



SAC FACILITIES MEETING
 MINUTES – FEB. 20, 2018
 1:30P.M. – 3:00P.M.

Santa Ana College Mission Statement: Santa Ana College inspires, transforms, and empowers a diverse community of learners.

| Administrators | | Academic Senate | | CSEA | |
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| Adam O'Connor, Co-Chair | Jennie Adams | Brian Kehlenbach, Co-Chair | Susan Sherod | Sarah Salas(a) | Mike Turrentine(a) |
| Jim Kennedy(a) | Becky Miller(a) | Elliott Jones | Tommy Strong(a) | | |
| Christine Leon | Heller Sanchez | Genice Gilreath(a) | Michelle Parolise(a) | District Liaison | |
| Nilo Lipiz | Don Mahany | Ben Hager | Jaki King(a) | Carri Matsumoto | Darryl Taylor |
| Eve Kikawa(a) | Veronica Oforlea(a) | Marty Rudd | | | |
| Guests | | | | Campus Safety & Security | |
| Matt Schoeneman | Brian Schroeder(a) | Rudy Delgadillo | | Ray Wert | |
| John Zarske | Rob Pfeifer | | | ASG Representative | |
| | | | | Mariely Figueroa-Hernandez(a) Brandon Vu | |
| 1. WELCOME AND INTRODUCTIONS | | | | | |
| | Self-Introductions were made | | | Meeting called to order – 1:35p.m. Adjourned at 3:05p.m. | |
| 2. PUBLIC COMMENTS | | | | | |
| | None | | | | |
| 3. MINUTES | | | | | |
| | DISCUSSION/COMMENTS | | | ACTIONS/ FOLLOW UPS | |
| | The Nov. 17, 2017 meeting minutes were presented for approval. | | | ACTION Moved by Don Mahany to approve the Nov. 20, 2017 Facilities Committee minutes as presented. 2 nd Susan Sherod. Motion carried. | |
| 4. PROJECT UPDATES | | | | | |
| | DISCUSSION/COMMENTS | | | ACTIONS/ FOLLOW UPS | |
| | Carri Matsumoto presented a projects update presentation (attached) <ul style="list-style-type: none"> Central Plant Update – Carri Matsumoto reported that the Central Plant and Infrastructure project is 100% complete. The fencing is all down and the Coffee Cart is at its original location. She congratulated all the contractors and team players on completing these projects. Bond Projects Update – The Johnson Center Demolition project was delayed. | | | | |

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| | <p>However, approval has been granted for the demolition. This project will start Summer 2018 through Spring 2019. There will be continuous activity, loud noises and vibrations during this period. The subsurface demolition needs DSA approval which should be granted between May and June 2018. The new construction of the Johnson Student Center to start late Spring 2019 and the target occupancy is late Spring 2021. Rudy Delgadillo reported that the construction of the Science Center and Building J demolition will be in two phases – the target occupancy date is April 2020. Carri Matsumoto added that the new surface parking lot project is currently on hold.</p> <ul style="list-style-type: none"> • Scheduled Maintenance Projects – Carri Matsumoto reported that most of the scheduled maintenance projects are completed. She added that Building H will be closed during the window replacements taking place Summer 2018. Faculty and staff utilizing that building will be notified accordingly. • Current Capital Projects (SAC) – Carri Matsumoto stated that most of the current capital projects are completed and will be removed from the list. She added that the Russell Hall-Health Sciences Building project was approved by the Board of Governors and no changes are allowed to square footage and/or program. They are currently working on estimates of the cost. Brandon Vu asked if the Health Science building is approved for accreditation. Carri explained that all the vetting and layout has been reviewed and approved. She continued to report that most of the projects on the Requested Projects list are ongoing. • Current Projects District-Wide – The door access control RFQ/RFPs were sent out in December 2017. The District received six proposals that were reviewed February 14, 2018. The RFP for the door hardware is still under development. Adam O’Connor added that Buildings A & C have no keys to issue at this time. This will remain an issue until this process is complete. Carri Matsumoto shared a spreadsheet (Slide 24) showing the total number of parking stalls lost (384) due to the construction projects. She also stated that Parking Lots 7 and 8 are under-utilized. Parking will continued to be monitored. • SAC Active Project Update & SAC Project Priority listing (attached) – Adam O’Connor shared a list of facility projects that are both completed and ongoing. | |
| 5. STANDING REPORTS | DISCUSSION/COMMENTS | ACTIONS/ FOLLOW UPS |
| HEPSS (Health, Emergency Preparedness, Safety and Security) Task Force | <ul style="list-style-type: none"> • HEPSS Task Force – Don Mahany reported that they have not had a meeting. The next meeting will be held March 2018. Some trip hazard issues were brought up. Maintenance and Operations will attend to them. | |
| Facilities Report | <ul style="list-style-type: none"> • Facilities Report – Heller Sanchez reported the following: <ul style="list-style-type: none"> o 394 work orders submitted, 365 completed, 29 pending | |

