

**Peralta Community College District  
District Facilities Committee Meeting Minutes – ADOPTED MINUTES**

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, Benvenuti, 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

<b>Agenda Item</b>	<b>Discussion</b>	<b>Follow-up Action</b>	<b>Decisions</b>
Meeting Called to Order	9:20 am.		
I. Introduction	Members introduced themselves.		A quorum was recognized.
A. Agenda Review	Agenda was reviewed and approved.	.	
B. Purpose			
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	<p>The Planning and Budgeting Integrated Handbook, Tabs 1 and 2 were reviewed. Suggestions included:</p> <ul style="list-style-type: none"> <li>▪ Post binder book online;</li> <li>▪ Add another facility member from each College to the membership; there only academic president &amp; faculty;</li> <li>▪ Provide better clarification.</li> </ul> <p>Group discussed:</p> <ul style="list-style-type: none"> <li>• Challenges to committee make-up;</li> <li>• Communication between committee sharing common agenda items;</li> <li>• Circumventing the Planning and Budget Integration Process.</li> </ul>		Voted to establish communication between faculty, facilities, and technology / coordinate with committee chairs – Passed.

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	It was suggested that each committee needs to communicate the discussion items on the agenda looking for common agenda items.		
III. Should existing meetings be absorbed by the new (3) PBI Committees (e.g., DWEMPC, Safety & Health)?	<p>Rebecca led the discussions on items that brought to this committee for discussions. What is appropriate? Rebecca provide clarification</p> <p>Bob Grill commented on campus issues that get road-blocked at the campus and a resolution that this committee would determine appropriateness of agenda item. He suggested that if not appropriate, then sunshine issue by sending it back to the college president or Chancellor.</p> <p>Jonathan provided a brief explanation of the Alerify Mass Communication System functions.</p>		<p>Voted that health &amp; 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.</p> <p>Motion to extend today's meeting time to 11:15 am. – Passed.</p>
<b>Due to time constraints, the following agenda items were not discussed:</b>			
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?)			
V. District Pandemic Response Plan: Which PBI Committee should address this topic; and which PBI Committee should finalize a pandemic response plan?			
V.I Based upon discussion of II, IV, & V, specify our PBIF outcomes for academic year 2008-2009			
VII. Should existing meetings be absorbed by the new (3) PBI Committees (e.g., DWEMPC, Safety & Health)?			
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		