



WESTERN IOWA TECH COMMUNITY COLLEGE

BOARD MEETING

Date: November 13, 2023

Time: 4:00 pm

Location: WITCC Sioux City Campus

WITCC Mission

We elevate our diverse learners and strengthen our communities through inclusive and innovative education.

Board Members

Russell Wray, President | Tricia Sutherland, Vice President | Micah Lang | Open | Blanca Martinez | Linnea Fletcher | Jeremy Ogle | Al Aymar | Erin Muck

Brenda Wright, Board Secretary

Administration:

Terry Murrell, College President | Juline Albert, VP of Learning | Troy Jasman, VP of Finance and Administrative Services | Darin Moeller, Executive Dean of Instruction | Jackie Plendl, Dean of Human Resources | Tawnya Beermann, Dean of Students | Christina Brandon, Dean of Outreach and Information Technology | Revathi Vongsiprasom, Dean of Opportunity and Engagement | Erin Volk, Dean of Quality

Presenters:

Emily Shields, Executive Director, Community Colleges for Iowa | Carmen Wilson, Associate Dean – Corporate College | Tito Parker, Associate Dean of Students | Mike Tramp, Henjes, Conner & Williams, PC | Tim Dutcher, Henjes, Conner & Williams, PC | Amy Hueser, Faculty Development | Steve Warnstadt, Government Relations and Special Projects Coordinator | Firehiwot Agonafir, Student | Jonathan Kamoah, Student | Jessica Vargas, Student | Ting Wang, Student | Maria Garcia, Student | Mitzully Morales, Student | Antoinette Bitz, Student | Akol Reeth, Student

Item	Presenter
I. Call Meeting to Order	Russ Wray
II. Roll Call of Directors	Brenda Wright

Item	Presenter
III. Oral Communications	
IV. Written Communications	
<ul style="list-style-type: none"> A. Thank you – Romigs in addendum NOV-23-1, page 1 B. Thank you – Camp High Hopes in addendum NOV-23-2, page 2 C. Thank you – South Sioux City High School in addendum NOV-23-3, page 3 	
V. Consent Items	
A. The minutes of the regular Board of Directors meeting held October 16, 2023	
B. The Financial Report for October 2023 in addendum NOV-23-4, pages 4-11	
C. A list of General Fund bills in addendum NOV-23-5, pages 12-32. Additional bills may be presented at the Board Meeting.	
D. The Personnel Report Regular Appointments in addendum NOV -23-6a, page 33. The Community and Continuing Education instructor list in addendum NOV -23-6b, page 34. Additional Personnel Report may be presented at the meeting.	
E. Application and Certificate for Payment #8 in the amount of \$7,599.75 to Guarantee Roofing, Siding Co., LLC. for Gaylord Smith Re-Roofing Project in addendum NOV -23-7, pages 35-36	
F. Application and Certificate for Payment #3 in the amount of \$46,006.21 to H&R Construction Co., for the WITCC Center for Inclusive Excellence in addendum NOV-23-8, pages 37-38	
G. Application and Certificate for Payment #1 in the amount of \$35,150.00 to Steve Harris Construction, Inc., for the WITCC Soccer Field Improvements Project in addendum NOV-23-9, pages 39-42	
<i>Motion needed for Consent Items</i>	
VI. Administrative Reports	
A. Board Member Resignation in addendum NOV-23-10, page 43. <i>Motion Needed</i>	Terry Murrell
B. Last Dollar, GAP, PACE Report in addendum NOV-23-11, pages 44-45.	Tawnya Beermann Firehiwot Agonafir Jonathan Kamoah Jessica Vargas Ting Wang
C. Community Colleges for Iowa Report	Emily Shields
D. Student Activities Report in addendum NOV-23-12, pages 46-48. <i>Motion Needed</i>	Revathi Vongsiprasom Tito Parker Maria Garcia

Item	Presenter
	Mitzully Morales Antoinette Bitz Akol Reeth
E. KWIT Audit Report <i>Motion Needed</i>	Mike Tramp Tim Dutcher
F. WITCC Financial Audit <i>Motion Needed</i>	Mike Tramp Tim Dutcher
G. VFA Report in addendum NOV-23-13, pages 49-50	Erin Volk
H. Revised MHRD Grant Agreement in addendum NOV-23-14, pages 51-53 <i>Motion Needed</i>	Erin Volk
I. Staff Development Program Annual Report in addendum NOV-23-15, pages 54-56	Jackie Plendl Amy Hueser
J. Center for Inclusive Excellence Furniture in addendum NOV-23-16, page 57 <i>Motion Needed</i>	Troy Jasman
K. Board Policy Revision – 704.1 – 2 nd Reading in addendum NOV-23-17, pages 58-63. <i>Motion Needed</i>	Troy Jasman
L. WITCC Parking Lot 5 and 6 Paving Project Close Out in addendum NOV-23-18, pages 64-69 <i>Motion Needed</i>	Troy Jasman
M. Resolution Approving Assignment and Assumption Agreement between BioChem Sioux City Inc. in addendum NOV-23-19, pages 70-85 <i>Motion Needed</i>	Darin Moeller Carmen Wilson
N. SBDC Subcontract in addendum NOV-23-20, pages 86-121 <i>Motion Needed</i>	Darin Moeller Carmen Wilson
O. Report on ACCT Conference	Tricia Sutherland Russell Wray Linnea Fletcher Blanca Martinez
P. Community Colleges for Iowa Report	Tricia Sutherland
Q. President Report 1. Holiday Reception 2. WITCC In the News in addendum NOV -23-21, pages 122-124 3. Other	Terry Murrell
VII. Unfinished Business	
A. Individual Board Member comments	
B. November 21 - Native American Heritage Month - Rocklin - 10:00 am - 12:00 pm	

Item	Presenter
C. November 28 - Representation & Resilience Series - Cargill - 11:00 - 12:15 pm	
D. Thanksgiving Break – College Closed – November 23-24	
E. 🏀 December 2 – Basketball – Kirkwood CC – @ WIT - 3:00 pm	
F. 🏀 December 9 – Basketball – Ellsworth CC – @ WIT - 3:00 pm	
G. Fall Semester Ends – December 20, 2023	
H. Holiday Reception – December 21, 2023 – 11:00 – 1:00 pm in Overlook Cafe	
I. Holiday Break – College Closed – December 22-January 1, 2024	
J. Spring Semester – Begins January 15, 2024	

For more information about Student Activities on Campus, check out the Campus Calendar [here](#)

VIII. Adjournment

Motion Needed

Strategic Initiatives 2021-2024

Advancing Our College by Instilling a Culture of Connection via~

Communication: Knowing Who We Are & What We Do

Collaboration: Cultivating Inclusion, Belonging, & Connection

Contribution: Empowering People Through Equitable Access & Involvement



Transformation



Engagement



Community



Harmony

WESTERN IOWA **TECH** VALUES

Dear

Western Iowa Tech
Community College,

Thank you for our

23-24 years of
employment and
the warm send off
as we moved to

Pennsylvania to be
close to the Romiz
family. Sincerely,
Rene & Suz



5804 Correctionville Road
Sioux City, IA 51106

10/9/2023

Western Iowa Tech Community College
PO Box 5199
Sioux City, IA 51102-5199

Dear Western Iowa Tech Community College,

Thank you for your sponsorship for Camp High Hopes' Haunted Lodge Party. The party is scheduled for October 28th at the Marriott Riverfront, South Sioux City. Please mark your calendars and start getting your costumes ready! We are planning a bigger and better event this year.

I sincerely appreciate your generosity and support. Your gift will help to fund annual operating expenses such as meals, medical supplies and activity supplies. It will also help to positively impact each camper's quality of life by allowing campers with disabilities to enjoy fun, safe, and adaptive recreational experiences.

To stay up to date on all things going on at camp, be sure to follow us on Facebook and Twitter!

My sincere thanks,

Sarah Morgan
Executive Director

Thanks so
much for your
support of camp!
😊



Please consider this letter an official IRS receipt of your generous donation. Camp High Hopes did not provide any goods or services in consideration, in whole or in part, for any of the cash or non-cash property received. Tax ID: 20-1314342

Donation: \$1,200.00

WITCC Nursing Students -
Thank you for your time, energy,
& help during our SSC High
School health screens. We
appreciate you - It made our
process so much better.

Thanks again,
SSC HS Admin

**THANK
YOU!**



WESTERN IOWA TECH COMMUNITY COLLEGE

BOARD MEETING MINUTES

Date: October 16, 2023

Time: 4:00 pm

Location: WITCC Sioux City Campus

WITCC Mission

We elevate our diverse learners and strengthen our communities through inclusive and innovative education.

Board Members

Russell Wray, President (zoom) | Tricia Sutherland, Vice President | Micah Lang | Blanca Martinez | Linnea Fletcher | Jeremy Ogle | Al Aymar

Absent: Erin Muck

Brenda Wright, Board Secretary

Administration:

Terry Murrell, College President | Juline Albert, VP of Learning | Troy Jasman, VP of Finance and Administrative Services | Darin Moeller, Executive Dean of Instruction | Jackie Plendl, Dean of Human Resources | Tawnya Beermann, Dean of Students | Christina Brandon, Dean of Outreach and Information Technology | Revathi Vongsiprasom, Dean of Opportunity and Engagement | Erin Volk, Dean of Quality

Presenters:

Tito Parker, Associate Dean of Students | Theresa Umscheid, Executive Director of the Iowa Community College Online Consortium (ICCO) | Teresa McElroy, Associate Dean of Admissions and Advising | Bea Houston, Transitional Education Director | Jennifer McCune, Student Leadership Coordinator | Teri Peterson, Associate Dean of Health Sciences | Brian Smith, Business Operations Controller | Matt Pfister, Executive Director College Development | Anna Kern, CLASS Student | Yairi Garcia, CLASS Student | Harlie Nolze, CLASS Student | Bradley Griffin, CLASS Student | Jonathan Jones, CLASS Student |

Item

Meeting was called to order at 4:00 pm by Tricia Sutherland.

Brenda Wright did a roll call of Directors

Tricia Sutherland opened the Public Hearing for the 2023 Parking Lot 4 Paving Improvements Project. Notice was published in Sioux City Journal on 9/26/23. No comments brought to the board. Hearing was then closed.

Tricia Sutherland opened the public Hearing for the 2023 Rocklin Conference Center Stage Project. This is a rebid. Notice was published in Sioux City Journal on 9/26/23. No comments were brought to the board. Hearing was then closed.

Tricia opened the floor for Oral Communications. Student, Colby Drey, spoke about a concern.

Tricia reviewed a written communication from Louisa Muscatine Jr./Sr. High School.

Tricia asked the board to review the Consent Items. No concerns were brought forward. Jeremy Ogle made a motion to approve and it was seconded by Linnea Fletcher. All were in favor and the motion was carried.

Revathi Vongsiprasom introduced Jennifer McCune. Jennifer explained the new Student Senate Leaders program is a curriculum-based program. CLASS stands for Cultivating Leadership, Advocacy, and Student Success. These students will be receiving leadership development. Each student spoke about what this program has meant to them so far.

Darin Moeller introduced Theresa Umscheid to share an ICCOC update. Theresa shared a little history of the ICCOC and all of the updates for 22-23.

Darin also introduced Teri Peterson to explain a need for an Equipment Purchase Request for an Ambulance Simulator. Teri explained that this simulator is state-of-the-art and would provide a much needed simulation for our students that they currently cannot get effectively. Jeremy Ogle made a motion to approve and it was seconded by Blanca Martinez. All were in favor and the motion was carried.

Darin and Teri also explained the need for Equipment Purchase Request for three Pediatric Manikins. Micah Lang made a motion to approve and it was seconded by Linnea Fletcher. All were in favor and the motion was carried.

Tawnya Beermann and Teresa McElroy gave a Student Support Report. They talked about all of the services offered to students. Teresa talked about how our student athletes were able to get their physicals at our Comet Clinic and was a convenience to our students. Tawnya also talked about new dashboards for the coaches to keep track of athletes' grades and attendance to keep them on track.

Tawnya and Erin Volk presented the Annual Graduation Report. They reviewed the stats on students and the funding they used and the increase in graduates.

Erin Volk also presented the Iowa Department of Education Profile Report This report compares trends across the state of Iowa.

Christina Brandon presented a request to purchase the Ava Cloud Security Camera system. Our current camera system has been in place since 2014. The technology in this system is much more sophisticated. Jeremy Ogle made a motion to approve and it was seconded by Al Aymar. All were in favor and the motion was carried.

Troy Jasman, Brian Smith, and Matt Pfister presented the Foundation Compilation Report. We've had an increase in students applying for scholarships. We are also looking for other scholarships for programs so that we can help students purchase their tools, etc. Linnea Fletcher made a motion to approve and it was seconded by Micah Lang. All were in favor and the motion was carried.

Item

Troy presented the proposed Soccer Field Improvement Project. This project will make our current soccer field regulation size. Jeremy Ogle made a motion to approve and it was seconded by Blanca Martinez. All were in favor and the motion was carried.

Troy also proposed to purchase a College Bus. Our current bus should now be limited to local trips. We have equipment money to make the purchase. Micah Lang made a motion to approve and it was seconded by Al Aymar. All were in favor and the motion was carried.

Troy presented the WITCC Kiser Building Chiller and Pump Replacement Project Substantial Completion. Russell Wray made a motion to approve and it was seconded by Jeremy Ogle. All were in favor and the motion was carried.

Troy presented the WITCC Kiser Building Chiller and Pump Replacement Project Close Out. Linnea Fletcher made a motion to approve and it was seconded by Blanca Martinez. All were in favor and the motion was carried.

Troy Jasman presented the WITCC Cherokee Nursing Simulation Lab Renovation Substantial Completion. Linnea Fletcher made a motion to approve and it was seconded by Jeremy Ogle. All were in favor and the motion was carried.

Troy Jasman presented the WITCC Cherokee Nursing Simulation Lab Renovation Project Closeout. Micah Lang made a motion to approve and it was seconded by Al Aymar. All were in favor and the motion was carried.

Troy presented a proposal to Accept a Donation of a piece of land. Land is located at 4404 Stone Avenue. A Phase 1 study came back clean. Jeremy Ogle made a motion to approve and it was seconded by Blanca Martinez. All were in favor and the motion was carried.

Troy also presented a proposal for a Board Policy Change to policy number 704.1. This is a first reading and will be presented at a future board meeting for voting.

Terry Murrell gave a President Report and talked about Foundation funding.

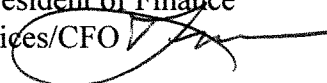
Jeremy Ogle made a motion to go into Executive/Closed Session. Blanca Martinez seconded. Brenda Wright took a roll call and Russ Wray, Tricia Sutherland, Jeremy Ogle, Al Aymar, Micah Lang, Blanca Martinez, and Linnea Fletcher were present. Pursuant to Iowa Code sec. 21.5(1)(c) to discuss strategy with legal counsel on a matter presently in litigation, where its disclosure would be likely to prejudice or disadvantage the position of the College in that litigation.

After discussion, Micah Lang made a motion to come out of Executive Session, and it was seconded by Al Aymar. Brenda Wright took a roll call and Russ Wray, Tricia Sutherland, Jeremy Ogle, Al Aymar, Micah Lang, Blanca Martinez, and Linnea Fletcher were present.

Russell Wray, Board President

Brenda Wright, Board Secretary

TO: Dr. Terry A. Murrell, President

FROM: Troy A. Jasman, Vice President of Finance
and Administrative Services/CFO 

DATE: November 7, 2023

RE: **OCTOBER 2023 FINANCIAL HIGHLIGHTS**

Executive Summary

General Fund revenues totaled \$2.4 million for the month and \$15.1 million year to date. At 39% of budgeted annual revenue, October year to date revenues were \$116K or -0.8% lower than last year. This continues to be mainly due to the federal backfill monies to make up for lost tuition revenue due to the pandemic in the prior year offset by the enrollment growth coupled with the new rates for the per credit hour tuition charge and increase in State Aid. General Fund expenditures totaled \$3.6 for the month and \$11.7 million year to date. At 30% of budgeted annual expenditures, October year to date expenditures are consistent with budget expectations while higher than the prior year in actual dollars and percent of budget. As a result, the College financial position lags that of the previous year with a decrease in the fund balance change from the prior year of \$1.4 million.

Restricted Fund activity for the month of October included receipts of federal grant funds, state support, property tax receipts and quarterly New Jobs Training Program (NJTP) receipts. Other activities across the various restricted funds were routine.

The Plant Fund activity through October reflected property tax receipts and other Plant Fund revenues consistent with budget. Property tax receipts increased \$876K for the month while expenditures for the month increased \$413K. The increase in expenditures is primarily related to equipment purchases and building renovation projects.

Overall, Auxiliary Enterprise operations in October exceed that of the previous year. The fund balance change of \$1.3 million is \$449K greater than the prior year fund balance change. Again, dormitory expenditures will continue to increase as students utilize the all you care to eat meal plan and the College receives invoices from the third-party operator. The will continue to reduce the dormitory fund balance change over the semester.

The College's October cash flow was strong as a result of property tax receipts, federal financial aid, Auxiliary operations, State Funding and NJTP collections. Cash and investments on a consolidated basis totaled \$51.8 million at October 31, 2023, an increase of \$4.8 million from September. The College's investment portfolio's overall yield at 4.26% was slightly down from the 4.32% of the previous month.

Included with November's request for Board consent for payment are the debt service payments due December 1, 2023 on previously issued NJTP certificates and dormitory revenue bonds. The payments total some \$557K.

Western Iowa Tech Community College
 Unrestricted Fund Income Statement
 For the Four Month Period Ending October 31, 2023

	Current Year			Prior Year		
	FY2024 Budget	YTD Actual	% of Budget	FY2023 Budget	YTD Actual	% of Budget
REVENUES						
Student Fees	\$3,298,500	\$1,654,875	50%	\$2,945,000	\$1,537,518	52%
Tuition	15,215,500	7,260,643	48%	14,025,000	7,012,359	50%
Local Support	2,195,000	1,045,830	48%	2,125,000	1,044,553	49%
State Support	12,776,317	4,240,608	33%	12,361,796	4,131,582	33%
Federal Support	284,071	12,178	4%	268,502	17,316	6%
Sales & Services	203,000	65,243	32%	215,000	64,700	30%
Other Income	4,476,416	813,123	18%	4,196,399	1,400,228	33%
Total Income	\$38,448,804	\$15,092,500	39%	\$36,136,697	\$15,208,256	42%
EXPENDITURES						
Salaries & Related Costs	\$26,911,171	\$7,564,496	28%	\$26,064,952	\$7,383,260	28%
Services	6,355,205	2,057,228	32%	5,584,375	1,747,727	31%
Materials, Supplies & Travel	2,457,999	811,466	33%	2,431,151	516,482	21%
Other Current Expenditures	2,719,429	1,199,318	44%	2,049,719	775,469	38%
Capital Outlay	5,000	48,628	973%	6,500	1,066	16%
Total Direct Expense	\$38,448,804	\$11,681,136	30%	\$36,136,697	\$10,424,004	29%
Fund Balance Change	\$0	\$3,411,364		\$0	\$4,784,252	

33% of Year

Western Iowa Tech Community College
 Restricted Fund Income Statement
 For the Four Month Period Ending October 31, 2023

	Current Year			Prior Year		
	FY2024 Budget	YTD Actual	% of Budget	FY2023 Budget	YTD Actual	% of Budget
REVENUES						
Tuition	\$0	\$0	-	\$0	\$0	-
Local Support	5,843,636	2,780,346	48%	5,437,951	2,646,029	49%
State Support	2,438,086	1,454,286	60%	2,357,776	1,064,271	45%
Federal Support	2,931,837	964,144	33%	3,255,646	1,643,398	50%
Other Income	771,303	290,784	38%	728,959	255,037	35%
New Jobs Training Program	3,445,000	1,624,078	47%	3,340,000	1,301,873	39%
Total Income	\$15,429,862	\$7,113,638	46%	\$15,120,332	\$6,910,608	46%
EXPENDITURES						
Salaries & Related Costs	\$4,022,119	\$1,300,996	32%	\$3,649,482	\$1,153,101	32%
Services	5,295,855	1,118,950	21%	4,212,258	1,083,892	26%
Materials, Supplies & Travel	1,270,032	113,694	9%	2,074,202	311,083	15%
Other Current Expenditures	0	536,602	-	0	1,360,991	-
New Jobs Training Program	4,240,107	451,301	11%	4,188,313	106,822	3%
Capital Outlay	1,460,219	99,000	7%	1,366,036	115,141	8%
Total Direct Expense	\$16,288,332	\$3,620,543	22%	\$15,490,291	\$4,131,030	27%
Fund Balance Change	(\$858,470)	\$3,493,095		(\$369,959)	\$2,779,578	

33% of Year

Western Iowa Tech Community College
Plant Fund Income Statement
For the Four Month Period Ending October 31, 2023

	Current Year			Prior Year		
	FY2024 Budget	YTD Actual	% of Budget	FY2023 Budget	YTD Actual	% of Budget
REVENUES						
Property Taxes	\$2,195,000	\$1,045,830	48%	\$2,125,000	\$1,044,553	49%
Interest Income	260,000	211,040	81%	30,250	16,078	53%
Other Income	2,322,237	984,336	42%	2,311,169	975,012	42%
Total Income	\$4,777,237	\$2,241,206	47%	\$4,466,419	\$2,035,643	46%
EXPENDITURES						
Equipment	\$1,658,237	\$659,017	40%	\$1,471,219	\$444,465	30%
Buildings	436,000	112,995	26%	1,830,250	157,612	9%
Maintenance, Repairs & Supplies	35,000	88,152	252%	35,000	16,251	46%
Structural Improvements	988,000	928,340	94%	120,000	346,067	288%
Professional Services	983,000	171,656	17%	333,000	67,602	20%
Other Expenses	0	0		250,000	0	0%
Interest/Debt Service	677,000	58,167	9%	676,950	61,467	9%
Total Direct Expense	\$4,777,237	\$2,018,327	42%	\$4,716,419	\$1,093,464	23%
Fund Balance Change	\$0	\$222,879		(\$250,000)	\$942,179	

33% of Year

Note: Interest budget amounts include principal payments of \$505,000 and \$495,000 for FY2024 and FY2023, respectively. Fund balance change for FY2023 reflects use of existing funds of \$250,000.

Western Iowa Tech Community College
Auxiliary Enterprises
For the Four Months Ending October 31, 2023

Current Year Actual

	<u>Dorms</u>	<u>Bookstore</u>	<u>Auto Parts</u>	<u>Student Orgs & Clubs</u>	<u>Athletics</u>	<u>Other *</u>	<u>Total</u>	<u>Prior YTD Total</u>
REVENUES								
Sales and Service	\$1,147,542	\$953,240	\$171,563	\$200	\$0	\$12,578	\$2,285,123	\$1,864,368
Miscellaneous	15,157	8,048	0	235,858	384,621	289,768	\$933,452	584,163
Total Revenues	<u>\$1,162,699</u>	<u>\$961,288</u>	<u>\$171,563</u>	<u>\$236,058</u>	<u>\$384,621</u>	<u>\$302,346</u>	<u>\$3,218,575</u>	<u>\$2,448,531</u>
EXPENDITURES								
Salaries & Related Costs	\$77,780	\$83,703	\$295	\$0	\$171,407	\$41,406	\$374,591	\$167,398
Service Expenditures	54,079	14,052	0	43,557	53,135	13,782	\$178,605	293,508
Materials & Supplies	4,689	7,731	5,629	43,381	153,705	15,713	\$230,848	96,337
Cost of Goods Sold	0	739,284	157,865	0	0	0	\$897,149	809,207
Utilities	0	0	0	0	0	0	\$0	0
Other Current Expenditures	222,996	0	0	50	6,374	2,095	\$231,515	225,275
Total Expenditures	<u>\$359,544</u>	<u>\$844,770</u>	<u>\$163,789</u>	<u>\$86,988</u>	<u>\$384,621</u>	<u>\$72,996</u>	<u>\$1,912,708</u>	<u>\$1,591,725</u>
Fund Balance Change	<u>\$803,155</u>	<u>\$116,518</u>	<u>\$7,774</u>	<u>\$149,070</u>	<u>\$0</u>	<u>\$229,350</u>	<u>\$1,305,867</u>	<u>\$856,806</u>
Prior Year	\$382,703	\$94,329	\$18,714	\$84,296	\$0	\$276,764	\$856,806	

* Includes Vending, Vocational Servicing, Required Technology, Cafeteria, etc.

