# PBIM DISTRICT FACILITIES COMMITTEE

## DRAFT – 2/20/15 Meeting Minutes

Date of Meeting: February 20, 2015,  
Time: 9:00 am – 12:00 pm  
Present: Atheria Smith; Bill Love; Brian Adair, Brock Drazen; Calvin Madlock; Don Petrilli; Molly Sealund; Rosemary Vazquez; Sadiq B. Ikharo; Michael Dioquino; Ralph Smeester; Rachel Goodwin; Tina Vasconcellos; Laura Hernandez; Wendi Franklin; Greg Valentine; Dettie Del Rosario; Phyllis Carter

**Chair/Co-Chair:** Dr. Sadiq B. Ikharo / Don Petrilli  
**Guests:** None  
**Facilitator/Recorder:** Tina Vasconcellos / No Recorder  
**Absent:** Mary Beth Benvenutti; Shirley Slaughter; Helena Lengel; Ron Perez; Roger Toliver; Siraq Omar; Hoi Ko; Malique Banks  
**Excused:** Louis Quindlen; Shuntel Nathaniel; Jim Cave

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<td>Meeting Called to Order</td>
<td>1:00 am</td>
<td>9:20 am</td>
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<td>1. Agenda Review</td>
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<td>Agenda accepted, as presented.</td>
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<td>Motion by Bill Love, 2&lt;sup&gt;nd&lt;/sup&gt; by Don Petrilli to accept the agenda as presented passed unanimously.</td>
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| 2. Review Minutes 12/5/14 Meeting Minutes | | | The 12/5/14 DFC meeting minutes were accepted, as presented.  
Don asked for an updated DFC Calendar | Atheria & Brian will update the DFC calendar | Motion by Bill Love, 2<sup>nd</sup> by Rachael Goodwin to accept the 12/5/14 minutes, |
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| 3. 2015-16 Deferred Maintenance Projects – Finalize List | 4. Develop a planning process and budget for the maintenance of existing building | D. Strengthen Accountability Innovation and Collaboration D.2, Institutional Leadership and Governance | with the suggested add items discussed at the 12/5/14 meeting:  
- Add the Master Plan deadlines  
- Add DFC action items to the timeline.  
As a planning tool, it is beneficial to the colleges. | timeline and distribute at the next meeting | as presented passed unanimously. |

Motion by Greg Valentine, 2nd by Brock Drazan to accept the following resolution:

“The District Facilities Committee is requesting that the Planning & Budget Council implement in the Budget Integration Model (BAM) an existing line item of 2% of the annual adopted District budget in..."
## Agenda Item Committee

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<td>There needs to be a method to track all the requested needs and the status; Total cost of ownership manual would be beneficial; Maintaining the colleges – is it the District responsibility to access the needs and provide the funding? Having a comprehensive way to look at the building needs would be helpful; Are the cost estimates on the low range? How about including a range low-high? Add a status column to the list; There was not enough adequate funding in the past to repair facilities or major funding for scheduled maintenance, as a result the needs are great now; The Board needs to be aware of the full extent – the colleges are not sound and have many significant maintenance problems that need to be addressed; The college should begin the development of a long-term comprehensive plan to address future college maintenance and repair list of general fund for deferred maintenance, annually.”</td>
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Motion passed/Yes: 9 No: 1 (Bill Love) Abstain: 0
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| 4. Reports: College Facilities Committees (Each College will give a 5 minute summary of activities) | 6. Support efforts for student access, equity and success | D. Strengthen Accountability Innovation and Collaboration | needs;  
  • There needs to be a realistic management strategies to ensure there are funds each year allocated for maintenance & repairs, districtwide;  
  • Funding from Measure B could free up the general fund to be utilized for maintenance & repairs, possibly 5 million;  
After a lengthy debate relating to the resolution language, a finalized resolution was presented for vote and passed by majority.  
VC Ikharo mentioned that there will be a special Board workshop on 2/24/15 where the budget will be discussed and provided a brief summary of State funding for scheduled maintenance past and present. | | |