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| | <ul style="list-style-type: none"> o Netting for softball field installed in both dugouts o Installed new electrical in T-201 Sewing lab o Installed new emergency exit lighting at CEC o Renovated baseball and softball fields, also installed new clay on warning track o Fire alarm testing, fire alarm dampers, fire sprinklers and hydrants tested during winter break o Main gym floor, basketball court recoated o Pyro-Comm replaced 130 batteries in all fire alarm panels at SAC o Replaced 10-foot sewer line above ceiling in Russell Hall, Room 303 o Two HVAC actuators were replaced in R-111 o A total of 27 ballast were replaced in Russell Hall o A total of 452 T-5 bulbs were replaced and 42 ballast between the main gym and small gym o At CJTC, concrete sidewalk repaired and removal of one tree o Stools/chairs replaced in R-201, R-202 and R-309 o VRC chairs were replaced o Tree trimming at CEC and SAC as well as two tree removals at CEC o Prevent Life Safety replaced and repair fire dampers at SAC | |
| Environmental Task Force | <ul style="list-style-type: none"> • Environmental Task Force – Susan Sherod – presentation and spoke on free tools to save energy (attached). • Brandon Vu, ASG Representative reported the following – funding was recently approved to giveaway reusable water bottles to students on campus. The student PR commissioner and myself will be working on a hydration station map (existing and planned) to include with each water bottle when given to students so they can know where to fill their bottle. We also plan on making that map available on the SAC website and social media. Since faculty and staff would benefit from this information as well, we will send them an email once the map is finished. He also reported that a recent poll directed to students was conducted during Spring Intersession about various environmental topics around campus. Some of them include the bike repair stations and hydration stations. Upon request, data collected so far, can be released from the student body. There will be student polling from Spring 2018. Adjustments to the survey questions to reflect some of the topics mentioned here (in terms of where they would like to see the bike repair stations and hydration stations) will be made. | |
| 6. ACCREDITATION | | ACTIONS/ FOLLOW UPS |
| | <ul style="list-style-type: none"> • No report at this time. | |
| 7. OLD BUSINESS | DISCUSSION/COMMENTS | ACTIONS/ FOLLOW UPS |
| | <ul style="list-style-type: none"> • Emergency Door Lockdown Devices Pilot Update – In January 2018, it was decided on the door lockdown devices and quantities to purchase. They will be | |

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| | <p>deployed immediately upon receiving them and installed in the next couple of months.</p> <ul style="list-style-type: none"> • Nilo Lipiz informed committee that additional devices may be needed at the Remington Center. • Brandon Vu asked if student representatives will be trained/educated on how to use the devices. Darryl Taylor explained that training is part of the process of adhering the devices. There will be a surplus of items to be able to replace them as needed. | |
| 8. NEW BUSINESS | | |
| | <ul style="list-style-type: none"> • Parking Changes – this was discussed in the Projects Update above. There is an issue regarding parking availability and continued to be monitored. • Building Key Status – covered in project updates above. | <p>ACTIONS/ FOLLOW UPS Add parking changes to future agenda items.</p> |
| 9. FUTURE AGENDA ITEMS | | |
| | <ul style="list-style-type: none"> • Parking issues – ongoing discussion needed regarding utilization of parking (staff v. student, locations, for example) • Water hydration stations – Brandon Vu will have a map depicting the water stations available soon. | |
| 10. OTHER | DISCUSSION/COMMENTS | ACTIONS/ FOLLOW UPS |
| | <p>Nilo Lipiz inquired about the following:</p> <ol style="list-style-type: none"> 1. Does anyone know about the CEC 5-year lease renewal which is coming up soon? 2. Deferred maintenance issues at CEC. He stated that the Onuma work orders have been submitted. Heller Sanchez stated that it is due to manpower and funding. <p>Next meeting March 20, 2018</p> | <p>Follow up at next meeting.</p> |

SUBMITTED BY Maria Cardona