Minutes for the Facilities Committee Meeting September 15th, 2014

Welcome and introduction by Jeff Kingston, VP of Administrative Services

Present: Jeff Kingston, Dyan Miller, Steve Gunderson, Doug Horner, Rita Carson, Deanna Horvath, Mike Ansell, Dyan Miller, Don Miller, Eric Harpell, Mary Hargiss, Ann Kroll, Tina Inzerilla, Katie Eagan, Cindy Brown-Rosefield and Richard Duchscherer

Facilities update for Facilities meeting conducted by Ann Kroll.

Ann Kroll updated us on projects that have been completed/are in progress since we met least semester (spring 2014). Ann's presentation will be posted to grapevine.

Small project list was reviewed for information purposes. Yellow items indicate a projected is completed from a facility's project management perspective. White shading indicates projects that are in progress.

Ann will walk with Mike regarding the work in building 1800. Painting of the exterior/interior of building 1600 was discussed. It was noted that painting only occurred on the exterior portion of the building. The budget only covered and specified the exterior of the building. The suggestion was made for Gerry to put work orders in to get the interior painted as needed.

Anne updated the committee on the programs of the 400 building.

There were several items on the list that will be taking place over Christmas break.

The committee did not have any questions.

Elect a chair for the 2014-2015 academic year.

Dyan moved to elect Mike Ansell as chairperson. Seconded by Steve Gunderson. Approved unanimously by voice vote. Mike Ansell accepted.

M&O update

Jeff mentioned that it was brought up to his attention that the work order system isn't working. He did some research and found that the system is working (900 work order completed last year alone for LPC). Currently for this year there are 300 work orders waiting to be completed. Jeff Kington's suggestion is to use the work order system if you need something addressed. As a college we can then look at what has been completed, needs to be completed, etc. We may need to look at the funding for various requests, we may have to address if something comes from bond, 3A expenses, or scheduled maintenance. It was suggested that if we have these items documented then we will be able to evaluate how to make decisions to address our needs as we move forward.

A comment was made to take the small project request off the website (form). It was decided that we should use work orders for all requests.

An additional comment was noted that it would be a good idea to have a plan of small projects that demonstrates need in case there is any unspent bond funds. This could be something that happens in the future with measure B funds.

Katie Egan requested to be moved up on the agenda to provide a brief update on the improvement plans. She covered where is at in the process and asked if anyone has any questions about the facilities section of the Accreditation report to please call her.

She needs to have a draft of the accreditation report ready to go by November 4th.

Measure B update—D. Horner reported that he recently attended a meeting in Sacramento and it was bad news. He doesn't think there will be a state bond while Brown is still Governor. He doesn't believe that we will have a state funded facility bond for some time to come in the future. You are starting to see more of a tone where the state believes these types of items should be locally funded rather than state funded.

LEED Plaque. Sylvia Kwan has given us a design as to what it should look like. There has been a space identified as to where it should go, and agreed to purchases it for the college.

Mike brought up that sustainability has been combined with facilities and commented that the charge needs to be reviewed. Mike brought up the sustainability goals with the climate action plan, etc. There are things that should be still taking place. Jeff suggested that we converge the goals and charges of facilities and sustainability together to help us meet the all of the goals.

It was mentioned that Measure BB might be able to help us address some of the bike/transportation items. The measure BB didn't pass in 2012, but there is now an end to the sales tax in 30 years which might make the measure more appealing to some.

Proposed to update the charge to reflect the better mission of the combined group.

It was proposed doing this by task force. The group agreed to come back to the next meeting to review the mission. Eric, Mike, and Rich to update the charge. Mike will come back with more information about existing campus climate plan. This will help people be more informed.

It was reported that $650K allocated to campus in FY 14, allocation $450 for FY 15 to update LED lighting within the campus. Right now they are looking at years 3, 4, and 5 and creating a plan. Doug is going to bring the list for the Prop 39 money. Jeff suggests the input on what needs to be included in the plan for years 3, 4, 5 should come from the colleges. Doug will bring that back to the group so the group can become informed.

Dyan has some issues to share. The synthetic turf on the soccer field is becoming increasingly deteriorated and starting to break down significantly. The question was brought up as to how the field has been maintained up to this point and what type of schedule has been developed up to this point for maintenance. It was noted that we will need to look at replacement of the field.

It was noted that there is significant need for windscreen/privacy screens at the track. Windscreens need to be replaced because they are coming down. Privacy slats would be the preferred way to go. It was mentioned that there is a possibility of the trees helping this issue in the future.

Earth Tub location was discussed as an issue.

Portables by the track, are an issue have been there for over a year. Doug noted that they are working on getting them removed.

Toilets in the field house. They are very bad smelling. Is suggesting tablets or deodorizer of some sort. It was noted this is caused as a result of using reclaimed water that sits when the field house isn't used.

How do we go about getting these times addressed? Jeff suggested using the work order system to start getting these things looked at.

Meeting adorned at 4:03.