

**Facilities Committee**  
**MINUTES**  
**Monday, January 26, 2015**  
Student Services Building, Room 414 3:15 PM

**Present:**

1. *Phyllis Braxton, VP, Student Services (Interim)*
2. *Allan Hansen, Director, College Facilities*
3. *Sheila Jeter-Williams, AFT Staff Guild*
4. *Cristi Lizares, AFT Staff Guild (Alternate)*
5. *Matt Robertson, WEC Chair*
6. *Ken Takeda, VP, Admin. Services, Co-chair*
7. *Rudy Triviso, AFT Faculty Guild (alternate)*

**Absent:**

1. *Nabil Abu-Ghazaleh, President,*
2. *Kevin Considine, Faculty Co-Chair, AFT rep*
3. *Bruce Hicks, SEIU Representative*
4. *Jeffrey Lee, Academic Senate rep*
5. *Olga Shewfelt, Chair, AFT Faculty*
6. *Robert Sprague, VP, Academic Affairs*
7. *Jane Witucki, Academic Senate rep*

**Guests:**

1. *Ricardo Hooper*
2. *Barry Sloan, Academic Affairs*

**Resources:**

1. *Diana Johnson, CPM, Arcadis*
2. *Zep Puchalski, Program Management Office, BuildLACCD*
3. *Phillip Vogt, Project Manager*
4. *Peter Mitsakos, Architect, West Edge Architects*

**1. Call to Order/Approval of Agenda**

The meeting was called to order by Ken Takeda at 3:18 PM. The agenda was approved without any additions or changes.

**2. Approval of the minutes of November 17, 2014**

Minutes were approved as submitted.

VP Ken Takeda announced that he will be retiring in April 2015.

**3. Bond Program Reports:**

**A. Campus Construction Program Report**

Diana Johnson reported that the repair work for all the restrooms in the Student Services Building (SSB) have been completed. There are two projects that are in DSA – campus wide fire alarm and campus wide security project.

Programming for new buildings– Peter Mitsakos is heading these projects which are on schedule. The programming has been completed for all these buildings.

Advertising has begun for the new contractor and the college expects the new contractor to be on board at the end of May. The new buildings \_\_\_\_\_ are expected to be completed by 2018.

Campus wide security project – trying to get pricing for fire alarms

1. fibre
2. fire alarms
3. closed circuit tv
4. access control for card readers – for employees to gain access to buildings

**4. Operational Reports**

**A. Accreditation Self-Evaluation - Accreditation Self-Evaluation – III.B.**

Alice Taylor led a discussion regarding Standard III.B. which covers physical resources for the college

There are four standards under Standard III.B.

Allan Hansen reported that Facilities is working every day on maintaining, upgrading, and replacing the college's physical resources, including facilities equipment, land, and other assets. A list of the top ten projects that need to be done is maintained by A. Hansen. One example is the re-plastering of the college's pool.

A. Taylor requested the committee to compile a list of evidence documenting what work is being done every week and come back to the next Facilities meeting to review the list in order to meet the four standards of III.B.

**B. Alumni Walk Project**

Jason Coleman of the WLAC Foundation will join the Facilities Committee in February to discuss this project.

**C. Contractor Registration Requirement**

Facilities directors and vice presidents of Administrative Services will hold a webinar tomorrow on this requirement. The state is making a rule backed by the Unions to tighten up the contractor pool of bidders to ensure that the college will get a quality contractor to build all our new buildings. The deadline is May 1, 2015 to bid on all construction projects.

The meeting adjourned at 4:22 p.m.

Next meeting: **February 23, 2015, at 3:15 PM in SSB 414**