WESTERN IOWA TECH COMMUNITY COLLEGE
STATEMENT OF RECEIPTS AND DISBURSEMENTS
OCTOBER 2023

	<u>OPERATING</u>	<u>SPECIAL FEDERAL FUNDS</u>	<u>FUNDS HELD FOR OTHERS</u>	<u>PLANT FUND</u>	<u>HOUSE FILE</u>	<u>TOTAL</u>
BEGINNING BALANCE (10/01/2023)	\$14,065,194	\$6,525	\$367,782	\$13,418,838	\$19,152,471	\$47,010,810
Receipts	9,429,471	\$2,059,144	0	685,679	888,192	13,062,486
TOTAL FUNDS AVAILABLE	\$23,494,665	\$2,065,668	\$367,782	\$14,104,517	\$20,040,664	60,073,297
DISBURSEMENTS						
Board Report	\$5,141,772	\$2,061,096	\$0	\$24,500	\$449,971	\$7,677,339
Dorm Revenue Bond Payment						0
Transfers to Operating Fund						0
Approved Previous Meeting				563,523		563,523
TOTAL DISBURSEMENTS	\$5,141,772	\$2,061,096	\$0	\$588,023	\$449,971	\$8,240,862
ENDING BALANCE (10/31/2023)	\$18,352,894	\$4,572	\$367,782	\$13,516,494	\$19,590,693	\$51,832,434

WESTERN IOWA TECH COMMUNITY COLLEGE
INVESTMENT STATUS
OCTOBER 31, 2023

Investment	Bank	Operating	Special Federal Funds	Funds Held For Others	Plant Fund	House File	Totals	Current Rate
Checking	Security National	\$637,848					\$637,848	0.00%
Interest Checking	Security National		4,572				4,572	4.00%
Repurchase Agreement	Security National	6,713,502					6,713,502	4.00%
Certificate of Deposit	Central Bank	1,118,484					1,118,484	4.00%
Money Market	Northwest Bank	405,099					405,099	0.20%
Money Market	Liberty National Bank	8,633,535					8,633,535	5.05%
Money Market	Pioneer Bank	104,594					104,594	0.60%
Money Market	Liberty National Bank				12,974,067		12,974,067	5.05%
Checking	Cherokee State Bank	\$5,778					5,778	0.00%
Checking	Wells Fargo	\$22,164					22,164	1.65%
Checking	Wells Fargo			367,782	16,511	1,161,399	1,545,692	1.65%
Checking	Wells Fargo					842,684	842,684	1.09%
Repurchase Agreement	Security National				242,573	17,586,610	17,829,183	4.00%
Dorm Revenue Bond Funds	UMB Bank	711,889			283,343		995,231	5.26%
Total Cash & Investments		\$18,352,894	\$4,572	\$367,782	\$13,516,494	\$19,590,693	\$51,832,434	4.26%
Interest Earnings YTD		\$211,649	\$358	\$0	\$211,040	\$171,886	\$594,933	

**NEW JOBS TRAINING PROGRAM
PRINCIPAL & INTEREST PAYMENTS
DECEMBER 2023**

ISSUE	PRINCIPAL	INTEREST	TOTAL	FUND
2014-1 MULTIPLE		3,200.00	3,200.00	
2015-1 MULTIPLE		3,737.50	3,737.50	
2016-1 MULTIPLE		3,357.50	3,357.50	
2017-1 MULTIPLE		28,007.50	28,007.50	
2018-1 MULTIPLE		57,808.75	57,808.75	
2019-1 MULTIPLE		4,587.50	4,587.50	
2020-1 MULTIPLE		6,481.25	6,481.25	
2021-1 MULTIPLE		19,649.25	19,649.25	
2022-1 MULTIPLE		36,093.75	36,093.75	
2023-1 MULTIPLE		56,488.67	56,488.67	
TOTAL NJTP	0.00	219,411.67	219,411.67	\$219,411.67 HOUSE FILE
OTHER PRINCIPAL & INTEREST PAYMENTS DECEMBER 2023				
DORM REV 2021	250,000.00	87,250.00	337,250.00 *	
TOTAL OTHER	250,000.00	87,250.00	337,250.00	337,250.00 PLANT
COMBINED TOTAL	\$250,000.00	\$306,661.67	\$556,661.67	

*UMB will be making the payments on the Dorm Rev Series 2021 on our behalf

WESTERN IOWA TECH COMMUNITY COLLEGE

Bills to be approved at the board meeting November 13, 2023

October 2023

	Operating	Special Federal Funds	Funds Held For Others	Plant Fund	House File	Total
Warrants	\$ 5,143,447.72	\$ 2,061,096.36		\$ 24,500.00	\$ 449,970.79	\$ 7,679,014.87
Cancelled warrants	(1,676.00)					\$ (1,676.00)
Subtotal	5,141,771.72	2,061,096.36	-	24,500.00	449,970.79	\$ 7,677,338.87
Estimated amount	\$ 688,875.00					\$ 688,875.00
Total	\$ 5,830,646.72	\$ 2,061,096.36	\$ -	\$ 24,500.00	\$ 449,970.79	\$ 8,366,213.87

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CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
10/12/2023	A Ox Welding Supply Co Inc	\$348.46	BOOKS SPECIAL RESALE-SPON STU
10/12/2023	A Ox Welding Supply Co Inc	\$55.94	BOOKS SPECIAL RESALE-SPON STU
10/26/2023	Bomgaars Supply Inc	\$280.63	BOOKS SPECIAL RESALE-SPON STU
10/5/2023	Dakwa Incorporated	\$958.70	BOOKS SPECIAL RESALE-SPON STU
10/5/2023	Dakwa Incorporated	\$958.70	BOOKS SPECIAL RESALE-SPON STU
10/5/2023	Dakwa Incorporated	\$1,141.57	BOOKS SPECIAL RESALE-SPON STU
10/26/2023	Dakwa Incorporated	\$958.70	BOOKS SPECIAL RESALE-SPON STU
10/5/2023	Linde Gas & Equipment	\$859.68	BOOKS SPECIAL RESALE-SPON STU
10/12/2023	Menards Inc	\$400.32	BOOKS SPECIAL RESALE-SPON STU
10/5/2023	Synchrony Bank	\$261.59	BOOKS SPECIAL RESALE-SPON STU
10/28/2023	Collection Services Center	\$419.64	CASH IN BANK
10/12/2023	RefQuest LLC	\$10,000.00	CASH IN BANK
10/7/2023	Wells Fargo Bank	\$2,583.60	CASH IN BANK-PAYROLL
10/28/2023	Wells Fargo Bank	\$1,792,885.27	CASH IN BANK-PAYROLL
10/26/2023	Frontier Communications	\$551.67	COMMUNICATION
10/12/2023	Iowa Communications Network	\$5,700.08	COMMUNICATION
10/12/2023	Qwest Corporation	\$375.27	COMMUNICATION
10/12/2023	Burke Engineering Sales	\$524.26	CONSTRUCTION SUPPLIES
10/5/2023	Consolidated Electrical	\$287.77	CONSTRUCTION SUPPLIES
10/12/2023	Consolidated Electrical	\$648.45	CONSTRUCTION SUPPLIES
10/5/2023	Menards Inc	\$114.51	CONSTRUCTION SUPPLIES

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CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
10/5/2023	Menards Inc	\$119.78	CONSTRUCTION SUPPLIES
10/5/2023	Menards Inc	\$351.93	CONSTRUCTION SUPPLIES
10/12/2023	Menards Inc	\$234.26	CONSTRUCTION SUPPLIES
10/26/2023	Menards Inc	\$23.18	CONSTRUCTION SUPPLIES
10/26/2023	Menards Inc	\$100.50	CONSTRUCTION SUPPLIES
10/5/2023	Sioux City Winnelson	\$369.06	CONSTRUCTION SUPPLIES
10/26/2023	Sioux City Winnelson	\$312.03	CONSTRUCTION SUPPLIES
10/26/2023	ACI Payments Inc	\$3,151.45	CONTRACTED SERVICES
10/26/2023	Sandra Backhaus	\$77.73	CONTRACTED SERVICES
10/26/2023	Tracey Badar	\$150.00	CONTRACTED SERVICES
10/5/2023	BankMobile Technologies Inc	\$37.70	CONTRACTED SERVICES
10/26/2023	Robert Bowman	\$150.00	CONTRACTED SERVICES
10/5/2023	Brown Underground Inc	\$213.00	CONTRACTED SERVICES
10/26/2023	Bunkers Feed and Supply Inc	\$747.34	CONTRACTED SERVICES
10/26/2023	CHN Garbage Service Inc	\$67.50	CONTRACTED SERVICES
10/12/2023	Amber Dammann	\$2,990.00	CONTRACTED SERVICES
10/26/2023	Amber Dammann	\$2,860.00	CONTRACTED SERVICES
10/12/2023	Delta Papa Aviation LLC	\$3,750.00	CONTRACTED SERVICES
10/5/2023	Document Depot & Destruction	\$245.00	CONTRACTED SERVICES
10/12/2023	Semehar Ghebrekidan Arguello	\$1,000.00	CONTRACTED SERVICES
10/19/2023	Gill Hauling Inc	\$3,326.74	CONTRACTED SERVICES

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CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
10/7/2023	HealthEquity Inc	\$75.00	CONTRACTED SERVICES
10/19/2023	IMKO Enterprises Inc	\$12,259.23	CONTRACTED SERVICES
10/19/2023	IMKO Enterprises Inc	\$66,955.44	CONTRACTED SERVICES
10/19/2023	IMKO Enterprises Inc	\$2,764.71	CONTRACTED SERVICES
10/19/2023	IMKO Enterprises Inc	\$2,773.05	CONTRACTED SERVICES
10/12/2023	Iowa Community College Online	\$182,852.00	CONTRACTED SERVICES
10/12/2023	Lindblom Services Inc	\$410.00	CONTRACTED SERVICES
10/26/2023	Grace Linden	\$80.00	CONTRACTED SERVICES
10/26/2023	Todd D. Lindsey	\$330.00	CONTRACTED SERVICES
10/19/2023	Mike Logan	\$2,100.00	CONTRACTED SERVICES
10/5/2023	North Sioux City Holdings LLC	\$1,165.74	CONTRACTED SERVICES
10/5/2023	Plains Area Mental Health Inc	\$90.00	CONTRACTED SERVICES
10/26/2023	Plunketts Pest Control Inc	\$115.00	CONTRACTED SERVICES
10/12/2023	Rentokil North America	\$45.00	CONTRACTED SERVICES
10/26/2023	Rentokil North America	\$1,537.80	CONTRACTED SERVICES
10/26/2023	Rentokil North America	\$45.00	CONTRACTED SERVICES
10/12/2023	Thomas M. Rice	\$1,200.00	CONTRACTED SERVICES
10/12/2023	Dennis R Semple	\$3,300.00	CONTRACTED SERVICES
10/26/2023	Siouxland Certified Testing	\$3,800.00	CONTRACTED SERVICES
10/5/2023	Siouxland Mental Health	\$342.50	CONTRACTED SERVICES
10/5/2023	Steffen Engineering Inc	\$1,500.00	CONTRACTED SERVICES

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CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
10/12/2023	Vans Sanitation Inc	\$76.73	CONTRACTED SERVICES
10/7/2023	Weat Dae Hak	\$4,500.00	CONTRACTED SERVICES
10/19/2023	Western Iowa Tech Acc Rec	\$1,598.00	CONTRACTED SERVICES
10/12/2023	Western Iowa Tech Accounts	\$75.00	CONTRACTED SERVICES
10/19/2023	Western Iowa Tech Student	\$525.00	CONTRACTED SERVICES
10/19/2023	Windstar Lines Inc	\$2,972.60	CONTRACTED SERVICES
10/26/2023	Southwestern Community	\$700.00	COURSE FEE EXPENSE
10/5/2023	State Steel Supply Company Inc	\$2,936.98	COURSE FEE EXPENSE
10/12/2023	Sysco Lincoln	\$2,102.01	COURSE FEE EXPENSE
10/12/2023	Viewpoint LLC	\$13,400.00	COURSE FEE EXPENSE
10/5/2023	Western Iowa Tech AR	\$4,794.00	COURSE FEE EXPENSE
10/19/2023	Corey M. Adair	\$370.00	DUE FROM OTHERS-ASSET ACCOUNT
10/12/2023	AFP Corp	\$1,025.00	DUE FROM OTHERS-ASSET ACCOUNT
10/26/2023	Breathe Clean Dry Ice Blasting	\$11,975.00	DUE FROM OTHERS-ASSET ACCOUNT
10/12/2023	Cummins Inc	\$2,393.60	DUE FROM OTHERS-ASSET ACCOUNT
10/12/2023	Cummins Inc	\$745.36	DUE FROM OTHERS-ASSET ACCOUNT
10/19/2023	Dunwell LLC	\$44,743.86	DUE FROM OTHERS-ASSET ACCOUNT
10/19/2023	Dunwell LLC	\$3,300.00	DUE FROM OTHERS-ASSET ACCOUNT
10/12/2023	Foulk Brothers Plumbing	\$12,827.08	DUE FROM OTHERS-ASSET ACCOUNT
10/12/2023	Foulk Brothers Plumbing	\$10,117.37	DUE FROM OTHERS-ASSET ACCOUNT
10/5/2023	Russell Gondek	\$43.40	DUE FROM OTHERS-ASSET ACCOUNT

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CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
10/19/2023	Russell Gondek	\$122.39	DUE FROM OTHERS-ASSET ACCOUNT
10/26/2023	Kathy Hart	\$145.00	DUE FROM OTHERS-ASSET ACCOUNT
10/12/2023	High Point Networks LLC	\$6,692.20	DUE FROM OTHERS-ASSET ACCOUNT
10/12/2023	High Point Networks LLC	\$3,021.00	DUE FROM OTHERS-ASSET ACCOUNT
10/12/2023	Tiffany Holbrook	\$1,640.00	DUE FROM OTHERS-ASSET ACCOUNT
10/19/2023	Nadine Holst	\$80.00	DUE FROM OTHERS-ASSET ACCOUNT
10/12/2023	Amy L. Hueser	\$20.00	DUE FROM OTHERS-ASSET ACCOUNT
10/26/2023	Amy L. Hueser	\$67.46	DUE FROM OTHERS-ASSET ACCOUNT
10/12/2023	Jeff A. Jansen	\$563.50	DUE FROM OTHERS-ASSET ACCOUNT
10/12/2023	Rosalva V. Linares	\$145.34	DUE FROM OTHERS-ASSET ACCOUNT
10/12/2023	Mid Iowa Refrigeration Inc	\$379.00	DUE FROM OTHERS-ASSET ACCOUNT
10/26/2023	Linda J. Nordstrom	\$145.00	DUE FROM OTHERS-ASSET ACCOUNT
10/5/2023	Mariana Pacheco	\$416.66	DUE FROM OTHERS-ASSET ACCOUNT
10/12/2023	Christian Supiot Perez	\$416.66	DUE FROM OTHERS-ASSET ACCOUNT
10/12/2023	Cherokee State Bank	\$3,200.00	DUE FROM STUDENTS
10/12/2023	Cherokee State Bank	\$1,000.00	DUE FROM STUDENTS
10/12/2023	Kaylen E. Kuchel	\$36.50	DUE FROM STUDENTS
10/26/2023	L.A. Amundson Ohana	\$2,500.00	DUE FROM STUDENTS
10/26/2023	Jeff Reinking	\$533.00	DUE FROM STUDENTS
10/5/2023	Litisha H. Reyes	\$100.00	DUE FROM STUDENTS
10/26/2023	Siouxland Community	\$1,875.00	DUE FROM STUDENTS

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10/26/2023	Siouxland Community	\$1,875.00	DUE FROM STUDENTS
10/5/2023	Aimee A. Warren	\$759.50	DUE FROM STUDENTS
10/5/2023	Witcc	\$50.00	DUE FROM STUDENTS
10/5/2023	Witcc	\$750.00	DUE FROM STUDENTS
10/5/2023	Witcc	\$2,000.00	DUE FROM STUDENTS
10/5/2023	Witcc	\$1,500.00	DUE FROM STUDENTS
10/12/2023	Witcc Foundation	\$312.20	DUE FROM STUDENTS
10/12/2023	Witcc Foundation	\$204.20	DUE FROM STUDENTS
10/19/2023	Western Iowa Tech Foundation	\$19,000.00	DUE TO AGENCY FUND
10/26/2023	Western Iowa Tech 125 Plan	\$5,541.86	DUE TO AUXILIARY FUND
10/7/2023	Western Iowa Tech Plant Fund	\$24,500.00	DUE TO PLANT FUND
10/14/2023	Western Iowa Tech Plant Fund	\$550,000.00	DUE TO PLANT FUND
10/14/2023	Daktronics Inc	\$10,145.20	EQUIPMENT - \$5000 AND OVER
10/12/2023	Performance Health Holdings Inc	\$18,000.00	EQUIPMENT - \$5000 AND OVER
10/12/2023	PowerTech LLC	\$29,861.69	EQUIPMENT - \$5000 AND OVER
10/29/2023	Leke Sahatqija	\$871.50	FEDERAL INCOME TAX PAYABLE
10/29/2023	Wells Fargo Bank	\$373.50	FEDERAL INCOME TAX PAYABLE
10/5/2023	Camp High Hopes	\$1,200.00	GROUP MEETINGS AND WORKSHOPS
10/30/2023	Phi Theta Kappa Iowa Region	\$8,000.00	GROUP MEETINGS AND WORKSHOPS
10/29/2023	HealthEquity Inc	\$9,725.16	HSA Payable
10/5/2023	Cherokee Community School	\$100.00	INFO SERVICES/CLASSIFY ADS

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CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
10/26/2023	Cherokee Symphony	\$100.00	INFO SERVICES/CLASSIFY ADS
10/26/2023	Knowles Publishing Corp	\$49.00	INFO SERVICES/CLASSIFY ADS
10/5/2023	Lee Enterprises Inc	\$141.29	INFO SERVICES/CLASSIFY ADS
10/12/2023	Lee Enterprises Inc	\$620.33	INFO SERVICES/CLASSIFY ADS
10/26/2023	Wm Bass Advertising Associates	\$25,562.30	INFO SERVICES/CLASSIFY ADS
10/28/2023	BusinessSolverComInc	\$463,352.26	INSURANCE PREMIUMS PAYABLE
10/28/2023	Iowa Public Employees	\$129,769.06	IPERS TAX PAYABLE
10/26/2023	Ricks Computers Inc	\$4,529.83	MAINT & REPAIR-SU EQUIP
10/26/2023	Ricks Computers Inc	\$3,022.30	MAINT & REPAIR-SU EQUIP
10/19/2023	John T. Burow	\$1,440.00	MAINT AND REPAIR BUILDINGS
10/12/2023	Mikes Sioux City Carpet	\$19.00	MAINT AND REPAIR BUILDINGS
10/26/2023	Thompson Solutions Group	\$10,210.00	MAINT AND REPAIR BUILDINGS
10/12/2023	Van Osdel Plastering Drywall Inc	\$1,983.00	MAINT AND REPAIR BUILDINGS
10/12/2023	Ward Electric Company Inc	\$26,190.76	MAINT AND REPAIR BUILDINGS
10/5/2023	D&N Kent Pools LLC	\$236.39	MAINT AND REPAIR EQUIPMENT
10/12/2023	Foulk Brothers Plumbing	\$7,102.70	MAINT AND REPAIR EQUIPMENT
10/12/2023	Foulk Brothers Plumbing	\$1,395.48	MAINT AND REPAIR EQUIPMENT
10/5/2023	GreatAmerica Financial Services	\$456.40	MAINT AND REPAIR EQUIPMENT
10/12/2023	Iowa Division of Labor	\$80.00	MAINT AND REPAIR EQUIPMENT
10/12/2023	Iowa Division of Labor	\$40.00	MAINT AND REPAIR EQUIPMENT
10/5/2023	Kneifl Electric Inc	\$781.25	MAINT AND REPAIR EQUIPMENT

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CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
10/5/2023	Luesebrink Clifford Construction	\$95.00	MAINT AND REPAIR EQUIPMENT
10/12/2023	Robert Baker	\$255.00	MAINTENANCE GROUNDS
10/26/2023	Bock Lawn & Landscaping LLC	\$980.00	MAINTENANCE GROUNDS
10/5/2023	Flewelling Farms LLC	\$2,630.00	MAINTENANCE GROUNDS
10/26/2023	JS Brothers Inc	\$1,400.00	MAINTENANCE GROUNDS
10/12/2023	Paulsen Midwest Landscaping	\$50,920.00	MAINTENANCE GROUNDS
10/12/2023	Bomgaars Supply Inc	\$657.91	MATERIALS AND SUPPLIES
10/19/2023	Community Action Agency	\$356.23	MATERIALS AND SUPPLIES
10/26/2023	Community Action Agency	\$291.58	MATERIALS AND SUPPLIES
10/26/2023	Community Action Agency	\$144.48	MATERIALS AND SUPPLIES
10/19/2023	Nick Demke	\$20.00	MATERIALS AND SUPPLIES
10/14/2023	Gold Ocean Group Limited	\$1,106.00	MATERIALS AND SUPPLIES
10/12/2023	Metropolitan Community College	\$770.00	MATERIALS AND SUPPLIES
10/26/2023	Midbell Music Inc	\$74.99	MATERIALS AND SUPPLIES
10/12/2023	OReilly Auto Parts	\$651.15	MATERIALS AND SUPPLIES
10/19/2023	Primex Wireless Inc	\$6,479.20	MATERIALS AND SUPPLIES
10/19/2023	Zoey Smith	\$856.00	MATERIALS AND SUPPLIES
10/5/2023	Tri State Nursing Enterprises Inc	\$1,012.44	MATERIALS AND SUPPLIES
10/19/2023	Tri State Nursing Enterprises Inc	\$708.00	MATERIALS AND SUPPLIES
10/19/2023	Tri State Nursing Enterprises Inc	\$354.00	MATERIALS AND SUPPLIES
10/5/2023	Tom Utesch	\$130.01	MATERIALS AND SUPPLIES

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CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
10/12/2023	Western Iowa Tech Petty Cash	\$40.00	MATERIALS AND SUPPLIES
10/12/2023	American Association Comm	\$8,598.00	MEMBERSHIP
10/12/2023	Iowa Department of Natural	\$175.00	MEMBERSHIP
10/5/2023	Rotary International Cherokee	\$583.70	MEMBERSHIP
10/12/2023	Siouxland Interstate	\$3,850.00	MEMBERSHIP
10/12/2023	Vistage Worldwide Inc	\$10,121.00	MEMBERSHIP
10/19/2023	BSN Sports LLC	\$712.80	NON-CAPITAL EXP & EQUIP <5000
10/5/2023	General Business Interiors Inc	\$27,453.02	NON-CAPITAL EXP & EQUIP <5000
10/26/2023	General Business Interiors Inc	\$30,487.08	NON-CAPITAL EXP & EQUIP <5000
10/12/2023	High Point Networks LLC	\$8,990.00	NON-CAPITAL EXP & EQUIP <5000
10/12/2023	Performance Health Holdings Inc	\$16,827.00	NON-CAPITAL EXP & EQUIP <5000
10/12/2023	Performance Health Holdings Inc	\$1,873.75	NON-CAPITAL EXP & EQUIP <5000
10/5/2023	Phillips Floors Inc	\$3,997.35	NON-CAPITAL EXP & EQUIP <5000
10/12/2023	Minnesota Department	\$125.00	OTHER CURRENT EXPENSE
10/12/2023	Nebraska State Treasurer	\$89.40	OTHER CURRENT EXPENSE
10/26/2023	Friends Of FM 90	\$84.50	OTHER EMPLOYEE PR DEDUCTIONS
10/26/2023	Nebraska Child Support	\$1,356.50	OTHER EMPLOYEE PR DEDUCTIONS
10/26/2023	United Way of Siouxland Inc	\$970.50	OTHER EMPLOYEE PR DEDUCTIONS
10/26/2023	Western Iowa Tech Agency Fund	\$25.00	OTHER EMPLOYEE PR DEDUCTIONS
10/26/2023	Western Iowa Tech Foundation	\$2,137.43	OTHER EMPLOYEE PR DEDUCTIONS
10/26/2023	Western Iowa Tech GF	\$66.75	OTHER EMPLOYEE PR DEDUCTIONS

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CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
10/26/2023	Western Iowa Tech GF	\$100.00	OTHER EMPLOYEE PR DEDUCTIONS
10/26/2023	Western Iowa Tech GF	\$3,043.00	OTHER EMPLOYEE PR DEDUCTIONS
10/26/2023	Winnebago Tribe of Nebraska	\$626.78	OTHER EMPLOYEE PR DEDUCTIONS
10/12/2023	APH Stores Inc	\$3,841.34	OTHER MATERIALS AND SUPPLIES
10/12/2023	Arnold Motor Supply LLP	\$1,121.72	OTHER MATERIALS AND SUPPLIES
10/12/2023	Micks Menswear Inc	\$752.50	OTHER MATERIALS AND SUPPLIES
10/5/2023	Postmaster	\$910.00	POSTAGE
10/5/2023	Postmaster	\$310.00	POSTAGE
10/26/2023	Iowa Community College Online	\$50,000.00	PREPAID EXPENSES
10/5/2023	Artisan Press Inc	\$9,650.00	PRINTING & REPRODUCTION SVC
10/5/2023	Freeland Corporation	\$417.92	PRINTING & REPRODUCTION SVC
10/5/2023	Iowa Office Supply Inc	\$294.00	PRINTING & REPRODUCTION SVC
10/12/2023	Record Printing & Copy Center	\$2,546.00	PRINTING & REPRODUCTION SVC
10/12/2023	Ahlers & Cooney PC	\$2,435.00	PROFESSIONAL SERVICES
10/12/2023	Dentons Davis Brown PC	\$71,746.75	PROFESSIONAL SERVICES
10/5/2023	Nebraska State Patrol Cid	\$15.50	PROFESSIONAL SERVICES
10/26/2023	Nebraska State Patrol Cid	\$15.50	PROFESSIONAL SERVICES
10/26/2023	Texas Department Public	\$10.00	PROFESSIONAL SERVICES
10/7/2023	Wells Fargo Bank	\$529,450.27	PURCHASE CARD CHECKING
10/12/2023	Branded Custom Sportswear Inc	\$6,570.65	RESALE PURCHASES
10/26/2023	Branded Custom Sportswear Inc	\$2,734.02	RESALE PURCHASES

