



**SAC FACILITIES MEETING
MINUTES – OCT. 17, 2017
1:30P.M. – 3:00P.M.**

The mission of Santa Ana College is to be a leader and partner in meeting the intellectual, cultural, technological and workforce development needs of our diverse community. Santa Ana College provides access and equity in a dynamic learning environment that prepares students for transfer, careers and lifelong intellectual pursuits in a global community.

Administrators		Academic Senate		CSEA	
Michael Collins, Co-chair	Jim Kennedy(a)	Veronica Oforlea(a)	Susan Sherod(a)	Sarah Salas(a)	Mike Turrentine(a)
Carol Comeau(a)	Christine Leon(a)	Brian Kehlenbach, Co-chair(a)	Tommy Strong(a)		
Frances Gusman(a)	Frank Fonseca	Genice Gilreath(a)		District Liaison	
Nilo Lipiz	Dan Mahany	Ben Hager		Carri Matsumoto	Darryl Taylor(a)
Eve Kikawa(a)	Jennie Adams	Marty Rudd			
Becky Miller(a)					
Guests				Campus Safety & Security	
Matt Schoeneman				Scott Baker	
John Zarske				ASG Representative	
				Mariely Figueroa-Hernandez	
1. WELCOME AND INTRODUCTIONS					
	Self-Introductions were made.			Meeting called to order – 1:30p.m. Adjourned at 2:46p.m.	
2. PUBLIC COMMENTS					
	Ben Hager asked for an explanation of the announcement that came over the loud speaker last week that only announced the word “attention” and nothing else. Lt. Baker stated that there was a glitch in the system at that time and has been resolved.				
3. MINUTES					
	DISCUSSION/COMMENTS			ACTIONS/ FOLLOW UPS	
	The Sept. 19, 2017 meeting minutes were presented for approval.			ACTION Motion was moved by Don Mahany to approve the Sept. 19, 2017 Facilities Committee minutes as presented. 2 nd Marty Rudd.	
4. PROJECT UPDATES					
	DISCUSSION/COMMENTS			ACTIONS/ FOLLOW UPS	
	Matt Schoeneman reported on the landscape and hardscape that is being completed around campus, particularly newly planted trees, plants and irrigation systems. The Oak tree was planted outside of the S building. It will be monitored due to minor stress. The fountain between buildings A & S is being worked on. The South side of the library will be getting new concrete. Pavement work to be completed around the pool area and buildings R, H, and T. He stated that the engraved lettering has been completed on the seat walls of the Dunlap Amphitheater and still needs final landscaping, stairs and grass area. Roughly at 85% complete and all concrete, flatwork and landscaping projects.				

Anticipates to be at 100% by January 2018. It was discussed that the trees that are being planted are drought tolerant due to the Governors new requirements and not necessarily park-like trees used for shading.
 Carri Matsumoto shared project updates.

PROJECT UPDATES

- Central Plant & Infrastructure - Building Air Handler Units have been upgraded and completed in Buildings A, D, N, P, F, C, & S.
- Johnson Demolition - (Phase 1) Target start demolition November 2017. This project will go through Spring 2018.
(Phase 2) Subsurface demolition will occur in Fall 2018 – Spring 2018
- Science Center & Building J Demolition - This project includes demolition of (3) J Buildings. Proposals were due on October 4, 2017 and target Board Award of Contract will be on November 13, 2017. McCarthy has been chosen for the contractor for this project. Construction to start December 2017 and be completed by June 2020.
- 17th & Bristol Street Parking Lot - is on hold. IT will be used for overflow contractor parking.