**BCC (Ralph Smeester)**  
- Nothing major to report  

**COA (Rachel Goodwin)**  
- Nothing major to report
Peralta Community College District

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<td>D.2.</td>
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<td>Laney (Don Petrilli)</td>
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|             |                |                                                        | • College Council worked on Laney’s internal institutional self-evaluation actionable improvement plans for facilities (Standard III.B).  
• Don suggestion that the Colleges send their facilities actionable improvement plan to DGS for evaluation. The plan can then be brought back to the DFC and shared for discussion at a future meeting. |                |                                                  |
|             |                |                                                        | Merritt (Brock Drazen) |                |                                                  |
|             |                |                                                        | • Atheria gave a presentation on the 5-year construction plan which was very informative.  
• Brock asked for more information relating to space allocation plans for Buildings A&D. When the new Barbara Lee Science Center & Allied Health Building is occupied what will happen to these buildings?  
VC Ikharo asked Brock to send his specific questions to him in writing for a response. |                |                                                  |
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<td>5. Highlights of 2/27/15 PBC meeting</td>
<td>6. Support efforts for student access, equity and success</td>
<td>D. Strengthen Accountability Innovation and Collaboration D.2. Institutional Leadership and Governance</td>
<td>VC Ikharo also mentioned that he has responded to questions and issues raised in a memorandum received from Merritt’s President relating to the college’s options. If these building are not decommissioned State funding to the College will be negatively impacted.</td>
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VC Ikharo provided a brief summary of the 1/30/15 PBC Meeting:

- VC Rinne presented a draft updated budget assumptions for 2015-16.
- AVC Sanford suggested that PBC look into a total cost of ownership plan in the next fiscal year.
- There was a debate on the lack of funding for deferred maintenance. VC Ikharo mentioned to the PBC membership that the DFC wants to give a presentation at the next PBC meeting relating to college requested deferred maintenance needs.
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| 6. Planning for DFC Presentation to PBC on 3/27/15 regarding 2015-16 Deferred Maintenance Projects | 6. Support efforts for student access, equity and success | D. Strengthen Accountability Innovation and Collaboration D.2. Institutional Leadership and Governance | The next PBC meeting is scheduled for 2/27/15. VC Ikharo will prepare a PowerPoint presentation and asked for volunteers to join him for the presentation. The following DFC members agree to participate:  
- Brock Drazen  
- Calvin Madlock VC added if the Colleges want to send a few pictures, they can be added. | VC Ikharo will send a memo to PBC chair with DFC resolution and request make a presentation on the 2/27/15 PBC meeting. | |
| 7. RECOMMENDATION /ACTION ITEMS TO BE SENT TO OTHER PBIM COMMITTEES | 6. Support efforts for student access, equity and success | D. Strengthen Accountability Innovation and Collaboration D.2. Institutional Leadership and Governance | The following resolution was voted on, passed and will be sent to the PBC membership: **Original Resolution (voted & passed on 2/20/15)**  
“The District Facilities Committee is requesting that the Planning & Budget Council implement in the Budget VC sent an updated memo and PowerPoint presentation to PBC which included the friendly amendment. | Friendly Amendment was sent, via email, to all DFC membership to vote.  
(27 voting members)  
18 voted Yes  
9 – no response 0 - abstained | |
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<td>Integration Model (BAM) an existing line item of 2% of the annual adopted District budget in general fund for deferred maintenance, annually.”</td>
<td>PLEASE NOTE: On 2/26/15 an email was received from Don Petrilli with a friendly amendment to the resolution passed on 2/20/15. Friendly amendment passed by majority.</td>
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**Friendly Amendment**
(2/26/15 email was sent to DFC membership to vote. Amendment passed by majority.)

“The District Facilities Committee requests that Planning & Budget Council implement in the Budget Allocation Model (BAM) an annual allocation of 2% of the annual adopted District general fund budget distribution to the previously established 2013-2014 facilities maintenance line item. The 2% allocation shall not be supplanted by any distribution received by the District from other sources for facilities but will be in addition to such funds. The allocation shall not be used for wages or benefits of district employees.
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<td><strong>The 2% allocation shall be used solely for maintenance project costs intended to secure the well-being of Peralta Community College District Buildings, Infrastructure, and Grounds.</strong>&quot;</td>
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**Adjournment**

11:30 pm

**Next Meeting**

March 13, 2015, 9am-12pm

**Future Meetings**

2015: Apr. 10th, May 1st

Minutes taken by: Rosemary Vazquez

Attachments: All documents and/or handouts for this meeting can be found at: [http://eperalta.org/wp/pbi/]