$216,000 actual
  - 2016 Antigo goal \$14,000; \$15,165 actual
  - 2016 Medford goal \$9,000; \$12,075 actual
  - 2016 Golf “Fore” Scholarships goal \$10,000; \$14,857 actual
  - 2017 Employee Giving Campaign goal \$76,000 with 100% participation; \$86,380 with 68% participation actual
- NTC Foundation officially launched capital campaign to raise \$750,000 for transportation programming; approximately \$350,000 has been raised with an additional \$500,000 anticipated by June 30 (for the Center for CDL).
- Received \$6,294,076 in grant funding to support 9,024 participants.
- INTERFACE grant finished 3.5 years of training for this \$23.1 million Department of Labor project, exceeding expectations for number of students impacted; evaluation will be conducted over the next six months with final closeout September 30, 2017.
- Received pre-award communications from National Science Foundation for possible funding—this would be NTC’s first NSF award.
- Ranked 7<sup>th</sup> overall of the 16 Wisconsin technical colleges in Outcomes Based Funding.
- Implemented new Graduate Follow-up survey procedures which resulted in 70% response rate (ranked 5<sup>th</sup> in WTCS); 94% of graduates employed (4<sup>th</sup> in WTCS and NTC’s highest percentage since 2006-07); and 82% of graduates employed in their field of study (5<sup>th</sup> in WTCS and NTC new best).
- Implemented Achieving the Dream, identified Leadership and Data Teams, met with Coaches, and established 11 charters to focus on various projects (including norms, sub-teams, activities, and timelines).
- 2<sup>nd</sup> NTC Wausau Science & Engineering Festival held in October 2016 with nearly 6,000 attendees.

## CEO Goals 2016-17 – Status

| CEO Goals  | Status of CEO Goals   |
|--|---|
| <p>1. Implement phase one of Achieving the Dream focusing on student success.</p>  | <p>Implementation started in March 2017. These are the charters that have started:</p> <ul style="list-style-type: none"> <li>• NTC Policies &amp; Administrative Guidelines: Review for student success. Committee Members: Lutgen, Worden, Brzezinski, Sullivan, Cichon, Breitenfeldt, Ellie</li> <li>• Rapid Response Focus Groups: Explore opportunities. Committee Members: Ellie, Brzezinski, Worden, Mondeik, Stencil, Sullivan, Servi</li> <li>• ICAT: Implementation and Analysis of Results Committee Members: Jeppesen, Weyers, Mondeik, Servi, Ellie</li> <li>• Completion Benchmarks: Identify completion benchmarks from leader colleges. Committee Members: Ellie, Jeppesen, Servi</li> <li>• Dissertations &amp; Theses: Collect. Committee Members: Brzezinski, Servi</li> <li>• Student Journey: Analyze data components of the five stages of a student's journey. Committee Members: Strebe, Ellie, Drake, Servi</li> <li>• Program Completion: Analyze associate degree program completion rates to increase student success. Committee Members: Mondeik, McDonald, Zogata, Stencil, Ackley, Schindler, Zoromski, Blanchette, Munson, Ellie, Servi</li> <li>• Dual Enrollment Reports: Strengthen content to better inform decisions. Committee Members: Ravn, Damrow, Dillon, Servi, Drake, Blanchette</li> <li>• Application Status Report: Data, format, and audiences. Committee Members: Blanchette, Worden, Baeseman, Dillon, Servi, Seubert, Drake</li> <li>• Mobile Application: Develop student mobile application with data. Committee Members: Strebe, Felch, Worden</li> <li>• Final Year Experience: Support awarded grant through data initiatives. Committee Members: Worden, Livingston, Mathias, Litzer, Servi, Dirks-Luebbe</li> </ul> |
| <p>2. Develop a plan to meet the needs of regional campuses based on demographic changes and socioeconomic conditions.</p>   | <p>Advisory Committee Meetings conducted. Last advisory committee meeting will be held on May 10<sup>th</sup> in Phillips Campus. Report to follow.</p>   |
| <p>3. Implement a plan to support Timberwolf Union which includes: Campus Store, Campus Café, the Den, Student Leadership Center, and Student Housing opportunities.</p> | <p>Done and fully implemented by Fall 2017.</p>   |

|  |   |
|--|---|
| <p>4. Raise funds to support transportation programming.</p>   | <p>Center for CDL: 4.52 acres of land adjacent to the Public Safety Center of Excellence will be purchased from the City of Merrill/Redevelopment Authority in May 2017; \$500,000 is being raised to build a facility and maneuvering track on this property; funds anticipated by June 30, 2017.</p> <p>Donations to-date: \$320,000</p> <p>Center for Diesel Technology: The leased facility will be purchased in Summer 2017.</p> <p>Automotive Technology: We are actively seeking equipment donations to update the fleet used for student training.</p> <p>Auto Collision program: The Antigo program is currently on hiatus; a needs assessment survey is being conducted in Spring 2017.</p> |
| <p>5. Develop a plan to integrate a STEM Center in collaboration with our four-year university partners and our local businesses.</p>  | <p>We are moving forward with the STEM Center plan. A grant application has been submitted to the Judd S. Alexander Foundation. The grant was successful and funds have been received. Architectural Design Students helped develop the STEM Center layout concept. It will be implemented in 2017-2018 school year.</p>  |
| <p>6. Continue to build key strategic partners throughout NTC's district.</p> <ul style="list-style-type: none"> <li>a. Individual meetings with District Legislators</li> <li>b. Host K-12 Administrators meeting</li> <li>c. Chair meetings with North Central Wisconsin Higher Education Alliance</li> <li>d. Chair Entrepreneurial and Education Center (EEC) Board with Business and Industry partners</li> </ul> | <p>Met individually with Senators Tom Tiffany and Jerry Petrowksi, and Representative Mary Felzkowski, John Spiros, Pat Snyder, and Bob Kulp to discuss the WTCS Biennium Budget.</p> <p>NTC will host K-12 Administrators Meeting on June 20, 2017.</p> <p>Continue to chair EEC Board.</p>  |
| <p>7. Serve in a leadership role with the WTCS Presidents' Association:</p> <ul style="list-style-type: none"> <li>a. Internal Collaboration Committee of the WTCS President – Chair</li> <li>b. Student Services Administrators – Presidential Liaison</li> </ul>   | <p>Internal Collaborating 2016-2017 goals/projects are completed.</p> <p>Continue to serve as SSA Presidential Liaison.</p>   |



| Date                         | Event   |
|------------------------------|---|
| <b>2017</b>                  |   |
| <b>Monday, July 10</b>       | Annual Organizational Meeting (Wausau)          |
| <b>Tuesday, August 8</b>     | Regular NTC Board of Trustees Meeting (Wausau)  |
| <b>Tuesday, September 19</b> | Regular NTC Board of Trustees Meeting (Merrill) |
| <b>Tuesday, October 24</b>   | Regular NTC Board of Trustees Meeting (Wausau)  |
| <b>November</b>              | No meeting in November                          |
| <b>Tuesday, December 5</b>   | Regular NTC Board of Trustees Meeting (Wausau)  |
| <b>2018</b>                  |   |
| <b>Tuesday, January 9</b>    | Regular NTC Board of Trustees Meeting (Wausau)  |
| <b>Tuesday, February 6</b>   | Regular NTC Board of Trustees Meeting (Wausau)  |
| <b>Tuesday, March 6</b>      | Regular NTC Board of Trustees Meeting (Wausau)  |
| <b>Tuesday, April 3</b>      | Regular NTC Board of Trustees Meeting (Wausau)  |
| <b>Tuesday, May 1</b>        | Regular NTC Board of Trustees Meeting (Wausau)  |
| <b>Tuesday, June 12</b>      | Regular NTC Board of Trustees Meeting (Wausau)  |
| <b>Monday, July 9</b>        | Annual Organizational Meeting (Wausau)          |

Board Lunch 12:15 p.m. – 1:00 p.m.

