

**Laney Facilities Planning Committee**  
**Monday, October 3, 2016**  
**Meeting Minutes and Notes**

Present: Stephen Corlett, Kim Bretz, Alejandro Acosta, Chuen Chan, Phyllis Carter, Seth Silberman, Evelyn Lord, Jacqueline Burgess, Louis Quindlen

Unexcused: Peter Crabtree

Guests: Laura McCarty, Ron Little, Rebecca Bailey

**I. Reviews/Updates**

- A. Approve Minutes: Committee reviewed minutes from May 16, 2016. Those that attended the meeting voted to approve the minutes by consensus. It was noted that Jaqueline Burgess attended the May 16<sup>th</sup> meeting as a guest.
- Committee reviewed meeting minutes from 9/19. Minutes were approved by quorum with the following corrections:
- Stephen Corlett did not get through the charge or the scope committee.
  - May 16<sup>th</sup> meeting minutes were moved to 9/19 meeting.
- B. Measure A Funds Update: Ron Little and Laura McCarty gave a presentation on the Measure A Bond passed in 2006. They discussed challenges of executing the bond projects including underfunding, employee turnover and lack of forward motion. Aside from dramatic price increases since projects were planned there is also the critic issue whereby the District is well beyond they time that the bond funds should have been spent with several projects not complete and some not even started. The District is working on a plan to recalibrate projects and/or repurpose funds to bring some projects to fruition. They will be working the college leadership to review remaining funds, discuss concepts such as freezing FF&Es and hope to be assisting in the hard decisions each college has to make regarding the bond funds. Ron Little indicated that no funds that were committed for Laney were transferred or spent at another college. Laura McCarty reported that 49 million is earmarked for the new library and student center and stated that the college will have to pick one or the other since there's not enough money for both.

Regarding the locker rooms – Laura reported that she responded to the Office of Civil Rights explaining the college is working expeditiously to get in compliance. The project, currently estimated at 2.6 million, is not fully funded.

Ron Little reported the understanding from the District is that if the November bond measure passes then Laney will have 22 million in funding that will be committed to the library project. If it does not pass, then the focus would probably switch to the student center or some other smaller projects. There was discussion regarding the reality of any project considering of the many serious infrastructure, health and safety issues that currently exist at Laney not to mention those that may occur over the next few years. Sentiments were expressed about needed to invest in the infrastructure before building any new buildings. Ron clarified that in June \$55 million in bonds were sold and about that much remains. This is not new money. He stated that bonds are issued based on need. The money is has to be substantially spent before more can be sold.

In addition to the bond update, Laura reported that the District (Laura, Ron and Sadiq Ikharo) are working on updating the master plan. A consultant will be engaged to work with the colleges and the District for this update. A question about the status of the condition of the facilities report that was promised to the college was raised. Bruce Shapiro started this report and Osafran Okundaye is working on completing it.

C. M&O Meeting Update

Dr. Ikharo (Vice Chancellor General Services), Kirk Schuler (Chief Engineer), Jason Busby (Assistant Chief Engineer), Osafran Okundaye (Interim Director Maintenance and Operations), Phyllis Carter, Stephen Corlett and Amy Marshall met and what will be monthly meeting. Phyllis Carter reported that much of the meeting was spent on setting up the structure and 3 primary goals of the meetings. One goal is to receive regular updates so that the Facilities Committee or subset thereof, can report out to the campus community on M&O issues. A format has to be determined. We want to be able to summarize and report out on the summer projects (30 day and others such as Cosmo, Student Center kitchens, bathroom cleanups etc) and report out on them. We'd like to be able to post this to our website. The second goal is to have regular, ongoing status reports from DGS with the college providing feedback and to have a forum to discuss the more urgent, pressing maintenance issues. The final primary goal is to create a process to sign off and accountability on completed work.

Stephen Corlett reported that there was also a follow up walk through of the Chemistry department to help establish a format to check off completed items.

There was a discussion about the idea to find "building champions". Phyllis Carter indicated that she and Kim Bretz have begun this exercise.

There was discussion about the work order system and how to have a transparent reporting system for anyone to view.

II. **Operational Items**

*Items IIA 1-4 were skipped in the interest of time.*

A. Intro to Facilities Planning Committee

1. Intro/Welcome new Members
2. Membership/Charge
3. Scope of the committee
4. Calendars/ Upcoming meetings/times

B. Upcoming Prioritization of Form C from APU's

Stephen Corlett reported that these forms are due in the next week or so. One of the committee's tasks is to make recommendations on the items reported in the Form Cs.

There was a discussion regarding the prioritization process. The committee previously ranked on many factors however the District has converted to a process based on the rankings per the California Community College system. Forms are already being turned in so the committee will have to work on converting to the new DGS / CCC ranking system.

III. Review Strategic Planning Topics

A. Review 2015-16 Goals – Update to 2016-17 Goals *This item was skipped in the interest of time.*

B. Compiling a comprehensive Facilities Issues List

Stephen Corlett reported that he sent a request to department chairs to get a comprehensive list of everything wrong in their departments. We want to use these lists in the monthly meetings with Dr. Ikharo. The Laney Facilities committee also needs the detail from the facilities condition report (the one that rated Laney as 57%) as well as any Fusion facility condition reports. This information will be requested at the District Facilities meeting.

Phyllis Carter shared information about her visit to San Diego Community College in San Diego. They just celebrated 102 years. Their makeup is similar to Peralta's. It is a good comparison and a good opportunity to share ideas for success.

Phyllis also reported that the governor has signed into law that community colleges with showers have to provide access for their homeless students to use those facilities.

Stephen Corlett closed the meeting with the idea that the Facilities Committee may need to make the recommendation that the balance of our bond money be spent on infrastructure and repairs. This will have to be discuss again at a future meeting.

Meeting adjourned at 4:16pm.

Next Meeting: October 17, 2016 at 2:30pm

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