

**FACILITIES AND FINANCE COMMITTEE**  
**Seibert Conference Room**  
**Belleville Campus**  
**April 13, 2022**

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| Committee members present: | Richard Roehrkasse, Chair<br>Steve Campo<br>Charles Hannon  |
| Trustees present:          | Nick Raftopoulos<br>Sara Soehlke (remote)   |
| Administrators present:    | Nick Mance<br>Linda Andres<br>Danielle Chambers<br>Sue McClure<br>Missy Roche<br>Dr. Gina Segobiano<br>Bob Tebbe<br>Bernie Ysursa |

**CALL TO ORDER**

Chairman Roehrkasse called the meeting to order at 6:15 p.m.

**APPROVAL OF MINUTES**

Mr. Hannon moved, seconded by Mr. Campo, to approve the minutes from the March 9, 2022 meeting as submitted. Upon a voice vote the motion carried.

**FACILITIES**

**Public Safety Report**

Chief Administrative Services Officer Bernie Ysursa presented the Public Safety report for March 2022. He recognized Athletic Trainer Morgan Myers for her quick action at a recent baseball game, saving the life of a player's grandparent. No action was required of the committee.

**FINANCE**

**Approval of Bills**

Chairman Roehrkasse requested Approval of Bills be placed on the non-consent agenda for action by the Board of Trustees. In the interim, any questions should be directed to him or to CFO Missy Roche.

**Bid Awards/Purchases/Contracts**

Chairman Roehrkasse entertained an omnibus vote for these items. Agenda topics were individually presented and any discussion occurred after each item, after which a roll call vote was taken.

CFO Melissa Roche presented a recommendation to utilize the Omnilert Emergency Notification System for the Belleville Campus. FGM Architects served as project manager and drafted all specifications and blueprints. SWIC issued a Request for Information to identify the system that would best meet the needs of the college. SWIC currently works with Omnilert and felt that system would best meet the needs of the college. The next step is to go out for sealed bids with vendors of Omnilert.

CFO Roche presented a request to approve rental of a temporary cooling system at the Sam Wolf Granite City Campus with Murphy Company, St. Louis, MO in an amount not to exceed \$109,090.00, utilizing extra PHS funds. In November 2021 the college issued a bid award to Murphy Company to install new chillers at the Sam Wolf Granite City Campus. Due to supply chain issues, the new chiller installation will not be completed until June 2022. Murphy presented this temporary cooling solution, but due to demand for these units we must commit by April 1, 2022.

CFO Roche presented a request to purchase three ultrasound tables and a 3-year comprehensive service agreement from Electromek Diagnostic Systems, Troy, IL in the total amount of \$45,788.00 utilizing HEERF III funds. This purchase and comprehensive service agreement will support expansion of the Radiologic Technology and the new Diagnostic Medical Sonography programs. The equipment will be located at the Belleville Campus.

CFO Roche presented a request to purchase 19 Leica DM500 microscopes from NCI Incorporated, Brooklyn Park, MN in the amount of \$24,993.36 utilizing budgeted departmental funds. The microscopes will replace aging equipment in the Biology labs located at the Belleville Campus.

CFO Roche presented a request to purchase a security camera system for the Sam Wolf Granite City Campus from Utilitra, Edwardsville, IL in the amount of \$203,173.84 utilizing budgeted departmental funds. This system will replace the current security camera system at that campus which no longer meets the needs of the college. The camera system must work in conjunction with the Belleville campus camera system purchased in June 2020. Trustee Campo expressed he is happy with the current number of cameras at the Belleville Campus and inquired if Public Safety had enough cameras and sufficient funding to cover the campus.

CFO Roche presented a request to purchase five ER-4iA robots for the Industrial Electricity program from Aidex Educational Systems, Rossville, IN in the amount of \$150,000.00 utilizing Perkins Grant funding. The equipment will be used to add capacity to the Industrial Electricity program.

Executive Director IT Linda Andres presented a request to renew KACE software maintenance contract for FY23 with DLT Solutions, LLC, Herndon, VA in the amount of \$33,180.68 utilizing budgeted departmental funds. The KACE Systems Deployment system enables installation and updates over the network for the current management of 3,500 desktops and laptops across the district. The KACE Software Asset Management system collects and updates hardware and software over the network for the computer inventory.

Executive Director Andres presented a request to purchase 57 iMac computers from Dell, Round Rock, TX in the amount of \$123,456.00 utilizing budgeted departmental funds. The current inventory of iMacs is no longer able to receive updates. Chairman Roehrkasse questioned if the institution will eventually go to only one brand as we currently have a mixture of Dell and Apple. Ms. Andres stated we only go with Apple when absolutely necessary, i.e. Marketing and Music.

Executive Director Andres presented a request to purchase required infrastructure to expand the Police Academy at 2300 West Main Street, Belleville, IL for a total estimate of \$847,634.92 and \$3,239.50 monthly, initially funded through HEERF then transferring to grant funding upon approval. This purchase is necessary in order to get the Police Academy ready for an August beginning. WiFi with a laptop cart solution will be utilized. President Mance stated the focus is to expand the Police Academy from 40 to 100 seats. The Illinois State Police, SILEC (Southern Illinois Law Enforcement Commission), and a forensic lab are or will also be located at the former Lindenwood site. Mr. Mance stated he has been working on this initiative since 2019 as he was concerned about another university going in the former Lindenwood site, which could affect SWIC's enrollment.

Executive Director of Enrollment Development and Institutional Planning Robert Tebbe presented the following advertising requests supported by budgeted departmental funds:

approve contract to renew radio advertising for Summer 2022 with Hubbard Radio, LLC, St. Louis, MO in the amount of \$18,150.00;

approve contract to renew radio advertising for Fall 2022 with Hubbard Radio, LLC, St. Louis, MO in the amount of \$28,700.00;

approve contract to renew television advertising for Summer 2022 with TEGNA/KSDK Channel 5, St. Louis, MO in the amount of \$16,250.00; and

approve contract to renew television advertising for Fall 2022 with TEGNA/KSDK Channel 5, St. Louis, MO in the amount of \$23,750.00.

Mr. Hannon moved, seconded by Mr. Campo, to recommend the Board of Trustees approve all the bid awards, purchases, and contracts as presented. Upon a roll call vote, those trustees voting aye were Mr. Campo, Mr. Hannon, and Mr. Roehrkasse. Nays: none. Absent: none. **PASSED** (These items will appear on the consent agenda.)

### **Disposal of a Capital Asset**

A request to dispose of a Tilting Electric Skillet, SWIC property tag #00000135, was presented. The equipment was purchased January 1, 2003 at a cost of \$6,572. It is fully depreciated, does not work and is obsolete.

Mr. Hannon moved, seconded by Mr. Campo, to recommend the Board of Trustees dispose of the above-presented college asset per Administrative Procedure 6008AP. Upon a roll call vote,

those trustees voting aye were Mr. Campo, Mr. Hannon and Mr. Roehrkasse. Nays: none. Absent: none. **PASSED** (This item will appear on the consent agenda.)

**ANY OTHER COMMITTEE RELATED BUSINESS**

The next meeting of the Facilities and Finance Committee is Wednesday, May 11, 2022 at 5:30 p.m. in the Seibert Conference Room at the Belleville Campus.

**ADJOURNMENT**

Mr. Hannon moved, seconded by Mr. Campo, to adjourn the meeting at 6:50 p.m. Upon a voice vote the motion carried.

Respectfully submitted,

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Beverly J. Fiss  
Board Secretary