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CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
10/26/2023	Cambridge University Press	\$5,985.78	RESALE PURCHASES
10/12/2023	Chesterman Company	\$1,774.11	RESALE PURCHASES
10/26/2023	City of Sioux City	\$155.00	RESALE PURCHASES
10/12/2023	Core Mark Midcontinent Inc	\$1,281.97	RESALE PURCHASES
10/19/2023	Core Mark Midcontinent Inc	\$1,135.63	RESALE PURCHASES
10/12/2023	Douglas Stewart Company	\$2,894.97	RESALE PURCHASES
10/5/2023	Iowa Community College Online	\$76,499.71	RESALE PURCHASES
10/5/2023	Oxford University Press	\$799.92	RESALE PURCHASES
10/19/2023	Roaring Spring Blank Book Co	\$1,106.92	RESALE PURCHASES
10/12/2023	Tri Five LLC	\$6,488.13	RESALE PURCHASES
10/19/2023	Tri Five LLC	\$4,656.75	RESALE PURCHASES
10/5/2023	Western Iowa Tech Comm Ed	\$9,180.00	SCHOLARSHIPS
10/12/2023	Western Iowa Tech Comm Ed	\$3,060.00	SCHOLARSHIPS
10/19/2023	Western Iowa Tech Comm Ed	\$6,120.00	SCHOLARSHIPS
10/26/2023	Western Iowa Tech Comm Ed	\$7,482.00	SCHOLARSHIPS
10/26/2023	Western Iowa Tech Petty Cash	\$240.00	SCHOLARSHIPS
10/12/2023	Chapter 33 Students Internal	\$20.00	SPONSORED BILLING RECEIVABLE
10/26/2023	Goodwill of the Great Plains	\$446.25	SPONSORED BILLING RECEIVABLE
10/5/2023	Chapter 33 Students Internal	\$442.00	SPONSORED BILLING RECEIVABLE
10/19/2023	Delray Goulette	\$250.00	STUDENT DEPOSITS
10/12/2023	Boys & Girls Clubs Siouxland Inc	\$198.22	STUDENT WORK STUDY FEDERAL

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CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
10/26/2023	Boys & Girls Clubs Siouxland Inc	\$272.47	STUDENT WORK STUDY FEDERAL
10/28/2023	Teachers Insurance & Annuity	\$103,594.78	TIAA-CREF PAYABLE
10/12/2023	Ann M. Clark	\$157.12	TRAVEL IN STATE
10/19/2023	Dori L. Claycamp	\$348.40	TRAVEL IN STATE
10/19/2023	Rex K. Hawkins	\$139.36	TRAVEL IN STATE
10/26/2023	Stephanie M. Hill	\$58.24	TRAVEL IN STATE
10/26/2023	Troy A Jasman	\$228.11	TRAVEL IN STATE
10/19/2023	Merlyn L Kathol	\$210.08	TRAVEL IN STATE
10/12/2023	Kari Meyer	\$671.84	TRAVEL IN STATE
10/26/2023	Darin Moeller	\$234.00	TRAVEL IN STATE
10/12/2023	Terry A. Murrell	\$187.20	TRAVEL IN STATE
10/12/2023	Terry A. Murrell	\$208.00	TRAVEL IN STATE
10/5/2023	Mike A. Rader	\$169.36	TRAVEL IN STATE
10/12/2023	Brandon J. Sitzmann	\$17.68	TRAVEL IN STATE
10/5/2023	Kevin L. Stover	\$265.20	TRAVEL IN STATE
10/5/2023	Adams D. Davidson	\$206.75	TRAVEL OUT OF STATE
10/19/2023	Craig S. Donnelly	\$1,339.06	TRAVEL OUT OF STATE
10/26/2023	Terry A. Murrell	\$189.87	TRAVEL OUT OF STATE
10/19/2023	Todd A. Rausch	\$555.83	TRAVEL OUT OF STATE
10/12/2023	Carmen L. Wilson	\$239.20	TRAVEL OUT OF STATE
10/28/2023	Voya Financial	\$15,235.47	TSA PAYABLE

Western Iowa Tech Community College
Board Approval
General & Auxiliary
11/2/2023

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
10/5/2023	Berkshire Hathaway Energy	\$5,476.81	UTILITIES
10/12/2023	Berkshire Hathaway Energy	\$89,967.83	UTILITIES
10/12/2023	Berkshire Hathaway Energy	\$507.07	UTILITIES
10/12/2023	Berkshire Hathaway Energy	\$174.65	UTILITIES
10/19/2023	Berkshire Hathaway Energy	\$2,918.35	UTILITIES
10/26/2023	Black Hills Utility Holding	\$361.91	UTILITIES
10/26/2023	City Of Cherokee	\$81.77	UTILITIES
10/12/2023	City of Le Mars	\$51.47	UTILITIES
10/19/2023	City Of Mapleton	\$150.32	UTILITIES
10/5/2023	City of Sioux City	\$509.32	UTILITIES
10/5/2023	City of Sioux City	\$1,024.64	UTILITIES
10/5/2023	City of Sioux City	\$2,294.76	UTILITIES
10/5/2023	City of Sioux City	\$384.33	UTILITIES
10/5/2023	City of Sioux City	\$133.77	UTILITIES
10/5/2023	City of Sioux City	\$384.33	UTILITIES
10/5/2023	City of Sioux City	\$523.07	UTILITIES
10/5/2023	City of Sioux City	\$50.50	UTILITIES
10/5/2023	City of Sioux City	\$241.23	UTILITIES
10/5/2023	City of Sioux City	\$677.79	UTILITIES
10/5/2023	City of Sioux City	\$196.04	UTILITIES
10/5/2023	City of Sioux City	\$4,159.22	UTILITIES

Western Iowa Tech Community College
Board Approval
General & Auxiliary
11/2/2023

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
10/5/2023	City of Sioux City	\$1,624.31	UTILITIES
10/5/2023	City of Sioux City	\$48.75	UTILITIES
10/5/2023	City of Sioux City	\$2,492.12	UTILITIES
10/12/2023	City of Sioux City	\$4,398.97	UTILITIES
10/19/2023	Denison Municipal Utilities	\$2,021.36	UTILITIES
10/19/2023	Interstate Power & Light Co	\$953.25	UTILITIES
10/26/2023	Sapp Brothers Petroleum Inc	\$844.74	UTILITIES
10/12/2023	Woodbury County Rural Electric	\$3,035.24	UTILITIES
10/19/2023	Advance Auto Parts	\$15.97	VEHICLES-MATERIALS & SUPPLIES
10/26/2023	AVE PLP LLC	\$951.88	VEHICLES-MATERIALS & SUPPLIES
10/12/2023	D&L Equipment	\$3,113.19	VEHICLES-MATERIALS & SUPPLIES
10/12/2023	Dakota Graphics Sign Co	\$660.00	VEHICLES-MATERIALS & SUPPLIES
10/5/2023	Graham Tire Sioux City	\$90.81	VEHICLES-MATERIALS & SUPPLIES
10/12/2023	Graham Tire Sioux City	\$1,491.85	VEHICLES-MATERIALS & SUPPLIES
10/7/2023	Customers Bank	\$8,577.56	WITCC ONECARD PAYABLE
10/7/2023	Customers Bank	\$5,922.75	WITCC ONECARD PAYABLE
10/14/2023	Customers Bank	\$86,508.88	WITCC ONECARD PAYABLE
10/21/2023	Customers Bank	\$38,288.45	WITCC ONECARD PAYABLE
10/28/2023	Customers Bank	\$111,556.02	WITCC ONECARD PAYABLE
10/19/2023	Insurance Management Program	\$287.00	WORKMANS COMPENSATION
TOTAL		\$5,143,447.72	

Western Iowa Tech Community College
 Canceled Warrants
 General & Auxiliary
 11/2/2023

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
5/8/2020	Karlton J. Arnold	-\$89.40	DUE FROM STUDENTS
2/7/2020	Bernadette Corkin	-\$28.00	DUE FROM STUDENTS
11/1/2019	Dan Van Voorst	-\$125.00	STUDENT DEPOSITS
6/11/2020	Gonzalo O. Escobar Espejo	-\$231.60	DUE FROM STUDENTS
2/7/2020	Trhas G. Geretsadiq	-\$274.00	DUE FROM STUDENTS
5/14/2020	Sean M. Greiner	-\$7.50	DUE FROM STUDENTS
6/18/2020	Kane R. Harris	-\$870.00	DUE FROM STUDENTS
9/13/2019	Amairani L. Martinez	-\$40.50	TRANSPORTATION
8/2/2019	Julius A. Phillips	-\$10.00	DUE FROM OTHERS-ASSET ACCOUNT
TOTAL		<u>-\$1,676.00</u>	

WESTERN IOWA TECH COMMUNITY COLLEGE

Bills to be approved at the board meeting November 13, 2023

GENERAL FUND

Estimated for the month of November

Federal tax	\$	137,000.00
FICA		86,000.00
Insurance		310,000.00
IPERS		65,000.00
TIAA-CREF		90,000.00
United Farmers Telephone		875.00
Total	\$	688,875.00

Western Iowa Tech Community College
Board Approval
Special Federal
11/2/2023

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
10/21/2023	Western Iowa Tech General Fund	\$5.00	DUE TO GENERAL FUND
10/7/2023	Western Iowa Tech General Fund	\$152.31	OTHER FEDERAL
10/7/2023	Western Iowa Tech General Fund	\$1,965.00	OTHER FEDERAL
10/7/2023	Western Iowa Tech General Fund	\$226,105.34	OTHER FEDERAL
10/7/2023	Western Iowa Tech General Fund	\$76,687.95	OTHER FEDERAL
10/7/2023	Western Iowa Tech General Fund	\$1,325.30	OTHER FEDERAL
10/7/2023	Western Iowa Tech General Fund	\$52,471.04	OTHER FEDERAL
10/14/2023	Western Iowa Tech General Fund	\$4,136.00	OTHER FEDERAL
10/14/2023	Western Iowa Tech General Fund	\$116,708.11	OTHER FEDERAL
10/14/2023	Western Iowa Tech General Fund	\$127,107.48	OTHER FEDERAL
10/21/2023	Western Iowa Tech General Fund	\$275,000.00	OTHER FEDERAL
10/21/2023	Western Iowa Tech General Fund	\$626.00	OTHER FEDERAL
10/28/2023	Western Iowa Tech General Fund	\$849,222.80	OTHER FEDERAL
10/28/2023	Western Iowa Tech General Fund	\$200,000.00	OTHER FEDERAL
10/28/2023	Western Iowa Tech General Fund	\$3,454.00	OTHER FEDERAL
10/28/2023	Western Iowa Tech General Fund	\$662.40	OTHER FEDERAL
10/29/2023	Western Iowa Tech General Fund	\$93,690.43	OTHER FEDERAL
10/28/2023	Western Iowa Tech General Fund	\$31,777.20	SCHOLARSHIPS
TOTAL		<u>\$2,061,096.36</u>	

Western Iowa Tech Community College
Board Approval
Plant Fund
11/2/2023

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
10/11/2023	L&L Builders Inc	\$24,500.00	BUILDINGS & FIXED EQUIPMENT
TOTAL		<u>\$24,500.00</u>	

Western Iowa Tech Community College
Board Approval
House File
11/2/2023

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
10/31/2023	Western Iowa Tech General Fund	\$1,038.42	DUE TO GENERAL FUND
10/31/2023	Ahlers & Cooney PC	\$27.00	PROFESSIONAL SERVICES
10/31/2023	Ahlers & Cooney PC	\$711.00	PROFESSIONAL SERVICES
10/14/2023	Security National Bank	\$2,022.22	SNB INVEST
10/14/2023	Security National Bank	\$73,290.15	SNB INVEST
10/14/2023	Security National Bank	\$49,802.45	SNB INVEST
10/14/2023	Security National Bank	\$8,419.72	SNB INVEST
10/28/2023	Security National Bank	\$2,370.80	SNB INVEST
10/28/2023	Security National Bank	\$7,884.00	SNB INVEST
10/28/2023	Security National Bank	\$66,597.83	SNB INVEST
10/28/2023	Security National Bank	\$2,529.40	SNB INVEST
10/28/2023	Security National Bank	\$11,657.50	SNB INVEST
10/28/2023	Security National Bank	\$75,606.85	SNB INVEST
10/28/2023	Security National Bank	\$18,866.44	SNB INVEST
10/28/2023	Security National Bank	\$63,197.20	SNB INVEST
10/24/2023	Coil US Buyer Inc	\$2,349.00	TRAINING EXPENSE
10/17/2023	Cold Link Logistics Sioux City	\$9,306.95	TRAINING EXPENSE
10/24/2023	CW Suter Services Inc	\$1,950.00	TRAINING EXPENSE
10/17/2023	Seaboard Triumph Foods LLC	\$12,900.00	TRAINING EXPENSE
10/17/2023	Seaboard Triumph Foods LLC	\$11,670.00	TRAINING EXPENSE
10/10/2023	Western Iowa Tech Comm Ed	\$1,800.00	TRAINING EXPENSE

Western Iowa Tech Community College
 Board Approval
 House File
 11/2/2023

CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION
10/17/2023	Western Iowa Tech Comm Ed	\$450.00	TRAINING EXPENSE
10/17/2023	Western Iowa Tech Comm Ed	\$1,050.00	TRAINING EXPENSE
10/17/2023	Western Iowa Tech Comm Ed	\$12,808.00	TRAINING EXPENSE
10/17/2023	Western Iowa Tech Comm Ed	\$4,100.00	TRAINING EXPENSE
10/17/2023	Western Iowa Tech Comm Ed	\$7,565.86	TRAINING EXPENSE
TOTAL		<u>\$449,970.79</u>	

PERSONNEL REPORT
Regular Appointments
November 13, 2023

I. INSTRUCTIONAL STAFF

- A. **Raymond M. Sencenbaugh** has submitted his voluntary resignation as Nursing Instructor effective January 2, 2024. He is to be paid for all time worked through that date.

II. ADMINISTRATIVE STAFF

- A. It is recommended that the employment of **Darla A. Struck**, Director of Cherokee Campus and Northern Service Area be changed to Grants Coordinator effective October 23, 2023. No change in salary or full-time benefits.
- B. It is recommended that the employment of **Wendy M. Ivarson**, Grants Coordinator be changed to Director of Cherokee Campus and Northern Service Area effective October 23, 2023, at an annual salary of \$71,714.
- C. **Sandy Velasquez**, Campus Services Coordinator has been selected for the position as Director of Denison Campus and Southern Service Area effective October 25, 2023, at an annual salary of \$71,714, grade 9, exempt administrative position. This is a previously authorized position, vacant due to resignation, eligible for full time benefits.
- D. **Charles AB Valentine** has submitted his voluntary resignation as Adult Basic Education Specialist effective January 2, 2024. He is to be paid for all time worked through that date and for all earned and unused vacation.

III. SUPPORT STAFF

No personnel change.

IV. TEMPORARY STAFF

- A. The attached list of temporary appointments includes temporary employees, adjunct, substitute, work study, and community and continuing education instructors selected since the last report and not previously presented to the Board for approval in the position stated; not eligible for benefits.

Personnel Report
 Temporary Employees
 (not eligible for benefits)

NOV 23 6B

November 13, 2023

NAME	DEPARTMENT OR COURSE # - SECT	APPOINTMENT	FROM	THROUGH	APPT \$/HR	SALARY
Buhman, Stephanie	C.N.A	Adjunct	10/06/23	06/30/24	\$ 41.50	Time Entry
Bunte, Elias	CLC-Perkins	Tutor	10/25/23	12/20/23	\$ 10.00	Time Entry
Burgess, Charisa	C.N.A	Proctor	10/30/23	06/30/24	\$ 15.84	Time Entry
Carter, Alyssa	PN Clinical	Adjunct	10/23/23	06/30/24	\$ 52.00	Time Entry
Carter, Alyssa	PN Lab	Adjunct	10/23/23	06/30/24	\$ 41.50	Time Entry
Carter, Alyssa	NON-instructional	Adjunct	10/23/23	06/30/24	\$ 22.00	Time Entry
Carter, Alyssa	A.D.N Clinical	Adjunct	10/23/23	06/30/24	\$ 52.00	Time Entry
Carter, Alyssa	A.D.N Lab	Adjunct	10/23/23	06/30/24	\$ 41.50	Time Entry
Carter, Alyssa	NON-instructional	Adjunct	10/23/23	06/30/24	\$ 22.00	Time Entry
Clark, Amanda	C.N.A	Proctor	10/13/23	06/30/24	\$ 15.84	Time Entry
Cotton, Johnnie	Athletics	Bus Driver	10/16/23	06/30/24	\$ 25.00	Time Entry
Edwards, Marie	Student Center	Work Study	10/26/23	05/15/24	\$ 9.00	Time Entry
Frerichs, Curtis	Corporate College	BTW-Drivers Ed	11/07/23	11/07/24	\$ 25.00	Time Entry
Garibay, Edwin	Athletics	Work Study	11/01/23	05/15/24	\$ 9.00	Time Entry
Larson, Tamara	Coffee Spot	Barista	10/31/23	12/31/23	\$ 15.00	Time Card
Lewis, Joseph	CLC	Tutor	11/08/23	12/20/23	\$ 10.00	Time Entry
Luckow, Caleb	Athletics	Assistant Basketball Coach	10/02/23	09/30/24		\$ 15,000.00
Miller, Mitchell	NET-170-502	Adjunct	07/26/23	06/30/24		\$ 4,980.00
Noble, Jesse	Library	Work Study	10/23/23	05/10/24	\$ 9.00	Time Entry
Peterson, Donna	C.N.A	Adjunct	11/02/23	06/30/24	\$ 41.50	Time Entry
Peterson, Donna	Med Manager	Adjunct	11/02/23	06/30/24	\$ 41.50	Time Entry
Peterson, Donna	Non-Instructional	Adjunct	11/02/23	06/30/24	\$ 22.00	Time Entry
Peterson, Sarah	BIO-163	Instructor	08/21/23	06/30/24		\$ 3,735.00
Petty, Jennifer	ECE-103-502	Instructor	08/21/23	06/30/24		\$ 2,490.00
Rabb, Richard	Athletics	Bus Driver	09/28/23	06/30/24	\$ 22.50	Time Sheet
Smith, David	Athletics	Bus Driver	11/01/23	06/30/24	\$ 22.50	Time Sheet
Sudrla, Terry	EMS-541-01	OJT	10/02/23	12/20/23		\$ 2,400.00

AIA Document G702™ – 1992

Application and Certificate for Payment

TO OWNER: Western Iowa Tech P.O. Box 5199 Sioux City, IA 51106	PROJECT: 2022 Gaylord Smith Reroof	APPLICATION NO: 8 PERIOD TO: 10/10/23	Distribution to: OWNER <input type="checkbox"/>
FROM CONTRACTOR: Guarantee Roofing, Siding Co., LLC 2005 4th St. Sioux City, IA 51101	VIA ARCHITECT: Inspec, Inc. 5801 Duluth St. Golden Valley, MN 55422	CONTRACT FOR: 2022 Gaylord Smith Reroof CONTRACT DATE: 7/1/2022 PROJECT NOS: 215290 / /	ARCHITECT <input type="checkbox"/> CONTRACTOR <input type="checkbox"/> FIELD <input type="checkbox"/> OTHER <input type="checkbox"/>

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. AIA Document G703™, Continuation Sheet, is attached.

1. ORIGINAL CONTRACT SUM	\$ 510,494.00
2. NET CHANGE BY CHANGE ORDERS	\$
3. CONTRACT SUM TO DATE (Line 1 + 2)	\$ 510,494.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$ 510,494.00
5. RETAINAGE:	
a. 5 % of Completed Work (Columns D + E on G703)	\$ 25,524.00
b. % of Stored Material (Column F on G703)	\$
Total Retainage (Lines 5a + 5b, or Total in Column I of G703)	\$ 25,524.00
6. TOTAL EARNED LESS RETAINAGE	\$ 484,970.00
(Line 4 minus Line 5 Total)	
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT	\$ 477,370.25
(Line 6 from prior Certificate)	
8. CURRENT PAYMENT DUE	\$ 7,599.75
9. BALANCE TO FINISH, INCLUDING RETAINAGE	\$ 25,524.00
(Line 3 minus Line 6)	

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$	\$
Total approved this month	\$	\$
TOTAL	\$	\$
NET CHANGES by Change Order	\$	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:
By: [Signature] Date: 10/11/23
State of: IA Fed. ID 42-0960902
County of: Woodbury
Subscribed and sworn to before me this 11th day of October, 2023

Notary Public: Kathy Theisen
My commission expires: 1/2/24

KATHY THEISEN
Commission Number 787775
My Commission Expires January 7, 2024

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED [Signature] \$ 7,599.75
(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT:
By: [Signature] Date: 10/12/23

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.

Continuation Sheet

AIA Document G702™-1992, Application and Certificate for Payment, or G732™-2009, Application and Certificate for Payment, Construction Manager as Adviser Edition, containing Contractor's signed certification is attached.
 In tabulations below, amounts are in US dollars
 Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 8
APPLICATION DATE: 10/10/23
PERIOD TO: 10/10/23
ARCHITECT'S PROJECT NO: 215290

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED <i>(Not in D or E)</i>	G TOTAL COMPLETED AND STORED TO DATE <i>(D+E+F)</i>		H BALANCE TO FINISH <i>(C - G)</i>	I RETAINAGE <i>(If variable rate)</i>
			FROM PREVIOUS APPLICATION <i>(D + E)</i>	THIS PERIOD		% <i>(G ÷ C)</i>			
1.	Mobilization/Staging	7,705	7,705	-0-	-0-	7,705	100	-0-	
2.	Labor	1,874	1,874	-0-	-0-	1,874	100	-0-	
3.	Roof Materials	219,153	219,153	-0-	-0-	219,153	100	-0-	
4.	Painting Materials	999	-0-	999	-0-	999	100	-0-	
5.	Painting Labor	7,000	-0-	7,000	-0-	7,000	100	-0-	
6.	Roofing Labor	139,358	139,358	-0-	-0-	139,358	100	-0-	
7.	Metal Stairs	3,095	3,095	-0-	-0-	3,095	100	-0-	
8.	Stair Labor	1,905	1,905	-0-	-0-	1,905	100	-0-	
9.	Roof Edge Metal	12,180	12,180	-0-	-0-	12,180	100	-0-	
10.	Metal Labor	8,120	8,120	-0-	-0-	8,120	100	-0-	
11.	HVAC Metal	37,000	37,000	-0-	-0-	37,000	100	-0-	
12.	HVAC Metal	14,455	14,455	-0-	-0-	14,455	100	-0-	
13.	Insulation	2,500	2,500	-0-	-0-	2,500	100	-0-	
14.	Electrical	7,500	7,500	-0-	-0-	7,500	100	-0-	
15.	Roof Drains	3,800	3,800	-0-	-0-	3,800	100	-0-	
16.	Plumbing Labor	3,800	3,800	-0-	-0-	3,800	100	-0-	
17.	Warranty/Bonding	5,640	5,640	-0-	-0-	5,640	100	-0-	
18.	Overtime	9,410	9,410	-0-	-0-	9,410	100	-0-	
19.	Proj. Mgmt, OH & Profit	25,000	25,000	7,999	-0-	25,000	100	-0-	
GRAND TOTAL		510,494	502,495	7,999		510,494			

CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.

Application for Payment

NOV 23 8

Bill To: Western Iowa Tech Community Col 4647 Stone Ave Sioux City, IA 51106	Owner: Western Iowa Tech Community Collee 4647 Stone Ave Sioux City, IA 51106	Project: WIT Center for Inclusive Excellence Sioux City, IA 51106	Job No: 23-3200
Contractor: H&R Construction Co. 307 E. 39th Street S. Sioux City, NE 68776	Architect: Arch Proj:	Application No: 3 Billing Thru: 09/30/2023 Contract for: General Construction Contract Date: 07/07/2023	Invoice No: 99313 Invoice Date: 10/2/2023 Payment Terms: Net 15 Days

Application for Payment

This application is made for payment in connection with the attached Billing Detail (BD).

1. Original Contract:	436,000.00
2. Total Approved Change Orders:	1,710.00
3. Total Revised Contract:	437,710.00
4. Total Complete & Stored to Date:	95,975.50
5. Retainage:	
a. 5 % of completed work (Column D + E on BD)	4,798.78
b. 0 % of Stored Materials (Column F on BD)	0.00
Total Retainage (Column I)	4,798.78
6. Total Billed Less Retainage	91,176.72
7. Less Previous Amount Billed:	45,170.51
8. Current Amount Due:	46,006.21
9. Balance to Finish, Including Retainage	346,533.28
Line 3 less Line 6	

CHANGE ORDER SUMMARY	Additions	Deductions
Total change orders approved in previous periods:	0.00	0.00
Total change orders approved in this period:	1,710.00	0.00
Totals:	1,710.00	0.00
Net Change on Contract:	1,710.00	

Contractor certifies that to the best of the Contractor's information, knowledge, and belief that the work covered by this application for payment has been completed in accordance with the contract documents, that all payments have been paid by the Contractor for work for which previous applications for payment have been made and payments received from the Owner, and the current payment shown herein is now due.

H&R Construction Co.

By: [Signature] Date: 10/2/23
H&R Construction Co

State of Nebraska County of Dakota

Subscribed and sworn to me before

this 2 day of October

Notary Public Rachel Delon

My Commission Expires: 3/17/25

State of Nebraska – General Notary
RACHEL DECARLO
My Commission Expires
March 17, 2025

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations, and that data comprising this application, the Architect certifies to the Owner that to the best of the Architect's information, knowledge and belief, the work has progressed as indicated, the quality of the work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the the amount certified.