Board Meeting 1:00 p.m. – 4:30 p.m.

(Note – These are the tentative meeting dates for 2017-2018 fiscal year. Please review for any potential conflict. These meeting dates will be approved at the July 2017 Board Annual Organizational Meeting.)

Updated: 3/21/2017 - DRAFT

**5 Year Affirmative Action Plan – Annual Update**  
**Northcentral Technical College**  
**May 2017**

**EMPLOYMENT-FOCUSED ACTIVITIES**

**1. Recruitment of Employees and Talent Sourcing**

- Created a Professionals of Color Focus Group and invited interested individuals within the community to meet annually and collaborate on diverse efforts within the Wausau area.
- All open positions are posted on wisconsindiversity.com which posts to many other various diversity-related sites such as Veterans, gender specialized, ethnic sites, etc.

**2. Employee Development and Training**

- Conducted a college-wide survey to understand perception of employees as well as gather data on where our training should focus.
- Offered Title IX training to students and staff in various modes and at various times.
- “Diversity at NTC” Spring In-service for all employees including:
  - General session: Generational Inclusion – Jermaine Davis
    - **Breakout sessions:**
      - Disability 101
      - Embracing Diversity
      - Got Privilege? How Would You Know?
      - Hispanic Culture 101
      - Myth or Student Stereotype?
      - Religious Diversity Panel
      - Safe Space Training
      - The ABCs of ELL (English Language Learners)
      - Southeast Asian Culture
      - Understanding and Engaging Under-Resourced College Students
    - Well received by staff who requested the next In-service to expand on Diversity
  - Other various training provided throughout the year
    - **Think Tanks**  
(generally one-hour learning sessions):
      - American Indian Overview
      - American Indians and Higher Education
      - Discover NTC's Diversity
      - Supporting Veteran Success
      - ELL
      - PTSD – Veterans
      - Diversity and Inclusion – Dr. Jermaine Davis
    - **Faculty Specific Training:**
      - Dr. Jermaine Davis
    - **Prior In-Service Sessions:**
      - High Cost of Low Income
      - Diversity Data and You
      - Victims of the Holocaust
      - Did you Know? Discovering NTC's Diversity
      - Supporting Veterans Success
      - Disability and Testing Services
    - **Online Training:**
      - Kognito (focusing on Veteran students)

**3. Policy Implementation:**

- Wrote new Title IX policy in conjunction with various other College policies (Title VII, Student Code of Conduct, etc)
- Wrote a specific Title IX Pregnant and Parenting policy
- Title IX procedures implemented with utilizing Maxient
- Revised our Service Animal policy to include Miniature Horses per ADA.
- Added Martin Luther King Day as a holiday.

**5 Year Affirmative Action Plan – Annual Update**  
**Northcentral Technical College**  
**May 2017**

**STUDENT –FOCUSED ACTIVITIES**

1. **Recruitment of minority/LEP students/Recruit and support ABE/ELL students' transition**
  - Staff attended Wisconsin Indian Education Association conferences in March 2015; April 2016.
  - K12 staff working with Abbotsford, DCE, and Wausau school districts to support minority students' postsecondary planning. Also focused recruitment and transition for students in Alternative High School.
  - Pathway Advisor supports and guides ABE/ELL students' transition into post-secondary coursework
  - Dual Credit courses offered at Menominee Indian HS, White Lake, Bowler, and Wittenberg.
  
2. **Recruit females into School of Applied Technology & Engineering (ScATE) programs**
  - Wausau Science and Engineering festival
  - Activities to promote applied technology and engineering include the Heavy Metal bus tour, Career Discovery Days, Campus visit days.
  - Targeted job fairs, job-related workshops, employer visits and mock interviews provided opportunities for females to meet others employed in the field.
  
3. **Recruitment of students w/disabilities**
  - Transition Coordinator attends transition meetings in Taylor, Marathon, Langlade County to share resources and support/advise area high school Special Education staff, presents to local high schools on transition services, and attends transition fairs.
  - Disability Services host an orientation for new students to receive accommodations, become familiar with support available as well as assistive technology.
  
4. **Activities to support retention/completion of minority students/students with disabilities**
  - Through targeted grant activities, minority students and students with disabilities receive intensive advising/case management services.
  - Targeted retention support for African American males and Southeast Asian students in Nursing.
  
5. **Professional Development to build cultural competence and inclusive culture at NTC**
  - Student Life offered a speakers on topics related to veterans, civil rights and communication.
  - In-class Safe Space training for Human Services students
  - Diversity Committee collaborated with Library staff to create resource guides on nine diversity related topics, with more planned.



## Mechanical Design Advisory Committee

March 8, 2017 4:00 p.m.

Wausau Campus – CBI 107

Meeting Date: March 8<sup>th</sup>, 2017

Program Name: Mechanical Design

### Attendees

#### Industry Members

- Eric Brittenham-Piper Products
- David Dahl – Greenheck Fan Corp.
- Greg Ashton – Crystal Finishing
- Shane Herdt – Imperial Industries
- Roger Clark – Imperial Industries
- Michael Heiring – Siemens Energy, Inc.
- John Enzenroth – Greenheck Fan Corp.
- David Williamson – A-Team Machine

#### NTC Staff:

- Laurie Schulz – Instructor
- Bonnie Osness – Career Pathways Director
- Bryan LaVigne – Instructor
- Brad Schinker – Instructor
- Weng Liew – Business & Industry
- Darren Ackley – Dean, School of Applied Technology & Engineering
- Greg Cisewski – Associate Dean, School of Applied Technology & Engineering
- Susan Clark – Administrative Assistant

#### Other

### Summary—Include a brief statement(s) of topics and action items

- **INDUSTRY TRENDS:** Committee members shared that their businesses are busy and the outlook for the upcoming months is positive. Dave Williamson, A-1 Team Machine, is hiring machinists and fabricators due to the increase in orders. David Dahl, Greenheck, stated that business is strong. Greenheck has doubled the size of their workout facilities as well as adding a pharmacy and x-ray equipment to their onsite clinic. Greenheck has won the 2017 Bubbler Award for the third year in a row. This award is given to a business that young professionals have nominated as the best place to work in Wisconsin. Eric Brittenham, Piper Products, stated that business is strong. Shane Herdt, Imperial Industries, reported that the company is building a new production facility and hiring a large number of new employees. Roger Clark, Imperial Industries added that the new facility will triple the production area previously used for assembly of their pumper trucks.
- **ENROLLMENT REPORT:** Instructor Laurie Schulz reported that there are 21 first semester students, 12 full time and four part-time second students, 11 full time and four part time third semester students, and fifteen fourth semester students which will graduate in May. The program has 25 applications for the fall semester which makes the program full for fall.
- **COLLABORATIVE COMPETITION:** The project involving a collaboration between machine tool and mechanical design students has been completed. The task was to design and manufacture an industrial light fixture for the student booths in the H-Wing. The finished products were displayed and the college staff and students were asked to vote on the best choice. Voting was done by donating money into a jar representing each light fixture. The Toys-For-Tots charity will be receiving

approximately \$192 from the proceeds of the voting. The students were excited about the opportunity to work together and to participate in a competition. The advisory committee was able to view the drawings and posters for each submission during the meeting and felt the projects were exceptional.

