

WETCC Board of Trustees Meeting Minutes

Friday November 7, 2025, 9:00 a.m.

In-person and Virtual Meeting

Approved December 12, 2025 with 1 Correction



In Attendance: Laura Driscoll, Monica Hedstrom, Kennedy Heisler, Allen Derks, Jacob McArthur, Paul Pemberton, Dana Goodwin, Kris Manning, and Billie Annette

The meeting began at 9:13 a.m.

Billie began with an Ojibwe prayer

Corrections to the agenda: Dana noted that the Professional Educator Licensing and Standards Board (PELSB) is also referred to as PELSE

I. Approval/Amendments to Agenda

- A. Added to other- The MN Department Administration of Grants Management- there is a conflict-of-interest policy number 08-1 for state grant making.

(Billie motioned, Monica seconded) Approved

II. Motion to approve meeting minutes

- A. Professional Educators Licensing and Standards Board- should be (PELSB)
Motion to approve minutes with one change.

(Monica motions, Billie seconded) Approved

III. Public Comments N/A

IV. Informational Items

- A. Staffing Updates
1. Advertised Positions: Bookstore & Finance Assistant, Headstart Pathways Program Coordinator (faculty and grant manager for Head Start Pathways), Adjunct faculty (Ojibwe language, Trades- Blueprint and General Construction, Physical Education), and President
 2. New Hires: N/A
 3. Transfer/ Promotion: N/A
 4. Interim/ Temporary: N/A
 5. Resignation: N/A
 6. Dismissal: N/A
- B. Grant Approval Forms with no cost sharing

1. MN Opioid Antagonist (Naloxone) Funding grant: \$50,000 over 2 years for Narcan purchase and training. Training will follow a “train-the -trainer” model.

C. Agreement/MOU/Bid N/A

D. Cabinet Member’s Reports for October 2025

i. Finance Director’s Report for October 2025

1. Kennedy stated that she is very appreciative of finance staff taking on extra duties.

- a. Monthly Bank Transactions
- b. Profit and Loss Summary
- c. Foundation Statement N/A

2. Community Extension Director’s Report

3. Facilities Director’s Report

4. Provost’s Report

5. President’s Report

(Jacob joined at 9:31 a.m.)

V. Action Items

A. Grant Approval Forms with cost sharing: N/A

B. Large Expenditures: N/A

C. Bank Signature cards- Need to set up electronic signatures yet

D. Presidential Search

i. Timeline/process

- a. Position posted, likely open until January
- b. BOT will review applications based on job description criteria.
- c. Final candidates expected to visit campus for in-person interviews.
- d. BOT chair to coordinate timeline and process with HR

VI. Other

- A. Laura will email the MN Department Administration of Grants Management conflict of interest policy for state grant making to the BOT

VII. Executive Session: N/A

VIII. Calander Updates

A. Next BOT meeting- December 12, 2025, 9:00 a.m.

- B. Set date for election of officers- Set election of officers for January 2026 meeting. Add to agenda

- C. Review policies in January- Policies going through the senates will be brought before the BOT

IX. Adjournment:

(Billie motioned, Kris seconded) Approved 10:28 a.m.