

Board of Trustees Meeting Minutes

Wednesday, March 12, 2025

11:30 a.m.

Pennington County Room

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

The Western Dakota Tech Board of Trustees met on Wednesday, March 12, 2025, at 11:30 am, in person at the Western Dakota Tech campus in the Pennington County Room. The meeting was also available virtually via Teams. The board trustees in attendance included: Tom Brunner, Brad Heltzel, Lynn Kendall, Curt Pochardt, Andrea Powers, Linda Rabe, Mike Roesler, and Andy Scull.

WDTA leadership staff attending included: Christine Goldsmith, Tiffany Howe, Kelly Oehlerking, and Debbie Toms (via Teams), and Dr. Steve Willard.

Others present included: Missy Ginsbach, Andrew Kapelewski, Diana Newman, Kathi Maxson, Bryan Mitchell (Ex Officio), Julie Penney, Jeff Rieckman (Ex Officio), Noelle Simmons, and Pam Stillman-Rokusek.

Board Development

Julie Penney, Senior HR Generalist, provided an update on employee health insurance, including the current plans status, explored alternatives, and key challenges.

Board Meeting

1. **CALL TO ORDER**

Vice-Chair KENDALL called the meeting to order at 12:03 PM with a roll call to order.

2. **APPROVAL OF AGENDA**

POCHARDT moved, and ROESLER seconded to approve the March agenda. MOTION CARRIED (8-0).

KENDALL facilitated introductions for the group as two new ex officio members were in attendance.

3. **APPOINTMENT OF INTERIM BOARD CHAIR AND VICE CHAIR**

SCULL moved to appoint Lynn Kendall as Interim Board Chair, to serve until Dr. Willard concludes his tenure as Interim/Acting President and resumes the position of Board Chair. HELTZEL seconded. MOTION CARRIED (8-0).

ROESLER moved to appoint Curt Pochardt as Interim Vice Chair, to serve until Lynn Kendall resumes the position of Vice Chair. BRUNNER seconded. MOTION CARRIED (8-0).

4. **CONFLICT OF INTEREST**

Interim Board Chair KENDALL asked if any trustee had potential conflicts. None were disclosed.

5. **PUBLIC COMMENTS**

Interim Board Chair KENDALL asked if there were any public comments, none were expressed.

INFORMATION ITEMS

6. **PRESIDENT REPORT**

Acting President, Dr. Steve Willard shared that he has been meeting with WDTA employees and external constituents. An update was shared on the status of filling the President position and the Vice President for Finance and Operations.

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7. **FINANCE REPORT**

- a. [Proposed FY26 Budget](#)
- b. [Item Posted for Public Information - Personnel Information per SDCL 6-1-10](#)

Christine Goldsmith presented the monthly finance report. Next, she presented the proposed FY26 budget. Any updates received from the State will be reflected in the FY26 budget. An anticipated timeline and process for the budget was discussed, to include additional review in April and a budget hearing in May.

8. **FOUNDATION BOARD CHAIR UPDATE**

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

- a. An Executive Director has been hired and is scheduled to report to work in April.
- b. Andrew K. - promotion to Director.
- c. Recent meeting with Elevate Rapid City and pursuing meetings with other contacts.
- d. Continuing to work with Capital Campaign Consultant.
- e. On-campus student housing work and efforts continue.

9. **DISCUSSION ITEMS**

- a. Notification for Board Member Terms Ending June 2025
- b. [Proposed Calendar for Board of Trustees Meetings 2025-26](#)
 - i. July 2025 Retreat Date

A reminder was shared on board member terms ending June 30, 2025.

The proposed calendar for 2025-26 was reviewed and will be updated to reflect the August 2025 meeting is cancelled and the annual retreat is scheduled for July 25, 2025.

10. **CONSENT AGENDA**

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

- a. [APPROVAL ITEM: Minutes from February 12, 2025 Regular Meeting](#)
- b. [APPROVAL ITEM: Minutes from February 19, 2025 Special Meeting](#)
- c. [APPROVAL ITEM: Bills to Pay](#)
- d. APPROVAL ITEM: Policies
 - I. [3017 - Program Closure](#)
 - II. ~~[4020 - Hazing](#)~~

Motion by ROESLER, seconded by POWERS, to approve the Consent Agenda, excluding item d.II., Policy 4020 – Hazing, which is removed for discussion. Item d.II., is to be added as a separate approval item as number 11. MOTION CARRIED (8-0).

11. **APPROVAL ITEM: Policy – 4020 Hazing**

Motion by ROESLER to approve Policy – 4020 Hazing, pending discussion. Seconded by BRUNNER.

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The policy was reviewed and a need to add language was identified.

Substitute motion by POCHARDT to postpone action on Policy - 4020 Hazing, to have it brought back for approval on a future agenda. Seconded by RABE. MOTION CARRIED (8-0). As a result, the original motion was not voted on.

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

Interim Board Chair KENDALL asked if there were any agenda item suggestions for the next meeting. The status of the audit was inquired about, and staff responded that its completion is still pending. If a Special Meeting is necessary, it will be scheduled at a later date, for the President position search and hiring process.

13. **NEXT MEETING DATE**

The next meeting is scheduled as follows: April 9, 2025 | 11:30 am | Pennington County Room

14. **EXECUTIVE SESSION**

ROESLER moved, seconded by BRUNNER to go into Executive Session at 1:50 PM, per SDCL 1-25-2(1), Discussing the qualifications, competence, performance, character or fitness of any public officer or employee or prospective public officer or employee, and SDCL 1-25-2(3) Consulting with legal counsel or reviewing communications from legal counsel about proposed or pending litigation or contractual matters. MOTION CARRIED (8-0).

The Executive Session concluded at 2:05 PM.

15. **ADJOURNMENT**

POWERS moved and RABE seconded to adjourn at 2:08 PM. MOTION CARRIED (8-0).

Respectfully Submitted,

Board Chair