

# DISTRICT FACILITIES COMMITTEE (DFC)

## DRAFT MEETING MINUTES

### DISTRICT FACILITIES COMMITTEE

March 1, 2019, 9:00 am -11:00 am

District Boardroom

#### MEMBERSHIP - FISCAL YEAR 2018/19

PRESENT (✓ = Present / "A" = Absent)

Name	Role	Name	Role
✓ Sadiq Ikharo	Chair, Vice Chancellor of DGS	A Barbara Godoy	BCC Representative
TBD	Co-Chair & Faculty Rep	✓ Rachel Goodwin	Faculty Rep (COA Facilities Cmte.)
A Atheria Smith	Director of Facilities Planning & Development	A Curtis Tod	Acting Chief Stationary Engineer (COA)
✓ Royle Roberts	Safety Cmte Representative	A Jeff Sanceri	PFT Representative
✓ Amy Marshall	Director of Facilities & Operations (Laney)	✓ Shirley Slaughter	Business Director (BCC)
✓ MaryBeth Benvenuti	Business Director (COA)	A Jason Busby	Local 39 Rep / Acting Chief Stationary Engineer (Laney)
✓ Victoria Menzies	Int. Director of Facilities & Operations (Merritt)	✓ Scott Barringer	Acting Chief Stationary Engineer (BCC)
A Benny Aranda	Acting Chief Stationary Engineer (Merritt)	A Tara Marrero	Safety SEIU Representative (Merritt)
✓ Stephen Corlett	Laney Faculty Rep (Laney Fac. Cmte.)	✓ Rosemary Vazquez	Note-taker (District) <b>NON-VOTING MEMBER</b>
A Chanelle Whittaker	Human Resources	TBD	Classified Representative
TBD	Student Representative	<b>GUEST(S)</b>	No Guests

Agenda Item	Committee Goal	Strategic Plan Goal	Outcome
<b>I. STANDING ITEMS</b>			
A. Call to Order			9:15 am
B. Adoption of the Agenda			
C. Approval of Minutes (December 7, 2018) (November 2, 2018) (February 1, 2019)			<p><i>11/2/18 DFC Minutes: Motion by Royle Roberts, 2<sup>nd</sup> by Rachel Goodman to adopted minutes as presented passed by majority. Abstain 1 (Stephen Corlett)</i></p> <p><i>12/07/18 DFC Minutes: Motion by Victoria Menzies, 2<sup>nd</sup> by Shirley Slaughter to adopted minutes, as presented passed by majority. Abstain 3 (Amy Marshall, Royle Roberts, Stephen Corlett)</i></p> <p><i>2/1/19 DFC Minutes: Motion by Royle Roberts, 2<sup>nd</sup> by Shirley Slaughter to adopt the minutes, as amended, passed by majority. Abstain 3 (Amy Marshall, Stephen Corlett, Shirley Slaughter)</i></p>
D. Public Comment			No comments.
E. Reports from Sub Committee			No report.

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F. Co-Chair Report			No report. VC Ikharo reported that he has sent several communications to the Academic Senate leadership and is still waiting for a response.
G. Chancellor's Report			No report.
<b>II. CARRIED-OVER AND NEW ITEMS</b>			
A. Funding and Allocations from Measure G			<p>Stephen Corlett presented a list of proposed building and projects for Measure G at Laney College. He indicated that list has been vetted through Laney's shared governance process. The document he distributed contained historical information and proposed project list.</p> <p>Below are the priority construction &amp; infrastructure project that should be constituted "Phase 1" of the updates listed in the approved Facilities, Technologies Master Plan (FTMP) and continue to be Laney's priority projects funded by the remaining Measure A dollars and now also with the Measure G dollars.</p> <ol style="list-style-type: none"> <li>1. Library/LRC</li> <li>2. STEAM Center</li> <li>3. Student Center/Welcome Center (Building A)</li> <li>4. Modernize Theater and Design Center Complex (Building G and Theater)</li> <li>5. Infrastructure Update</li> </ol> <p>An open discussion ensue with the following highlighted points:</p> <ul style="list-style-type: none"> <li>• Each college gets 10%, this is a minimum amount that each campus will receive. It's not delineated in the bond language how the amount beyond that 10% minimum will be allocated</li> <li>• May – June bond sales timeline, so that funds can be allocated beginning of the 2019-20 fiscal year.</li> <li>• It is critical that CM/PM are on board.</li> </ul>