- **SKILLS USA:** The competition was held in early February and went well. There were 13 students involved in the Technical Drafting portion of the competition.
- **WELDING/MECHANICAL DESIGN COMPETITION:** The Welding and Mechanical Design Competition event is scheduled for Thursday, April 13, 2017. Laurie Schulz asked members to mark this date on their calendar. If any members can help with judging or another aspect of the event, they should contact one of the instructors. This event is a great opportunity for companies to build relationships with students coming from the high schools. Laurie asked committee membership to consider offering a scholarship.
- **CURRICULUM UPDATE:** Employers had asked if it would be possible to add more Lean Manufacturing and Project Management training into the program. Instructors have taken a look at the credits that are currently required and cannot find where these courses would be added. Lean and Project Management are offered in the Applied Engineering program so these are available to students. An option to offer an add-on certificate with these two courses and a third course such as Six Sigma which would satisfy employers looking for individuals with more experience in these areas will be explored. David Dahl, Greenheck, mentioned that instructors may want to take a look at two new project management software programs, Confluence and Jira, which Greenheck is using. Instructors will provide information on a possible certificate at the next meeting.
- **CREDIT FOR PRIOR LEARNING:** Credit for Prior Learning will be offered for all of the Mechanical Design courses except for the project courses. This is a great opportunity for the individual working in the field to get credit for experience they already have acquired. This option will be available by the end of June 2017.
- **FACILITY TOUR:** The committee was given a tour of the remodeled H-Wing on the main campus. Several committee members have not seen the renovations to the Graphics, Machine Tool, Welding and Electromechanical labs. The committee had positive comments on the facility and felt student recruitment will increase due to the newly remodeled labs.

## **Marketing Advisory Committee**

**March 7, 2017 12:00 PM**

**Wausau Campus - Room CBI107**

**Meeting Date:** March 7<sup>th</sup>, 2017

**Program Name:** Marketing

### **Attendees**

#### **Industry Members**

- Jim Weimerskirch – Thompson-Durkee Insurance
- Sal Cuomo – Accent Business Solutions
- Karen Katz – E.O. Johnson Business Technologies
- Sara Gast – Featherstone Cabinetry
- Bethany Hoffman – Kolbe Windows and Doors
- Elizabeth Beckett – Nueske’s Smoked Meats
- Michael Martens – Wausau Interactive
- Brenda Walters – Channel 7
- Bethany Hoffman – Kolbe Windows & Doors
- Patricia McMurtrie – Freelance Writer
- Greta Wood – Elegant Occasions

#### **NTC Staff:**

- Dianne Carroll – NTC Instructor

#### **Other**

- Amy Gajewski – NTC Instructor
- Greg Cisewski – Associate Dean, School of Applied Technology & Engineering
- Bonnie Osness – Career Pathways Coordinator
- Ashley Deaver – Virtual College Advisor
- Jared Eggebrecht – Business Development Manager, Business & Industry
- Susan Clark – Administrative Assistant, School of Applied Technology & Engineering
- Jim Ortiz – NTC Student Advisor

**Summary—Include a brief statement(s) of topics and action items**

- **INDUSTRY TRENDS:** Elizabeth Beckett, Nueske’s Smoked Meats, shared that the company is building a 108 square foot addition to their manufacturing facility. They are hiring employees in production and the company store. Currently, the total number of employees is estimated at 200 and is expected to grow. Nueske’s has instituted an educational reimbursement program for employees. Karen Katz, E.O. Johnson, mentioned that her company has been paying close attention to their content marketing and business is strong. Sara Gast, Featherstone, is extremely busy at this point and will be hiring over the summer months. Members agreed that the majority of area builders would be outsourcing their marketing and social media needs. Amy Gajewski mentioned that there are students available for projects. Sal Cuomo mentioned that his largest challenge is finding sales people. He mentioned that the Chamber Business Expo coming up and students can attend that event. Brenda Walters, Channel Seven, shared that they recently purchased Local X to be able to provide a total package including website development and search engine optimization. Michael Martens, Wausau Interactive, is busy providing consulting services and showing customer’s integrative solutions to their needs. He mentioned that email marketing is still active with online video a growing segment of the market. Tom Weimerskirtz, Thompson Durkee Insurance, said business steady. Bethany Hoffman from Kolbe Windows & Doors said that business is strong and they are hiring employees. The company is looking to launch a new website in February. Patricia McMurtrie, freelance writer, is busy with companies looking for relevant content for print and social media.
- **ENROLLMENT REPORT:** The Marketing program has 81 students with 10 enrolled in Virtual College. The Marketing & Promotional Graphics program has 29 student enrolled in face-to-face classes and three students in Virtual College. The Digital Marketing program has 34 students in the regular program and 15 enrolled in Virtual College classes. There will be 17 students graduating this spring.
- **DECA CLUB REPORT:** The club had three students compete at the state competition and all three qualified for the international competition to be held in Anaheim, California, in April. The club is partnering with the Never Forgotten Honor Flight to raise funds through candy bar sales. The committee was provided with a sample of the Freedom Bar. The proceeds are being split between the Never Forgotten Honor Flight and club membership to help defray the costs of the international competition this spring. The flag shaped candy bars were made at Michaels Candy. The committee was very impressed with the project.
- **CURRICULUM ASSESSMENT:** Greg distributed a handout showing the current Marketing degrees and the three tracks that have been offered in the past which are Marketing, Digital Marketing and Marketing and Promotional Graphics. The committee supports offering Marketing and Promotional Graphics and Digital Marketing as stand-alone associate degrees. Committee members voiced the importance of having new employees proficient in the technical skill sets which are included in these two degrees. An advanced technical certificate consisting of five extra classes could have added value to potential employees.
- **MEET THE PROFESSIONALS:** A “Meet the Professionals” panel will be held this spring. The panel of business professionals are available to student for question and answer opportunities. The date for this

event is Wednesday, April 12, 2017 from 12:00-12:50PM. Amy asked if any committee members or their colleagues would be interested in being part of the panel they should email Amy Gajewski at [gajewski@ntc.edu](mailto:gajewski@ntc.edu). Amy will email the committee with the information.

- **CONTINUING EDUCATION/BUSINESS & INDUSTRY:** Jared Eggebrecht, Business and Industry, shared information on upcoming events and workshops. If any companies are looking at training their employees they should consider taking advantage of the Workforce Training Grants to defray the cost of that training. The deadline for submitting a training grant is mid April and are currently being formulated. The leadership workshop, entitled Leadercast, will be held on May 5, 2017.

## **Early Childhood Education Advisory Committee**

**March 23, 2017; 12:00 PM – 2:00 PM**

**Wausau Campus - Room CBI109**

**Meeting Date:** March 23<sup>rd</sup>, 2017

**Program Name:** Early Childhood Education

### **Attendees**

#### **Industry Members**

- Kelly Jensen – Sandbox Childcare
- Carry Bellanti – Wausau West
- Micki Krueger – Child Caring
- Nicole Guthrie – Marathon County Head Start

#### **NTC Staff:**

- Sandy Suprak – ECE faculty
- Rachael Loucks – ECE faculty
- Tricia Miller – Academic Advisor
- Jared Eggebrecht – Business Development Manager
- Chris Severson – Dean, School of Business & Community Services

#### **Other**

- Tara James

### **Summary—Include a brief statement(s) of topics and action items**

- Agenda 1: All present introduced themselves and the organizations they represent.
- Agenda 2: Minutes approved as is.
- Agenda 3:
  - Industry trends:
    - Childcaring has been seeing a huge decrease in the number of child care programs in their service delivery area across the state. In hopes to improve that, they have a contract through their association to offer startup meetings for those interested in starting a child care facility. They expect to see an increase in family child care facilities.
    - Sandbox recently hired three people, two new and one returning. They have implemented a 60-day probationary hiring policy. She shared that turnover is still high. She believes there have been some nice additions to NTC's programs. She suggested NTC instructors visit model centers and reconnect with the daily functions in the industry. They have had an influx of infants. By mid-April, she anticipates having her two infant rooms and one toddler room filled. She suggested an ECE associate degree that focuses birth-five, to better serve the early childcare facilities.
    - Head Start appreciates the student teachers. She currently has three student teachers. They are adding another classroom at St. Therese (DC Everest), therefore, she will be hiring in the future.

