

Facilities Committee Meeting Minutes – September 26, 2022

1. Call to Order

The meeting of the Facilities Committee (FC) was called to order by AVC Vasquez at **1:05 PM**. In response to the COVID-19 crisis, this meeting was held via video conference.

2. Roll Call

FC Members Present:

Administrators: Alberto Vasquez (Chair), Anthony Tave

Faculty: Steven Brown (co-Chair), Madeline Mueller

Classified Staff: Maria Salazar-Colon, David Delgado

Students:

Unrepresented: Tim Ryan

Committee Alternates Present:

Administrators:

Faculty: Alan D'Souza

Classified Staff: Karl Gamarra, Michael Snider

Students:

Unrepresented:

Not Present:

Administrators: Kit Dai, Zachary Lam, David Yee (alternate)

Faculty: Wynd Kaufmyn

Classified: Athena Steff, Carlita Martinez (alternate)

Students:

Unrepresented:

Resources: [Facilities Committee Web Page](#)

3. Approval of Agenda

- a. Motion to approve by Steven Brown, 2nd by Michael Snider. No abstentions, no nays. Passed by acclamation.

4. Public Comment – Items not on the agenda

NOTE: Only comments submitted in writing prior to the meeting and in compliance with the requirements are presented verbatim in the meeting minutes. Any other information presented here is a topic summary only. Complete comments are available in the Zoom recording of the meeting.

- a. A public comment was made by Ellen, a Journalism student, regarding Custodial staffing. She stated that even though there were layoffs and a number of Custodial staff are retiring, she has not seen any notifications to hire new staff.

5. Approval of Minutes

- a. Minutes for 7/25/22 & 8/22/22 meetings: Motion to approve both by Steven Brown, 2nd by Tim Ryan. No abstentions, no nays. Passed by acclamation.

6. Associate Vice Chancellor Report – Resume In-person Operations - Alberto Vasquez

- a. Classes are back in session, there is a lot of activity. Centers are also holding classes.
- b. Events are planned / being planned. There was a recent job fair event at one of the centers that did not have a permitted request, which needs to be looked into. The issue is ensuring preparedness by our staff.
- c. Vaccination and mask requirements are still in place and seem to be working well. May continue into spring semester, awaiting decisions/direction.

7. Associate Vice Chancellor Report – Construction Projects – Alberto Vasquez

- a. Bond Projects
 - i. Working with IT to develop web page identifying construction activities, including updated campus map. Plan to go live in a couple of weeks.
 - ii. DRT architect has completed schematic design phase. Detail estimates being done by both the architect and a 3rd party. Reconciliation will happen mid to late October. This is because there is likely to be a budget revision request.
 - iii. Documentation regarding selection regarding construction manager at risk is upcoming. There is a high probability there will be a budget revision request and we want that to be done in parallel as we make the selection.
 - iv. STEAM was submitted to DSA earlier this year, tracking to have that approved this fall. Once approved we will be setting up construction fencing in the upper reservoir parking lot.
 - v. SCC – plans are at DSA, expecting approval. Also been working on the hazmat and demolition of Conlan Hall. Working on the impacts to the library, Smith Hall, 600 & 700 bungalows.
- b. State Funded Projects
 - i. 750 Eddy – recently submitted documentation to the state. Scheduling a follow-up meeting to hopefully get approval.
 - ii. Utility Infrastructure Project – need to finalize 2-3 old projects.
 - iii. Cloud Hall – reviewing programming, submitted plan documents to state for review for approval to the approach/logic before proceeding.
 - iv. Relocation of Allied Health to John Adams – had kickoff with architect last week. Michael Snider asked about parking, which is limited at John Adams.
 - v. Evans Center still paused pending review of AMT location.
 - vi. Volta – there are some cars exceeding the 2-hour time limit. Working with Campus Police on this. Follow up item: how much is Volta paying the college, and screen time for CCSF messaging.

8. Buildings & Grounds Director’s Report – Director Anthony Tave

- a. Roofs – had an analysis done and received 3 quotes. Batmale, Arts & Smith. Library as well. We have gotten budget numbers for roof restoration.
- b. Elevator analysis has been done for Ocean, in the process of evaluation for the centers. Visual Arts and Student Health. Had an issue at MUB that is resolved.
- c. Athletics is in full swing, vehicles now being managed under Buildings and Grounds.
- d. Lately have had a plumber in on the weekends working through any issues.
- e. Had some last-minute classroom changes, contact B&G if there are any issues with that.
- f. Landscaping – may see some large wood chip piles, getting free wood chips that will be used for weed suppression.
- g. New software to replace SchoolDude is in the process of being set up.
- h. Hiring - Several more positions are underway.
- i. Working on accreditation standard IIIB.
- j. Several questions from committee members were raised about mold and remediation efforts.

9. Old Business

- a. Facilities Priorities Update Subcommittee – Steven Brown/Anthony Tave
 - i. Had a good meeting last week to review open items. We will have a follow up meeting and at the next meeting the subcommittee will be able to share the information.
- b. AMT Stored Equipment Disposal & Southeast Center
 - i. In the process of inventorying items
 - ii. Putting together list of items to be discarded for the Board

10. New Business

- a. Board Items Informational
 - i. CBOC – AKG has supported documentation review of financials. Catch-up to current fiscal year.
 - ii. AKG also providing support for bond fund use for current fiscal year, ensure compliance.
- b. Board Action Items
 - i. None.

11. Future Business

- a. Call for agenda items
- b. Building/Space Inventory – link with replacement for SchoolDude
- c. Balboa Reservoir update
- d. 1550 Evans / Southeast Center
- e. Relocation plans (swing space and permanent)

12. Adjournment – Meeting adjourned at 2:14 PM