Amount Certified: \$46,006.21

Attach explanation if the amount certified differs from the application amount. Initial all figures on this application and on the billing breakdown that are changed to conform with the amount

By: [Signature] Date: 10/26/2023

[Signature]

Billing Detail (BD)

Invoice No: 99313 Invoice Date:10/02/2023

Job 23-3200 Progress Bill No. 3

A	B	C	D	E	F	G		H	I
Item	Description of Work	Scheduled Value	Completed In Prev Apps	Completed This Period	Materials Stored	Total Compl And Stored	%	Balance To Finish	Retainage
1	Mobilization	10,000.00	5,000.00	5,000.00	0.00	10,000.00	100	0.00	500.00
2	Bond & Insurance	8,277.00	8,277.00	0.00	0.00	8,277.00	100	0.00	413.85
3	Permits	1,628.00	1,628.00	0.00	0.00	1,628.00	100	0.00	81.40
4	General Conditions	30,295.00	5,200.00	5,200.00	0.00	10,400.00	34	19,895.00	520.00
5	Demolition	16,922.00	16,075.90	500.00	0.00	16,575.90	98	346.10	828.80
6	Archtectural Wood Casement/Tops	21,798.00	2,967.00	0.00	0.00	2,967.00	14	18,831.00	148.35
7	Joint Sealants	397.00	0.00	0.00	0.00	0.00	0	397.00	0.00
8	Hollow Metal Doors/Frames/Hardware	27,791.00	0.00	0.00	0.00	0.00	0	27,791.00	0.00
9	Glazing	15,985.00	0.00	0.00	0.00	0.00	0	15,985.00	0.00
10	Gyp Board Assemblies	39,996.00	0.00	18,596.00	0.00	18,596.00	46	21,400.00	929.80
11	Acoustical Ceilings	33,294.00	0.00	0.00	0.00	0.00	0	33,294.00	0.00
12	Resilient Flooring, Carpet, & Tile	17,916.00	0.00	0.00	0.00	0.00	0	17,916.00	0.00
13	Painting	13,535.00	0.00	0.00	0.00	0.00	0	13,535.00	0.00
14	Signage	11,495.00	0.00	0.00	0.00	0.00	0	11,495.00	0.00
15	Specialties	5,127.00	0.00	0.00	0.00	0.00	0	5,127.00	0.00
16	HVAC	71,644.00	0.00	10,746.60	0.00	10,746.60	15	60,897.40	537.33
17	Electrical	71,900.00	8,400.00	1,280.00	0.00	9,680.00	13	62,220.00	484.00
18	Data Systems	5,000.00	0.00	0.00	0.00	0.00	0	5,000.00	0.00
19	Fire Alarm Systems	8,000.00	0.00	0.00	0.00	0.00	0	8,000.00	0.00
20	Contractors Fee	25,000.00	0.00	6,250.00	0.00	6,250.00	25	18,750.00	312.50
	Original Contract Totals:	436,000.00	47,547.90	47,572.60	0.00	95,120.50		340,879.50	4,756.03
21	Div. #21 Change Order #1	1,710.00	0.00	855.00	0.00	855.00	50	855.00	42.75
	Change Order Totals:	1,710.00	0.00	855.00	0.00	855.00		855.00	42.75
	Progress Billing Totals:	437,710.00	47,547.90	48,427.60	0.00	95,975.50	22	341,734.50	4,798.78

CERTIFICATE FOR PAYMENT

Contractor: Steve Harris Construction, Inc.
 PO Box 343
 Homer, NE 68030-0343

Payment No.: 1
 DGR Engineering

Project: WITCC Soccer Field Improvements Project

DGR Project No.: 273067

Owner: Western Iowa Tech Community College

Contract Date: October 16, 2023

For Period From: October 23, 2023 through October 27, 2023

Item No.	Estimated Units	Description	Unit Price	Contract Cost	Completed Units	Value of Work
1	2.8 AC	Clearing & Grubbing	\$ 20,000.00	\$ 56,000.00	1.4	\$ 28,000.00
2	48600 C.Y.	Excavation, Class 10	\$ 3.50	\$ 170,100.00		\$ -
3	750 C.Y.	Excavation, Class 10, Unsuitable or Unstable Materials	\$ 17.50	\$ 13,125.00		\$ -
4	1125 S.Y.	Subgrade Treatment, Non-Woven Geotextile	\$ 5.00	\$ 5,625.00		\$ -
5	1125 S.Y.	Subgrade Treatment, Polymer Grid	\$ 5.00	\$ 5,625.00		\$ -
6	750 C.Y.	Furnish and Install 2"-5" Crushed Rock	\$ 92.28	\$ 69,210.00		\$ -
7	25 L.F.	Storm Sewer, Trenched, HDPE, 18"	\$ 101.65	\$ 2,541.25		\$ -
8	58 L.F.	Storm Sewer, Trenched, SS, 30"	\$ 141.61	\$ 8,213.38		\$ -
9	138 L.F.	Storm Sewer, Trenched, SS, 36"	\$ 180.58	\$ 24,920.04		\$ -
10	140 L.F.	Storm Sewer, Trenched, CMP, 36"	\$ 184.10	\$ 25,774.00		\$ -
11	26 L.F.	Storm Sewer, Trenched, CMP, 42"	\$ 340.55	\$ 8,854.30		\$ -
12	489 L.F.	Removal of Storm Sewer, ≤36"	\$ 30.00	\$ 14,670.00		\$ -
13	1 L.S.	Remove or Abandon/Fill Existing 36" Storm Sewer	\$ 1,600.00	\$ 1,600.00		\$ -
14	1 Ea.	Connect to Existing Storm Sewer, 18"	\$ 1,707.93	\$ 1,707.93		\$ -
15	1 L.S.	Maintain Temporary Storm Water Drainage	\$ 10,000.00	\$ 10,000.00		\$ -
16	1 Ea.	Pipe Apron, RCP, 42" w/ Footing & Guard	\$ 10,357.09	\$ 10,357.09		\$ -
17	323 L.F.	Subdrain, 6"	\$ 17.79	\$ 5,746.17		\$ -
18	627 L.F.	Subdrain, 8"	\$ 21.18	\$ 13,279.86		\$ -
19	2 Ea.	Subdrain Outlet	\$ 374.98	\$ 749.96		\$ -
20	1 Ea.	Manhole, SW-404, 6'x6' w/ Grated Casting	\$ 23,245.07	\$ 23,245.07		\$ -
21	1 Ea.	Intake, SW-502, 60"	\$ 11,868.63	\$ 11,868.63		\$ -
22	2 Ea.	Manhole Adjustment, Minor	\$ 1,580.30	\$ 3,160.60		\$ -
23	3 Ea.	Remove Intake	\$ 1,000.00	\$ 3,000.00		\$ -
24	1 Ea.	Storm Manhole, SW-401, 60", Base, Ring and Cover and External Seal	\$ 4,847.68	\$ 4,847.68		\$ -
25	15.6 V.F.	Storm Manhole, SW-401, 60"	\$ 771.99	\$ 12,043.04		\$ -
26	3 Ea.	Intake, 15" Nyloplast w/ 15"x15" Standard Grate	\$ 2,431.39	\$ 7,294.17		\$ -
27	1 Ea.	Intake, 18" Nyloplast w/ 18" Standard Grate	\$ 4,409.01	\$ 4,409.01		\$ -
28	138 S.F.	Removal of Sidewalk	\$ 5.00	\$ 690.00		\$ -
29	3209 S.Y.	Pavement Removal	\$ 15.00	\$ 48,135.00		\$ -
30	1 L.S.	Temporary Traffic Control	\$ 7,640.00	\$ 7,640.00	0.5	\$ 3,820.00
31	3.36 AC	Hydraulic Seeding, Seeding, Fertilizing, and Mulching, Type 2 Slope Mix	\$ 6,600.00	\$ 22,176.00		\$ -
32	1 L.S.	SWPPP Management	\$ 1,500.00	\$ 1,500.00	0.1	\$ 150.00
33	564 L.F.	Wattle, 9", Furnish, Install, Maintain and Remove	\$ 6.00	\$ 3,384.00		\$ -

Payment No.: 1

Value of Work Completed \$ 37,000.00

STORED MATERIALS				
Item No.	Description	No. Units	Unit Cost (Matl. Only)	Total

Total Stored Materials \$ -

Value of Work Completed and Stored Materials \$ 37,000.00

Less Retainage 5% \$ 1,850.00

Amount Due This Certificate for Payment \$ 35,150.00

Less Previous Estimates \$ -

AMOUNT DUE THIS ESTIMATE \$ 35,150.00

Payment Requested by: Steve Harris Construction, Inc.
(Contractor)

Lita Hirschman 10/30/2023, 2023
(signature) (Date)

Payment Recommended by: DGR Engineering

Bryan Wells 10/31/2023, 2023
(signature) (Date)

Payment Approved by: Western Iowa Tech Community College
(Owner)

[Signature] 10/31/2023, 2023
(signature) (Date)

CONTRACTOR'S DECLARATION
For submittal each month with partial payment requests
Must list change order items
Items list and/or proposed prices required

I hereby declare that I have not, during the period October 23, 2023 through October 27, 2023, performed any work, furnished any material, sustained any loss, damage or delay for any reason, including soil conditions encountered or created, or otherwise done anything for which I shall ask, demand, sue for, or claim compensation from Western Iowa Tech Community College, the Owner, or his agents, in addition to the regular items set forth in the contract dated October 16, 2023 for WITCC Soccer Field Improvements Project executed between myself and the Owner, and in the Change Orders for work issued by the Owner in writing as provided thereunder, except as I hereby make claim for additional compensation and/or extension of time, as set forth on the itemized statement attached hereto.

Date: 10/31/2023

Steve Harris Construction, Inc.
(Contractor)

By: Lita Hirschman

Title: Project Manager

Subject: WITCC Board

Date: Tuesday, November 7, 2023 at 10:44:36 AM Central Standard Time

From: Brenda Wright

From: Bill Anderson <wra1977@yahoo.com>

Date: Friday, October 13, 2023 at 8:18 AM

To: Terry Murrell <Terry.Murrell@witcc.edu>

Subject: WITCC Board

Dr. Terry,

I will be resigning from the WITCC Board of Directors effective immediately.

I have enjoyed working with you and my fellow board members.

If you would like me to submit something in writing, please let me know.

Thank you,

Bill Anderson
Cherokee, IA



DATE: November 7, 2023
 TO: Dr. Terry Murrell, President
 FROM: Tawnya Beermann, Dean of Students

SUBJECT: 2022-2023 GAP/PACE/Last Dollar Scholarship Annual Update

Western Iowa Tech Community College, our learners, and stakeholders continue to effectively utilize state-supported workforce initiatives, designed to address the most critical workforce needs in our communities. These programs support varying employment sectors. This year, the board will have the pleasure of hearing first-hand, the stories of learners who have been supported by these programs, while working toward successful completion of stackable credentials; opening doors to career opportunities in the Health Services sector within the communities we serve.

GAP Tuition Assistance Program:

The Gap tuition Assistance Program (GAP) was established as part of the Skilled Worker and Job Creation Fund to provide funding to community colleges for need-based tuition assistance to applicants for completion of continuing education certificate training programs in-demand occupations, that do not typically qualify for federal student aid funding. Short-term training tuition & fees are covered for qualified applicants. The bulk of WITCC GAP funds are used for supporting learners by covering their tuition and fees for CNA and CDL non-credit training programs.

2022-2023 Total Allocation: \$118,912, assisting 51 learners

Base Allocation \$110,985, plus \$7927 re-allocation of funds unused by other colleges.

51 participants earned credentials in 2022-2023 academic year:

CDL	20	EMT	3
CNA	20	Office Assistant	1
Cert Med Assistant	3	Electrical Apprentice	1
Medication Aide	2	Welding	1

Recent changes: The state of Iowa implemented a more simplified application process, and some credit certificates now qualify for funding.



PACE (Pathways for Academic Career & Employment):

The Pathways for Academic Success (PACE) program was established to provide funding to Community Colleges to support training opportunities that will lead to gainful, quality, in-state employment for students enrolled in qualifying high-demand programs. WITCC PACE funds support Navigator services, providing personalized one-on-one supports from the time of on-boarding through to graduation, assisting participants in completion of high-demand credit program certificates, diplomas and degrees, to fill the employment skills gap.

2022-2023 Allocation: \$268,094, assisting 485 learners

- 216 learners earned 305 credentials in 2022-2023
- 193 learners were retained in 2023-2024 academic year

Future Ready Iowa-Last Dollar Scholarship (Iowa Free Tuition):

This program, as the name implies, covers any remaining tuition and allowable fees, after federal and state grants/scholarships are applied for qualifying Iowa students in high demand career fields. Approved credentials include postsecondary certificates, diplomas and associate degrees.

2022-2023 Total Allocation: \$1,536,861, assisting 659 learners

- 375 of the 2022-2023 WITCC graduates were recipients of Last Dollar Scholarship assistance, **up 8.2% from last year.**

Recent Changes: The state of Iowa implemented income guidelines, impacting WITCC and our learners. Many had to take out student loans to cover costs.

	Funds Awarded	Students Benefitting	Impact
2022 Fall Awards	\$796,924	615	41% decrease
2023 Fall Awards	\$469,458	504	18% decrease



Date: November 13, 2023
To: Dr. Terry Murrell, President
From: Revathi Vongsiprasom, Dean of Opportunity & Engagement
Tito Parker, Associate Dean of Students, Student Activities Coordinator
RE: FY2023-24 Student Activities

Thank you to the WITCC Board for allowing us to continue serving our students through the Robert E. Dunker Student Center and activities.

Students are seeking opportunities for extracurricular activities, physical fitness and the friendships that are known to influence a student's connection to the campus community---all of which are shown to improve students' senses of belonging, motivation, and commitment to complete their academic program.

We are excited this year to be offering a variety of in-person activities. Welcome Week was a success and included such activities as housing orientation, Title IX training with over 300 students attending, move in bingo, and off-campus activities such as Rollerama with 147 students attending that off campus event. We are continuing to celebrate the many cultures represented at Western Iowa Tech. In partnership with other campus departments, we have and will continue to host and collaborate on multiple events including Hispanic Awareness Month, Native American Awareness Month, and African-American History Month, LGBTQ National Coming out Day, and others.

Forty students traveled to Minneapolis last year to watch the Minnesota Timberwolves play the Los Angeles Lakers. Twenty-five students attended the Minnesota Vikings vs. the Chicago Bears NFL game. Students also traveled to Council Bluffs for the Anime Nebraskon. Over 150 students attended and or participated in lunchtime Karaoke with the Audio Engineering Program. WIT has over 25 clubs and organizations that involve over 300 students from all campuses.



About 30 students currently receive monthly bus passes. Each student receives 10 one-use passes for the week. There have been about 25-30 other students that have received bus passes which brings that total to 300 bus passes. We currently supply one student an ADA bus pass due to her disability.

Since August:

- 24 students are currently off the street and have a stable place to live are no longer homeless.
- 91 have received help applying and securing EBT.
- 16 families received Early Head Start, Head Start and Day Care for their children.
- 4 students found affordable transportation.
- 61 students received assistance securing employment.
- 9 students secured support for medication.
- 21 students received help securing money for rent or deposits.
- 51 students received help getting clothes for them and family.
- 111 students have secured assistance for other community resources.

Student Activities brings our campus culture to life and engages students while supporting their career goals.



FY 2023-24 Budget Proposal

Academic Programming	\$15,000
Program and presentations on topics including drugs and alcohol, cultural awareness, and various campus celebrations are funded in this category. Appropriations for honorariums, lodging, Title IX training and transportation are also funded in this category.	
Administrative	\$10,000
Compensation for Work Study Students and office supplies.	
Club Funding & Support	\$18,000
Club projects, travel and Intramural and league athletic activities funded through Student Activities.	
Community Service	\$3,000
Student community service projects such as Habitat for Humanity, Warming Shelter, Camp High Hopes, Big Brothers/Big Sisters of Siouxland, Council on Sexual Assault and Domestic Violence, SafePlace, Boy Scouts (Eagle Scout) Boys and Girls Home, Disabilities Resource Center (DRC), Elks Lodge 112 and Siouxland Autism Support Group are funded in this category. Meals and Transportation at the job site are typically included, while lodging is funded by the individual Student contributions.	
Entertainment	\$20,000
Major campus activities such as The WITSTOCK Festival, Festival of Nations, and Welcome Week are funded in this category. Comedy nights, free student snacks, games, Movie Night at Promenade, off-campus events, bowling, laser tag, and traveling musicians.	
Leadership Training	\$4,400
This category funds conferences on leadership skill development, annual IACCT lobbying trip, leadership academy Projects, Nebraskon and Iowa Women Lead Change.	
Student Health & Wellness	\$8,000
Maintenance of Robert E. Dunker Center Fitness equipment/weight room and Student Health Fair.	

It is the administrative recommendation that the board approve \$78,400 for student activities for the 2023-2024 school year.



TO: Dr. Terry A. Murrell, President
FROM: Erin Volk, Dean of Quality
DATE: November 6, 2023
SUBJECT: Voluntary Framework of Accountability 2023

The Voluntary Framework of Accountability (VFA) system of community college success metrics provides Western Iowa Tech Community College the opportunity to:

- (1) consistently measure and monitor internal progress,
- (2) benchmark with in-state and national peers to evaluate WITCC's relative performance, and
- (3) observe outcome trends over time.

The attached report contains a compilation of three years of College data and comparisons to all VFA participating colleges, Iowa community colleges, and selected peer institutions. Twelve peer institutions were identified with characteristics similar to WITCC, with respect to student population size, percentage of part-time students, and the student population's race and ethnicity.

Using a scorecard approach, we evaluated the College's progress in 2020 compared to prior years and examined outcomes relative to peers. WIT has demonstrated overall progress and improvement this year across four measures, performed consistently well in an additional six measures, and has flagged four areas of concern. Over 40% of the WIT cohort had earned a credential in two years; Iowa peers trailed by 6% and national peers by over 20% (item f). The College also continues to excel in terms of awarding Certificates (items k and l), exceeding state and national peers by at least 2-fold. Furthermore, while the challenges of 2020 resulted in some setbacks in 2-year progress, concerted efforts to more fully support students will lead to more successful outcomes in the coming years.

2023 VFA Summary Results

Western Iowa Tech Community College

1. Two-year Progress

Main Cohort, Fall 2020

	WITCC Fall 2018	WITCC Fall 2019	WITCC Fall 2020	WITCC +/-	Peer +/-	Peer Colleges* (n= 12)	All Iowa (n=14)	All VFA (n= 119)
a. No Success in First Term	15.4%	15.5%	18.7%			16.7%	15.9%	18.8%
b. Fall to Spring Retention	69.0%	71.1%	71.7%			71.7%	75.0%	68.3%
c. First Term Credit Success	67.4%	70.1%	69.4%			72.3%	71.4%	69.8%
d. Two-Year Credit Success	72.2%	74.2%	74.9%			77.2%	77.8%	75.3%
e. Reached Credit Threshold	51.5%	56.6%	59.2%			40.5%	55.7%	42.5%

2. Two-Year Persistence & Attainment

Main Cohort, Fall 2020

	WITCC Fall 2018	WITCC Fall 2019	WITCC Fall 2020	WITCC +/-	Peer +/-	Peer Colleges	All Iowa	All VFA
f. Completion in Two Years	33.1%	34.9%	40.8%			19.5%	34.8%	19.3%
g. Transfer in Two Years	11.9%	9.2%	9.6%			17.7%	16.8%	14.0%
h. Still Enrolled after Two Years	20.6%	23.1%	21.0%			31.5%	20.7%	31.3%
<i>Total positive 2-year outcomes</i>	65.6%	67.2%	71.4%			68.7%	72.3%	64.6%

4. Six-Year Outcomes

Main Cohort, Fall 2016

	WITCC Fall 2014	WITCC Fall 2015	WITCC Fall 2016	WITCC +/-	Peer +/-	Peer Colleges (n= 12)	All Iowa (n= 14)	All VFA (n= 119)
i. Associate with Transfer	7.2%	5.7%	8.2%			12.3%	16.2%	12.3%
j. Associate without Transfer	15.0%	15.8%	15.9%			12.0%	17.7%	12.8%
k. Certificate with Transfer	3.0%	3.5%	2.6%			0.9%	1.0%	1.0%
l. Certificate without Transfer	13.1%	14.9%	12.3%			3.4%	6.0%	4.4%
m. No Award Transfer	19.3%	20.4%	19.4%			26.4%	22.5%	22.5%
n. Still Enrolled	2.0%	2.1%	2.2%			3.0%	1.5%	2.7%
o. Left with at least 30 Credits	8.4%	6.7%	6.2%			10.4%	10.0%	9.8%
p. Left with less than 30 Credits	32.1%	30.9%	33.2%			31.1%	25.0%	34.4%

- WITCC has demonstrated progress and/or excels relative to comparison group * Selected peers are similar in size, racial and ethnic demographics and part-time enrollments
- WITCC results are consistent with prior year and/or peers
- WITCC has shown a decline and/or lags behind comparison group
- Scoring is not applicable



TO: Dr. Terry Murrell, President

FROM: Erin Volk, Dean of Quality

DATE: October 30, 2023

SUBJECT: Revised Grant Agreement for MRHD

In the fall of 2021, WITCC received the Missouri River Historical Development (MRHD): Economic Development grant for \$250,000. The 2-year award was designed to support the creation of the Aviation Maintenance program. The College has made significant progress on curriculum development and approval over the last two years. However, securing a location for this unique program has been challenging. Negotiations are currently underway, with a goal of establishing a contract by the end of 2023. Preparation and remodeling of the space is slated for spring with a program launch in fall of 2024, which represents a one-year extension beyond the original grant contract.

In response to this adjusted timeline, MRHD has issued a revised grant agreement, with an end date of September 1, 2024. It is the administrative recommendation that the Board approve the amended agreement.

**MISSOURI RIVER HISTORICAL DEVELOPMENT, INC.
ADDENDUM TO AGREEMENT FOR AWARD OF ECONOMIC DEVELOPMENT
GRANT**

This ADDENDUM TO AGREEMENT is made this 17th day of October, 2023, by and between Missouri River Historical Development, Inc. ("MRHD"), a Qualified Sponsoring Organization as defined in Iowa Code Section 99F.1(20), and Western Iowa Tech Community College, an Iowa Community College organized under Iowa Code Chapter 260C (WITCC).

RECITALS

WHEREAS, WITCC applied for and was the recipient of an Economic Development Grant from MRHD in the sum of Two Hundred – Fifty Thousand Dollars (\$250,000); and

WHEREAS, the Grant was memorialized in an Agreement executed on November 29, 2021; and

WHEREAS, the Agreement anticipated that the entire pledge will be paid out no later than November 1, 2023, unless otherwise agreed to by MRHD; and

WHEREAS, the project has commenced, and has made substantial progress; and

WHEREAS, the project is not at a point where the entire pledge will be requested or paid by November 1, 2023; and

WHEREAS, as a result, WITCC has requested an extension of the Grant and MRHD has agreed to the requested extension.

NOW THEREFORE, the Parties enter into this Addendum of the Agreement executed on November 29, 2021, as follows:

Article 1.2 is amended as follows:

1.2 Timing of Payments. Provided all the terms and conditions of the Agreement executed November 29, 2021, and this Addendum are fulfilled, the remaining Grant funds shall be distributed by MRHD to WITCC incrementally, upon receipt of statements/invoices pertaining to expenses directly related to the purchase of AMT Program equipment required to meet the training needs for a full capacity program of up to 50 students. **However, no payments will be due or payable prior to May 31, 2024.**

Article 1.4 is amended as follows:

c. The pledge is made to WITCC, and will remain in effect until September 1, 2024, unless otherwise agreed to by MRHD.

Article 2.3 is amended as follows:

2.3. It is anticipated that the entire pledge will be paid out no later than September 1, 2024, 2024, unless otherwise agreed to by MRHD.

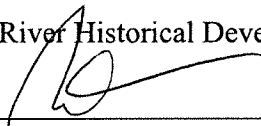
All other terms of the Agreement executed on November 29, 2021, are ratified and remain in full force and effect.

Each signatory to this Agreement represents and warrants that the signatory has been duly and legally authorized to sign on behalf of MRHD and WITCC, respectively.

IN WITNESS WHEREOF, the parties hereto have caused their duly authorized representatives to execute this Agreement effective upon the date above written.

Dated this 17th day of October, 2023.

Missouri River Historical Development, Inc.

By: 
Steven J. Huisenga, President

Dated this ___ day of _____, 2023.

Western Iowa Tech Community College,

By: _____

Title: _____



November 6, 2023

To: WITCC Board of Directors and Dr. Terry Murrell, President

From: Amy Hueser, Faculty Development and Assessment Coordinator
Jackie Plendl, Dean of Human Resources

Re: Annual Staff Development Report

Western Iowa Tech Community College believes in the importance of providing a variety of training and development opportunities to all employees. Board Policy 400.9 states the College shall develop, implement, and maintain a plan for the training and development of all employees. This annual report highlights some of the many professional development opportunities provided this year.

Professional development begins for all new employees with the onboarding and ambassador program. We offer four different sessions with the focus on increasing connection to the college and providing an understanding of college policies and procedures. During these sessions, employees were able to meet other new employees, tour the campus, and learn about the Foundation, Inclusion, Information Technology, Safety, Student Services, Student Activities, and Human Resources. New employees were also assigned an onboarding ambassador. The ambassadors provided them with a connection outside of their department. Both the new employees and the current employees who serve as ambassadors enjoy this and find it very beneficial.

Each year the Executive Council recommends employees for participation in the Iowa Community College Leadership Institute (ICCLI), Leadership in a New Century (LINC), Leadership Siouland, and WITCC's High Performance Management classes. Nine employees participated in these programs which provided both academic and experiential leadership development opportunities to enhance leadership and management skills.

Employees are encouraged to attend workshops, trainings, seminars, and conferences to obtain certifications, or improve their skills and knowledge to help them better perform in their jobs. Faculty and staff from Academics, Adult Literacy, Business Office, Corporate College, Enrollment



Services, TRiO, Information Technology, Human Resources, Physical Plant, Student Services, and Recruitment attended over 50 different trainings or conferences this past year.

A total of twenty-eight (28) employees benefited from the tuition assistance program this year. Ten (10) employees who took classes at WIT to obtain an associate degree, diploma, or certificate received a tuition waiver, and eighteen (18) employees received tuition assistance to help them towards their pursuit of a higher degree at a four-year institution.