She's in need of CSEFL training. She appreciates the Continuing Education opportunities offered through NTC.

- Carry Bellanti has filled Deb Schweickhardt's role at Wausau West. Her students are currently at Wausau Child Care (west side), Weston YMCA and GD Jones 4K room.
- Program information:
  - CPL/PLA courses: Credit for Prior Learning grants a student credentials for certain courses based on competencies mastered in the workplace. The students present a portfolio for faculty review. All but four courses have CPLs.
  - Online Course updates: To answer the need to provide flexible learning, Sandy, Rachael and an ECE adjunct faculty member are working to transition a few courses to online. This has been made possible through a grant.
- Focus Discussion Item: Rachael has been developing a one-credit class, Introduction to ECE Program. This will be a career overview of the program that will connect students to services/resources available on campus. It will prepare students for licensing requirements to be successful in an ECE career.
- Continuing Education/Business & Industry Solutions:
  - ECE Conference report out: There were 50 providers attending the 2/18/17 event. Feedback was overwhelmingly positive.
  - ECE advisory committee recruitment: Chris promoted the need to recruit new membership to the committee. He encouraged members to reach out to colleagues.
  - ECE Chair: Tabled until Fall 2017 meeting.
- The fall date/time is TBD.

## ***Administrative Professional Advisory Committee***

***April 5, 2017; 4:00 PM – 5:30 PM***

***Wausau Campus - Room CBI110***

***Meeting Date:*** April 5<sup>th</sup>, 2017

***Program Name:*** Administrative Professional

### ***Attendees***

#### ***Industry Members***

- Linda Huss (Ruderware), Gerri Meverden (Global View Capital Advisors), Becky Cushman (Domtar Paper), Kim Tomaszowski (WPS Health Solutions), Ann Dahlke (UMR), Sandy Lodholz (American Family Insurance), Stephanie Janhke (Wausau West High School)

#### ***NTC Staff:***

- Brandi Breuckman (Associate Dean, CE/VC), Carrie Heckendorf (faculty), Tricia Miller (academic advisor), Jared Eggebrecht (), Chris Severson (Dean, SoBCS), Ashley Deaver (Academic Advisor, VC), Dianne Carroll (faculty)

#### ***Other***

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### ***Summary—Include a brief statement(s) of topics and action items***

- Agenda 1: All present introduced themselves and the organizations they represent.
- Agenda 2: Minutes approved as is.

Agenda 3: Industry Trends: Organizations are seeing an increase in retirements and they are determining what new roles with the organization will look like. Soft skills continues to be a concern with advisory committee members. Younger employees have the technical skills required to be successful; however, they still struggle with issues like professional dress and interpersonal communication skills. There is a wide variety of MS Office suites being used (2007, 2010, 2013). NTC will be transitioning to MS Office 2016 the fall term.

- Program Information
  - Enrollment/FTEs/Retention: To date, Business Technology programs account for 42.06 FTEs (last year, 43.27), with 96 students enrolled (last year, 105). Virtual College currently has 10 enrolled in the Administrative Professional program and 13 enrolled in Medical Office Specialist.
  - Student organization initiatives/projects/club: BPA is one of the clubs available to NTC students. Members may compete at the state and national level. Thirteen of the 19 students will be going to the national competition representing NTC and the state of WI. The students have been involved in several service learning opportunities, including: United Way Make a Difference Day (leaf raking), Empty Bowls, Office Olympics Event to support Special Olympics, United Way Bundles of Joy (gift wrapping at Wausau Mall), BPA Penny Wars to support Special Olympics (State Leadership Conference), NTC Military Expo (Michele Kelly represented both BPA and DECA), NTC BPA Sock Hop to support local shelters (see attached), and Adopt a Highway (through WI DOT). Students plan to participate in the Green & Clean Event on 4/22/17.
- Curriculum/Assessment
  - Credit for Prior Learning/Prior Learning Assessment updates: These assessments are an opportunity for individuals to apply work/life experiences toward credential completion. Most courses in the Administrative Professional program have an assessment. Should an individual successfully demonstrate they are able to meet the competencies, they will receive credit for that particular course, thus, expediting degree completion. To date, NTC has over 500 CPLs/PLAs throughout all college programs. NTC is also looking to be a CPL/PLA partner with IAAP in hopes of granting credits for those that have completed the CAP certification.
- Continuing Education/Business & Industry initiatives
- Administrative Professionals event (4/25/2017, 9:00 AM – 3:00 PM): NTC is partnering with IAAP to reduce the cost of the event. Course overview: Tabled until Fall 2017.
- The next meeting will take place on Wednesday, September 27, 2017, 4:00 PM – 5:30 PM.