SCHEDULED MAINTENANCE PROJECTS

- Window Replacement - On-going project to be completed in phases through Summer 2018
- Water Conservation - This project is in planning.
- Door Replacements - Completed
- Dance Room Floor Repair - Anticipated completion date of October 20, 2017

CAPITAL PROJECTS

- Russell Hall Replacement (Health Sciences Building) - A selected architect is anticipated at the October 23, 2017 Board meeting. There are no changes allowed to the square footage and/or programs. Construction to begin 2020 and completion anticipated in 2022.
- Chavez Hall Renovation - Scope of work, budget, schedule and selection of consultants is pending.
- Barrier Removal Exterior - Contractor continues to work on punch-list items.
- Parking Lot 9 Stalls - New project to address the accessible stalls. The District is looking to hire an architect to develop and design.
- All Call Fire Alarm - Buildings A, C, D and E tentatively scheduled for the end of November 2017. Additional buildings to be scheduled in the future.
- CEC Mural - Project has been put on hold.

ADA SELF-EVALUATION AND TRANSITION PLAN

- District-Wide effort is underway for self-evaluation to update the ADA Transition Plan and complete this update by June 2018. There are two evaluations scheduled at both campuses for those that want to come by and express any concerns relative to accessibility. There are multiple ways to submit comments, i.e. email, comment cards, etc. An email blast and media release will be sent out this week regarding the ADA evaluation dates and times.

5. STANDING REPORTS	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
HEPSS (Health, Emergency Preparedness, Safety and Security) Task Force	Don Mahany provided an overview of the Oct. 17, 2017 HEPSS meeting (attached).	

Facilities Report	<p>Frank Fonseca provided the following Facilities update report.</p> <ul style="list-style-type: none"> • September 18th – October 16th Received 201 Work Orders, Completed 180, 21 pending • Fleet/Cart 2017/18 inventory upgrades completed • Cesar Chavez computer lab glass will be replaced this week • W-107 small gym; volleyball court cover plates for poles installed • Received (2) - cost proposals to paint exterior/interior C-Building; exterior of S-Building • Continuing to replace/repair exterior lighting throughout campus with LED lights • Received cost proposal to upgrade restrooms in L-Building lobby & R-Building 1st floor women's (partitions, fixtures, paint, mirrors) • Ballast replacement in R-building (19 total); work completed by AlleyCat Construction • Installed hydration systems at: Library Lobby, Building- C hallway 1st floor • Fire, Life, Safety state elevator testing completed in Building D • Tree Service Trimming scheduled this month • Added data/power to S-211 for office cubicles • A 101-5 installed new office furniture and painted office for new hire • Fumigated Building M • Set up for Board of Governors meeting • Active Shooter & Earthquake preparedness training with Campus Security • Facilities projects noted on the RARs and capital needs are being prioritized and funding being identified for the 17/18 fiscal year. • Repairs done at SAC swimming pool: <ul style="list-style-type: none"> a. Data line will be added to monitor pool chemical controller b. Contractor installed new PVC backwash piping 	
Environmental Task Force	No report	
6. ACCREDITATION		ACTIONS/ FOLLOW UPS
	Dr. Collins stated that the Institutional Effectiveness Partnership Initiative (IEPI) team will meet on Oct. 20 th to review the Budget Allocation Model, Enrollment Management and Strategic Planning.	
7. OLD BUSINESS	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<ul style="list-style-type: none"> • Pilot Door Lockdown Program – Carri Matsumoto reported that the locking devices have been received. Installation and training will follow. Feedback will be critical to determine the functionality. 	
8. NEW BUSINESS	<ul style="list-style-type: none"> • Bulletin Boards – It was discussed if kiosk's will be replaced on campus after construction is completed. The kiosk's will be replaced and available for off-campus postings between December 1017-January 2018. Carri Matsumoto added that a project will be added to install Directories around campus. • Service Animals on Campus – In compliance with AR 3440, only service animals will be allowed in classrooms. Students requiring a service animal to 	ACTIONS/ FOLLOW UPS

	accompany while on campus, should be registered through the DSPS office and requirements must be met.	
9. OTHER	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	None Next meeting – November 21, 2017	

SUBMITTED BY Maria Cardona