Staff Development occurs twice annually, offering employees two days of professional development opportunities and a chance for the college to collaborate and grow. Angie Sewalson has joined Amy Hueser in the ACE, and they are responsible for Staff Development, along with the very involved and supportive Staff Development Committee. The committee is a combination of volunteers and those representing each department in the college.

Each Staff Development has featured something different and unique, adapting to the semester and needs of the college and student body. This semester, we focused on understanding the challenges our students, colleagues, and community may face through a poverty simulation. A great deal of planning went into the three times each Poverty Simulation was held, and LaShawna Moyle led this. The simulation lasted three hours, with an hour of debriefing as part of it. Over 187 employees attended one of the three sessions, with 13 sets of buddies (an employee at a distance partnered with an employee attending face-to-face) participating. WITCC employees filled 63 volunteer positions to work at the simulations and spent an afternoon training before the event. Volunteers from the Community Action Agency also worked during each simulation.

In the past three weeks, LaShawna Moyle and Mara Hall held listening sessions on the Sioux City campus and in Cherokee and Denison. Questions about the poverty simulation were part of the employee survey after staff development.

On January 23rd of the upcoming semester, a poverty simulation will occur for students on the Sioux City campus. Planning for this is underway.



During the two days of staff development, other sessions were held simultaneously with the three poverty simulations for the other employees to attend. Community agencies and WITCC employees volunteered to present various topics. All the sessions were held face-to-face with the option to participate via Zoom for those at a distance. In addition, the majority were recorded and added to the private ACE-A YouTube channel. There were 79 videos already posted from previous years that employees could watch.

Working with Darin Moeller, each fall, we purchase institutional access to the fall virtual National Institute for Staff and Organizational Development (NISOD) conference. This access provides multiple tracks of live and pre-recorded sessions that employees can participate in and access for six months after the conference ends. Finally, the popular Design-Your-Own option, which allows employees to create professional development personalized to their professional needs, was available.

The theme of the Spring 2023 Staff Development was Transformative Change, and Dr. Murrell led the morning session, sharing our progress with the college's strategic initiatives and how we might become involved. Survey results indicated that the featured speakers and large-group sessions about DEI Fundamentals, along with information presented about student demographics, were appreciated, and needed to create a positive and helpful learning environment.

For the past several years, there has been a department or other campus entity spotlighted through a video presentation. This past Spring, it was the Cherokee campus featuring the new and innovative nursing lab. Several staff members and faculty shared their departments and how they impact student learning.

We would like to thank the Board and Terry for recognizing the importance of professional development and for continuing to support staff development opportunities for all WITCC employees.



DATE: November 6, 2023

TO: Dr. Terry A. Murrell, President

FROM: Troy A. Jasman, Vice President of Finance
and Administrative Services

RE: **CENTER FOR INCLUSIVE EXCELLENCE FURNITURE**

As the College prepares for the opening of the Center for Inclusive Excellence area on the main campus, the College has worked with staff to determine the office furniture needs as well as the spaces for students to congregate. The College has reviewed the architect's layout of the area as well as determining the workflow needs of the area. As the area will be visible from the Comet Learning Center, it is important that the space works with existing furniture that has been purchased in the past years. For this reason, the College desires to utilize the public sector, state contract for which Office Elements is the only dealer located in the area. Additionally, Office Elements is able to provide the layout design services at no additional costs. The furniture purchase will consist of all office equipment such as desk, desk return, desk chair, guest chairs, files, student gathering space furniture, tables and chairs for the workshop room and furnishings for the conference rooms.

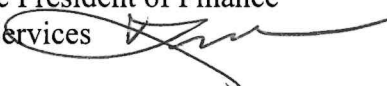
Recommendation

It is the Administrative Recommendation that the College purchases the Center for Inclusive Excellence area furniture from Office Elements of Sioux City, Iowa for a price not to exceed \$52,104.80. Existing funds will be used to cover the purchase.



DATE: October 18, 2023

TO: Dr. Terry A. Murrell, President

FROM: Troy A. Jasman, Vice President of Finance
and Administrative Services 

RE: **BOARD POLICY REVISION – PURCHASING**

The following revised Board Policy is being presented to the Western Iowa Tech Community College Board of Directors for a second reading as follows:

704.1 Expenditures – Purchasing Policy

The proposed change would increase the authority of the College President to authorize purchases from \$40,000 to \$100,000 without prior Board approval. The current value has been in place since March, 2007 and does not take into consideration the general increase of purchasing items to operate the College. Of all of the Iowa community colleges responding to a presidential limit, only one other Iowa community college has a limit. The other Iowa community colleges has no dollar limitation as to what the College President is able to authorize. This request would be to continue to have a pre-established limit, but one such that allows the College President to make spending authorizations of up to \$100,000. All other aspects of the policy would remain in place such as competitive procurement procedures, etc.

Administrative Recommendation

It is the administrative recommendation that the revised Board Policy be approved by the WITCC Board of Directors.

BOARD POLICY

WESTERN IOWA TECH COMMUNITY COLLEGE

Series Number 704.1

Title Expenditures

Purchasing Policy

The approved College budget shall be considered as the authority for all expenditures. The Board's principal concern shall be that the total expenditures for a fiscal year shall not exceed the budgeted amount for any one fund and are appropriate to the budgeted receipts for those funds.

The President shall have the authority to authorize purchases up to ~~\$40,000~~ 100,000 without prior Board approval. The President shall approve such purchases through the establishment and maintenance of administrative procedures requiring the generation and approval of requisitions and purchase orders for supplies, equipment, and services. No College employee may make a purchase or contract in the name of the College without following the established administrative procedures.

In general, the College shall utilize competitive procurement procedures to the maximum extent practicable, as outlined in established procedures. The Board and/or the President shall have the right to reject any or all quotes or bids, or any part thereof, and to re-advertise. Purchases of ~~\$40,000~~ 100,000 or greater shall require the use of sealed bids received and opened by the administration. All awards will be made by Board action.

Bidding and purchasing procedures involving contracts for public improvements or construction/renovation of public buildings shall be in compliance with Chapters 38, 72 and 73A of the Code of Iowa.

The following purchasing objectives shall be recognized as desirable:

1. Reduce material costs through price analysis, competitive bidding, product standardization, and quantity/group purchasing efforts.
2. Reduce operating costs by minimizing inventories and reducing procedure/paperwork.
3. Maintain product quality.
4. Assure prompt delivery.

In addition, all reasonable efforts shall be made to support Iowa-based economic development through the purchase of goods and services from Iowa-based companies and more specifically companies within Merged Area XII. Such consideration shall not preclude the other cited objectives.

Date of adoption 12/17/84

Legal Reference: (Code of Iowa)

Date of last revision 3/12/07

18.6(9); 23A; 28E.20; 72.3; 73; 73A;

Date of current revision 10/16/23

285.10 (3),10; (7); 301,38, 314.1B, 362.3.

Related Administrative Procedures and Cross References _____

AP 704.1 Purchasing Procedures; 704.8 Targeted Small Business Procurement

Streamlined Sales and Use Tax Exemption Certificate Instructions

Sections 1-6 are required information. A signature is not required if in electronic form.

Section 1: Check the box for a single purchase and enter the invoice number. If the box is not checked, this certificate is considered a blanket certificate and remains effective until cancelled by the purchaser if purchases are no more than 12 months apart, unless a longer period is allowed by a state.

Section 2: Enter the purchaser's and seller's name, street address, city, state, country and zip code.

Section 3 Type of Business: Check the number that best describes the purchaser's business or organization. If none of the categories apply, check 20 and provide a brief description.

Section 4 Reason for Exemption: Check the letter that identifies the reason for the exemption. If the exemption you are claiming is not listed, check "L Other" and provide a clear and concise explanation of the exemption claimed. Not all states allow all exemptions listed on this form. The purchaser must check with that state for exemption information and requirements.

Section 5 Identification ID Number:

Purchaser's Instructions:

Enter the ID number as required in the instructions below for each state in which you are claiming an exemption. Identify the state or if a foreign ID, the country the ID number is from. If multiple exemption reasons are being claimed enter the letters identifying the reasons for exemption as listed in Section 4 for each state.

ID Numbers for Exemptions other than resale: You are responsible for ensuring that you are eligible for the exemption in the state you are claiming the tax exemption. Provide the ID number to claim exemption from sales tax that is required by the taxing state. Check with that state to determine your exemption requirements and status.

Foreign diplomats and consular personnel must enter their individual tax identification number shown on their sales tax exemption card issued by the United States Department of State's Office of Foreign Missions.

ID Numbers for Resale Purchases (Including Drop Shipments): If you are claiming a purchase is not subject to tax because it is for resale (Exemption Reason G.) and you are:

1. **Required to be registered in the state you are claiming the tax exemption:** Provide your sales tax ID number issued by that state. If claiming exemption in OH and registration is not required in the state, enter any tax ID number issued by OH. If claiming exemption in MI and registration is not required in the state, enter "Not Required".
2. **Not registered in the state you are claiming the tax exemption:** Provide your sales tax ID number issued by any state.
3. **Not required to register for sales tax and you do not have a sales tax identification number from any state:** Enter
 - Your FEIN.
 - If you do not have a FEIN, enter a different state-issued business ID number.
 - If you do not have any state-issued business ID number or FEIN, enter your state driver's license number.
4. **A foreign purchaser and you do not have an ID number described in 1, 2 or 3:** The following states will accept the tax ID number (e.g., VAT number) issued by your country: AR, IN, KS, KY, ND, NJ, OK, RI, SD, TN, UT, WA, WY. All other states require an ID number as listed in 1, 2 or 3.

If you do not have any of the ID numbers listed in 1 thru 4: You are not required to list an ID number for the following states: NE, OH, SD, WI. Enter "Not Required" and the reason for exemption for that state. All other states require an ID number.

Seller's Instructions

The seller is not required to verify the purchaser's ID number or determine the purchaser's registration requirements. (GA requires the seller verify the purchaser's ID number.) The seller is required to maintain proper records of exempt transactions and provide those records to the state when requested in the form in which it is maintained. These certificates may be provided in paper or electronic format.

The seller is not liable for any tax, interest, or penalty if the purchaser improperly claims an exemption or provides incorrect information on the certificate, provided all the following conditions are met:

1. The fully completed exemption certificate is provided to the seller at the time of sale or within 90 days subsequent to the date of sale;
2. The seller did not fraudulently fail to collect the tax due; and
3. The seller did not solicit customers to unlawfully claim an exemption.

Note: A seller may not accept a certificate of exemption for an entity-based exemption on a sale made at a location operated by the seller within the designated state if the state does not allow such an entity-based exemption.

Drop Shipper Instructions: The drop shipper may accept an ID number to claim the resale exemption as provided above in the Purchaser's Instructions. The ID number may include an ID number issued by another state. This may result in the same ID number being used for multiple states to claim the resale exemption (e.g., a retailer or marketplace seller may only be required to register for sales tax in one state).





2023-10-16

WESTERN IOWA TECH COMMUNITY CO

4647 STONE AVENUE
SIOUX CITY, IA 51106

RE: CDW, LLC & Affiliates SALES AND USE TAX EXEMPTION CERTIFICATE REQUEST

Customer #: 28085; State(s) where goods and/or services are shipped: IA

Dear Valued Customer,

CDW, LLC & Affiliates has partnered with Avalara, Inc. to collect and maintain sales & use tax exemption documentation for our organization.

We are currently updating our tax exemption certificate database and our records for your company are currently incomplete. The documentation needed for WESTERN IOWA TECH COMMUNITY CO to make purchases from CDW, LLC & Affiliates on a tax exempt basis needs to be updated.

If you have previously submitted a document and it was invalid, please review the Invalid reason(s) below.

Please review this correspondence carefully as it contains instructions for fully satisfying this request and removing your company from future outreach by CDW, LLC & Affiliates.

In an effort to ensure your documentation is properly filled out and submitted in a timely manner, we encourage you to complete this request online by:

- Copying & pasting this link, <https://app.certexpress.com?r=mN-Zh-4C-XC>, into your computer's internet browser & creating digital exemption documentation.
- Navigate to <https://app.certexpress.com> in your internet browser and insert the mN-Zh-4C-XC in the 'Enter a request code' field.

CDW, LLC & Affiliates has included partially pre-filled document templates (where available or applicable) for your convenience. Please take note of the following when completing your certificates:

1. Insert CDW, LLC & Affiliates as the Supplier/Seller/Vendor Name on all pages.
2. Ensure all Buyer/Purchaser information is correct.
3. Complete all description fields with specific details related to your company's business activity & purchases made from CDW, LLC & Affiliates.
4. Provide a signature (handwritten, digital, or stamped) and date on the certificate(s).

To expedite processing, we ask that you please:

- Avoid submitting certificates that you currently have on hand or were completed prior to receiving this request.
- Complete this request by using the credentials provided to fill out your certificate(s) electronically:
<https://app.certexpress.com?r=mN-Zh-4C-XC>.



- Provide a digital copy of your document(s) to CDWLLC&Affiliates@certcapture.com for direct upload into the CDW, LLC & Affiliates certificate database

CDW, LLC & Affiliates asks you to complete the section below should your company's purchases from CDW, LLC & Affiliates are not exempt from tax or if you are no longer purchasing goods/services:

- We will pay tax or already pay tax on purchases made from CDW, LLC & Affiliates.
- We are no longer purchasing from CDW, LLC & Affiliates.
- We have ceased operation and should be removed from any future requests.

Signature: Brandon King Date: 10/18/23

Failure to complete this request by 2023-10-30 may result in tax being applied to your company's purchases from CDW, LLC & Affiliates.

Sincerely,


CDW, LLC & Affiliates Exemption Certificate Management Team





DATE: November 7, 2023

TO: Dr. Terry A. Murrell, President

FROM: Troy A. Jasman, Vice President of Finance
and Administrative Services 

RE: **WITCC PARKING LOT 5 AND 6 PAVING IMPROVEMENTS PROJECT
CLOSEOUT- T.R. HARRIS CONSTRUCTION, INC.**

Background Information

This project has come to a close for T.R Harris Construction, Inc. for the WITCC Parking Lot 5 and 6 Paving Improvements Project on the Sioux City, Iowa campus of Western Iowa Tech Community College. T.R. Harris Construction, Inc. has met all the criteria as required by DGR Engineering, the College engineers for this project. The project comes in \$17,615.80 over the original contract amount based on units as well as the approved change order.

The administrative Recommendation

It is the Administrative Recommendation that the College accepts the WITCC Parking Lot 5 and 6 Paving Improvements Project and approves the release of the retainage amount of \$53,392.34 payable in 30 days.

CERTIFICATE FOR PAYMENT

Contractor: T.R. Harris Construction Inc.
102 Robert Street
Homer, NE 68030

Payment No.: 6 - Final Retainage

DGR Engineering

Project: 2023 WITCC Parking Lot 5 and 6 Paving
Improvements Project

DGR Project No.: 270079

Owner: Western Iowa Tech Community College

Contract Date: March 13, 2023

For Period From: September 30, 2023 through September 30, 2023

Item No.	Estimated Units	Description	Unit Price	Contract Cost	Completed Units	Value of Work
1	1420 C.Y.	Excavation, Class 10	\$ 14.85	\$ 21,087.00	1420	\$ 21,087.00
2	8824 S.Y.	Subgrade Preparation, 12"	\$ 5.00	\$ 44,120.00	8845	\$ 44,225.00
3	30 L.F.	Storm Sewer, Trenched, 6"	\$ 55.00	\$ 1,650.00	30	\$ 1,650.00
4	299 L.F.	Storm Sewer, Trenched, SS, 12"	\$ 58.00	\$ 17,342.00	300	\$ 17,400.00
5	502 L.F.	Storm Sewer, Trenched, SS, 15"	\$ 67.00	\$ 33,634.00	502	\$ 33,634.00
6	636 L.F.	Removal of Storm Sewer, ≤12"	\$ 15.00	\$ 9,540.00	626	\$ 9,390.00
7	3 Ea.	Connect to Proposed Storm Sewer, Inserta-Tee	\$ 1,235.00	\$ 3,705.00	3	\$ 3,705.00
8	1171 L.F.	Subdrain, 6"	\$ 19.80	\$ 23,185.80	1171	\$ 23,185.80
9	6 Ea.	Subdrain Cleanout	\$ 1,100.00	\$ 6,600.00	6	\$ 6,600.00
10	6 Ea.	Subdrain Outlet	\$ 580.00	\$ 3,480.00	6	\$ 3,480.00
11	449 L.F.	Water Main, Trenched, 6"	\$ 55.00	\$ 24,695.00	470	\$ 25,850.00
12	8 Ea.	Fitting, DIP, Tee, 6"	\$ 800.00	\$ 6,400.00	11	\$ 8,800.00
13	7 Ea.	Fitting, DIP, MJ Cap, 6"	\$ 600.00	\$ 4,200.00	9	\$ 5,400.00
14	3 Ea.	Connect to Existing Water Main, 6"	\$ 1,500.00	\$ 4,500.00	5	\$ 7,500.00
15	5 Ea.	Valve, Gate/Box, 6"	\$ 2,200.00	\$ 11,000.00	6	\$ 13,200.00
16	1 Ea.	Fire Hydrant Assembly	\$ 7,500.00	\$ 7,500.00	1	\$ 7,500.00
17	2 Ea.	Flushing Device (Temporary Blowoff)	\$ 3,100.00	\$ 6,200.00	3	\$ 9,300.00
18	2 Ea.	Flushing Device (Blowoff), w/ 1" Corp. Stop	\$ 600.00	\$ 1,200.00	1	\$ 600.00
19	1 Ea.	Fire Hydrant Assembly Removal	\$ 1,500.00	\$ 1,500.00	1	\$ 1,500.00
20	2 Ea.	Fire Hydrant Extension, 6"	\$ 1,300.00	\$ 2,600.00	3	\$ 3,900.00
21	2 Ea.	Manhole, SW-401, 48"	\$ 4,100.00	\$ 8,200.00	2	\$ 8,200.00
22	4 Ea.	Storm Intake, SW-507	\$ 5,600.00	\$ 22,400.00	3.5	\$ 19,600.00
23	1 Ea.	Storm Intake, SW-511	\$ 5,000.00	\$ 5,000.00	1	\$ 5,000.00
24	8494 S.Y.	Pavement, PCC, 7"	\$ 61.50	\$ 522,381.00	8528	\$ 524,472.00
25	837 S.F.	Removal of Sidewalk	\$ 1.03	\$ 862.11	837	\$ 862.11
26	743 S.F.	Sidewalk, PCC, 5" Over 12" Subgrade Prep.	\$ 15.10	\$ 11,219.30	743	\$ 11,219.30
27	2302 S.F.	Furnish and Install 1.5-inch Below Grade Rated Insulation Board	\$ 6.00	\$ 13,812.00	2302	\$ 13,812.00
28	8849 S.Y.	Pavement Removal	\$ 7.18	\$ 63,535.82	8870	\$ 63,686.60
29	3273 L.F.	Painted Pavement Markings, Epoxy	\$ 3.00	\$ 9,819.00	3056	\$ 9,168.00
30	1370 L.F.	Permanent Tape Markings, 4"	\$ 4.00	\$ 5,480.00	1335	\$ 5,340.00
31	6 Ea.	Furnish and Install Handicap Signs/Bollard and Symbol (Permanent Tape Marking)	\$ 1,600.00	\$ 9,600.00	6	\$ 9,600.00
32	1 L.S.	Temporary Traffic Control	\$ 3,000.00	\$ 3,000.00	1	\$ 3,000.00
33	1 L.S.	SWPPP Management	\$ 7,000.00	\$ 7,000.00	1	\$ 7,000.00
34	1019 L.F.	Wattle, 9", Furnish, Install, Maintain and Remove	\$ 5.70	\$ 5,808.30	145	\$ 826.50
35	1332 L.F.	Silt Fence, Furnish, Install, Maintain and Remove	\$ 4.35	\$ 5,794.20	162	\$ 704.70
36	1 L.S.	Erosion Control	\$ 10,450.00	\$ 10,450.00	1	\$ 10,450.00

Item No.	Estimated Units	Description	Unit Price	Contract Cost	Completed Units	Value of Work
37	7 C.Y.	Combined Concrete Sidewalk and Retaining Wall, Type A	\$ 2,000.00	\$ 14,000.00	7	\$ 14,000.00
38	1 L.S.	Remove Light Pole, Pole Base, Conduit and Wiring	\$ 3,081.00	\$ 3,081.00	1	\$ 3,081.00
39	1 L.S.	Mobilization	\$ 32,750.00	\$ 32,750.00	1	\$ 32,750.00
40	6 Ea.	Light Pole & Base	\$ 2,950.00	\$ 17,700.00	6	\$ 17,700.00
41	10 Ea.	Fixture	\$ 1,338.00	\$ 13,380.00	10	\$ 13,380.00
42	120 L.F.	Conduit, PVC, Schedule 40, 1.25"	\$ 4.25	\$ 510.00	120	\$ 510.00
43	1250 L.F.	Conduit, PVC, Schedule 80, 1.25"	\$ 5.00	\$ 6,250.00	1215	\$ 6,075.00
44	370 L.F.	Conduit, PVC, Schedule 80, 2"	\$ 7.00	\$ 2,590.00	342	\$ 2,394.00
45	60 L.F.	Conduit, 2/C-#12, Cu, 600 Volts	\$ 1.00	\$ 60.00	60	\$ 60.00
46	60 L.F.	Conduit, 4/C-#12, Cu, 600 Volts	\$ 1.50	\$ 90.00	60	\$ 90.00
47	650 L.F.	Conduit, 2/C-#10, Cu, 600 Volts	\$ 1.10	\$ 715.00	609	\$ 669.90
48	650 L.F.	Conduit, 4/C-#10, Cu, 600 Volts	\$ 2.20	\$ 1,430.00	609	\$ 1,339.80
49	800 L.F.	Trench, 30" Deep	\$ 11.50	\$ 9,200.00	808	\$ 9,292.00
50	7 L.F.	Junction Box	\$ 1,425.00	\$ 9,975.00	7	\$ 9,975.00
Total Original Contract				\$ 1,050,231.53		\$ 1,052,164.71

Item No.	Estimated Units	Description	Unit Price	Contract Cost	Completed Units	Value of Work
Change Order No. 1						
Addition:						
51	324 SY	Subgrade Treatment, Cement, 12"	\$ 35.50	\$ 11,502.00	324	\$ 11,502.00
52	2 Ea.	Storm Sewer, Trenched, PVC, 45° Bend, 8"	\$ 382.00	\$ 764.00	2	\$ 764.00
53	1 Ea.	Fitting, DIP, MJ Cap, 4"	\$ 600.00	\$ 600.00	1	\$ 600.00
54	1 Ea.	Fitting, DIP, 6"x4" Reducer	\$ 700.00	\$ 700.00	1	\$ 700.00
55	1 Ea.	Fitting, Foster Adaptor, 4"	\$ 400.00	\$ 400.00	1	\$ 400.00
56	1 Ea.	Valve, Gate/Box, 4"	\$ 1,716.00	\$ 1,716.00	1	\$ 1,716.00
Total Addition				\$ 15,682.00		\$ 15,682.00
Total Change Order No. 1				\$ 15,682.00		\$ 15,682.00
Net Contract Cost to Date				\$ 1,065,913.53		\$ 1,067,846.71

Payment No.: 6 - Final Retainage

Value of Work Completed \$ 1,067,846.71

STORED MATERIALS				
Item No.	Description	No. Units	Unit Cost (Matl. Only)	Total

Total Stored Materials \$ -

Value of Work Completed and Stored Materials \$ 1,067,846.71

Less Retainage 5% \$ 53,392.34


Amount Due This Certificate for Payment \$ 1,014,454.37

Less Previous Estimates \$ 1,014,454.37

AMOUNT DUE THIS ESTIMATE \$ -

AMOUNT RETAINAGE DUE IN 30 DAYS \$ 53,392.34

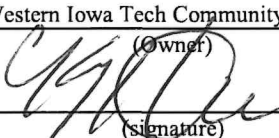
Payment Requested by: T.R. Harris Construction Inc.
(Contractor)

 10/31/23, 2023
(signature) (Date)

Payment Recommended by: DGR Engineering

 11/6, 2023
(signature) (Date)

Payment Approved by: Western Iowa Tech Community College
(Owner)

 11/6, 2023
(signature) (Date)

CONTRACTOR'S DECLARATION
For submittal each month with partial payment requests
Must list change order items
Items list and/or proposed prices required

I hereby declare that I have not, during the period September 30, 2023 through September 30, 2023, performed any work, furnished any material, sustained any loss, damage or delay for any reason, including soil conditions encountered or created, or otherwise done anything for which I shall ask, demand, sue for, or claim compensation from Western Iowa Tech Community College, the Owner, or his agents, in addition to the regular items set forth in the contract dated March 13, 2023 for 2023 WITCC Parking Lot 5 and 6 Paving Improvements Project executed between myself and the Owner, and in the Change Orders for work issued by the Owner in writing as provided thereunder, except as I hereby make claim for additional compensation and/or extension of time, as set forth on the itemized statement attached hereto.

Date: 10/31/23

T.R. Harris Construction Inc.
(Contractor)

By: 

Title: Sec



November 6, 2023

Mr. Kyle Hueser
Western Iowa Tech Community College
P. O. Box 5199
Sioux City, IA 51102

**Re: Sioux City, 2023 WITCC Parking Lot 5 and 6 Paving Improvements Project
DGR File 270079**

Dear Kyle:

The following items for the project referenced above are enclosed:

1. Three Copies of Certificate for Payment No. 6-Final Retainage. Please have all copies signed, retain one copy for your files, forward one copy with payment for retainage in the amount of \$53,392.34 within (30) days to the contractor.
2. One copy of Certificate of Contractor and Indemnity Agreement for T.R. Harris with lien waivers for your files.
3. Three copies of Certificate of Substantial Completion for the above project, please sign all copies and return all three to DGR for further processing. This marks the beginning of the warranty period starting September 29, 2023.
4. Three copies of Engineer's Statement of Completion and Owner's Acceptance of Contract Construction. Please sign all three copies, retain one for your files, forward one copy to DGR for our files, and forward one copy to the contractor.

