Committee: PBIM – District Facilities Committee  
Date: **October 09, 2009, 9:00 am to 11:00 am**  
Present: Sadiq B. Ikharo, Hank Fabian Gregory Valentine, Shirley Slaughter, Connie Willis, MaryBeth, Benvenutti, Diane Rosenblum, Abigail Brewer, Indra Thadani, Patrick Lardizabal, Jonathan Olkowski, Atheria Smith, Robert Beckwith  
Facilitators: Rebecca Kenney, Gloria Vogt  
Absent: Helene, Maxwell, Bobby, Adams, Jacquelin Bell, Rosemary Vazquez

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<th>Discussion</th>
<th>Follow-up Action</th>
<th>Decisions</th>
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<td>Meeting Called to Order</td>
<td>9:20 am.</td>
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<tr>
<td>I. Introduction</td>
<td>Members introduced themselves.</td>
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<td>A quorum was recognized.</td>
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<tr>
<td>A. Agenda Review</td>
<td>Agenda was reviewed and approved.</td>
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<td>B. Purpose</td>
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| C. Minutes Review and Approval | Minutes from both the August 28, 2009 and September 11, 2009 were reviewed. | | 8/18/09 meeting minutes were accepted.  
9/11/09 meeting minutes were accepted. |
| II. Roles and Charge | The Planning and Budgeting Integrated Handbook, Tabs 1 and 2 were reviewed. Suggestions included:  
- Post binder book online;  
- Add another facility member from each College to the membership; there only academic president & faculty;  
- Provide better clarification.  
Group discussed:  
- Challenges to committee make-up;  
- Communication between committee sharing common agenda items;  
- Circumventing the Planning and Budget Integration Process. | | Voted to establish communication between faculty, facilities, and technology / coordinate with committee chairs – Passed. |
### Agenda Item Discussion Follow-up

**III. Should existing meetings be absorbed by the new (3) PBI Committees (e.g., DWEMPC, Safety & Health)?**

- Rebecca led the discussions on items that brought to this committee for discussions. What is appropriate? Rebecca provide clarification.
- Bob Grill commented on campus issues that get road-blocked at the campus and a resolution that this committee would determine appropriateness of agendized item. He suggested that if not appropriate, then sunshine issue by sending it back to the college president or Chancellor.
- Jonathan provided a brief explanation of the Alerify Mass Communication System functions.

**Follow-up Action**

- Voted that health & safety issues (such as pandemic responses, etc) be vetted in appropriate committees first, with recommendations (relating to the facilities components) forwarded to this committee for discussions and/or recommendations - Passed.

**Decisions**

- Motion to extend today’s meeting time to 11:15 am – Passed.

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### Due to time constraints, the following agenda items were not discussed:

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<td>IV. Keys: Discussion to add as a committee outcome a recommendation of District-wide standard on key entry (key card id? fingerprint recognition? Eye recognition?)</td>
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<td>V. District Pandemic Response Plan: Which PBI Committee should address this topic; and which PBI Committee should finalize a pandemic response plan?</td>
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<td>V.I Based upon discussion of II, IV, &amp; V, specify our PBIF outcomes for academic year 2008-2009</td>
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<td>VII. Should existing meetings be absorbed by the new (3) PBI Committees (e.g., DWEMPC, Safety &amp; Health)?</td>
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### VIII. Summary and Next Steps

- **Close**
  - Meeting adjourned at 11:15 am
- **Next Meeting**
  - November 13, 2009 (9:00 am to 11:00 am)
- **Upcoming Meetings**
  - December 2009 meeting TBD

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