Board of Trustees Meetings/Upcoming Events - 2016-2017

| Date            | Event  | Douglas Faragher | Tom Felch | Kristine Gilmore | Lee Lo | Douglas Moquin | Paul Proulx | Ruth Risley-Gray | Dale Smith | Maria Volpe |   |
|-----------------|--|------------------|-----------|------------------|--------|----------------|-------------|------------------|------------|-------------|---|
| <b>2016</b>     |  |                  |           |                  |        |                |             |                  |            |             |   |
| <b>July 11</b>  | <b>Regular Monthly Meeting (Wausau – CBI 110)</b>                                    | <b>MONDAY</b>    | F         | X                | X      | X              | X           | X                | F          | X           | X |
| July 14-16      | WTC District Boards Assn. Summer Meeting (NTC - Wausau)                              |                  |           | X                | X      | X              | X           | X                |            | X           | X |
| <b>August 9</b> | <b>Regular Monthly Meeting (Wausau)</b>  | <b>TUESDAY</b>   | X         | X                | F      | X              | X           | F                | X          | X           |   |
| <b>Sept. 20</b> | <b>Regular Monthly Meeting (Wausau)</b>  | <b>TUESDAY</b>   | X         | X                | X      | X              | X           | F                | X          | X           |   |
| Oct. 5-8        | ACCT National Congress (New Orleans, LA)   |                  |           |                  |        | X              |             |                  |            |             |   |
| <b>Oct. 18</b>  | <b>Regular Monthly Meeting (Antigo Campus)</b>                                       | <b>TUESDAY</b>   | X         | F                | F      | X              | X           | X                | X          | X           |   |
| Oct. 27-29      | WTC District Boards Assn. Fall Meeting (MATC - Milwaukee)                            |                  |           |                  |        |                |             |                  |            |             |   |
| Nov. 17         | NTC Foundation Scholarship Reception (Wausau 4:00 – 5:30)                            |                  |           |                  |        |                |             |                  |            |             |   |
| Nov. 28         | NTC Foundation Regular Meeting 4:00 – 5:30 (Boardroom)                               |                  |           |                  |        |                |             |                  |            |             |   |
| <b>Dec. 6</b>   | <b>Regular Monthly Meeting (Wausau)</b>  | <b>TUESDAY</b>   | F         | X                | X      | F              | X           | X                | X          | X           |   |
| Dec. 10         | Mid-Winter Commencement  |                  |           | X                | X      |                | X           | X                | X          | X           |   |
| <b>2017</b>     |  |                  |           |                  |        |                |             |                  |            |             |   |
| <b>Jan. 10</b>  | <b>Regular Monthly Meeting (Wausau)</b>  | <b>TUESDAY</b>   | F         | X                | X      | F              | X           | F                | X          | X           |   |
| Jan. 11-13      | WTC District Boards Assn. Legislative Seminar and Meeting – Concourse Hotel, Madison |                  |           |                  |        | X              | X           |                  |            |             |   |
| <b>Feb. 14</b>  | <b>Regular Monthly Meeting (Wausau)</b>  | <b>TUESDAY</b>   | X         | X                | X      | X              | F           | F                | X          | X           |   |
| Feb. 14-17      | ACCT National Legislative Summit (Washington, DC)                                    |                  |           |                  |        |                |             |                  |            |             |   |
| <b>March 7</b>  | <b>Regular Monthly Meeting (Wausau)</b>  | <b>TUESDAY</b>   | X         | X                | X      | F              | X           | F                | X          | X           |   |
| March 8         | NTC Foundation Regular Meeting 4:00 – 5:30 (Wausau)                                  |                  |           |                  |        |                |             |                  |            |             |   |
| March 13        | NTC Board Appointment Committee (Marathon County Courthouse – 1:00 p.m.)             |                  |           | X                |        |                | X           |                  |            | X           |   |
| <b>April 4</b>  | <b>Regular Monthly Meeting (Wausau)</b>  | <b>TUESDAY</b>   | X         | F                | X      | X              | X           | F                | X          | X           |   |
| April 6-8       | WTC District Boards Assn. Spring Meeting (LTC – Cleveland/Sheboygan Osthoff-Elkhart) |                  |           |                  |        |                | X           |                  |            |             |   |
| April 27        | NTC Foundation Spring Scholarship Banquet (E101/102 4:00 – 5:30 pm)                  |                  |           |                  |        |                |             |                  |            |             |   |
| <b>May 2</b>    | <b>Regular Monthly Meeting (Wausau)</b>  | <b>TUESDAY</b>   |           |                  |        |                |             |                  |            |             |   |
| May 20          | Commencement – Wausau West Fieldhouse 9:00 – 12:00                                   |                  |           |                  |        |                |             |                  |            |             |   |
| <b>June 13</b>  | <b>Regular Monthly Meeting (Wausau)</b>  | <b>TUESDAY</b>   |           |                  |        |                |             |                  |            |             |   |
| June 15         | NTC Foundation Board Meeting   |                  |           |                  |        |                |             |                  |            |             |   |
| <b>July 10</b>  | <b>Regular Monthly Meeting (Wausau)</b>  | <b>MONDAY</b>    |           |                  |        |                |             |                  |            |             |   |

Updated: 3/21/2017



## PATRICK SNYDER

STATE REPRESENTATIVE • 85<sup>th</sup> ASSEMBLY DISTRICT

Dear North Central Technical,  
Congratulations on having 6 students  
earn Great Lakes "Tools of the Trade"  
Scholarship. NTC is an extremely important  
key in helping provide the workers for  
high demand jobs. I believe that NTC  
will play a vital role in the economic  
growth of the Wausau region.

Rep. Patrick Snyder





# NTC's Honor Society takes home top awards

**Northcentral Technical College's** international honor society chapter, Beta Rho Zeta, received 5-Star Status for the fourth consecutive

year. The Beta Rho Zeta chapter is part of Phi Theta Kappa, the international honor society of two-year colleges.

In addition to receiving 5-Star Status, the chapter was also recognized for its work throughout the academic year at the spring Phi Theta

Kappa leadership convention, which was recently held at NTC.

During the annual regional awards ceremony, NTC's Beta Rho Zeta was recognized in the following categories:

- Most Distinguished Chapter, Wisconsin Region.
- Most Distinguished Chapter Advising Team, Matt Chitwood and Carrie Heckendorf.
- Second Most Distinguished Chapter Officer Team, Beta Rho Zeta, Executive Board.
- Second Place, College Project Hallmark Award.
- Third Place, Honors in Action Hallmark Award.
- Star Status.



**CORE VALUES**—All Saints Catholic School has announced its Core Value Students for March. They are nominated based on achievement in the areas of Catholic identity, respect, knowledge, leadership, and achievement. From left are (front row) Austin Martison, Kolvyn Ebel, Addie Resch, Ivy Chrudimsky, Ava Cornelius,

Randy Welch, James Miller, (middle row) Nolan Bunnell, AJ Coleman, Simon Beck, Caleb, Wiegert, Evie Trabant McKenna, Ashleigh Galarowicz, Brett Powell, Madison Anderson, (back row) Clare Aulik, Brechlyn Flannery, Isabelle Chrudimsky, Emily Porter, Riley LeVeque, Nick Wild and Connor Cornelius.

“These awards are a reflection of the dedication that PTK students have for the organization and NTC,” Dr. Jeannie Warden, vice president of student services at NTC, said. “We are proud of their accomplishments and that they made NTC their college of choice.”

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### Central Wisconsin businesses face worker shortage

By Courtney Tarlecki, Multimedia Journalist

[CONNECT](#)

Posted: Apr 20, 2017 9:56 PM CST

WAUSAU (WAOW) - Business is booming for a Central Wisconsin industry, but it's facing a big problem, finding people to work.

Construction companies are having a hard time keeping up, unable to fill open positions as the workforce diminishes.

"Construction in terms of economic impact is one of the emerging economies," said Northcentral Wisconsin Workforce Development Board Business Director Derek Heikkinen. "They're having the same problem that everybody else is having, there's a significant skilled labor shortage."

Heikkinen said the lack of skilled laborers could have an impact on the economy.

"If we don't have the talent to supply these jobs these businesses might close or they might move their businesses and that might hurt the quality of life," said Heikkinen.

Heikkinen said there are several different reasons this problem has arose.

"We have 40 percent of our basically skilled workforce retiring by 2023," said Heikkinen. "Essentially they're leaving Wisconsin and seeking employment elsewhere."

Construction companies along with other organizations partnered with Northcentral Technical College for a training pilot project to teach students the skills they need to enter the construction workforce.

"So much knowledge, anything from basic hand tools to basic electricity, I mean it's a basic skill but you need to start somewhere," said student Josh Opper.

Opper and 13 other students graduated the program and hope to land a job in one of the many construction companies throughout central Wisconsin.

Construction isn't the only industry in need, Heikkinen said other industries are struggling as well including healthcare, manufacturing and education to name a few.

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Members of Wausau and the surrounding communities gather at Kennedy Park on March 26 in Weston for a candlelight vigil to mourn with those affected by the shootings on March 22 in Rothschild. TYLER RICKENBACH/USA TODAY NETWORK-WISCONSIN

# Police plan community healing event to address shootings

### Retired sheriff, founder of leadership group will speak at meeting for reeling residents

ARIELLE HINES  
USA TODAY NETWORK-WISCONSIN

WAUSAU - Police leaders will host an event on Thursday in the hopes it will help residents heal after a March shooting spree left five people dead and a community reeling.

Event organizers hope the event at Northcentral Technical College in Wausau will provide

a venue for community members to talk about the shootings, console one another and support each other while they are healing. Ray Nash, a retired sheriff from Dorchester County, South Carolina, will speak at the event. Nash is the founder of Police Dynamics, which provides leadership training to police agencies around the world, according to the organization's website.