The project was constructed in substantial compliance with the provisions of the construction contract and, therefore, DGR recommends the Owner accept the project. The final construction cost of the project was \$1,067,846.71 which is \$17,615.80 or 1.68% higher than the original contract amount of \$1,050,231.53.

Sincerely,

DGR Engineering

A handwritten signature in blue ink that reads 'Bryan Wells'.

Bryan Wells, P.E.
BNW:djr

Enclosures



DATE: October 16, 2023

TO: Dr. Terry Murrell, President

FROM: Darin Moeller, Executive Dean of Instruction
Carmen Wilson, Associate Dean of Corporate College
Sam Pribil, Economic Development Coordinator

RE: Resolution Approving Assignment and Assumption Agreement between BioChem Sioux City Inc. and Western Iowa Tech Community College

Background Information

Aspen API Inc. entered into an Industrial New Jobs Training Agreement and bond sale with Western Iowa Tech Community College on April 13, 2015. In this agreement, Aspen API Inc. was to create nine (9) new full-time positions at their Sioux City, Iowa location. During the 2023 annual monitoring discussion, the POC of Aspen API Inc. mentioned that their Sioux City location is now branching out of Aspen Pharmaceuticals umbrella and into its own business entity called BioChem Sioux City Inc. Their representative met with Western Iowa Tech and decided to continue with the Industrial New Jobs Training Agreement. Biochem Sioux City Inc. is now the legal employer of the employees at their Sioux City, Iowa location and desires to assign its rights under the Agreement to Assignee, and has agreed to assume the obligations under the Agreement.

Recommendation:

It is the administrative recommendation that the Board approves the Resolution Approving Assignment and Assumption Agreement between Biochem Sioux City Inc. and Western Iowa Tech Community College.

ASSIGNMENT AND ASSUMPTION AGREEMENT

THIS ASSIGNMENT AND ASSUMPTION AGREEMENT is made and entered into this _____ day of _____, 2023, by and between Aspen API Inc., a Delaware corporation (hereinafter "Assignor") and Biochem Sioux City Inc., a Delaware corporation (hereinafter "Assignee").

WHEREAS, Assignor (FEIN #36-2821750) entered into an Industrial New Jobs Training Agreement (hereinafter the "Agreement"), dated as of April 13, 2015, with Western Iowa Tech Community College, Sioux City, Iowa (the "College") for the purpose of providing training to employees of Assignor at its facility within the Merged Area XII; and

WHEREAS, Assignee (FEIN #93-1608013) has acquired the business to become the legal employer of the employees of Assignor located at the site in Sioux City, Iowa, and Assignor desires to assign its rights under the Agreement to Assignee, and Assignee has agreed to assume the obligations of Assignor under the Agreement.

NOW, THEREFORE, in consideration of the premises and the covenants hereinafter set forth and for other good and valuable consideration, the parties hereby agree as follows:

1. Assignor does hereby assign and transfer to Assignee all of its interest, right and duty under the Agreement, and Assignor hereby delegates to Assignee all of the covenants, agreements, duties and obligations (hereinafter "Duty" or "Duties") of Assignor under the Agreement.

2. Assignee hereby accepts the foregoing assignment and transfer and assumes, promises and agrees to perform all of Assignor's Duties under the Agreement.

3. Assignee agrees to take any action required by Assignor under the Agreement and to refrain from taking any action Assignor was prohibited from taking by the Agreement.

4. In the event Assignee fails to perform any Duty of Assignor which Assignee assumes hereunder, the College shall cause written demand to be given to Assignee. Failure by the College to give such written demand shall not impair or serve as a waiver of the obligation of Assignee as to any other Duty assumed by Assignee. Notice or demand to Assignee shall be addressed as follows:

Biochem Sioux City Inc.
5500 ½ Bradley Street
Sioux City, IA 51111

5. Written notice by Assignor or Assignee to the College shall be addressed as follows:

Western Iowa Tech Community College District
4647 Stone Avenue
Sioux City, IA 51106

Notice from Assignee or the written consent or agreement of Assignee shall be given by an officer of Assignee or any other person authorized by resolution of Assignee's governing body. A certified copy of the resolution shall be provided to the College upon request.

6. Written notice by the College to Assignee shall be addressed as follows:

Biochem Sioux City Inc.
5500 ½ Bradley Street
Sioux City, IA 51111

7. Capitalized terms used but not defined in this Assignment and Assumption Agreement shall have the meanings set forth in the Agreement. A copy of the Agreement is attached hereto and its terms are incorporated into this Assignment and Assumption Agreement by this reference.

8. Assignee agrees that it will not assign its rights or delegate its Duties to any other person without the written consent of the College.

9. This Assignment and Assumption Agreement shall be construed in accordance with Iowa law.

Assignor:

ASPEN API INC., as Original Employer

Date

By: _____

ATTEST:

Assignee:

BIOCHEM SIOUX CITY INC.

Date

By: _____

ATTEST:

CONSENT OF

Western Iowa Tech Community College

Western Iowa Tech Community College, by authority of its Board of Directors, hereby approves and consents to the within and foregoing Assignment and Assumption Agreement between Aspen API Inc. and Biochem Sioux City Inc.

Western Iowa Tech Community College

_____ By: _____
Date

ATTEST:

STATE OF IOWA)
) SS
COUNTY OF WOODBURY)

On this _____ day of _____, 2023, before me, a Notary Public in and for the State of Iowa, personally appeared Russell Wray and Brenda Wright, to me personally known, who, being by me duly sworn, did say that they are the President of the Board of Directors and the Secretary, respectively, of Western Iowa Tech Community College, Sioux City, Iowa, that the foregoing Consent was signed by authority of the Board of Directors; and Russell Wray and Brenda Wright, as such officers, acknowledged the execution of said instrument to be the voluntary act and deed of said College by it and by them voluntarily executed.

Given under my hand and seal of office, this _____ day of _____, 2023.

Notary Public

(SEAL)

ITEMS TO BE INCLUDED ON AGENDA

WESTERN IOWA TECH COMMUNITY COLLEGE

- Resolution Approving Assignment and Assumption Agreement.

NOTICE MUST BE GIVEN PURSUANT TO IOWA CODE
CHAPTER 21 AND THE LOCAL RULES OF THE COLLEGE.

_____, 2023

The Board of Directors of Western Iowa Tech Community College met in _____ session, at _____, _____, Iowa, at _____ o'clock __.M., on the above date. There were present President Russell Wray, in the chair, and the following named Board Members:

Absent: _____

* * * * *

Board Member _____ introduced the following Resolution entitled "RESOLUTION APPROVING ASSIGNMENT AND ASSUMPTION AGREEMENT", and moved that the same be adopted. Board Member _____ seconded the motion to adopt. The roll was called and the vote was,

AYES: _____

NAYS: _____

Whereupon, the President declared the Resolution duly adopted.

RESOLUTION APPROVING ASSIGNMENT AND
ASSUMPTION AGREEMENT

WHEREAS, Industrial New Jobs Training Certificates dated June 9, 2015 (2015-1 Multiple Project) Series 2015-1 have been sold for the purpose of providing funds to pay the cost of new jobs training programs as authorized by Chapter 260E, Code of Iowa, as amended (the "Act"); and

WHEREAS, Biochem Sioux City Inc. has agreed to assume the obligations and liabilities of Aspen API Inc. under that certain Industrial New Jobs Training Agreement between Aspen API Inc. and Western Iowa Tech Community College dated April 13, 2015.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF WESTERN IOWA TECH COMMUNITY COLLEGE:

Section 1. That the form of Assignment and Assumption Agreement and the Consent attached thereto are hereby approved and the President and Secretary are authorized to sign the Consent to Assignment and Assumption on behalf of the Community College.

PASSED AND APPROVED this ____ day of _____, 2023.

President

ATTEST:

Secretary

ASSIGNMENT AND ASSUMPTION AGREEMENT

THIS ASSIGNMENT AND ASSUMPTION AGREEMENT is made and entered into this 3rd day of October, 2023, by and between Aspen API Inc., a Delaware corporation (hereinafter "Assignor") and Biochem Sioux City Inc., a Delaware corporation (hereinafter "Assignee").

WHEREAS, Assignor (FEIN #36-2821750) entered into an Industrial New Jobs Training Agreement (hereinafter the "Agreement"), dated as of April 13, 2015, with Western Iowa Tech Community College, Sioux City, Iowa (the "College") for the purpose of providing training to employees of Assignor at its facility within the Merged Area XII; and

WHEREAS, Assignee (FEIN #93-1608013) has acquired the business to become the legal employer of the employees of Assignor located at the site in Sioux City, Iowa, and Assignor desires to assign its rights under the Agreement to Assignee, and Assignee has agreed to assume the obligations of Assignor under the Agreement.

NOW, THEREFORE, in consideration of the premises and the covenants hereinafter set forth and for other good and valuable consideration, the parties hereby agree as follows:

1. Assignor does hereby assign and transfer to Assignee all of its interest, right and duty under the Agreement, and Assignor hereby delegates to Assignee all of the covenants, agreements, duties and obligations (hereinafter "Duty" or "Duties") of Assignor under the Agreement.

2. Assignee hereby accepts the foregoing assignment and transfer and assumes, promises and agrees to perform all of Assignor's Duties under the Agreement.

3. Assignee agrees to take any action required by Assignor under the Agreement and to refrain from taking any action Assignor was prohibited from taking by the Agreement.

4. In the event Assignee fails to perform any Duty of Assignor which Assignee assumes hereunder; The College shall cause written demand to be given to Assignee. Failure by the College to give such written demand shall not impair or serve as a waiver of the obligation of Assignor as to any other Duty assumed by Assignee. Notice or demand to Assignee shall be addressed as follows:

BioChem Sioux City Inc.
5500 ½ Bradley Street
Sioux City, IA 51111

5. Written notice by Assignee to the College shall be addressed as follows:

Western Iowa Tech Community College District
4647 Stone Avenue
Sioux City, IA 51106

Notice from Assignee or the written consent or agreement of Assignee shall be given by an officer of Assignee or any other person authorized by resolution of Assignee's governing body. A certified copy of the resolution shall be provided to the College upon request.

6. Written notice by the College to Assignee shall be addressed as follows:

Biochem Sioux City Inc.
5500 ½ Bradley Street
Sioux City, IA 51111

7. Capitalized terms used but not defined in this Assignment and Assumption Agreement shall have the meanings set forth in the Agreement. A copy of the Agreement is attached hereto and its terms are incorporated into this Assignment and Assumption Agreement by this reference.

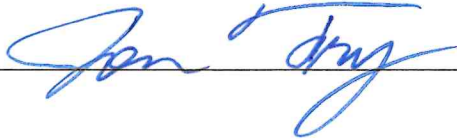
8. Assignee agrees that it will not assign its rights or delegate its Duties to any other person without the written consent of the College.

9. This Assignment and Assumption Agreement shall be construed in accordance with Iowa law.

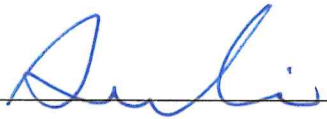
Assignor:

ASPEN API INC., as Original Employer

10/3/2023
Date

By: 

ATTEST:



Assignee:

BIOCHEM SIOUX CITY INC.

10/12/2023
12/10/2023 DM
Date

By: 

ATTEST:

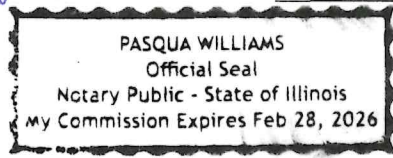


STATE OF Illinois)
)
COUNTY OF Cook)

On this 3rd day of October, 2023, before me, a Notary Public in and for the State of Illinois, personally appeared Jon Fry and George Her, to me personally known, who, being by me duly sworn, did say that they are the Treasurer/Director and Senior Accountant, respectively, of Aspen API Inc., a Delaware corporation; that (no seal has been procured by the said) (the seal affixed thereto is the seal of said) corporation; that the foregoing Assignment and Assumption Agreement was signed (and sealed) on behalf of said corporation by authority of its Board of Directors; and Rajiv Grover and Jon Fry, as such officers, acknowledged the execution of said instrument to be the voluntary act and deed of said corporation by it and by them voluntarily executed.

Given under my hand and seal of office, this 3 day of October, 2023.

Pasqua Williams
Notary Public in and for the State of Illinois

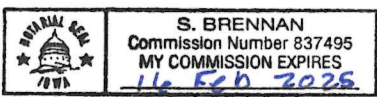


STATE OF Iowa)
)
COUNTY OF Woodbury)

On this 12th day of October, 2023, before me, a Notary Public in and for the State of Iowa, personally appeared Desiree McCaslen and _____, to me personally known, who, being by me duly sworn, did say that they are the Site Manager and _____, respectively, of Biochem SC, a Delaware corporation; that (no seal has been procured by the said) (the seal affixed thereto is the seal of said) corporation; that the foregoing Assignment and Assumption Agreement was signed (and sealed) on behalf of said corporation by authority of its Board of Directors; and Desiree McCaslen and _____, as such officers, acknowledged the execution of said instrument to be the voluntary act and deed of said corporation by it and by them voluntarily executed.

Given under my hand and seal of office, this 12 day of October, 2023.

S. Brennan
Notary Public in and for the State of IOWA



CONSENT OF

Western Iowa Tech Community College

Western Iowa Tech Community College, by authority of its Board of Directors, hereby approves and consents to the within and foregoing Assignment and Assumption Agreement between Aspen API Inc. and Biochem Sioux City Inc.

Western Iowa Tech Community College

_____ Date

By: _____

ATTEST:

STATE OF IOWA

)

) SS

COUNTY OF WOODBURY

)

On this _____ day of _____, 2023, before me, a Notary Public in and for the State of Iowa, personally appeared Russell Wray and Brenda Wright, to me personally known, who, being by me duly sworn, did say that they are the President of the Board of Directors and the Secretary, respectively, of Western Iowa Tech Community College, Sioux City, Iowa, that the foregoing Consent was signed by authority of the Board of Directors; and Russell Wray and Brenda Wright, as such officers, acknowledged the execution of said instrument to be the voluntary act and deed of said College by it and by them voluntarily executed.

Given under my hand and seal of office, this _____ day of _____, 2023.

Notary Public

(SEAL)



DATE: October 17, 2023

TO: Dr. Terry Murrell, President

FROM: Darin Moeller, Executive Dean of Instruction
Carmen Wilson, Associate Dean - Corporate College
Todd Rausch, Director of SBDC

RE: WIT Small Business Development Center Sub Contract - -
ISU No. 027812

Background

The U.S. Small Business Administration (SBA) through the Office of Small Business Development Center (SBDC) provides management assistance to current and prospective small business owners. SBDCs offer one-stop assistance to individuals and small businesses by providing a wide variety of information and guidance in central and easily accessible branch locations.

Iowa State University (ISU) has the prime agreement with the SBA to oversee the management and operations of the Iowa Small Business Development Center program. ISU subcontracts with other educational institutions for the placement and operation of the fifteen SBDCs in Iowa.

Any Iowa Small Business Development Center (SBDC) is located on the Sioux City campus of Western Iowa Tech Community College under the name WIT Small Business Development Center (WIT SBDC).

A contract is renewed on an annual basis for operation of a center. The FY-2024 contract will fund the full-time position of the WIT SBDC Executive Director and the center's direct operating costs. The contract period is from July 1, 2023 through April 30, 2024.

ISU Subcontract No. 027812 is written for \$ 7,000 to be used to fund operational costs of the center. These funds are issued contingent on a one-to-one dollar match to be secured by the WITCC SBDC Center from other private or public entities. These entities are detailed in Exhibit B of the contract.

Recommendation

It is the administrative recommendation that the Board approve the FY-2024 contract 027812 with Iowa State University for operation of the WIT Small Business Development Center.

IOWA STATE UNIVERSITY SUBCONTRACT AGREEMENT No. 027812L

This agreement (hereinafter referred to as “Subcontract”) is entered into by and between Iowa State University of Science and Technology, with a mailing address of Office of Sponsored Programs Administration, 1138 Pearson Hall, 505 Morrill Road, Ames, IA 50011-2103, an agency of the State of Iowa (hereinafter referred to as “ISU”), and

Western Iowa Tech Community College
 (“Subcontractor”)

4647 Stone Avenue, Sioux City, IA 51106
 (mailing address)

Each party hereto may be referred to individually as a “Party” and the parties hereto may be referred to collectively as the “Parties”.

BACKGROUND

The Board of Regents, State of Iowa, has received an appropriation and allocated funds to Iowa State University under the Regents Innovation Fund. Funding is provided to the state Board of Regents for institutions of higher learning (ISU among others) for specific activities. Regulations governing these funds may be found in Iowa Senate File 559 (hereinafter referred to as “Prime Agreement”) attached hereto as Exhibit A, deemed incorporated into and made an integral part of this Subcontract.

ISU desires to have Subcontractor conduct work in connection with the Prime Agreement for program capacity building infrastructure in areas related to technology commercialization, marketing and business development efforts in areas related to technology commercialization, entrepreneurship, and business growth, and infrastructure projects and programs needed (“Project”).

Therefore, the Parties agree that this Subcontract will be performed in accordance with the following conditions:

I. SCOPE OF WORK

Accomplishment of the Project entitled Regents Innovation Fund. Project is further described in Exhibit B (Special Conditions), Exhibit C (Regional Center Budget), and Exhibit D (SBDC Financial Report) attached hereto, deemed incorporated into and made an integral part of this Subcontract. None of the stated work for the Project shall be further subcontracted without prior written approval of the SBDC State Director.

II. PERFORMANCE PERIOD

The performance period of this Subcontract shall begin on July 1, 2023 (“Start Date”) and shall not extend beyond April 30, 2024 (“Termination Date”) unless agreed to in writing by both Parties. No costs shall be incurred under this Subcontract prior to the Start Date nor subsequent to the Termination Date.

Whenever the Subcontractor knows or reasonably should know that any actual or potential condition due to circumstances beyond its control is delaying or threatens to delay the timely

performance of the work under the Project, the Subcontractor shall immediately give the SBDC State Director written notice to that effect.

III. ESTIMATED COST AND EXPENDITURE LIMITATION

ISU will reimburse the Subcontractor for actual expenses incurred under the Subcontract, but not to exceed \$7,000 unless agreed to in writing by both Parties. This is the maximum amount that the Subcontractor is authorized to expend or have committed for this Project and is subject to the availability of funding from the Board of Regents, State of Iowa. ISU shall not be obligated to pay Subcontractor for any costs in excess of this obligated amount.

The Subcontractor shall provide \$7,000 of matching funds, from its own sources or obtained from outside sources. Match will be reported on a monthly basis (see Section IV.B.) and will be verifiable actual match contributed to the SBDC program.

IV. ALLOWABLE COST AND PAYMENT

A. Cost Reimbursement. ISU will reimburse the Subcontractor for costs incurred in the performance of this Subcontract, provided that:

1. The total of such costs does not exceed the allowable cost as provided in Article III herein.
2. The allowability of costs chargeable to this agreement shall be in accordance with Exhibit A. Subcontractor's normal policies governing salaries, wages and fringe benefits shall apply to all its employees paid from this agreement. Subcontractor's published policy on travel and travel reimbursement shall apply to all costs for travel and transportation charged to this agreement. When policies conflict with Prime Agreement, the more restrictive rules will apply. If a policy does not exist, 2 CFR Part 200, Subpart E must be followed.

B. Reimbursement Vouchers.

1. The Subcontractor will submit vouchers to ISU for reimbursement monthly to the following address:

Iowa Small Business Development Center
Iowa State University
1805 Collaboration Place, Suite 1340
Ames, IA 50010-9166

In order for the Subcontractor to receive payment, the vouchers must be prepared in the format of the blank SBDC Financial Report attached as Exhibit D unless prior approval for a different form has been given by the SBDC State Center. The Exhibit D details expenditures and match by line item.

Vouchers must be received in the SBDC State Center by the 15th of the following month. If the vouchers are not received in the SBDC State Center by the 15th of the month, the voucher will be paid in the following month. **Vouchers for the final month must be received in the SBDC State Center by May 20, 2024** and

must be marked "Final" by the Subcontractor. ISU may refuse to reimburse expenditures for vouchers that are not received by the dates specified above.

2. Subcontractor's SBDC Regional Director must verify and attest by signature that the expenses shown on reimbursement vouchers are correct, allowable and for services pursuant to this Subcontract. If the SBDC Regional Director is unable or unavailable to sign as required, an Interim Signatory must be approved by the SBDC State Center.
 3. Payments by ISU to Subcontractor will not be authorized by the SBDC State Center until voucher verification by SBDC Regional Director is in hand at the SBDC State Center.
- C. Deviations from Budget. The Subcontractor may deviate from the approved line item budget within the following parameters.
1. Transfer of funds from one major budget line item to another that exceeds 10% of the total subcontract budget, as specified in Article III, requires prior written approval of the SBDC State Director. Under no circumstances may the total of line items exceed the amount specified in Article III.
- D. Out of State Travel. Out-of-state travel must have prior written approval (via U.S. mail or e-mail) of the SBDC Associate State Director.
- E. Equipment Purchases. Equipment purchases with SBDC funds that are not specifically described in the award must be approved in writing, in advance, by the SBDC Associate State Director, who will secure approval of ISU's Authorized Official and the SBA when required. Equipment is defined as tangible personal property with a useful life of more than one year and a unit cost of \$5,000, or the capitalization established by the contracting organization, whichever is lowest.
- F. Accounts, Audits and Records. Subcontractor shall maintain books, records, documents, and other evidence, accounting procedures, and practices, sufficient to reflect properly all direct and facilities and administration costs of whatever nature s/he claims to have incurred for the performance of this agreement. The foregoing constitutes "records" for the purposes of this clause.

Subcontractor's records shall be subject at all reasonable times to inspection and audit by ISU's authorized official; his/her authorized representatives, and/or the cognizant federal audit agency. Subcontractor shall preserve and make available its records until the expiration of five (5) years after the end of the budget period which they cover or until audit is completed and all resulting questions are resolved, whichever occurs first.

- G. Recapture of Funds. If at any time during the term of this Subcontract, Board of Regents, ISU or Subcontractor receives information that the proceeds of the Subcontract have not been or will no longer be used to further the purposes of the Project, ISU shall demand reimbursement of all or a portion of the amount of the

Subcontract which is no longer being used for the purposes of the Project. This recapture provision shall be made part of all agreements executed under this Subcontract and may be in addition to any recapture provisions required by ISU. If Subcontractor declines to demand reimbursement, ISU in its sole discretion may make demand for reimbursement consistent with the provisions of this section.

V. ISU'S AUTHORIZED OFFICIAL

Only the Director of the Office of Sponsored Programs Administration, or his/her authorized representative, is authorized to amend or alter this Subcontract for ISU. Any such alterations or amendments must be approved by written mutual agreement of the Parties hereto.

VI. SUBCONTRACTOR'S PRINCIPAL INVESTIGATOR

- A. The Subcontractor's Principal Investigator responsible for the conduct of work contemplated hereunder is Todd Rausch, SBDC Regional Director. No change of Principal Investigator (SBDC Regional Director) may be made without the prior written approval of ISU's Authorized Official and the SBDC State Director.
- B. In the event that a vacancy in the SBDC Regional Director position occurs, the SBDC State Center should be notified within 10 days of the vacancy. All position descriptions and other statements of qualifications required by Subcontractor for the SBDC Regional Director shall be approved by the SBDC State Director before a search process is begun. The SBDC State Center must concur in the selection of an SBDC Regional Director.

VII. REPORTS

All activity related to this subcontract must be reported in the standardized SBDC Neoserra reporting system no later than the 10th day of the month following the activity.

VIII. TERMINATION BY ISU OR THE SUBCONTRACTOR

If the Subcontractor determines that termination is in its best interest because of payment delays under Section IV.C., or if ISU determines that termination is in its best interest because of termination of the Prime Agreement, lack of sufficient funds, breach of subcontract or other substantial reason, then either Party may terminate this Subcontract upon thirty (30) calendar days written notice to the other. Upon issuance/receipt of such notification, the Subcontractor may make no further commitments under the Subcontract and must take all responsible actions to cancel outstanding obligations. The total cost of the Subcontract shall then be negotiated between ISU and the Subcontractor. The Subcontractor shall reimburse ISU for any losses resulting from audit disallowances relating to costs originally incurred by Subcontractor. In addition, the Subcontractor shall return any remaining program income funds and any ISU equipment to ISU within ninety (90) days of the notification.

IX. NONDISCRIMINATION

Title VI of the Civil Rights Act of 1964 (Public Law 88-352; 42 USC.2000d-1) provides that no person in the United States shall, on the grounds of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance. Title IX of the Education Amendments

of 1972 (Public Law 92-318; 20 USC.1681-1686), prohibits the exclusion of persons on the basis of sex from any education program or activity receiving Federal financial assistance. By acceptance of the Subcontract, the Subcontractor agrees that it will comply with the provisions stated herein.

X. DEBARMENT, ASSURANCES, DRUG-FREE WORKPLACE AND LOBBYING

Payments under this Subcontract require that appropriate certifications for debarment, ineligibility and voluntary exclusion; drug-free workplace; lobbying; and assurances are kept on file with the SBDC State Center.

