



**BOARD FACILITIES & LAND USE  
PLANNING COMMITTEE**  
Peralta Community College District

ADOPTED MINUTES – MARCH 19, 2009

**Meeting of the Board’s Facilities & Land Use Planning Committee**

Meeting Date: Friday, March 19, 2009  
Time: 4:00 pm to 6:00 pm  
Location: District Administrative Center, Department of General Services  
Physical Plant Conference Room  
333 E. 8<sup>th</sup> Street  
Oakland, CA 94606

**Present:**

✓ Nicky Gonzalez Yuen, Trustee (Chairperson)	✓ Joseph Bielanski, Academic Senate President, BCC
✓ Robert Beckwith, Director of Facilities Operations	✓ Marco Menendez, Laney
✓ Atheria Smith, SCALA	✓ Tina Vasconcellos, Laney
✓ Donald Moore, VP of Student Services, Laney	✓ Indra Thadani, Laney
✓ Dr. Sadiq B. Ikharo, Vice Chancellor of General Services	✓ Rosemary Vazquez, Staff Service Specialist, DGS
✓ Helene LeCar, Chair of Measure A Oversight Committee	✓ John Banisadr, Purchasing Compliance Manager
✓ William Riley, Trustee	

**1. AGENDA ITEMS DISCUSSED**

Items #3 and #6 were move up on the agenda. The agenda was then approved. Trustee Yuen announced that Trustee Guillén was out of town and would not be attending this meeting.

**2. MINUTES**

The Nov. 25, 2008 and the Feb. 20, 2009 meeting minutes were approved, as presented.

**3. CITING & PLANNING FOR STUDENT HEALTH CLINICS**

Trustee Yuen led discussions on the citing and planning of heath clinics for students, with specific emphasis on the planning and facilities components, inviting Laney administrators and nurse/health educators to participate in discussions. Jim Bracy has begun the formation a task team and has asked for assistance from DGS staff relating to facilities issues, suggesting that DGS staff attend task team meeting. Group discussed the advantages of integrating a health care clinic for students into the basic structure of an educational institution. Other topics included:

- How much square footage is available and how much is needed? What are the requirements?
- What would be the costs to provide health treatment programs?
- Where would the funding come from (ie: grants, bond funding)?
- Who will it serve? Just PCCD students or will it be open to the general public? What would be the implications?
- What is the County of Alameda’s vision?
- Confidentiality issues.
- Access: Location is important. Should the clinic be near a street front to accommodate

other medical disciplines? What access needs are required? Will elevators need to be renovated?

John Banisadr suggested the District look into the procurement of a mobile clinic that might be able to travel to the various campuses, District-wide. Trustee Riley shared his past experience with mobile clinics and spoke favorably on the medical services they provided. He would support a mobile clinic.

Dr. Ikharo gave historical background on past administrative discussions relating to health care needs of Peralta students. He suggested forming a committee, which would include DGS staff to begin discussions and analysis and to work out logistics such as:

- Campus Location: Proposed campus location; is it consistent with Educational and Facilities Master Plan components?
- Department Needs: Discussions is needed of existing department space usage (based on Facilities Master Plan space models) and a determination if there is a need for additional space and analysis of consequences if department is not allocated additional space.
- PCCD Strategic Plan: Analysis is needed of proposed use in relation to the strategic plan and signature programs.
- Physical Space Review: Analysis is needed of space “fit” of proposed use into existing configuration and conformance with Facilities Master Plan space guidelines.
- Infrastructure: Analysis is needed of existing infrastructure and mechanical systems ability to support proposed use.
- Cost: Analysis is needed of projected cost for proposed space change and financing sources available. What services will the clinic provide? What component and is there funding for each components?
- Schedule Requirements: Identification is needed of any time sensitive issues involved in the proposed allocation and consequences.
- Other Planning Issues for discussion:
  - Define who will clinic specifically serve?
  - What is a useful division of labor?
  - Get professional options and information on health clinic at other campuses.
  - Storage, how much square footage is needed, required?
  - Issues relating to the disposal of hazardous waste material. Define protocols.

Dr Ikharo further explained that once the logistics are worked out then a steering committee can be formed to begin the conceptual design phase, recommendations then go through shared governance process, with final recommendation presented to the entire Board. The goal would be to do a “pilot project” (preferably at Laney) and if successful then discussions can begin to expand to the other campuses.

Due to time constraint this item will be deferred for further discussion at a future meeting.

#### **4. SUSTAINABLE PERALTA**

##### **Central Chiller Plants (Bob Beckwith)**

Director Beckwith spoke relating to meeting future District air conditioning needs. He explained that due to the heat dissipated by computer rooms compounded by summer temperatures becoming warmer air conditioning was becoming a requirement for many of our facilities. Thus the question is whether air conditioning should be accomplished by central chiller plants or through individual air conditioning units. Director Beckwith recommended central chiller plants both because of cost and environmental sustainability considerations. He then led a brief discussion involving specific central plant issues at Laney, Merritt and COA. Dr. Ikharo added that recommendations will be presented to the entire Board for approval once the logistics are worked out.

##### **Solar Panels (Jack Lin)**

Jack Lin gave an update. Chevron will provide a quote to analyze and evaluate energy cost benefits to the District. Dr. Ikharo has provided Chevron with numbers, dates and plans and was still awaiting Chevron's response. Dr. Ikharo added financing options, including a Power Purchase Agreement (PPA), are still being explored. He spoke briefly relating to the Stimulus Package, which includes billions in energy incentives. The District is currently exploring whether Peralta can qualify for any of these funds.

Dr. Ikharo also mentioned that he has met with the company Solar Monkey to explore possible options other than Chevron.

#### **5. BOND OVERSIGHT COMMITTEE EFFECTIVENESS UPDATE**

Trustee Yuen invited Helene LeCar, Chairperson for Measure A Citizen's Oversight Committee, to participate in an open discussion on how well this committee is functioning. Dr. Ikharo provided historical information on the difficulties to secure committee members, especially Students. He also spoke briefly on the progress of the committee, the tours of the campuses that were organized, newsletters that were created and then summarized the information listed in expenditure reports. Chairperson LeCar also gave historical background on the formation of the committee and spoke favorably of the tours that were organized by DGS. She summarized her concerns on the difficulty filling vacancies on the committee. The group discussed possible feasible recruitment solutions. Dr. Ikharo will send an email message to VP of Student Services asking for recommendations for students to serve on the committee. Trustee Yuen will also send email to Trustees colleagues asking for recommendations to fill other open vacancies.

#### **6. DRAFT PROTOCOLS FOR STAKEHOLDER INVOLVEMENT**

Dr. Ikharo gave an overview on facilities and land use protocol and project decision making. He explained the theory behind which how the protocol was developed, sharing best practices in the industry. A description of protocol steps was distributed, along with flow charts. He emphasized the importance of following protocol so that institutional decisions can be shared among governing boards, district administrators, and faculty, with joint recognition and respect for the participation of staff and students. Trustee Yuen suggested listing the steps for consultation more specifically and developing a checklist as part of the shared-governance process for the larger projects. He also carried over this item to the next meeting for further discussions.

**6. OTHER**

Due to Spring Break, it was agreed that the committee should cancel the April 16, 2009 meeting; rescheduling it to April 23, 2009. A notice will be sent noting date and time change.

**Meeting adjourned**