**Laney Facilities Planning Committee**

**Monday, February 22, 2016**

**Meeting Minutes**

**Present: Kim Bretz, Phyllis Carter, Peter Crabtree, Stephen Corlett, Seth Silberman, Evelyn Lord**

**Excused: Adan Rosillo, Catherine Dubois**

**Unexcused: Jason Busby, Fang Huang, Mildred Lewis, Arlene Lontoc**

**Guest: Jacqueline Burgess**

1. **Reviews / Updates**
2. Approve Minutes: Minutes were approved by consensus with the following changes: With reference to Page 1, item B: the Laney Library is number one on the District’s Fusion list, not necessarily the state’s list. With reference to the library budget, adjust to “$20+ million”.
3. Laney Facilities Updates / AIP Update. There was a brief conversation about the relocation of the portables to across from the Bistro, near the estuary and the wisdom of such a move. The move was predicated by the possible construction of the new library complex, which is to be located where the Eagle Village portables are currently located. Peter wants to know how the decision was made to relocate the portables, was Dr. Webb consulted or did DGS simply make that decision? Phyllis will follow up with Dr. Webb to see if she had input. There was further discussion and questions about the new student center plans (or lack thereof), the new library and tutoring center and funding for the construction however we had to move to the current task of the prioritization list. We will return to this topic when time permits.
4. Student Center Updates: Student representatives not present.
5. Committee Business Update: Kim explained that because of the need to get through the facilities prioritization list the agenda was adjusted to move straight to that task and come back to the other items on the agenda if time permits. Kim Bretz reviewed the historical details behind the facilities prioritization process. We take information from the program reviews, update the prior year’s list and then rank the items accordingly. At the end of 2015 we had a 2014-15 school year list named 2015 Prioritization list. Once the committee ranks the submitted items, the list goes to the college president who reviews it and can make any necessary changes and then sends it on to DGS. DGS then reduces the list to what they feel can be funded based on the list provided. They may make other adjustments to the list based on their knowledge of urgent campus needs.
6. **Operational Items**
7. Facilities Prioritization – Last year the committee took only the new items from the APUs and ranked them and then took the top 10 of the old and new list and adjusted the prioritization accordingly. This year, Amy explained that in an attempt to capture all of the deferred maintenance and other incomplete work, all of the information reported on the program reviews was listed on a spreadsheet. Some of the information wasn’t property categorized however best efforts were used to classify requests properly for the periodization list. Committee members provided rankings for these new items. During the review of the results of the rankings, there was a discussion about the process and in some cases, somewhat subjective nature to the point values giving to various repair items. Categories and their respective criteria were discussed. It was decided that the committee may need to revisit the criteria and related ranking scales but we had to act this year based upon the agreed upon process. This resulted in a comprehensive line by line review of the entire list with many items being re-categorized to “emergency”.

Amy agreed to update the worksheet with agreed upon changes and email out the revised document to the committee.

1. Equipment Maintenance Funding – did not have time to address this item.
2. **Future Topics / Tabled Items**

* Free Speech Areas? Facility component? • Escalation Process for Facilities issues not addressed
* Total Cost of Ownership • Quiet testing facility / space
* ADA Issues • Facility theft/vandalism and security issues, cameras, evening sheriff
* Facility Theft/Vandalism and Security Issues, Camera’s, evening Sheriff
* Electric Vehicle Charge Stations
* Bike Racks
* Measure A resolution

1. **Meeting adjourned at 3:55 pm. Next meeting is March 7, 2016 at 2:20pm.**