XI. RECORDS

The Subcontractor will maintain adequate financial records, in accordance with generally accepted expense accounting practices, to clearly and easily identify the income and expenses of the Subcontract, to describe the nature of each expense and to establish relationship to this Subcontract. All records related to the Subcontract shall be reasonably available for inspection by ISU or the SBDC State Center.

Subcontractor must, if requested by the SBDC State Center, ISU, or authorized State of Iowa auditors, verify the actual expenditure of funds pledged as Cash Match (attached as Exhibit C). Match should be reported monthly on the Exhibit D form.

The records of this Subcontract will be retained for a period of five (5) years after completion of the Subcontract Performance Period. In all cases, records must be retained until resolution of any audit questions. ISU reserves the right to call for a compliance or financial audit, and application of evaluation requirements per public law 98-395.

XII. LAW

This Subcontract shall be governed by, and constructed in accordance with, the laws of the State of Iowa.

XIII. CONFLICT OF INTEREST

Subcontractor certifies that it has established a written, enforced policy on conflict of interest. In the event Subcontractor does not have such policy established, Subcontractor shall request a copy of ISU's written conflict of interest policy and Subcontractor certifies that Subcontractor shall comply with ISU's conflict of interest policy.

By acceptance of and/or performance under this Subcontract, Subcontractor affirms that there exists no actual or potential conflict of interest between any Subcontractor employee, agent or officers of Subcontractor and ISU. IN the event of a change in Subcontractor's private interest or service under this Agreement, that has potential for conflict of interest, Subcontractor will promptly notify ISU. No Subcontractor employee, officer, or agent shall participate in the selection, award, or administration of a contract supported by Federal funds if a real or apparent conflict of interest would be involved. Such a conflict would arise when the employee, officer, or agent of Subcontractor, is an employee of ISU or his/her immediate family is an

employee of ISU and has a financial or other interest in the Subcontractor. If ISU is made aware of conflict of interest in the performance of this agreement, it has the right to terminate this agreement as per the guidelines in Article VIII. This provision applies to all persons working under this agreement.

XIV. PATENTS AND INVENTIONS

Subject to any pertinent obligations to other sponsors, including the provisions of Public Laws 96-517 and 98-620, intellectual property (IP) which results from this project which is created solely by ISU employees will be owned by ISU (ISU's IP), intellectual property created solely by Subcontractor's employees will be owned by Subcontractor (Subcontractor's IP), intellectual property created jointly by ISU employees and Subcontractor's employees will be owned jointly by ISU and Subcontractor (Joint IP).

XV. COPYRIGHTS

Subcontractor may own copyrights in all subject writings. Copyright in all subject writing shall be subject to a nonexclusive, nontransferable, irrevocable, royalty-free license to ISU and Board of Regents, State of Iowa. All subcontracts or other arrangements entered into by Subcontractor for the purpose of developing or procuring subject writing shall specifically reference and reserve the right of ISU with respect to subject writings. Such license to ISU is only to the extent needed by ISU to fulfill its obligations to the Board of Regents, State of Iowa.

SPECIAL CONDITIONS

The Special Conditions attached hereto as Exhibit B and by reference incorporated herein apply to this Subcontract, and in case of any conflict between the General Conditions and the Special Conditions, the Special Conditions will prevail.

By signing below, the Subcontract certifies that no ISU employee, their spouse, or minor child, holds an ownership of interest of 5% or more in the Subcontractor's business.

Approved and Agreed:

ISU

Subcontractor

Amy Arndorfer
Senior Award Administrator
Office of Sponsored Programs Administration
Date: _____

Name:
Title:
Date: _____

EIN# (Federal Tax Identification Number)

NOTE: PLEASE PROVIDE THE FOLLOWING INFORMATION FOR THE PERSON RESPONSIBLE FOR FISCAL MATTERS PERTAINING TO THIS AGREEMENT:

Name: _____
Address: _____
City, State, Zip: _____
Phone: _____
Fax: _____
Email: _____



KIM REYNOLDS
GOVERNOR

OFFICE OF THE GOVERNOR

ADAM GREGG
LT GOVERNOR

June 1, 2023

The Honorable Paul Pate
Secretary of State of Iowa
State Capitol
Des Moines, Iowa 50319

Dear Mr. Secretary,

I hereby transmit:

Senate File 559, an Act relating to and making appropriations for the economic development of the state, including to the economic development authority, the Iowa finance authority, the public employment relations board, the department of workforce development, and the state board of regents and certain regents institutions, and modifying the housing renewal pilot program and provisions related to regional industry sector partnerships, the apprenticeship training program, and new jobs training agreements.

The above Senate File is hereby approved on this date.

Sincerely,

A handwritten signature in black ink that reads "Kim Reynolds".

Kim Reynolds
Governor of Iowa

cc: Secretary of the Senate



Senate File 559

AN ACT

RELATING TO AND MAKING APPROPRIATIONS FOR THE ECONOMIC DEVELOPMENT OF THE STATE, INCLUDING TO THE ECONOMIC DEVELOPMENT AUTHORITY, THE IOWA FINANCE AUTHORITY, THE PUBLIC EMPLOYMENT RELATIONS BOARD, THE DEPARTMENT OF WORKFORCE DEVELOPMENT, AND THE STATE BOARD OF REGENTS AND CERTAIN REGENTS INSTITUTIONS, AND MODIFYING THE HOUSING RENEWAL PILOT PROGRAM AND PROVISIONS RELATED TO REGIONAL INDUSTRY SECTOR PARTNERSHIPS, THE APPRENTICESHIP TRAINING PROGRAM, AND NEW JOBS TRAINING AGREEMENTS.

BE IT ENACTED BY THE GENERAL ASSEMBLY OF THE STATE OF IOWA:

DIVISION I

FY 2023-2024 APPROPRIATIONS

Section 1. GOALS AND ACCOUNTABILITY — ECONOMIC DEVELOPMENT.

1. For the fiscal year beginning July 1, 2023, the goals for the economic development authority shall be to expand and stimulate the state economy, increase the wealth of Iowans, and increase the population of the state.

2. To achieve the goals in subsection 1, the economic development authority shall do all of the following for the fiscal year beginning July 1, 2023:

a. Concentrate its efforts on programs and activities that result in commercially viable products and services.

b. Adopt practices and services consistent with free market, private sector philosophies.

c. Ensure economic growth and development throughout the state.

d. Work with businesses and communities to continually improve the economic development climate along with the economic well-being and quality of life for Iowans.

e. Coordinate with other state agencies to ensure that they are attentive to the needs of an entrepreneurial culture.

f. Establish a strong and aggressive marketing image to showcase Iowa's workforce, existing industry, and potential. A priority shall be placed on recruiting new businesses, business expansion, and retaining existing Iowa businesses. Emphasis shall be placed on entrepreneurial development through helping entrepreneurs secure capital, and developing networks and a business climate conducive to entrepreneurs and small businesses.

g. Encourage the development of communities and quality of life to foster economic growth.

h. Prepare communities for future growth and development through development, expansion, and modernization of infrastructure.

i. Develop public-private partnerships with Iowa businesses in the tourism industry, Iowa tour groups, Iowa tourism organizations, and political subdivisions in this state to assist in the development of advertising efforts.

j. Develop, to the fullest extent possible, cooperative efforts for advertising with contributions from other sources.

Sec. 2. ECONOMIC DEVELOPMENT AUTHORITY.

1. APPROPRIATION

a. There is appropriated from the general fund of the state to the economic development authority for the fiscal year beginning July 1, 2023, and ending June 30, 2024, the following amount, or so much thereof as is necessary, to be used for the

purposes designated in this subsection, and for not more than the following full-time equivalent positions:

.....	\$ 12,807,359
.....	FTEs 112.50

b. (1) For salaries, support, miscellaneous purposes, programs, marketing, and the maintenance of an administration division, a business development division, a community development division, a small business development division, and other divisions the authority may organize.

(2) For business development operations and programs, international trade, export assistance, workforce recruitment, and the partner state program.

(3) For transfer to a fund created pursuant to section 15.313 for purposes of financing strategic infrastructure projects.

(4) For community economic development programs, tourism operations, community assistance, plans for Iowa green corps and summer youth programs, the main street and rural main street programs, the school-to-career program, the community development block grant, and housing and shelter-related programs.

(5) For achieving the goals and accountability, and fulfilling the requirements and duties required under this Act.

(6) The full-time equivalent positions authorized under this section are funded, in whole or in part, by the moneys appropriated under this subsection or by other moneys received by the authority, including certain federal moneys.

c. Notwithstanding section 8.33, moneys appropriated in this subsection that remain unencumbered or unobligated at the close of the fiscal year shall not revert but shall remain available for expenditure for the purposes designated in this subsection until the close of the succeeding fiscal year.

2. FINANCIAL ASSISTANCE RESTRICTIONS

a. A business creating jobs through moneys appropriated in subsection 1 shall be subject to contract provisions requiring new and retained jobs to be filled by individuals who are citizens of the United States who reside within the United States, or any person authorized to work in the United States pursuant to federal law, including legal resident aliens

residing in the United States.

b. Any vendor who receives moneys appropriated in subsection 1 shall adhere to such contract provisions and provide periodic assurances as the state shall require that the jobs are filled solely by citizens of the United States who reside within the United States, or any person authorized to work in the United States, pursuant to federal law, including legal resident aliens residing in the United States.

c. A business that receives financial assistance from the authority from moneys appropriated in subsection 1 shall only employ individuals legally authorized to work in this state. In addition to all other applicable penalties provided by current law, all or a portion of the assistance received by a business which is found to knowingly employ individuals not legally authorized to work in this state is subject to recapture by the authority.

3. USES OF APPROPRIATIONS

a. From the moneys appropriated in subsection 1, the authority may provide financial assistance in the form of a grant to a community economic development entity for conducting a local workforce recruitment effort designed to recruit former citizens of the state and former students at colleges and universities in the state to meet the needs of local employers.

b. From the moneys appropriated in subsection 1, the authority may provide financial assistance to early stage industry companies being established by women entrepreneurs.

c. From the moneys appropriated in subsection 1, the authority may provide financial assistance in the form of grants, loans, or forgivable loans for advanced research and commercialization projects involving value-added agriculture, advanced technology, or biotechnology.

d. The authority shall not use any moneys appropriated in subsection 1 for purposes of providing financial assistance for the Iowa green streets pilot project or for any other program or project that involves the installation of geothermal systems for melting snow and ice from streets or sidewalks.

4. WORLD FOOD PRIZE

In lieu of the standing appropriation in section 15.368, there is appropriated from the general fund of the state to the

economic development authority for the fiscal year beginning July 1, 2023, and ending June 30, 2024, the following amount for the world food prize:

..... \$ 500,000

5. COUNCILS OF GOVERNMENTS — ASSISTANCE

There is appropriated from the general fund of the state to the economic development authority for the fiscal year beginning July 1, 2023, and ending June 30, 2024, the following amount to be used for the purposes of providing financial assistance to Iowa's councils of governments:

..... \$ 250,000

6. BUTCHERY INNOVATION AND REVITALIZATION PROGRAM

a. There is appropriated from the general fund of the state to the economic development authority for the fiscal year beginning July 1, 2023, and ending June 30, 2024, the following amount, or so much thereof as is necessary, to be used for the purposes designated:

For support of the butchery innovation and revitalization program established in section 15E.370:

..... \$ 633,325

b. There is appropriated from the Iowa skilled worker and job creation fund created in section 8.75 to the economic development authority for the fiscal year beginning July 1, 2023, and ending June 30, 2024, the following amount, or so much thereof as is necessary, to be used for the purposes designated:

For support of the butchery innovation and revitalization program established in section 15E.370:

..... \$ 366,675

7. TOURISM OFFICE

a. There is appropriated from the general fund of the state to the economic development authority for the fiscal year beginning July 1, 2023, and ending June 30, 2024, the following amount for the tourism office to be used for advertising, promoting, placement, and implementation of the economic development authority's strategic plan for tourism and travel:

..... \$ 1,100,000

b. Notwithstanding section 8.33, moneys appropriated in this subsection that remain unencumbered or unobligated at the

close of the fiscal year shall not revert but shall remain available for expenditure for the purposes designated until the close of the succeeding fiscal year.

c. The economic development authority shall submit an annual report on or before January 15 to the general assembly regarding the tourism office's activities funded with moneys appropriated under this subsection. The report shall be provided in an electronic format and shall include metrics and criteria that allow the general assembly to quantify and evaluate the effectiveness and economic impact of the tourism office's activities related to advertising, promoting, placement, and implementation of the economic development authority's strategic plan for tourism and travel.

8. EMPOWER RURAL IOWA

a. There is appropriated from the Iowa skilled worker and job creation fund created in section 8.75 to the economic development authority for the fiscal year beginning July 1, 2023, and ending June 30, 2024, the following amount, or so much thereof as is necessary, to be used for the purposes designated:

Empower rural Iowa program:

..... \$ 700,000

b. Notwithstanding section 8.33, moneys appropriated in this subsection that remain unencumbered or unobligated at the close of the fiscal year shall not revert but shall remain available for expenditure for the purposes designated until the close of the succeeding fiscal year.

c. The authority shall adopt rules pursuant to chapter 17A to establish criteria for the distribution of the moneys appropriated in this subsection.

9. CULTURAL AFFAIRS ACTIVITIES

a. There is appropriated from the general fund of the state to the economic development authority for the fiscal year beginning July 1, 2023, and ending June 30, 2024, the following amounts, or so much thereof as is necessary, to be used for the purposes designated:

(1) For planning and programming for the community cultural grants program established under section 303.3, as amended by 2023 Iowa Acts, Senate File 514:

..... \$ 172,090

(2) For support of the Iowa arts council:

..... \$ 1,400,000

Of the moneys appropriated in this subparagraph, the authority shall allocate \$300,000 for purposes of the film office.

(3) For the Iowa great places program established under section 303.3C, as amended by 2023 Iowa Acts, Senate File 514:

..... \$ 149,710

(4) For grant programs administered by the Iowa arts council including those programs supporting the long-term financial stability and sustainability of nonprofit cultural organizations:

..... \$ 150,000

b. Notwithstanding section 8.33, moneys appropriated in this subsection that remain unencumbered or unobligated at the close of the fiscal year shall not revert but shall remain available for expenditure for the purposes designated until the close of the succeeding fiscal year.

Sec. 3. LIMITATIONS OF STANDING APPROPRIATIONS — FY 2023-2024. Notwithstanding the standing appropriations in the following designated sections for the fiscal year beginning July 1, 2023, and ending June 30, 2024, the amounts appropriated from the general fund of the state pursuant to those sections for the following purposes shall not exceed the following amounts:

1. For operational support grants and community cultural grants under section 99F.11, subsection 4, paragraph "d", subparagraph (1):

..... \$ 448,403

2. For the purposes of regional tourism marketing under section 99F.11, subsection 4, paragraph "d", subparagraph (2):

..... \$ 1,443,700

Sec. 4. FINANCIAL ASSISTANCE REPORTING — ECONOMIC DEVELOPMENT AUTHORITY. The economic development authority shall submit an annual report to the general assembly no later than November 1, 2023, that details the amount of every direct loan, forgivable loan, tax credit, tax exemption, tax refund, grant, or any other financial assistance awarded to a person

during the prior fiscal year by the authority under an economic development program administered by the authority. The report shall identify the county where the project associated with each such award is located.

Sec. 5. INSURANCE ECONOMIC DEVELOPMENT. From the moneys collected by the insurance division in excess of the anticipated gross revenues under section 505.7, subsection 3, during the fiscal year beginning July 1, 2023, \$100,000 shall be transferred to the economic development authority for insurance economic development and international insurance economic development.

Sec. 6. IOWA FINANCE AUTHORITY.

1. There is appropriated from the general fund of the state to the Iowa finance authority for the fiscal year beginning July 1, 2023, and ending June 30, 2024, the following amounts, or so much thereof as is necessary, to be used for the purposes designated:

a. Rent subsidy program

(1) To provide reimbursement for rent expenses to eligible persons under the home and community-based services rent subsidy program established in section 16.55:

..... \$ 873,000

(2) Of the moneys appropriated in this paragraph, not more than \$35,000 may be used for administrative costs.

b. Housing renewal pilot program

To provide housing renewal moneys to a nonprofit Iowa affiliate to award grants to eligible communities for a housing renewal pilot program:

..... \$ 500,000

2. Notwithstanding section 8.33, moneys appropriated in this section that remain unencumbered or unobligated at the close of the fiscal year shall not revert but shall remain available for expenditure for the purposes designated until the close of the succeeding fiscal year.

Sec. 7. IOWA FINANCE AUTHORITY AUDIT. The auditor of state is requested to review the audit of the Iowa finance authority performed by the auditor hired by the authority.

Sec. 8. PUBLIC EMPLOYMENT RELATIONS BOARD.

1. There is appropriated from the general fund of the state

to the public employment relations board for the fiscal year beginning July 1, 2023, and ending June 30, 2024, the following amount, or so much thereof as is necessary, to be used for the purposes designated:

For salaries, support, maintenance, and miscellaneous purposes, and for not more than the following full-time equivalent positions:

.....	\$	1,290,230
.....	FTEs	9.00

2. Of the moneys appropriated in this section, the board shall allocate \$15,000 for maintaining an internet site that allows access to a searchable database of collective bargaining information.

Sec. 9. DEPARTMENT OF WORKFORCE DEVELOPMENT. There is appropriated from the general fund of the state to the department of workforce development for the fiscal year beginning July 1, 2023, and ending June 30, 2024, the following amounts, or so much thereof as is necessary, to be used for the purposes designated:

1. WORKFORCE DEVELOPMENT OPERATIONS

a. For the operation of field offices and the workforce development board, and for not more than the following full-time equivalent positions:

.....	\$	6,675,650
.....	FTEs	166.41

b. Of the moneys appropriated in paragraph "a", the department shall allocate \$150,000 to the state library for the purpose of licensing an online resource which prepares persons to succeed in the workplace through programs which improve job skills and vocational test-taking abilities.

2. OFFENDER REENTRY PROGRAM

a. For the development and administration of an offender reentry program to provide offenders with employment skills, and for not more than the following full-time equivalent positions:

.....	\$	387,158
.....	FTEs	5.00

b. The department of workforce development shall partner with the department of corrections to provide staff within

the correctional facilities resources to improve offenders' abilities to find and retain productive employment.

3. INTEGRATED INFORMATION FOR IOWA SYSTEM

For the payment of services provided by the department of administrative services related to the integrated information for Iowa system:

..... \$ 228,822

4. WORKPLACE INJURY AND SAFETY SURVEYS

For the operation of workplace safety surveys and workplace data collection and analysis, including salaries, support, maintenance, and miscellaneous purposes, and for not more than the following full-time equivalent positions:

..... \$ 125,555

..... FTEs 3.00

5. SUMMER YOUTH INTERN PILOT PROGRAM

For the funding of a summer youth intern pilot program that will help young people at risk of not graduating from high school to explore and prepare for high-demand careers through summer work experience, including the development of soft skills:

..... \$ 250,000

6. VOCATIONAL REHABILITATION SERVICES DIVISION

a. For salaries, support, maintenance, and miscellaneous purposes, and for not more than the following full-time equivalent positions:

..... \$ 6,106,732

..... FTEs 248.00

For purposes of optimizing the job placement of individuals with disabilities, the division shall make its best efforts to work with community rehabilitation program providers for job placement and retention services for individuals with significant disabilities and most significant disabilities. By January 15, 2024, the division shall submit a written report to the general assembly regarding the division's outreach efforts with community rehabilitation program providers.

b. For matching moneys for programs to enable persons with severe physical or mental disabilities to function more independently, including salaries and support, and for not more than the following full-time equivalent positions:

.....	\$	84,804
.....	FTEs	1.00

c. For the entrepreneurs with disabilities program established pursuant to section 259.4, as amended by 2023 Iowa Acts, Senate File 514:

.....	\$	138,506
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d. For costs associated with centers for independent living:

.....	\$	86,547
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7. ADULT EDUCATION AND LITERACY PROGRAMS

For distribution as grants to community colleges for the purpose of adult basic education programs for students requiring instruction in English as a second language:

.....	\$	500,000
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In issuing grants under this subsection, the department of workforce development shall use the same application process and criteria as are used for purposes of awarding grants to community colleges for the purpose of adult basic education programs for students requiring instruction in English as a second language using moneys that are appropriated to the department from the Iowa skilled worker and job creation fund.

8. FUTURE READY IOWA REGISTERED APPRENTICESHIP DEVELOPMENT PROGRAM

For the funding of the future ready Iowa registered apprenticeship development program under chapter 15C, as amended by 2023 Iowa Acts, Senate File 514, to encourage small to midsize businesses to start or grow registered apprenticeships:

.....	\$	760,000
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Notwithstanding section 8.33, moneys appropriated in this section that remain unencumbered or unobligated at the close of the fiscal year shall not revert but shall remain available for expenditure for the purposes designated until the close of the succeeding fiscal year.

Sec. 10. GENERAL FUND — EMPLOYEE MISCLASSIFICATION PROGRAM. There is appropriated from the general fund of the state to the department of workforce development for the fiscal year beginning July 1, 2023, and ending June 30, 2024, the following amount, or so much thereof as is necessary, to be

used for the purposes designated:

For enhancing efforts to investigate employers that misclassify workers, and for not more than the following full-time equivalent positions:

.....	\$	379,631
.....	FTEs	3.00

Sec. 11. SPECIAL EMPLOYMENT SECURITY CONTINGENCY FUND.

1. There is appropriated from the special employment security contingency fund created in section 96.13 to the department of workforce development for the fiscal year beginning July 1, 2023, and ending June 30, 2024, the following amount, or so much thereof as is necessary, to be used for field offices:

.....	\$	2,416,084
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2. Any remaining additional penalty and interest revenue collected by the department of workforce development is appropriated to the department for the fiscal year beginning July 1, 2023, and ending June 30, 2024, to accomplish the mission of the department.

Sec. 12. UNEMPLOYMENT COMPENSATION RESERVE FUND — FIELD OFFICES. Notwithstanding section 96.9, subsection 8, paragraph "e", there is appropriated from interest earned on the unemployment compensation reserve fund created in section 96.9 to the department of workforce development for the fiscal year beginning July 1, 2023, and ending June 30, 2024, the following amount, or so much thereof as is necessary, to be used for the purposes designated:

For the operation of field offices:

.....	\$	2,200,000
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Sec. 13. VIRTUAL ACCESS WORKFORCE DEVELOPMENT OFFICES. The department of workforce development shall require a unique identification login for all users of workforce development centers operated through electronic means.

Sec. 14. UNEMPLOYMENT COMPENSATION PROGRAM.

1. Notwithstanding section 96.9, subsection 4, paragraph "a", moneys credited to the state by the secretary of the treasury of the United States pursuant to section 903 of the federal Social Security Act are appropriated to the department of workforce development and shall be used by the department

for the administration of the unemployment compensation program only. This appropriation shall not apply to any fiscal year beginning after December 31, 2023.

2. Notwithstanding subsection 1, up to \$800,000, or so much thereof as may be necessary, of the unemployment compensation modernization incentive payments made to the state's unemployment trust fund account as a special transfer under section 903 of the federal Social Security Act, pursuant to the federal Assistance for Unemployed Workers and Struggling Families Act, of the American Recovery and Reinvestment Act of 2009, Pub. L. No. 111-5, are appropriated to the department of workforce development for the fiscal year beginning July 1, 2023, and ending June 30, 2024, for the purpose of modification of space for unemployment insurance administrative law judge offices and conference rooms in which to hold unemployment insurance appeal hearings.

Sec. 15. IOWA SKILLED WORKER AND JOB CREATION FUND.

1. There is appropriated from the Iowa skilled worker and job creation fund created in section 8.75 to the following departments, agencies, and institutions for the fiscal year beginning July 1, 2023, and ending June 30, 2024, the following amounts, or so much thereof as is necessary, to be used for the purposes designated:

a. ECONOMIC DEVELOPMENT AUTHORITY

(1) For the purposes of providing assistance as described in section 15.335B for the high quality jobs program:

..... \$ 11,700,000

From the moneys appropriated in this subparagraph, the economic development authority may use not more than \$1,000,000 for purposes of providing infrastructure grants to main street communities under the main street Iowa program and may allocate not more than \$300,000 for the purposes of supporting statewide worker education and quality preapprenticeship programs.

(2) As a condition of receiving moneys appropriated in this lettered paragraph "a", an entity shall testify upon the request of the joint appropriations subcommittee on economic development regarding the expenditure of such moneys.

b. STATE BOARD OF REGENTS AND REGENTS INSTITUTIONS

(1) STATE BOARD OF REGENTS. For capacity building

infrastructure in areas related to technology commercialization, marketing and business development efforts in areas related to technology commercialization, entrepreneurship, and business growth, and infrastructure projects and programs needed to assist in implementation of activities under chapter 262B:

..... \$ 3,000,000

(a) Of the moneys appropriated pursuant to this subparagraph (1), 35 percent shall be allocated for Iowa state university of science and technology, 35 percent shall be allocated for the state university of Iowa, and 30 percent shall be allocated for the university of northern Iowa.

(b) The institutions shall provide a one-to-one match of additional moneys for the activities funded with moneys appropriated under this subparagraph (1).

(c) The state board of regents shall submit a report by January 15, 2024, to the governor and the general assembly regarding the activities, projects, and programs funded with moneys appropriated under this subparagraph (1). The report shall be provided in an electronic format and shall include a list of metrics and criteria mutually agreed to in advance by the board of regents and the economic development authority. The metrics and criteria shall allow the governor's office and the general assembly to quantify and evaluate the progress of the board of regents institutions with regard to their activities, projects, and programs in the areas of technology commercialization, entrepreneurship, regional development, and market research.