Nengmy Vang, 45, is suspected of shooting and killing four people: Karen Barclay and Dianne Look, employees at Marathon Savings Bank; attorney Sara Quirt Sann; and Everest Metro Police Detective Jason Weiland on March 22. Vang was targeting his wife, who worked at the bank, but she escaped. Police shot Vang during a standoff at his apartment building that day, and he died Saturday.

Community members gathered on March 26 in Weston to honor the four victims. Hundreds

came to Look's service on Wednesday and Quirt Sann's service on Saturday. Thousands came to pay their respects to Weiland last week. Barclay's funeral was on Friday in Illinois. A prayer service for Barclay will be held at 6 p.m. Thursday at St. Mark's Catholic Church, 602 Military Road in Rothschild.

Officials from the Everest Metro Police Department, Marathon County Sheriff's Office, Wausau Police Department

See HEALING, Page 5A



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From A003

Wausau Daily Herald



Community

...throughout northern Wisconsin and Upper Michigan

# Healing

Continued from Page 3A

ment and Wisconsin Department of Justice are

organizing the community healing event. The program will be from 7 p.m. to 9 p.m. Thursday at Northcentral Technical College's Center for Health Sciences Auditorium at 1000 W. Campus

Drive in Wausau. Attendees are asked to use parking lot B.

*Arielle Hines: ahines@wausau.gannett.com or 715-845-0658; on Twitter @theariellehines.*



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PHOTOS BY T'XER ZHON KHA/USA TODAY NETWORK-WISCONSIN

D.C. Everest Area School District Superintendent Kristine Gilmore participates in a dance-off Saturday to help raise money for the 2nd Annual Dream Big: 2056 Scholarship Fundraiser event at Jefferson Street Inn in Wausau.

# Dream Big fundraiser



Wausau School District Superintendent Kathleen Williams makes a hand gesture during Saturday night's dance-off to help raise money for the 2nd Annual Dream Big: 2056 Scholarship Fundraiser event at Jefferson Street Inn in Wausau.



Scholarship recipient Fuechi Yang of Wausau, left, receives congratulatory handshakes from Maysee Yang Her, Kevin Thao and Lori Weyers on Saturday during the 2nd Annual Dream Big: 2056 Scholarship Fundraiser event at Jefferson Street Inn in Wausau.



Patrons take photos during the dance-off between Wausau School District Superintendent Kathleen Williams and D.C. Everest Area School District Superintendent Kristine Gilmore on Saturday.



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From left, Beta Rho Zeta officers include Ravyn Schmidt, Riley Damrow, Amy Southworth, and Morgan Koutnik. Not pictured are Megan Karau and Dara Okon .

## ***NTC's honor society recognized as Top 100 Chapter in the nation***

Northcentral Technical College's honor society has been named a Top 100 Chapter in the nation, making it the only college in Wisconsin to have a chapter that received the recognition.

NTC's Beta Rho Zeta members traveled to Nashville for the organization's annual convention where the awards were presented.

"We couldn't be more proud of our students for this national recognition," Jeannie Worden, NTC's vice-president of student services, said. "These awards embody the dedication, skills and top-notch talent that NTC students bring our campus community."

The group was also one of 50 colleges to take home the Distinguished College Project Awards, which supports the chapter's relationship with administrative staff at the College.

NTC's Beta Rho Zeta chapter is part of Phi Theta Kappa (PTK), the international honor society of two-year colleges.



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# TOMAHAWK LEADER

Page 2— Tuesday, April 18, 2017

## Multi-county Vets Benefits Expo taking place in Rhinelander

The County Veterans Service Offices in Lincoln, Oneida, Price, Forest, Iron, Langlade and Vilas counties are planning a multi-county Veterans Benefits Expo for all veterans, dependents, survivors and caregivers, not just in the counties listed but any county or any state.

The expo will take place Friday, April 21 from 8 a.m. to 5 p.m. at the Rhinelander National Guard Armory, 1136 Adams Way, Rhinelander.

The free event will have County Veterans Service Office staff from each of the counties, as well as people from dozens of organizations. There also will be people who can provide information to help veterans with hearing loss, homeless veterans, senior living, heating assistance, filing VA pension and disability claims, and much more.

The following is a list of organizations that will have representatives at the expo: VA Regional Office, WI Department of Veterans Affairs, VA Medical Center in Iron Mountain, WDVA Claims Office, VFW Claims Office, VA National Cemetery Administration, WI State Veterans Cemeteries, Social Security Administration, Department on Aging, Social Services, ADRC of the

Northwoods, Veterans Outreach Program (VORP), Nicolet Area Technical College, Advanced Welding Institute, Northcentral Technical College, Camp American Legion, American Red Cross, Fisher House, NEWCAP, Heroes with Hearing Loss, Heat for Heroes, Vet Center, Employment and Training Specialist, MyVA Experience, Wisconsin Judicare, Tri-County Council and Milestone Senior Living.

“Additionally, AmVets Post 724 will be selling burgers, brats and non-alcoholic beverages so come hungry and support a local veterans service organization!” promotional materials say.

“We believe there is something for everyone at this expo so come on out, mingle with your fellow veterans, pick up some ‘swag’ and talk to your CVSO and other experts who are all there to inform you of your benefits,” notes Tammy Walters, Oneida County Veterans Service officer.

For more information, Walters can be reached at 715-369-6127 or [twalters@co.oneida.wi.us](mailto:twalters@co.oneida.wi.us). Jason Dailey, assistant CVSO, can be contacted at the same number or [jdailey@co.oneida.wi.us](mailto:jdailey@co.oneida.wi.us). Or reach them via Facebook at [www.facebook.com/oneidacvso](http://www.facebook.com/oneidacvso).



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LEARN

# LIFETIME ACHIEVERS

*Working adults forge brighter futures in the classroom*

By ALYSHA SCHERTZ

By the end of 2008, the American economy suffered the biggest slowdown since the Great Depression, as many jobs were lost and unemployment peaked at 10 percent.

For many college students during the Great Recession, it meant staying in school — deferring those student loans and gaining classroom experience in the form of MBAs, PhDs and other advanced degrees.

For many working adults, it means losing their livelihood through layoffs and layoffs as their employers tried to stay afloat.

Last forward nine years and those effects are still being felt.

Today, unemployment levels are below 5 percent, but those same working adults now find themselves competing in the workforce with millennial and generation X employees who have fresh degrees and knowledge that give them an automatic edge.

A study by Georgetown University projected that between the years of 2008 and 2018, Wisconsin will have a total of 925,000 job vacancies between new job creation and retirement.

According to the study, nearly 560,000 of those jobs will require postsecondary credentials. Wisconsin educational institutions are meeting the need with programs specifically designed for busy, working adults.

## BACK TO THE WORKFORCE

Karen Eisenberger earned her associate degree in hospitality management from Waukesha County Technical College some 20 years ago, and worked in travel and hospitality before stepping back from her career to raise her family.

As her three children got older, Eisenberger began to think about going back to work.

"I think I wanted more choices," she said. "I wanted to do something more, gain those skills I needed."

Eisenberger enrolled in Milwaukee-based



KAREN EISENBERGER  
Bachelor's Business Administration  
(MBA in progress)  
Alverno College

*"I didn't want to come to a door — a job or career I wanted — and have that door shut because I didn't have the education."*

Alverno College's AA to BA program in 2011. The school's accelerated, flexible structure was appealing to her.

Even though the workload was quite extensive, the one-walk-in-class, one-week online timetable was appealing, she said. "I knew I didn't want entirely online. I needed that classroom interaction."

When she started, all of her children were still at home. Eisenberger relied heavily on family support to help her achieve her goal.

