

Facilities & Sustainability Minutes

Wednesday March 6, 2024 – 1:00 pm Zoom Meeting

Admin: Co-Chair: Marcos Rodriguez, Faculty Co-Chair: Pamela Kelley

Admin Reps: Calvin Yu, Kristin Rabe, Justin Berhow & Denice McCauley

Faculty Reps: Chris McCraw, Daniel Gomes, Tim Heasley, Vic Posey, & Mychael Phillips

Classified Reps: Juan Torres; Timothy Hernandez, Martha Gonzalez, & Jessalyn Choate

Students Reps: Cecil Dexter and Lily Linares

Attendees Role for 02/07/24: Marcos Rodriguez, Kristin Rabe, Chris McCraw, Justin Berhow, Martha Gonzalez, Pam Kelley, Tim Heasley, Mychael Phillips, Vic Posey, Denise McCauley, Cecil Dexter, Rachel Salazar (clerical support) & Kevin Ruiz (Guest).

Absent Role for 02/07/24: Jessalyn Choate, Calvin Yu, Lily Linares, Juan Torres & Tim Hernandez

****UNAPPROVED Facilities & Sustainability 02/07/24 Meeting Minutes ** Call to order at 1:01pm**

I. Approval of December Minutes – (Kelley)

- Chris McCraw motions to approve the minutes, Martha Gonzalez seconds
- Committee votes to approve. No opposition. No Abstention

II. Approval of Agenda – (Kelley)

- Tim Heasley motions to approve the agenda, Martha Gonzalez seconds
- Committee votes to approve. No opposition. No abstention

III. Facilities Status – (Rodriguez)

- WRIKE will be a new software program that will provide a facilities status update report on all projects being conducted on campus(s). This software program will provide a general review of the projects that are in progress, near completion or at completion and it will be updated regularly. This new software program will be available online in the near future. A link will be provided via email for the new software once it is officially deployed.
- INDT Building will still have their 6-week summer classes in this facility and all work to be done will be scheduled accordingly around those 6-weeks.

IV. Measure J Update – (Rodriguez)

- LA building – EMS update will be bid out tentatively in the Fall and looking to have that work done during the winter break.
- Work that will be done phases – Library painted, exterior and interior and the Northside awning structure, as well as other buildings on campus. Concrete replacement in various locations of the campus. Plan to have a confirmed list of projects, and their phases and dates before summer break.

V. Housing Project – (Rodriguez)

- Job walk will take place with contractors that are interested being a part of this project on this day March 7. Anticipating the bids coming April 4th once that's approved by the April

board. If granted that can tentatively start as early as the Monday after graduation (May 13th).

- Reduced the building to 4 floors from the original plan of 5 stories. Building will be roughly 94,350 square feet, housing 156 beds as well as additional spaces for the house project management team. The duration of this project is approximately 18 months until completion.
- The location is confirmed to be in Parking lot 7. Concerns are being brought up about further parking issues especially with taking away parking with this project's location. Different options are being considered to make and put a plan in place.

VI. Work Order Report Overview – (Berhow)

- A report of the data for January and February was provided at the committee meeting. The data reflects how many work orders were complete according to each craft. Work orders completed were 1,015 out of 1,338, as 75% completion rate for that time period. Expecting numbers to go up next month once the change of marking “complete” as opposed to “close” on the work orders is implemented regularly.
- Questions arose regarding what the completed work order rate looks like per location rather than by craft. Next meeting data on that percentage of completed work orders itemized by location will be provided.
- Denial of work orders should be communicated as to why they are being denied.
- We will be replacing the work order system with Brightly that was mentioned in the last meeting. This should be taking place in the next couple of months. A presentation of what that new system looks like and what it will provide will be presented in next month's meeting.

VII. Facilities Requests – (Rabe)

- Finalized list of what is already being addressed as a work order, what items should be a workorder, and/or is being taken care of by other funding will be ready for the April meeting.
- Point brought up - Providing the list of last years completed projects and the incomplete projects and why they were deferred would be a helpful tool to complete the loop of the process.

VIII. California Community College Chancellor Office - (Rodriguez)

- A presentation was provided in the meeting regarding the State Chancellor Office's goals for sustainability for the future. Evaluating climate practice and the areas we can work towards the new green economy. Hopeful for a resurgence of news jobs.
- Emergency contingency plan for natural and environmental disaster plans.
- Sustainable practices and what that pertains –
 1. Community microgrids – if there is a power shut down due to disaster and grid is knocked out it means our facility would stay in operation. As well as reduction of carbon footprint.
 2. Greenhouse gas Emissions - greenhouse gas reduction to help offset the air quality
 3. Green buildings – All new buildings to be LEED certified
 4. Energy- solar will help reduce the usage of the campus
 5. Water usage on the campuses will have to be reduced by half. That includes all of the external usage like the landscape, edible gardens and as well as domestic usage.
 6. Waste -Campuses will need to include organic wastes as a part of the recycling process.
 7. Purchasing and procurement – minimize the amount of waste/ recycling used for shipping

8. Transportation – lobby for more electric vehicles and zero emission vehicles

9. Food systems – more sustainable foods. Like our edible gardens.

- AASHE – working with this program to measure our sustainability performance.

IX. New Business – (Kelley)

- Academic Senate – not enough seating for the number of students being enrolled. Concerns that this needs to be better evaluated and coordinated.

X. Adjournment – (Kelley)

Motion to adjourn by Chris McCraw

2nd was by Justin Berhow

Meeting adjourned at 2:02 pm