### ADOPTED April 13, 2012 Meeting Minutes

**Committee:** PBIM FACILITIES COMMITTEE DISTRICT-WIDE  
**Date/Time** Friday, April 13, 2012 from 10:45 am to 12:45 pm

**Present:** Atheria Smith, Bob Beckwith, Don Petrilli, Rosemary Vazquez, Sadiq B. Ikharo, Bill Love, Mike Lansbarkis, Molly Sealund, Pieter de Haan, Louis Quindlen, Hank Fabian, Connie Willis, Helena Lengel, Katherine Kocel, Carlotta Campbell,

**Absent:** George Herring, Jonathan Olkowski, MaryBeth Benvenutti, George Kozitza

**Excused:** Linda Berry, Gregory Valentine, Shirley Slaughter

**Guest:** Anita Black, Leslie Blackie, Elnora Webb, Jannett Jackson, Robert Dias

**Facilitator:** Linda Berry  
**Chair:** Dr. Ikharo B. Ikharo  
**Co-Chair:** Pieter de Haan

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<td>1. Call to Order : Agenda Review</td>
<td>In Linda Berry’s absence, Pieter de Haan facilitated the meeting calling the meeting to order at 10:50 am. A quorum was recognized.</td>
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<td>2. Approve Minutes</td>
<td>March 09, 2012 draft minutes were deferred until after workshop. After the workshop minutes from the 3/09/12 meeting was reviewed and accepted, with minor corrections.</td>
<td>Motion by Louis Quindlen, 2nd by Atheria Smith to accept the March 09, 2012 minutes with minor corrections, passed unanimously.</td>
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| 3. Information Workshop – 5-year Capital Outlay Construction Plan | Dr. Ikharo, Atheria Smith, and Merle Cannon presented information relating to the 5-year Capital Outlay Construction Plan. Handouts included:  
  - A Guide - Understanding and Using the State 5-year Construction Plan  
  - Five Year Plan Timeline  
  - FUSION Project Lists
Dr. Ikharo began with a brief introduction on the process. Plans have begun to determine what | Motion by Louis Quindlen, 2nd by Hank Fabian to have DGS give an Information Workshop relating to the 5-year Capital Outlay Construction Plan |  |
Agenda Item | Discussion | Follow-up Action | Decisions (Shared Agreement/Resolved or Unresolved?)
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| | Are the capital outlay needs of the District over the next 5 years. Which projects will best qualify for IPP, (Initial Project Proposals)? Dr. Ikharo also mentioned that the State is planning to go out for a Facilities Bond in the 2013-2014 school year. | | at the next District-wide Professional Day, passed unanimously. |
| | Merle Cannon gave an overview on the Education Plan Statement, which define program requirements and directions for the District and for each of the campuses. This executive summary usually includes: 1. A statement of purpose; 2. The context of the community served; 3. The educational approach; 4. Other statements concerning issues related specifically to facility conditions or circumstances that inhibit access or instruction in the manner in which it would best serve student leaning. | | Access to FUSION: College Presidents to determine campus personnel that can have access to view data on FUSION. College Presidents will provide this list to Dr. Ikharo for approval. |
| | Mr. Cannon also gave an overview of the three (3) principal quantitative components: space inventory enrollment and proposed projects. Enrollment projections can be found on the California Community College Chancellor’s Office Web site. Link is below. | | |
| | Atheria Smith provided an overview of FUSION. FUSION is a web-based suite of tools to support the integrated management and reporting on community college facilities throughout the state of California. The State Chancellor’s Office staff reviews and approves District submission and compile information system-wide. She also explained how to read the data on the FUSION reports, mentioning that the data can be challenged. | | |
| | Committee also reviewed and discussed the five-year plan timeline, building efficiency definition diagram and Peralta’s cap loads analysis for Fall/2011. | | |
| | Topics of Discussion included;  • Timeline: It was suggested to adjust the timeline to include sufficient time to include College shared-governance in the planning process and develop a clear internal timeline; | | |
### Agenda Item Discussion Follow-up Action

#### 4. Short-Term (6 month) Projects
- Robert Dias gave an update.
  - A tentative plan of action has been developed;
  - Will work with the College Presidents to finalize plan of action;
  - Tentative budget cost estimates has been calculated;
  - Dr. Ikharo will meet with each College President to review final action plan and sign-off
  - Once the Chancellor has formally approve the finalized list, implementation can begin.
  - Solicitation for contractor to perform work.
  - Goods (FF&E) can be procured.
  - Work will be simultaneously District-wide.

#### 5. Reports from Campus Facilities Committees
- **Berkeley City College**
  - Surveillance Camera Project: Hardware is substantial complete
  - Ph III: Vendor resolution is still ongoing. Project may be rebid.

- **College of Alameda**
  - 860 Atlantic – Punchlist still ongoing.
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|            | **Laney College:**  
|            | • Hot dog vendor has moved across the street  
|            | • It would be helpful to include College Facilities input on 5 year plan | | |
|            | **Merritt College**  
|            | • HVAC issues regarding the cadaver room, resolution is almost complete.  
|            | • Issues relating to the Life/Safety test are being addressed  
|            | • Ceiling and duct systems will be cleaned before occupancy  
|            | • Robert Beckwith to investigate why the camera mounts missing from roof | | |

6. **RECOMMENDATIONS TO OTHER PBIM COMMITTEES**

   None.

9. **Adjournment:**

   12:30 pm

10. **Next meeting:**

    Friday, May 4, 2012, 10:45 am to 12:45 pm  
    (LAST MEETING OF THE FISCAL YEAR)

11. **Upcoming meetings:**

    TBD

Recorder: Rosemary Vazquez

All PBIM Committee Agendas and Minutes are posted on the Peralta Planning & Budget Integration Model webpage: [http://eperalta.org/wp/pbi/](http://eperalta.org/wp/pbi/)