

Facilities Committee Meeting Minutes – August 22, 2022

1. Call to Order

The meeting of the Facilities Committee (FC) was called to order by AVC Vasquez at **1:03 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), Wynd Kaufmyn, Madeline Mueller
Classified Staff: David Delgado
Students:
Unrepresented: Tim Ryan

Committee Alternates Present:

Administrators:
Faculty:
Classified Staff: Karl Gamarra
Students:
Unrepresented:

Not Present:

Administrators:
Faculty: Alan D'Souza (alternate)
Classified: Athena Steff, Maria Salazar-Colon, Carlita Martinez (alternate), Michael Snider (alternate)
Students: Chi Lin (Nelson) Lee, Darieus Rego (alternate)
Unrepresented:

Resources: Facilities Committee Web Page

3. Approval of Agenda

- a. Motion to approve by Steven Brown, 2nd by Wynd Kaufmyn. No abstentions, no nay. 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. Harry Bernstein comments submitted in writing: *I am writing about another function of Facilities. Communications for the District's Citizens' Bond Oversight Committee have been directed to write to <facilities@ccsf.edu> to reach the CBOC. The CBOC meets quarterly. I wrote a letter via e-mail to the Committee more than an hour before the meeting. A decision was made to put my long message in the chat DURING the meeting, while the Committee members were focusing on the business at hand. Did they read what I wrote, which was pertinent to their activity, or did they save the chat, or did they completely overlook what was submitted to them. After the meeting. the contents of the chat cannot be retrieved. Facilities should move to have a website for the CBOC so that they can communicate with the public and vice versa. Will Facilities reach out to the CBOC, which has a new Chair, to see if they will accept such a proposal?*

5. Approval of Minutes

- a. Steven Brown moved that approval of minutes be postponed until next meeting. Minutes were posted late to the website on Friday.

6. Associate Vice Chancellor Report – Alberto Vasquez

- a. College-wide welcome to campus letter was sent with information about employee return to campus
- b. Masks and vaccination requirements still in place
- c. Covid reporting procedures
- d. Review of covid updates page and dashboard
- e. Fall building hours
- f. In-person registration at MUB
- g. Food services information
- h. Parking information
- i. School dude and IT helpdesk
- j. PPE supplies
- k. Public Comment heard from Harry Bernstein

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

- a. Bond Projects
 - i. Working with IT/Web team for a section covering construction activities. It will be somewhat interactive.
 - ii. Review CBOC PowerPoint presentation with overview and updates on all major projects, bond & state funded projects.
 - 1. DRT
 - 2. STEAM
 - 3. SSC
- b. State Funded Projects
 - i. Cloud Hall
 - ii. Ocean Campus Infrastructure
 - iii. 750 Eddy – awaiting release of construction funding
 - iv. Evans – Sprung swing space complete
 - v. Downtown Fire Pump & Generator complete. Notice of completion will go to Board of Trustees meeting.
 - vi. Rush Stadium turf replacement – savings of \$281k will go to program contingency
 - vii. Volta charging stations are operational; they do seem to get usage

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

- a. Approx. 862 active work orders. Top 80% are spread over carpenter, etc.
- b. Elevators – have a vendor coming out to service and upgrade to ensure operation
- c. ADA access at a few doors is being reviewed
- d. Work in progress to clean up landscaping
- e. Scheduling repairs as work orders come in. There are a lot of duplicate orders
- f. Parts are still a supply chain issue
- g. Waiting on a third bid of system to replace SchoolDude, something more geared to college applications

9. Old Business

- a. Facilities Priorities Update Subcommittee – Steven Brown / Anthony Tave
 - i. Steven Brown has sent an email to the subcommittee member to set up a time for the next meeting.
- 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 – previously reviewed in July meeting
 - i. Two items moved forward to the august board
 - ii. DRT and disposal would go in September
- b. Board Action Items
 - i. None

11. Future Business

- a. Call for agenda items
- b. Building/Space Inventory – link with replacement for SchoolDude (Steven Brown mentioned previous Space utilization report from John Watkins)
- c. 1800 Oakdale follow up
- d. Transportation for students (Madeline Mueller)

12. Adjournment – Meeting adjourned at 2:17 PM