But the flexible schedule offered at Alverno made it a lot easier.

Eisenberger graduated in May — 18 months after enrolling. She also earned a job at FIS.

She is not quite finished, though. Eisenberger will earn her MBA from Alverno in two years.

"I didn't want to come to a door — a job or career I wanted — and have that door shut because I didn't have the education," she said.

Long term, Eisenberger is still deciding





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From S054

what she wants to do. Right now, she knows her education won't be the reason she can't achieve her goals.

### BEYOND THE ASSEMBLY LINE

For seven years, Patrick Steinke worked on the operating floor for Marathon-based Marathon Cheese Corp. While he didn't mind it, his days were repetitive and his options limited. He ultimately decided he wanted more.

Steinke spoke with the maintenance crew at Marathon because he thought the work they did might be a good fit for him. As a

Shortly after, a position for an electromechanical technician opened up at Marathon Cheese. Despite having just enrolled in the NTC degree program, Steinke applied for the position.

With retention in mind, company leaders hired Steinke for the position under the condition he'd sign a contract agreeing to finish his degree and remain with the company for a certain period of time.

For more than a year now, Steinke has been a part of the third shift maintenance team at Marathon Cheese while attending school — now full-time during the day.

It's been great to have instructors to learn from and ask questions about real-life things I encounter on the job, Steinke said.

He noted that he has been able to take the

*"It's been great to have instructors to learn from and ask questions about real-life things I encounter on the job."*

Photo by [unreadable] for [unreadable]



PATRICK STEINKE

Associate degree, electromechanical technology, in progress  
Northcentral Technical College

teen, Steinke loved working with his hands. He loved taking things apart, putting things back together and repairing small tools and engines in his parents' garage. He learned that he would need more advanced training to make a move.

In August 2015, Steinke enrolled in Northcentral Technical College's electromechanical technology associate degree program.

skills he learns during the day and directly apply them to his work at Marathon Cheese.

The depth and breadth of knowledge of the NTC instructors, all former field professionals, has been invaluable.

They understand the work environment and know that things aren't always perfect. What they teach me, I can take right to work and apply — which is nice.

The new position comes with incremental pay increases and a lot more responsibility, which Steinke doesn't mind. He plans to finish his degree next year.

### RECESSION RECOVERY PLAN

Karen Nelson was earning six figures as a human resources professional at Shaw Industries Group Inc. in Dalton, Georgia. When the recession hit in 2009, she found herself one of thousands being laid off from the hard hit company.

For the next six years, Nelson found herself fluctuating between unemployed and grossly underemployed.



KAREN NELSON

Bachelor's, chemistry  
Bachelor's, George Washington  
EMBA  
University of Wisconsin-Milwaukee

"It was at my wit's end, Nelson said. "It was extremely difficult."

Nelson grew up in an educated, middle-class family. She never wanted for anything, she said.

As a working professional, she had always been able to leave a job and find another within weeks. During the recession, it was different. Weeks turned into months and months turned into years.

What I heard with some consistency was, "If you only had a master's degree," she said.

Nelson applied for hundreds of jobs without success, eventually, she lost her home and moved back to Wisconsin.

As I was struggling with unemployment, those graduating college were earning their master's degrees, she said. They got a leg up on me, and that's when it hit me square in the face.

Her severance and savings exhausted, Nelson completed a year of service with AmeriCorps in 2015, earning a \$5,500 educational grant. She decided to go back to school.

That September, Nelson began the University of Wisconsin-Milwaukee's 17-month EMBA program. She completed her degree in December 2016.

Today, Nelson is a successful consultant who serves as a chief diversity officer on a contract basis. Her clients include Spectrum Brands Holdings Inc., Molina Healthcare, Milwaukee Public Schools, Robert W. Baird & Co. Inc. and others. *WI*



# Woller named March Youth Optimist

The Merrill Optimists have chosen Keia Woller as the Youth Optimist for the month of March.

In her personal statement about optimism Keia writes, "Optimism is my greatest attribute; it is a conscious focus on good. The benefits of having a positive attitude are endless. Showing promise and hope encourages the same in other people. It has aided in building my self-confidence. Although it can be challenging to maintain, it comforts in hard times. Negative events can be obstacles but they lead to learning experiences. In my daily life and all community activities that I am involved in; I try to project a positive attitude and more is accomplished."

Keia currently has a 3.29 GPA. She has taken AP algebra 2, AP language and AP psychology. Keia is also a member of the Merrill Busy Bees 4-H

Club, Octagon Club, Tennis Team, Cheer Team, middle school WEB team, Link Crew, Student Council, Student Assistant for After the Bell Program and participated in the fall play and musical. She has also volunteered for make-up, stage crew and dance choreography for the play and musical. She is a 4H Youth leader and has been the president, vice president and secretary.

Keia has received many 4-H awards and merits – one being first place for Club Drama (she wrote, acted & directed).

When not in school, Keia is very active in 4-H, she visits Jenny Towers, Pine Crest and Park Place to deliver cards and spread cheer over the holidays, and she collects pop tabs for the



Keia Woller

Ronald McDonald house and participates in Make a Difference Day. She is a 4-H camp counselor, volunteers serving fish fries at her church, organized a local donation for "Project Heling Hands" for items to be sent to disadvantaged people in Philippines, volunteers at the Humane Society and recently planned, organized and delivered jackets for the "Coats for Kids" organization.

When Keia has completed her high school career, she plans to attend Northcentral Technical College to earn her Associates Degree in Video Production. She also plans to take courses in sign language. She is the daughter of Jamie Willis and Keith Woller.

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## Riley Damrow Part of NTC'S Honor Society Recognized as Top 100 Chapters in the Nation



*Beta Rho Zeta Officers pictured left to right: Ravyn Schmidt, Riley Damrow, Amy Southworth, and Morgan Koutnik.*

Riley Damrow is a 2015 graduate of Chequamegon High School. She is an upcoming 2017 Graduate of the School of Business at NTC and is pursuing her BS in Industrial & Organizational Psychology in the fall. She is the daughter of Bobbi & Chuck Damrow, Park Falls, granddaughter of Skip and Karen Kempf and great-granddaughter of Dolores Kempf, Glidden. Riley served as the 2016-2017 President of NTC's Beta Rho Zeta Phi Theta Kappa organization.

Northcentral Technical College's (NTC) honor society was named a Top 100 Chapter in the nation, making NTC the only college in Wisconsin to have a chapter that received the recognition. NTC's Beta Rho Zeta chapter is part of Phi Theta Kappa (PTK), the international honor society of two-year colleges.

NTC's Beta Rho Zeta members traveled to Nashville for the organization's annual convention where the awards were presented. The group was also one of 50 colleges to take home the Distinguished College Project Awards, which supports the chapter's relationship with administrative staff at the College.

"We couldn't be more proud of our students for this national recognition," said Jeannie Worden, NTC's Vice President of Student Services. "These awards embody the dedication, skills and top-notch talent that NTC students bring our campus community."

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## Career fair

Students from Edgar Middle School will attend a career fair to be held Friday, April 21, at Northcentral Technical College, Wausau.

The students will have the opportunity to meet with 97 representatives from 45 area businesses. They will rotate through a 30-minute session to explore future careers, tour NTC and play an interactive career exploration game.

## Kickin' for the kids

A co-ed kickball tournament will be held Saturday, April 22, at the Edgar Softball Complex to raise money for the Children's Hospital of Wisconsin.

Edgar High School football players Alex Hafferman and Tyler Matysik, who have been selected to play in the 2017 Wisconsin Football Coaches Association All-Star Game in July, are sponsoring the event.

The tournament will offer food, beverages and a beanbag competition.

