Facilities Committee – SPECIAL MEETING
MINUTES
Monday, February 24, 2014
Student Services Building, Room 414 │ 3:15 PM

Present:
1. Kevin Considine, Faculty Co-chair, AFT rep
2. Phyllis Braxton, VP, Student Services (Interim)
3. Sheila Jeter-Williams, AFT Staff Guild
4. Jeffrey Lee, Academic Senate rep
5. Matthew Robertson, WEC Chair
6. Olga Shewfelt, Chair, AFT Faculty Guild
7. Robert Sprague, VP, Academic Affairs
8. Ken Takeda, VP, Admin. Services, Co-chair
9. Jane Witucki, Academic Senate rep

Absent:
1. Nabil Abu-Ghazaleh, President
2. Aracely Aguiar, Dean, Academic Affairs/Teamsters rep
3. Karen Burzynski (alternate), AFT Staff Guild
4. Adrienne Foster, President, Academic Senate
5. Allan Hansen, Manager, Plant Facilities
6. Raymond McDaniel, President, ASO
7. Abel Rodriguez, SEIU rep/Plant Facilities

Guests:
1. Barry Sloan, Assoc. Dean, Academic Affairs

Resources: Steve Sharr, CPM, Cumming/GKKWorks

1. Call to Order/Approval of Agenda
Quorum was reached and the meeting was called to order at 3:20 PM by Ken Takeda. The agenda is adopted as presented.

2. Approval of the minutes of Sep 16, 2013, and special meeting of Sep 30, 2013
Minutes of January 27, 2014: to approve the minutes as presented. (PASSED)

3. Bond Program Reports:

A. Campus Construction Program Report
Steve Sharr distributed the report. In response to a request made at the last meeting, he included the minutes from the campus-wide security committee and will be sending via email the minutes of the weekly construction team following the meeting. He went through several construction projects below.

Stormwater Management System: The system is built underneath the baseball field. The field will be ready for usage around the end of March. Olga Shewfelt raised a concern on the project delay that resulted inconveniences to the baseball team for having to use off-site facilities. She requested more details on causes of the delay.

Bus Turnaround: The City had changed the design to reduce the size of the circle and requested a railing to help control the pedestrian traffic. The project is now complete.

MSA/B energy and indoor environment improvements: trap primers had been replaced to maintain the water seal in the floor drains which supposed to eliminate the sewer gas and chemical gas from coming up from the plumbing system. The fume exhaust stacks on the roof
were extended to keep the chemicals odor from returning down to the roof level. It was noted that a little bit of smell is still detected. Steve will look into it.

College Blvd. Stabilization: The County refused to close the permit until the college completes the slope stabilization requirement.

Other projects being discussed were the fiber optic system upgrades, lower fire service road, and the campus-wide security plan.

Questions were raised regarding the process on how projects were prioritized and who made the decisions. Concerns were expressed on how the budget shown for some projects differed between reports. Steve will check if there is any error in the budget reporting. The fact that District requires the bundling of some projects could be affecting the budget amount. Sheila Jeter-Williams mentioned Karen Burzynski’s requested that the floor plan be presented to the Facilities Committee meeting prior to going for the bidding process.

Olga Shewfelt made a request for a representative from AECOM (BuildLACCD) be invited to the Facilities meeting to make a presentation about the plan for the CPM. Steve mentioned that AECOM had asked to be on the agenda for the next Facilities meeting.

4. Operational Reports:

   A. Facilities Self-Evaluation
   Olga Shewfelt and Kevin Considine will work on revising the committee self-evaluation. The revised version will be presented at the next meeting.

   B. [Westside] Extension
   Ken Takeda gave the background related to the subject. Barry Sloan will provide a report to answer questions raised by the committee at the next meeting.

5. Adjourn: The meeting was adjourned at 4:44 PM.