(2) IOWA STATE UNIVERSITY OF SCIENCE AND TECHNOLOGY. For small business development centers, the research park, and the center for industrial research and service, and for not more than the following full-time equivalent positions:

..... \$ 2,424,302
..... FTEs 50.95

(a) Of the moneys appropriated in this subparagraph (2), Iowa state university of science and technology shall allocate at least \$735,728 for purposes of funding small business development centers. Iowa state university of science and technology may allocate the appropriated moneys to the various

small business development centers in any manner necessary to achieve the purposes of this subparagraph.

(b) Iowa state university of science and technology shall do all of the following:

(i) Direct expenditures for research toward projects that will provide economic stimulus for Iowa.

(ii) Provide emphasis to providing services to Iowa-based companies.

(c) It is the intent of the general assembly that the industrial incentive program focus on Iowa industrial sectors and seek contributions and in-kind donations from businesses, industrial foundations, and trade associations, and that moneys for the center for industrial research and service industrial incentive program shall be allocated only for projects which are matched by private sector moneys for directed contract research or for nondirected research. The match required of small businesses as defined in section 15.102 for directed contract research or for nondirected research shall be \$1 for each \$3 of state funds. The match required for other businesses for directed contract research or for nondirected research shall be \$1 for each \$1 of state funds. The match required of industrial foundations or trade associations shall be \$1 for each \$1 of state funds.

(d) Iowa state university of science and technology shall report annually to the general assembly the total amount of private contributions, the proportion of contributions from small businesses and other businesses, and the proportion for directed contract research and nondirected research of benefit to Iowa businesses and industrial sectors.

(3) STATE UNIVERSITY OF IOWA

(a) For the state university of Iowa research park and for university of Iowa pharmaceuticals located at the research park, including salaries, support, maintenance, equipment, and miscellaneous purposes, and for not more than the following full-time equivalent positions:

.....	\$	209,279
.....	FTEs	6.00

The state university of Iowa shall do all of the following:

(i) Direct expenditures for research toward projects that

will provide economic stimulus for Iowa.

(ii) Provide emphasis to providing services to Iowa-based companies.

(b) For the purpose of implementing the entrepreneurship and economic growth initiative, and for not more than the following full-time equivalent positions:

.....	\$	2,000,000
.....	FTEs	8.00

(4) UNIVERSITY OF NORTHERN IOWA. For the metal casting and foundry 4.0 centers, advance Iowa, family business center, and the institute for decision making, including salaries, support, maintenance, and miscellaneous purposes, and for not more than the following full-time equivalent positions:

.....	\$	1,466,419
.....	FTEs	13.00

The university of northern Iowa shall do all of the following:

(a) Direct expenditures for research toward projects that will provide economic stimulus for Iowa.

(b) Provide emphasis to providing services to Iowa-based companies.

(5) As a condition of receiving moneys appropriated in this lettered paragraph "b", an entity shall testify upon the request of the joint appropriations subcommittee on economic development regarding the expenditure of such moneys.

c. DEPARTMENT OF WORKFORCE DEVELOPMENT

(1) To develop a long-term sustained program to train unemployed and underemployed central Iowans with skills necessary to advance to higher-paying jobs with full benefits:

.....	\$	100,000
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(a) The department of workforce development shall begin a request for proposals process, issued for purposes of this subparagraph (1), no later than September 1, 2023.

(b) As a condition of receiving moneys appropriated under this subparagraph (1), an entity shall testify upon the request of the joint appropriations subcommittee on economic development regarding the expenditure of such moneys.

(2) For the funding of a future ready Iowa coordinator in the department, and for not more than the following full-time

equivalent positions:

.....	\$	150,000
.....	FTEs	1.00

(3) For distribution to community colleges for the purposes of implementing adult education and literacy programs pursuant to section 84A.19, as enacted by 2023 Iowa Acts, Senate File 514:

.....	\$	5,500,000
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(a) From the moneys appropriated in this numbered subparagraph, \$3,883,000 shall be allocated pursuant to the formula established in section 260C.18C.

(b) From the moneys appropriated in this numbered subparagraph, not more than \$150,000 shall be used by the department of workforce development for implementation of adult education and literacy programs pursuant to section 84A.19, as enacted by 2023 Iowa Acts, Senate File 514.

(c) From the moneys appropriated in this numbered subparagraph, not more than \$1,257,000 shall be distributed as grants to community colleges for the purpose of adult basic education programs for students requiring instruction in English as a second language. The department of workforce development shall establish an application process and criteria to award grants pursuant to this subparagraph division to community colleges. The criteria shall be based on need for instruction in English as a second language in the region served by each community college as determined by factors including data from the latest federal decennial census and outreach efforts to determine regional needs.

(d) From the moneys appropriated in this numbered subparagraph, \$210,000 shall be transferred to the department of health and human services for purposes of administering a program to provide access to international resources to Iowans and new Iowans to provide economic and leadership development resulting in Iowa being a more inclusive and welcoming place to live, work, and raise a family. The program shall provide supplemental support services for international refugees to improve learning, English literacy, life skills, cultural competencies, and integration in a county with a population over 350,000 as determined by the 2020 federal decennial

census. The department of health and human services shall utilize a request for proposals process to identify the entity best qualified to implement the program.

(4) For deposit in the statewide work-based learning intermediary network fund created pursuant to section 256.40, as amended by 2023 Iowa Acts, Senate File 514:

..... \$ 1,500,000

From the moneys appropriated in this numbered subparagraph, not more than \$50,000 shall be used by the department of workforce development to provide statewide support for work-based learning.

(5) For the funding of internships for students studying in the fields of science, technology, engineering, and mathematics with eligible Iowa employers as provided in section 15.411, subsection 3, paragraph "c":

..... \$ 633,325

2. Notwithstanding section 8.33, moneys appropriated in this section that remain unencumbered or unobligated at the close of the fiscal year shall not revert but shall remain available for expenditure for the purposes designated until the close of the succeeding fiscal year.

Sec. 16. GENERAL FUND — CERTAIN REGENTS INSTITUTIONS.

1. There is appropriated from the general fund of the state to the following institutions for the fiscal year beginning July 1, 2023, and ending June 30, 2024, the following amounts, or so much thereof as is necessary, to be used for the purposes designated:

a. IOWA STATE UNIVERSITY OF SCIENCE AND TECHNOLOGY

In cooperation with the economic development authority, for support of a biosciences innovation ecosystem, to strengthen Iowa's leadership positions in the area of bio-based chemicals, digital agriculture, vaccines, and medical devices, including salaries, support, maintenance, and miscellaneous purposes, and for not more than the following full-time equivalent positions:

..... \$ 2,963,995

..... FTEs 8.40

b. STATE UNIVERSITY OF IOWA

In cooperation with the economic development authority, for support of a biosciences innovation ecosystem, to strengthen

Iowa's leadership positions in the area of bio-based chemicals, digital agriculture, vaccines, and medical devices, including salaries, support, maintenance, and miscellaneous purposes, and for not more than the following full-time equivalent positions:

.....	\$	1,000,000
.....	FTEs	4.35

c. UNIVERSITY OF NORTHERN IOWA

For equipment and technology to expand the university's additive manufacturing capabilities related to investment castings technology and industry support, including salaries, support, maintenance, and miscellaneous purposes, and for not more than the following full-time equivalent positions:

.....	\$	394,321
.....	FTEs	2.73

The university of northern Iowa shall make a good-faith effort to coordinate with private entities to seek moneys to supplement this appropriation to support the expansion of the university's additive manufacturing capabilities.

2. Notwithstanding section 8.33, moneys appropriated in subsection 1, paragraphs "a" and "b", that remain unencumbered or unobligated at the close of the fiscal year shall not revert but shall remain available for expenditure for the purposes designated until the close of the succeeding fiscal year.

DIVISION II

FY 2022-2023 — FUTURE READY IOWA VOLUNTEER MENTORING PROGRAM

Sec. 17. 2022 Iowa Acts, chapter 1148, section 3, subsection 11, is amended to read as follows:

11. FUTURE READY IOWA — VOLUNTEER MENTORING PROGRAM

a. There is appropriated from the Iowa skilled worker and job creation fund created in section 8.75 to the economic development authority for the fiscal year beginning July 1, 2022, and ending June 30, 2023, the following amount, or so much thereof as is necessary, to be used for the purposes designated:

For allocation to the Iowa commission on volunteer services to be used for establishing a volunteer mentor program to support implementation of the future ready Iowa skilled workforce last-dollar scholarship program in section 261.131 and the future ready Iowa skilled workforce grant program

created in section 261.132, and for not more than the following full-time equivalent positions:

.....	\$	400,000
.....	FTEs	1.15

b. Notwithstanding section 8.33, moneys appropriated in this subsection that remain unencumbered or unobligated at the close of the fiscal year shall not revert but shall remain available for expenditure for the purposes designated, and for not more than the authorized full-time equivalent positions, until the close of the succeeding fiscal year.

DIVISION III

HOUSING RENEWAL PILOT PROGRAM

Sec. 18. 2022 Iowa Acts, chapter 1148, section 20, is amended to read as follows:

SEC. 20. HOUSING RENEWAL PILOT PROGRAM.

1. For purposes of this section, "nonprofit Iowa affiliate":

a. "Eligible participant" includes cities, counties, consortiums of local governments, and organizations exempt from taxation pursuant to section 501(c)(3) of the Internal Revenue Code.

b. "Nonprofit Iowa affiliate" means a nonprofit Iowa affiliate of a nonprofit international organization whose primary activity is the promotion of the construction, remodeling, or rehabilitation of one-family or two-family dwellings for use by low-income families.

2. a. A housing renewal program fund is created in the state treasury under the control of the Iowa finance authority. The fund shall consist of moneys appropriated to or deposited in the fund. Moneys in the fund are appropriated to the Iowa finance authority to establish and administer a housing renewal pilot program.

b. For the fiscal year beginning July 1, 2022, and ending June 30, 2023, there is appropriated from the general fund of the state to the Iowa finance authority five hundred thousand dollars for deposit in the housing renewal program fund.

c. Notwithstanding section 8.33, moneys appropriated in this section that remain unencumbered or unobligated at the close of the fiscal year shall not revert but shall remain

available for expenditure for the purposes designated until the close of the succeeding fiscal year.

e- d. Notwithstanding section 12C.7, subsection 2, interest or earnings on moneys in the housing renewal program fund shall be credited to the fund. Payment of interest, income generated from the sale of an ownership unit pursuant to subsection 6, recaptures of grant financial assistance awards, and other repayments under the housing renewal pilot program shall be deposited in the fund.

3. a. The Iowa finance authority shall provide moneys from the housing renewal program fund to a nonprofit Iowa affiliate that shall use the moneys to award grants financial assistance under the housing renewal pilot program to eligible participants.

b. Eligible participants ~~under paragraph "a"~~ shall use ~~a grant~~ financial assistance awarded under the housing renewal pilot program only for purposes of the acquisition, rehabilitation, and resale of ownership units; the acquisition and demolition of blighted structures; and the redevelopment of ownership units.

4. Twenty-five percent of moneys appropriated to the housing renewal program fund shall be allocated to ~~rural communities~~ financial assistance awards for eligible participants located in the eighty-eight least populated counties in the state.

5. a. The nonprofit Iowa affiliate ~~may partner with a city, a county, a consortium of local governments, or an organization exempt from taxation pursuant to section 501(c)(3) of the Internal Revenue Code; however, the nonprofit Iowa affiliate shall determine the geographic location of all projects for which a grant is awarded~~ shall determine the criteria used to evaluate eligible participants and to award financial assistance to eligible participants selected by the nonprofit Iowa affiliate.

b. The nonprofit Iowa affiliate shall not award ~~a grantee an~~ eligible participant more than one hundred thousand dollars per ownership unit. ~~A grantee may use up to five percent of a grant for administration expenses related to the grantee's project.~~ The nonprofit Iowa affiliate may use up to five percent of the

financial assistance awarded to an eligible participant for administrative expenses related to the housing renewal pilot program.

c. (1) ~~A grantee~~ An eligible participant shall have a maximum of thirty-six months from the date a contract is executed between the nonprofit Iowa affiliate and the ~~grantee~~ eligible participant for the ~~grantee's~~ eligible participant to complete the eligible participant's project. The ~~grantee's~~ eligible participant's project shall be considered complete when all ~~grant funds~~ financial assistance awarded to the ~~grantee have~~ eligible participant has been expended, and all ownership units that are covered by the contract are finished and available for sale.

(2) ~~If a grantee~~ Unless the nonprofit Iowa affiliate authorizes additional time for good cause shown, if an eligible participant has no project activity within ~~thirty-six~~ twelve months from the date a contract is executed between the nonprofit Iowa affiliate and the ~~grantee~~ eligible participant, the ~~grant~~ financial assistance award shall be returned to the Iowa finance authority for deposit in the housing renewal program fund.

d. ~~A grantee~~ An eligible participant shall sell each completed ownership unit to a homebuyer whose income is under the one hundred twenty percent area median income and who must occupy the ownership unit as the homebuyer's primary residence. The deed to the ownership unit must contain a restrictive resale requirement that prohibits the homebuyer or a subsequent owner from selling the ownership unit to a person with an income above the one hundred twenty percent area median income for five calendar years from the date the ~~grantee~~ eligible participant sold the ownership unit to the first homebuyer whose income is under the one hundred twenty percent area median income.

6. ~~A grantee may~~ The nonprofit Iowa affiliate shall use income generated from the sale of an ownership unit only for the purpose of ~~additional eligible expenses~~ awarding financial assistance to eligible participants under the housing renewal pilot program.

7. The Iowa finance authority shall not use more than five

percent of moneys ~~allocated~~ appropriated to the housing renewal program fund for administration and oversight of the housing renewal pilot program.

~~8. The Iowa finance authority shall adopt rules pursuant to chapter 17A to administer this division.~~

9. 8. The Iowa finance authority, in coordination with the nonprofit Iowa affiliate, shall submit a report to the general assembly on or before December 31, ~~2023~~ 2024, describing the community, economic, and financial impact of the housing renewal pilot program.

9. This section is repealed July 1, 2025.

DIVISION IV

REGIONAL INDUSTRY SECTOR PARTNERSHIPS — RULES

Sec. 19. Section 260H.7B, Code 2023, as amended by 2023 Iowa Acts, Senate File 514, section 2195, is amended by adding the following new subsection:

NEW SUBSECTION. 3. The department of workforce development shall adopt rules pursuant to chapter 17A to implement this section.

DIVISION V

APPRENTICESHIP TRAINING PROGRAM — DEFINITIONS

Sec. 20. Section 15B.2, subsection 9A, as enacted by 2023 Iowa Acts, Senate File 514, section 2251, is amended by striking the subsection.

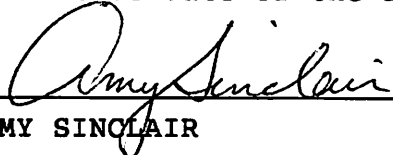
DIVISION VI

NEW JOBS TRAINING AGREEMENTS

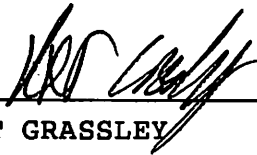
Sec. 21. 2015 Iowa Acts, chapter 138, section 8, is amended to read as follows:

SEC. 8. IOWA NEW JOBS TRAINING AGREEMENTS. An Iowa community college that entered into a new jobs training agreement pursuant to chapter 260E, which was effective in April ~~2012~~ 2021, with an Iowa employer may enter into a new agreement with such employer pursuant to chapter 260E, which will be effective September ~~2015~~ 2023, and may use the base employment determined in ~~April 2012~~ October 2021 as the base employment for determining the new jobs eligible under the new agreement if the base employment determined in ~~April 2012~~ October 2021 was ~~2,125~~ 2,335 employees. The new agreement

under chapter 260E shall be limited to seven years from the effective date of the agreement.




AMY SINCLAIR
President of the Senate



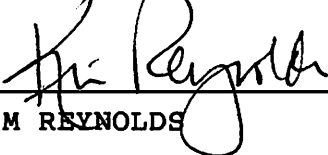
PAT GRASSLEY
Speaker of the House

I hereby certify that this bill originated in the Senate and is known as Senate File 559, Ninetieth General Assembly.



W. CHARLES SMITHSON
Secretary of the Senate

Approved June 1st, 2023



KIM REYNOLDS
Governor

EXHIBIT B
SPECIAL CONDITIONS

1. **Funds That Qualify for Match**

SBDC Regional Center must obtain matching funds from non-federal sources.

- a. Such sources can include, but are not limited to, the following: donations from banks, host institution additional cash contributions, economic development agencies, or Pappajohn Entrepreneurial Center funds.
- b. Match cannot include program income funds or host institution contributions already committed to the annual SBA contract.
- c. No other Regents Funds sources can be used as match.
- d. Compensation for services provided to the Subcontractor by the SBDC Regional Director or other paid consultants working at the Regional Director's direction, such as for teaching services, may not be used by the Subcontractor to satisfy its cash match requirements.

2. **Recording of Cash Match**

A separate account is not required for salaries and benefits that are reported as match. All other match is required to be maintained in a separate account.

3. **Monthly Reporting**

Economic impact and counseling sessions are to be reported in the SBDC Neoserra system by the 10th day of each month following the activity. Reporting for this Subcontract will be for the 7/1/23 – 4/30/24 time period. Approximately 5% of the annual milestones will be applied to this Subcontract for reporting to the Board of Regents.

FY 2024

Budget Sheet - Regents Innovation Fund

Center Name

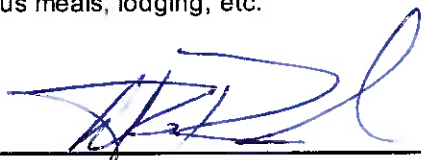
7/1/2023-4/30/2024

	REGENTS INNOVATION FUND	CENTER MATCH	TOTAL FUNDS
SALARIES, WAGES, TUITION			
Director	0	0	0
Assoc. Directors			0
Professional Staff			0
Grad/Students			0
Administrative Staff	1,735	1,735	3,470
Total Employees	1,735	1,735	3,470
BENEFITS	156	156	312
CONSULTANTS	4,000	4,000	8,000
TRAVEL			
In-State Travel			0
Out of State Travel			0
PERMANENT EQUIPMENT			
SUPPLIES			
			0
Sub-Total	4,156	4,156	8,312
OTHER			
Telephone			0
Postage			0
Printing & Copying			0
Computer Service & Maintenance			0
Meetings/Trainings			0
Research & Publications			0
Certification/Dues			0
Facilities			0
Marketing	1,109	1,109	2,218
Total Other	1,109	1,109	2,218
TOTAL	7,000	7,000	14,000

Benefit rate is 0.00%

(if more than one benefit rate, list each rate separately)

Travel includes personal car mileage reimbursement at \$ _____ per mile plus meals, lodging, etc.

 _____ Date 5-1-23

Signature - SBDC Regional Director _____ Date 5-1-23

Signature - Authorized Host Institution Representative/Officer _____ Date _____

EXHIBIT D-RIF
Small Business Development Center Financial Report

CENTER NAME	CENTER LOCATION		FOR THE PERIOD
Center Name (Code)	City		Month, Year
	A. RIF funds	B. Center Match	COMMENTS
SALARIES, WAGES, TUITION			
Director	\$ _____	\$ _____	_____
Asst. or Assoc. Director	_____	_____	_____
Professional Staff	_____	_____	_____
Grad/Students	_____	_____	_____
Administrative Staff	_____	_____	_____
BENEFITS			
CONSULTANTS			
TRAVEL			
In-State Travel	_____	_____	_____
Out of State Travel	_____	_____	_____
PERMANENT EQUIPMENT			
SUPPLIES			
OTHER			
Telephone	_____	_____	_____
Postage	_____	_____	_____
Printing & Copying	_____	_____	_____
Computer Service & Maintenance	_____	_____	_____
Meetings/Training	_____	_____	_____
Research & Publications	_____	_____	_____
Certifications/Dues	_____	_____	_____
Facilities	_____	_____	_____
Marketing	_____	_____	_____
TOTAL DIRECT COSTS	0.00	0.00	_____
Indirect Cost	_____	_____	_____
TOTAL THIS PERIOD	0.00	0.00	_____
Total Previous Reports	_____	_____	_____
TOTAL TO DATE	\$ 0.00	\$ 0.00	_____

"I certify that all expenditures are for appropriate purposes and in accordance with the agreement set forth in the application and award documents."

Signature - SBDC Regional Director Date

Signature - Subcontractor's Financial Officer Date

WITCC in the News

NOV 23-21

Fall Decor:

https://siouxcityjournal.com/opinion/letters/mini-editorial-sioux-city-western-iowa-tech/article_21ecfafa-62db-11ee-964a-8f400396cf63.html

Tuition Rise:

<https://www.siouxlandproud.com/news/local-news/iowa-tuition-costs-on-the-rise-department-of-education/>

College Radio Day:

<https://www.siouxlandproud.com/news/local-news/witcc-students-celebrate-college-radio-day-with-24-hour-stream/>

Cherokee Brand Launch

<https://www.chronicletimes.com/articles/news/witcc-celebrates-new-logo/>

School Board Forum at WIT

<https://www.ktiv.com/2023/10/17/sioux-city-league-women-voters-holds-public-forum-school-board-candidates/>

https://siouxcityjournal.com/news/local/education/sioux-city-school-board-candidate-forum/article_04b0c49c-6c97-11ee-a890-3b3667dff49e.html

Cherokee Fall Fest:

<https://www.chronicletimes.com/articles/community-news/witcc-fall-festival-oct-28/>

Great Plains Radio: Halloween Mystery Theatre

https://siouxcityjournal.com/weekender/theater/sioux-city-great-plains-radio-halloween/article_683ffeee-6c18-11ee-b8bd-437d6f52feb5.html

Human Library:

<https://www.ktiv.com/video/2023/10/24/safespace-hosting-human-library-an-interactive-exhibit-domestic-violence/>

Día De Los Muertos logo Design by student

https://siouxcityjournal.com/news/community/day-of-the-dead-sioux-city/article_204f4e0a-71c2-11ee-9b69-6b60bc0eb71c.html

Driver Training Grant

<https://landline.media/iowa-grant-awards-nearly-5-million-for-driver-training/>

WITCC in the News

NOV 23-21

Student designed Day of the Dead logo:

https://siouxcityjournal.com/news/community/day-of-the-dead-sioux-city/article_204f4e0a-71c2-11ee-9b69-6b60bc0eb71c.html?

BRIEF MENTIONS–

Law Enforcement Academy mention:

https://www.ottumwacourier.com/news/local_news/criminal-justice-program-earns-level-2-certification/article_40e47e52-5e39-11ee-8d8d-5712c81f5e9c.html

City Council Forum:

https://siouxcityjournal.com/opinion/editorial/sioux-city-primary-council-election-politics-iowa/article_a3cefb56-645f-11ee-bce2-cb727bf413a0.html

ATHLETICS–

Soccer vs Gillette Recap

<https://www.ktiv.com/2023/10/03/comets-get-back-win-column-taking-down-gillette-college/>

Vball vs ND recap

https://www.wahpetondailynews.com/sports/ndscs-beats-no-20-ranked-hawkeye-kohl-has-huge-weekend/article_f633f960-6792-11ee-abce-6fd41a477a3b.html

Soccer vs Gillette recap

https://www.gillettenewsrecord.com/sports/local/article_0e1a15bd-f3ec-5113-b641-eb20a79274f2.html

Bball: Coming into the season

<https://www.sioxlandproud.com/sports/western-iowa-tech-building-off-strong-showing-at-iccac-juco-jam-ahead-of-season-debut/>

Bball Comet Madness

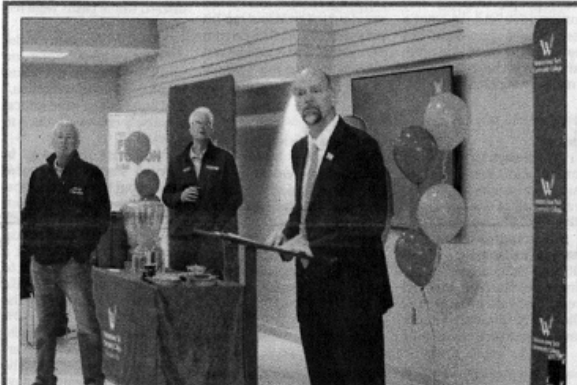
<https://www.sioxlandproud.com/news/local-news/witcc-mens-basketball-team-hosting-comets-madness/>

<https://kscj.com/2023/10/17/mens-basketball-team-hosting-comets-madness/>

Vball vs Morningside jv recap

<https://www.ktiv.com/2023/10/31/western-iowa-tech-wraps-up-inaugural-season-with-loss-morningside-jv/>

Cherokee Chronicle Times, page number 1A, 3A
Date 10-13-23



Western Iowa Tech Community College President Terry Murrell celebrates the new logo and the college's accomplishments. CHEROKEE CHRONICLE TIMES photo by KATE KEALEY

Western Iowa Tech debuts rebrand

Celebrating newly renovated Cherokee campus

BY KATE KEALEY

To match the newly renovated campus in Cherokee, Western Iowa Tech Community College rebranded its logo to match. It was unveiled to the public last Friday morning.

Over 40 people gathered at the campus to celebrate the new logo that features a white and green "W." Western Iowa Tech spent two years rebranding the logo and its mission statement. WIT President Terry Murrell said the college reached out to stu-

dents to inform and guide their decisions on the rebranding.

"I won't go into what all this means and the fancy design terms, but we really tried to take a look at who we are and who we want to be with our new look," Murrell said of the new logo. "We hope that this logo becomes a visual representation that instills pride for our college, our students, our community and for our alumni."

The new mission statement is: Western
CONTINUED ON PAGE 3A



People touring the newly renovated nursing wing equipped with patient mannequins that simulate working in a hospital for the students.