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			<ul style="list-style-type: none"> <li>• Remaining Measure A needs to be sold first – \$55-65 million still available in Measure A funds.</li> <li>• Each college needs to do their priority projects.</li> <li>• It was recommended to use Steinberg to get started? We held off until we got these estimates, Do we really need to wait for cost estimators in order to get started?</li> <li>• VC Ikharo indicated the Board asking the Administration to come back by the end of March (March 26 board meeting) to come up with a comprehensive plan which includes a shared governance process – how it will be allocated and spent.</li> <li>• Need to recruit a Director for Capital Projects – going to use a firm so can get started.</li> <li>• It was recommended to the board to use an outside team responsible for the bonds. Each college to have a project manager for each, have their own architectural company.</li> <li>• The \$800 mil is half of what is needed to for all the facilities needs, district-wide. Funds should be spent as quickly as possible so that the buildings do not lose their value.</li> <li>• Recommendations will have to be done before can get through shared governance.</li> <li>• At Laney there is a concern about using an outside agency, not vetted through shared governance, collectively we need to be very prepared for a long line of public speakers. BCC has the same sentiments. They were expressed at their last meeting</li> <li>• Every college should have their own Project Manager whose position is contingent on bond fund availability.</li> <li>• Why not involve the campuses in the selection process?</li> </ul>

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			<ul style="list-style-type: none"> <li>• We need to go forward as soon as the bond has a plan of what is supposed to be done.</li> <li>• It would be helpful to have information out to the colleges to clarify and explain the shortlist selection process so that everyone is clear with this.</li> <li>• There are concerns the comprehensive report due to the BOT for the March 26th meeting may not be realistic.</li> <li>• The plan that Chancellor Laguerre presented, it never went through shared governance. Collected feedback from the colleges, feedback from the forums were never reported or shared with stakeholders.</li> <li>• Timelines and milestones would be helpful.</li> </ul> <p>After a lengthy discussion, the question is since the Chancellor is no longer with the District, what does that mean for the future, do we go forward with ‘his’ plan, or do we scrap and start over?</p> <p>VC Ikharo will carry this message forward during his discussions with Chancellor White. There also needs to be a decision on the delivery method.</p> <p>VC Ikharo plans to bring in a cost estimator. The goal is more accurate dollar amount. In master plan the estimates were done by Steinberg. They needs to be updated.</p> <p>VC Ikharo also stated that as of January 15, 2019 he has been assigned to oversee both Facilities and Capital Projects divisions in addition to overseeing the Purchasing departments.</p>
<p>B. Planning Session for 2019-20 Scheduled Maintenance Proposed Projects Cost Estimates</p>			<p>The updated report was reviewed.</p> <p>Discussion highlights included the following points:</p> <ul style="list-style-type: none"> <li>• Laney’s items from previous lists need to be added.</li> </ul>

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			<ul style="list-style-type: none"> <li>• Would it be beneficial to include this report in the College’s Program Reviews?</li> <li>• There seems to be so many emergency projects with not enough funding to support the projects.</li> <li>• There have been past discussions relating to facilities use rental revenues (Fund 10) and their expenditures.</li> </ul> <p><i>Motion by Amy Marshall, 2<sup>nd</sup> by Victoria Menzies to accept the Proposed 2019-20 Scheduled Maintenance Project List, as amended. VC Ikharo will forward the resolution to the Budget Planning Council (PBC) Chair for discussion and deliberation at its next meeting. Motion passed unanimously.</i></p>
C. Training Schedule for Maintenance Connect (April 2, 2019 to April 4, 2019)			VC Ikharo announced that the training for Maintenance Connect software is scheduled for 4/2/19 – April 4, 2019. A formal invite is forthcoming, via email.
D. Update – Capital Projects			Due to time constraints, this items was deferred to the next meeting.
E. Update – Maintenance & Operations Projects			Due to time constraints, this items was deferred to the next meeting.
F. Reports from the College Facilities Committees (5 minutes each College) <ul style="list-style-type: none"> <li>• BCC</li> <li>• COA</li> <li>• Laney</li> <li>• Merritt</li> </ul> G.			Due to time constraints, this items was deferred to the next meeting.
<b>III. Adjournment</b>			11:10 am
<b>IV. Next meeting</b>			April 5, 2019 – 9:00 am – 11:00 am