



# Laney Facilities Planning Committee Meeting MINUTES

**Monday, November 18, 2019**

**3:00-5:00 pm, Tower 801**

(approved 12/2/19)

Membership – Laney Facilities Planning Committee (FPC) - 2018-2019								
Name	Role		Name	Role		Name	Role	
Stephen Corlett	Co-chair (Science Faculty)	√	Larry Chang	Classified (BEST center)	√	Myron Franklin	Faculty (CTE)	x
Amy Marshall	Co-chair (Business)	√	Seth Silberman	Classified (Science)	√	Zachary Domingo	Student rep (ASLC)	x
Neil Burmenko	Director, Food Service	x	Robert Clark	Classified (CTE)	x	<i>vacant</i>	Student rep (ASLC)	
Peter Crabtree	Dean CTE	√	Doug Bruce	Faculty (CTE)	√	<i>vacant</i>	At-large Faculty	
Seth Silberman	Note-taker	√	Evelyn Lord	Faculty (Library)	√	<i>vacant</i>	At-large Classified	

Quorum = 50%+1 (7 votes)

AGENDA ITEM	DISCUSSION POINTS	Notes
Approvals	1. Approve current agenda and minutes from 11/4/19	Agenda approved unanimously, (EL, AM second) Minutes approved (LC, DB second) 4 yes, 2 abstentions
Public Comments	2. Open comment period (5 min. max)	No public comments
Updates	3. Items loaded in Teamwork	AM- Parking lot lights- issue being assessed to troubleshoot issue. Temporary lights being used currently. Elevator projects in student center in theater moving forward. Should be ready week before start of next semester. Window replacement began last weekend. Large glass pieces will be replaced during winter recess. Make up air in kitchen being worked on. Firewatch- we should be off firewatch by start of next semester. Awaiting inspection from OFD. Opening technologies here to check doors monthly checking pressure of doors. RFP for bond management contract to manage bond. Selection hopefully made by January board meeting.
Space Allocation	4. Laney Garden – Policy discussion 5. EV Charging Stations parking policy	4. Laney Garden- 2.5 student groups using garden (only 1 authorized), and also several other outside groups. La Huerta already authorized. Groupland is the other student group that is working to form a chartered club with Gary. Sama Sama other group seeking approval to use garden. Friends of Laney garden last group using garden. Plots have been assigned and allocated. Advisors have been assigned for each student group. CERL is the other group using lower garden with an MOU on a month to month contract. Volunteer forms and plot map and use being managed by business office. Plan for portables during library staging and impact on library discussed. Some of portable may need to be discarded.

		<p>5.Charging Stations parking policy? Two proposals submitted. Policy needs to be adopted. Parking for current EV charging stations undefined.</p> <p>Blue Chargers has new company managing them. Four main companies exist for setting up and managing charging stations. Any contract would need to be approved by district legal department.</p> <p>Possible online reservation system for EV chargers.</p> <p>Task list: Parking policy for current spaces and signage needs to be adopted. Charging for hang tags. Staff survey for EV use.</p>
LLRC	6. User Group meetings with Noll and Tam, Archits.	<p>Ready to meet with end users for the LLRC. On a very tight timeline. Programming space and determining layout. Need to meet with them to determine task list that needs to be completed. Student user groups also needs to be set up. Currently have schematic drawings. Outline of building changed due to soil tests. Meetings need to be scheduled. Action item- alert user groups of kick-off meeting for Wednesday of this week from 12:00-2pm before college council.</p>
Accreditation	7. Facilities Survey for Laney faculty, students, and staff	<p>Survey results from 2014 (needed to fill survey out for flex-day lunch ticket. Need updated survey for Spring Semester. Have facilities and technology coordinate on survey?</p> <p>Stand-alone facilities survey?</p> <p>All evidence submitted on a physical drive.</p> <p>Work group to complete facilities section of survey (EL, LC)</p>
DFC/Bond items	8. Revised Laney FTMP	<p>Presentation from Leigh Sata on Measure G project sequence is forthcoming.</p>
Summary points	9. "Reporting-out" highlights from FPC	
Meeting Adjourned	10. Next meeting on Monday, 12/2/19 (last one for Fall)	<p>Meeting adjourned at 5:19</p>