



SAC FACILITIES & SAFETY MEETING
 MINUTES – MAR. 15, 2022
 1:30P.M. – 3:00P.M.
 Zoom Meeting

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

Administrators		Academic Senate		CSEA	
Bart Hoffman, Co-Chair	Stephanie Paramore	Marty Rudd, Co-Chair	Nicole Patch		
Jim Kennedy	Veronica Oforlea	Tommy Strong	Jim Isbell		
Vaniethia Hubbard	Jennie Adams	Monica Zarske	Darren Hostetter	District Liaison	
Jeffrey Lamb	Shannon Kaveney	John Zarske	Suanne Oh	Carri Matsumoto	
			Bold = present		
Guests				Campus Safety & Security	
Denise Bailey	Joe Melendez	Rudy Delgadillo			
Don Maus	Bill Reardon	Craig Takahashi		ASG Representative	
Amberly Chamberlain					
1. WELCOME AND INTRODUCTIONS					
	Self-Introductions were made.			Meeting called to order at 1:31pm Adjourned at 2:33pm.	
2. PUBLIC COMMENTS					
	None				
3. MINUTES					
	DISCUSSION/COMMENTS			ACTIONS/ FOLLOW UPS	
	Approval of February 15, 2022			Motion moved to approve the February 15, 2022 minutes by Monica Zarske, 2 nd by Tommy Strong.	
4. FACILITIES COMMITTEE ITEMS					
	DISCUSSION/COMMENTS				
	Second Read SAC Facilities & Safety Committee Participatory Governance Document was discussed with Committee. Edits to the document were made.			Motion moved to approve Second Read of Facilities & Safety Committee	

	<p>Second Read Committee Goals Document was discussed and approved by committee.</p>	<p>Participatory Governance structure with amendment to take the Academic Senate Co-Chair and change to Faculty Co-Chair (two-year term appointed by Academic Senate) by Monica Zarske, 2nd John Zarske</p> <p>Motion moved to approve Second Read of Committee Goals by Jim Isbell, 2nd by Shannon Kaveney</p>
5. PROJECT UPDATES	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<p>Project Update Carri reported that at the last Board meeting there was a continuance of discussion on a potential Bond Measure. The Board was presented with two priorities from the College 1) Continuing Education – CEC project and 2) Applied Technology along with a Parking Structure. A decision will likely be made within the next month on whether to move forward with a potential November Bond Measure.</p> <p>Carri also reported that they have been working on the Scheduled Maintenance Projects for the new allocation of over \$7M dedicated to SAC this year. There was also some savings from prior year funding that will be used to replace water fountains with water bottle filling stations on campus. The investigation of the Science Center’s exterior plaster issue is still ongoing. The fume hood situation is also still being investigated. Some operational adjustments may need to be done so that they can run at a lower CFM. Currently they are running at an interim operational setting to allow the labs to continue at a safe manner.</p> <p>Rudy Delgadillo reported on the Russell Hall project. Currently they have poured the roof level of the structure which is the last major concrete pour of the project. They are proceeding with fireproofing the upper levels of the structural steel, interior framing, partitions, and walls are going up. Next week the exterior scaffold will go up on the North side of the building to start the framing and enclosing the building. There will be a lot of visual changes happening at a fast pace.</p> <p>Total Cost of Ownership Carri shared a draft copy of the Total Cost of Ownership Plan report. She pointed out the objectives, 1) establish total costs, 2) establish a planning</p>	

	<p>process, 3) implement the process, and 4) using existing campus maintenance operations assessments. She stated that Total Cost of Ownership, in the context of capitol facilities can be expressed as a formula $TCO = REPL - RES + E + W + OM\&R + O + P$ (found on page 5). This report has a lot of information and is still being reviewed. Test case scenarios were conducted on buildings and reviewing of the data. This report is another tool of information to help guide when planning on building.</p>	
6. STANDING REPORTS	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<p>Student Report None</p> <p>Facilities Report Shannon Kaveney reported the following:</p> <ul style="list-style-type: none"> • A Purchase Order was executed for plexiglass support brackets. Maintenance and Operations will replace the current wooden plexiglass dividers with a newer model. • Air purifiers have been received for testing from vendors, Medify and ACCO. • The fume hoods will be worked on to work appropriately and safely. <p>Dr. Hoffman reported that a fire alarm was set off today in the Science Center building. The Fire Department determined that it was caused by smoke in one of the restrooms caused by either vaping or an e-cigarette. All is clear and safe.</p> <p>Safety and Security Report None</p> <p>Risk Management Report Don Maus reported that a faculty member in the Science Center building was conducting an experiment which produced heavy smoke. When they closed the fume hood, the smoke was not extracted in the manner that it should, the smoke escaped and triggered the smoke alarm. The building was evacuated. When the Fire Department figured out it that it was the fume hood, the HAZMAT team was called. The area was inspected and the building was aired out. They red tagged the fume hood and the Facilities department investigated the issue. A Rave Alert went out in a timely manner. A second Rave Alert went</p>	

	<p>out notifying that the building was safe.</p> <p>There was a work comp injury by a safety officer that was assisting in the evacuation of the building. The officer went to the clinic and was treated and released. Another work comp injury at the Child Development Center occurred when someone tripped over a toy. The worker went to the clinic and was treated and released.</p> <p>Don Maus reported the following on COVID-19 District-wide cases:</p> <table> <tr> <td>November 2021</td> <td>4 cases</td> </tr> <tr> <td>December 2021</td> <td>27 cases</td> </tr> <tr> <td>January 2022</td> <td>100+ cases</td> </tr> <tr> <td>February 2022</td> <td>25 cases</td> </tr> <tr> <td>March 2022</td> <td>2 cases</td> </tr> </table>	November 2021	4 cases	December 2021	27 cases	January 2022	100+ cases	February 2022	25 cases	March 2022	2 cases	
November 2021	4 cases											
December 2021	27 cases											
January 2022	100+ cases											
February 2022	25 cases											
March 2022	2 cases											
7. ACCREDITATION		ACTIONS/ FOLLOW UPS										
	<p>Monica Zarske reported that the accreditation visit took place. She thanked the members that participated in the interviews. For the sustainability area there were many questions and responses. Overall, the response was positive in terms of the areas that they were looking at and in the work that has been done and the work that will be done for our own improvement. A report will be written then it will be sent to the Commission. The Commission will write up a final report that will come out in June. The final report will have recommendations for our college. Accreditation continues for the college.</p>											
8. OLD BUSINESS	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS										
	None											
9. NEW BUSINESS	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS										
	None											
10. FUTURE AGENDA ITEMS	DISCUSSION/COMMENTS											
	<ul style="list-style-type: none"> Block Schedule Presentation – Facilities Implication 											
11. OTHER	DISCUSSION/COMMENTS											
	Next Meeting: April 19, 2022											

SUBMITTED BY Maria Cardona