

Board of Trustees Meeting Minutes

Wednesday, September 11, 2024

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, September 11, 2024, 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: Brad Heltzel, Lynn Kendall, Andrea Powers (via Teams), Linda Rabe, Mike Roesler, Andy Scull (via Teams), and Dr. Steve Willard.

Absent with notice: Tom Brunner and Curt Pochardt.

WDTC leadership staff attending included: Dr. Ann Bolman, Christine Goldsmith, Tiffany Howe, Kelly Oehlerking, and Debbie Toms.

Others present included: Missy Ginsbach, Andrew Kapelewski, Jonathan McCoy, Noelle Simmons, and Pam Stillman-Rokusek.

Board Meeting – 11:30 am

1. **CALL TO ORDER**

Chairman WILLARD called the meeting to order at 11:30 am with a roll call to order.

A quorum was not yet present, so a break brief break was taken, with the meeting resuming at 11:37 am.

2. **APPROVAL OF AGENDA**

HELTZEL moved, and ROESLER seconded to approve the September agenda with the following amendment: move agenda item #8, Consent Agenda, to item #5. MOTION CARRIED (5-0).

3. **CONFLICT OF INTEREST**

WILLARD asked if any trustee had potential conflicts. None were disclosed.

4. **PUBLIC COMMENTS**

WILLARD asked if there were any public comments, none were expressed.

5. **CONSENT AGENDA**

- a. APPROVAL ITEM: [Minutes from June 12, 2024 Meeting](#)
- b. APPROVAL ITEM: [Minutes from July 19, 2024 Meeting & Retreat](#)
- c. APPROVAL ITEM: [Bills to Pay](#)
- d. APPROVAL ITEM: [New Program Proposal – Dental Hygiene](#)
- e. APPROVAL ITEM: Policies
 - a. [Policy 2016 - Employee ADA Policy](#)
 - b. [Policy 3006 - Professional Licensure and Certification Programs – Disclosures and Initial Enrollment Requirements](#)
 - c. [Policy 4019 - Student and Prospective Student Location](#)
 - d. [Policy 4003 – Pregnancy and Related Conditions – Students](#)
 - e. [4003.Exhibit.001 – Disclosures and Notice](#)

Motion by ROESLER and seconded by RABE, to approve the Consent Agenda.

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MOTION CARRIED (5-0).

INFORMATION ITEMS

6. **PRESIDENT'S REPORT**

President Bolman presented on Fall Enrollment and for informational purposes shared that the [HR Update](#) and [FY25 Salary Report](#) were included in the meeting packet.

7. **FOUNDATION BOARD PRESIDENT'S UPDATE**

The Foundation President, Jonathan McCoy, shared the following updates.

- a. They are in the process of recruiting to hire an Executive Director.
- b. Recently received a grant through the Black Hills Area Community Foundation.
- c. Recently created a new student barrier reduction fund.
- d. Continue to work with the capital campaign consultant.
- e. There is an upcoming event on the WDTC campus on September 26.

8. **FINANCE REPORT**

Christine Goldsmith presented the monthly finance report.

POWERS arrived at 11:59 am and left the meeting at 12:03 pm.

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

Chairman WILLARD asked if there were any agenda item suggestions for the next meeting and none were shared.

10. **NEXT MEETING DATE**

The next meeting is scheduled as follows: October 9, 2024 | 11: 30 am | Pennington County Room

11. **EXECUTIVE SESSION**

ROSELER moved, seconded by HELTZEL to go into Executive Session at 12:03 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. MOTION CARRIED (6-0).

POWERS rejoined the meeting at 12:11 pm.

The Executive Session concluded at 1:48 pm.

12. **ADJOURNMENT**

KENDALL moved and HELTZEL seconded to adjourn at 1:51 pm. MOTION CARRIED (7-0).

Respectfully Submitted,


Board Chair