

MINUTES

**FACILITIES ADVISORY COMMITTEE
November 13, 2023**

PRESENT Chris Schroeder, Director, Infrastructure and Data Security
Gary Nellesen, Executive Director, Facilities Planning & Management
Jean Metter, Professor, Nutrition
Jennifer Hinostrroza, Professor, Horticulture
Joe Jennum, Dean, Kinesiology and Athletics
Joe Vasquez, Academic Network Administrator, IT
Megan Moscol, Senior Facilities Planner, Facilities Planning & Management
Tom Mauch, Associate Vice President, Student Services
Yadira Santiago, Executive Assistant II, President's Office

ABSENT Andi Fejeran Sims, Director, Student Life
Danielle Silva, Student Representative
Eera Babtiwale, Special Project Director, Sustainability
Kevin Owen, Director, Technical Services
Pat Escalara, Manager, Grounds, Facilities Planning & Management
Tania Anders, Professor, Geology and Oceanography, Faculty Sustainability Coordinator

GUESTS Bill Asher, Assistant Director, Facilities Planning & Management
Cathy Hayward, Administrative Specialist III, Facilities Planning & Management
La Tasha Buie, Student Representative

SUMMARY OF DISCUSSION

Accreditation Standard III.B. Facilities Resources: *Plans and evaluates facilities to ensure feasibility and effectiveness in supporting College programs and support services.* The following agenda items are noted as referencing **III.B:**

- ITEM 2: COMMITTEE GOALS AND PROGRESS REPORT
- ITEM 3: PURPOSE AND FUNCTION STATEMENT
- ITEM 4: SUSTAINABILITY UPDATE
- ITEM 5: EDUCATION AND FACILITIES MASTER PLAN (EFMP) STATUS UPDATE
- ITEM 6: MAJOR CAPITAL PROJECTS UPDATE

1. REVIEW OF PREVIOUS MEETING MINUTES (III.B)

- a. The meeting minutes from the October 09, 2023, meeting were approved.

2. COMMITTEE GOALS AND PROGRESS REPORT (IIIB)

- a. The Committee reviewed and agreed on the goals that were created in the October meeting. These recommendations have been submitted to PAC for approval.

3. PURPOSE AND FUNCTION STATEMENT (IIIB)

- a. It was recommended to add a Manager from Maintenance and Operations as a permanent committee member as a termed position, rotating every three years. The recommendation for a second Student Representative was reviewed and after further discussion, the Committee decided not to recommend it as an additional position. The addition of faculty members will be reviewed in the 2024 Purpose and Function Statement review and is not recommended by the Committee at this time. These recommendations have been submitted to PAC for approval.

4. EFMP STATUS UPDATE (IIIB)

- a. Megan Moscol reported that four proposals were received in response to the RFP. The fee schedules are closed to the committee and will be negotiated once a firm has been chosen. Interviews will be held on December 04, 2023, and the top firm will be presented to the Committee at the December 11, 2023, meeting. If approved, it will go to the February 2024 Board of Trustees meeting for approval. The EFMP effort is expected to kick off in Spring 2024 and conclude in Summer 2025.

5. MAJOR CAPITAL PROJECTS UPDATE (IIIB)

- a. Gary Nellesen gave an update on the Technology and Health Replacement Building project. It is planned to be conducted in two phases, with the first phase including demolition, grading, and site utilities. The second phase will include excavation and utility installation. Twenty bids were received and came in substantially higher than the project was originally estimated. It is assumed that this is in part due to economic inflation, the current labor shortage, and new California environmental laws requiring all contractor vehicles to be electric by 2024.
- b. The current budget in the Measure GO Bond is insufficient to support the Technology and Health Replacement Building project to completion and funding may be solicited through future funding sources.
- c. Maritza Valenzuela will replace Carol Minning as the Project Manager on the Student Center project. She and Mike Ostby will oversee the remainder of the closeout phase.
- d. There is currently a delay in securing the flooring materials for Building 67, delaying the return of the Health Center. Gary Nellesen will follow up with Tom Mauch.
- e. A group was created to evaluate the safety recommendation to install cameras for Building 26D. Gary Nellesen clarified that the cameras are meant to be a deterrent and will not be monitored 24/7. The ground floor has been closed and access by elevator has been restricted to essential staff only. A recommendation to convert a classroom on the ground floor to a security office is being considered. Additional safety improvements are being considered through CPTED. Improvements are anticipated to be completed in the next five years.

6. SUSTAINABILITY UPDATE (IIIB)

- a. This update was tabled for a future meeting.

FUTURE MEETINGS: Monday, December 11, 2023
Monday, January 08, 2024
Monday, February 12, 2024