To enter a team, e-mail Greg Streit at [gstriet@gapps.edgarK12.wi.us](mailto:gstriet@gapps.edgarK12.wi.us).

## Food drive

E.L.M. Repair and Refrigeration, town of Wien, will collect food to be given to charitable organizations through June 30.

Items sought include canned goods, especially meals in a can, and household supplies, including dish soap, toothbrushes and toothpaste, hair-



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# Duffy bill would let milkers be year-round

*By Peter Weinschenk  
The Record-Review*

Rep. Sean Duffy (R-Seventh) has authored legislation to make it easier for dairy farmers to get immigrant labor.



**Rep. Duffy**

The bill, Defending the Agricultural Industry's Requirements Year-round Act of 2017 (DAIRY Act), would expand the federal government's H-2A guest worker program to allow immigrant laborers to work year-round on dairy farms.

"I'm proud to stand by Wisconsin dairy farmers to modernize our guest-worker program, because our farmers provide their products to market year-round, not just for a season," said Duffy in a statement. "Dairy farmers and dairy workers alike deserve more certainty in this labor program, and my bill does that."

Under current H-2A rules, "tempo-

See **DUFFY**/ Page 20



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From T001

# Duffy

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rary” workers can stay up to one year (a three year maximum with exemptions) before they are required to return to their country for three months.

The Duffy bill would allow dairy workers to stay for two 18-month periods, a total of three years. There is no requirement that these workers ever return home.

Under the current H-2A program, U.S. employers are able to bring workers to this country for work that is of a “temporary or seasonal” nature if they can demonstrate “there are not enough U.S. workers who are able, willing, qualified and available to do the temporary work.”

Further, employers must show that hiring H-2A workers will not “adversely affect the wages and working conditions of similarly employed U.S. workers.”

The current H-2A program accepts people from 86 different countries. The family of H-2A workers are able to apply to come to the United States as H-4 non-immigrants. These family members are not eligible for employment here.

Laurie Fischer, Green Bay, executive director for the American Dairy Coalition (ADC), said she is “elated” Duffy has introduced his legislation.

“The new legislation will help to provide a reliable labor force, ensuring dairy producers have the workers necessary to care for their animals as well as provide healthy and affordable dairy products to our nation and across the globe,” she said. “ADC will work hard with Rep. Duffy to move this bill over the finish line.”

Fischer said Wisconsin dairy producers are “desperate” to bring new immigrant labor to this state to milk their cows and see the Duffy bill as “a great step in the right direction.”

She said producers currently offer milker jobs on farms at \$13 an hour with benefits, but are unable to find needed laborers at this pay scale.

“There is only so much wiggle room when it comes to starting wages,” said Fischer.

Fischer said recent crackdowns by Immigrant and Customs Enforcement (ICE) have scared immigrant workers, who fear deportation, making it tougher for Wisconsin dairy producers to find and keep needed workers.

The ADC spokesperson said the Duffy bill could have challenges passing a Congress pledged to build a border wall with Mexico.

She said, however, the Wisconsin congressional delegation has been supportive of the ADC’s goal of improving the dairy industry’s labor pool.

Marathon County UW-Extension dairy agent Dr. Heather Schlessler said the county’s biggest dairies employ immigrant labor, mostly Hispanic, as milkers.

“Pretty much all of the large ones do,” she said.

She said that while families can handle 100 or 200 cows, immigrant labor is needed on operations in excess of 300 cows.

She agreed that the domestic labor force isn’t interested in milking jobs.

“The people who study dairy science at Northcentral Technical College don’t want to milk,” she said. “They want to be herd managers.”

Schlessler said an ICE raid can terrify workers.

“There was an incident in the southwestern part of the state where ICE was looking for criminals at a dairy,” she said. “The next day nobody showed up for work.”

Don Radtke, spokesman for the Marathon County Farm Bureau, said his organization supports the Duffy initiative.

“That’s kind of what we are looking for in dairy,” he said.

Radtke said local dairy producers are, like many businesses, short workers.

“I know there are guys always looking,” he said.

The Farm Bureau spokesman said the Duffy bill, if passed, will help dairy producers, but likely not solve their labor issues.

He said many farmers are now looking at milking cows with robots. While producers with new milking parlors are not in a position to invest in robotics, other producers with older parlors and a need to expand are taking a new look at the technology.

“It is just like anything else,” Radtke said. “You are seeing machine shops get robots instead of hiring welders. Tool and die makers buy CNC machines instead of hiring machinists.”

Rep. Duffy is vice-chairman of the House of Representative Dairy Caucus.



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# NTC announces construction -skilled talent hiring event

## Businesses invited to explore talent pool for the construction industry

On Thursday April 20, from 3-5 p.m. at Northcentral Technical College (NTC), employers are invited to come meet graduates of the new Construction Pre-Apprenticeship training program. The students will graduate April 21, from Northcentral Technical College and are ready to work. Come join us and 20 companies as they interview each of the 14 students for employment from 3-5 p.m. on Thursday April 20 at NTC in Wausau.

During a 2016 assessment the North Central Wisconsin Workforce Development Board (NCWWDB) forecasted large year to year growth within the construction trades industry. Further research and partnership with the Department of Workforce Develop-

ment Board Bureau of Apprenticeship and input from 50 regional businesses in construction, electrical, and pipefitting affirmed the data. Together with the construction/trades businesses the NCWWDB partnered with NTC to develop the 12-week State Certified Pre-Apprenticeship Training. The training was funded by the NCWWDB.

Fourteen students earned 10 transferrable credits from NTC and completed the following coursework: residential electrical, residential plumbing, blueprint reading and estimating, construction safety, construction methods 1 and 2, trades construction, pipefitting and valves, heart saver first aid/CPR/AED/BBP, and OSHA 10.



# TLPD Participates In Meth Abuse Summit

*Communities taking action to combat meth abuse at Northwoods Coalition Methamphetamine Summit*

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*From left to right: State Senator Janet Bewley; Turtle Lake Chief of Police Al Gabe; Barron County Sheriff Chris Fitzgerald; State Attorney General Brad Schimel; Spooner Chief of Police Jerry Christman; Shell Lake Chief of Police Dave Wilson; Minong Chief of Police Dennis Stuart and State Representative Romaine Quinn. – Photo by Marshfield Clinic*

As methamphetamine (meth) use reaches epidemic levels in western and northern Wisconsin, community leaders are trying to grasp the complexity of the problem and create solutions for individuals and families devastated by meth abuse.

Nearly 280 participants from 32 counties, seven tribes and 31 coalitions including tribal and state government, prevention, law enforcement, human services, treatment and recovery and more, attended the Northwoods Coalition Methamphetamine Summit April 3 at Heartwood Conference Center and Retreat in Trego to address meth use. The Summit was hosted by Marshfield Clinic, Northwoods Coalition and the Alliance for Wisconsin Youth in collaboration with Wisconsin Department of Justice and Northcentral Technical College.

“We were hearing from local coalitions that meth use is rapidly increasing in communities in which the Northwoods Coalition program



serves,” said Danielle Luther, Manager – Substance Abuse Prevention, Marshfield Clinic Center for Community Outreach. Northwoods Coalition is the oldest and largest network of substance abuse prevention coalitions in Wisconsin. Representatives from over 50 coalitions in a 34-county region, including the 11 Wisconsin Tribal Nations, serve on a non-governing advisory board to

help shape policies, practices and programs to address public health issues arising from use of alcohol and other drugs. Marshfield Clinic staff provide support including education, training, technical assistance and other resources to members of Northwoods Coalition.

Over 25 guest speakers were at  
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