



**SAC FACILITIES MEETING
MINUTES – OCT 16, 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	
Bart Hoffman, Co-Chair	Veronica Oforlea (a)	Marty Rudd, Co-Chair	Susan Sherod	Sarah Salas (a)	Mike Turrentine (a)
Jim Kennedy (a)	Christine Leon (a)	Ben Hager (a)	Jaki King		
Vaniethia Hubbard (a)	Mario Gaspar	Monica Zarske	Tommy Strong	District Liaison	
Jeffrey Lamb (a)	Don Mahany	John Zarske	Dawn McKenna	Carri Matsumoto	Darryl Taylor
Jennie Adams	Lorena Chavez (a)	Elliot Jones (a)			
Brian Kehlenbach					
Guests				Campus Safety & Security	
	Rudy Delgadillo	Matt Schoeneman		Scott Baker (a) Ray Wert	
	Alicia Kruzienga	Maria Taylor		ASG Representative	
			(a) = absent	Teddy Moreno	
1. WELCOME AND INTRODUCTIONS					
	Self-Introductions were made.			Meeting called to order at 1:33p.m. Adjourned at 3:14 p.m.	
2. PUBLIC COMMENTS					
3. MINUTES					
	DISCUSSION/COMMENTS			ACTIONS/ FOLLOW UPS	
	The Sept. 18, 2018 meeting minutes were presented for approval.			ACTION Moved by Brian Kehlenbach to approve the Sept. 18, 2018 Facilities Committee minutes as presented. 2 nd by John Zarske. Motion carried.	
4. PROJECT UPDATES					
	DISCUSSION/COMMENTS			ACTIONS/ FOLLOW UPS	
	Project Update Reports – Carri Matsumoto/Darryl Taylor/Matt Schoeneman Carri Matsumoto stated that the Science Center is under construction. Project Manager, Rudy Delgadillo reported that the steel erection will be worked on within the next month and the CMU walls to be completed within the next 3.5 weeks. We are still on target for 2020 Summer. Carri Matsumoto reported that the Johnson Student Center project is in the RFP stage.				

	<p>RFPs are due on November 7, 2018. The award approval should be on the November Board meeting agenda, depending how the proposal stage goes. Matt Schoeneman – described the fencing and walkway placements during this construction period, per slide #5. Signage will be posted for the walkways. The soonest we can begin demolition would be December 2018 and last through February 2019. After demolition is complete, the new building will begin to get built. Carri Matsumoto stated that it is highly likely that all windows will be removed and reinstalled in building H due to failure to pass water test. She added that there is no news on the future barrier removal project. We are looking at the restrooms in building C and first floor restrooms of the Library. Contract negotiations are underway on the Campus Entrance Improvement project. Jumping to slide #11, the name of the Phillips Hall Performing Arts Center, was discussed to see if the name should remain as is. This committee will bring a recommendation of the name to the next Facilities Committee meeting in November. Carri Matsumoto will bring color samples at the next meeting. Carri added that the LED lighting conversion project has been completed. The Emergency Blue Phone project is being piloted at the Digital Media Center first. Once this complete, additional Blue Phones will be installed to all our campuses. The access control & door hardware software has been selected. Currently data is being compiled.</p>	<p>ACTION A motion was moved to approve the name “Phillips Hall” by Brian Kehlenbach, 2nd by Monica Zarske. Motion carried</p>
<p>5. STANDING REPORTS</p>	<p>DISCUSSION/COMMENTS</p>	<p>ACTIONS/ FOLLOW UPS</p>
<p>HEPSS (Health, Emergency Preparedness, Safety and Security) Task Force</p>	<p>HEPPS Task Force – Don Mahany</p> <ul style="list-style-type: none"> • See attached report from the Oct. 4, 2018 meeting. 	
<p>Facilities Report</p>	<p>Facilities Report – Mario Gaspar reported the following: Santa Ana College</p> <ul style="list-style-type: none"> • Inverters have been scheduled to begin installation October 22, 2018. Inverters will ensure that, in the event of a power outage, the campus buildings will have temporary light for students, staff, and faculty to exit safely. Fire riser and sprinkler repairs are scheduled for October 12, 2018. By winter break, all deficiency to life and safety will be repaired. • Tree trimming around campus will still continue for about another month. After SAC tree trimming is done, Centennial and OCSTRA will also have their trees trimmed. Repairs and Maintenance of HVAC units, plumbing, and electrical will continue to keep up with the demand. • Track, Cook Gym Floor, and Softball foul poles are out to bid. These projects are needed to meet NCAA requirements and/or to provide maintenance repairs that the facilities need to make them usable for competitive sports. 	
<p>Environmental Task Force</p>	<p>Environmental Task Force – Susan Sherod Susan Sherod, Lead for the Environmental Task Force of Facilities since 2008, reported</p>	

	<p>on some of measures/recommendations she worked on SAC:</p> <ul style="list-style-type: none"> • Solar Panels that generate electric energy • Focused on campus goals Strategic Plan and adding sustainable measures suggesting to go with the net zero concepts for energy & waste • Master Plan suggestions for improvement of relocation of Administration Building • Central Plan proposal • Shading on campus • Focused on recommendations for Strategic Plan to include Sustainable Measures • Installing more bike racks and recycle bins of various types • Landscaping with native and drought-resistant plants • Help host, along with ASG an Electronics recycling event • Focused on Principles of Sustainable Maintenance and their costs • Recycling programs (cardboard, metal, ink cartridge and cleaning products) • Focused on methods for saving energy costs • Living Labs concepts and presentations for innovative environment solutions • Focused on campus mapping, and consideration of food waste & composting, use of vertical succulents on walls to shade • Use of campus mapping and beacons 	
Student Report	<ul style="list-style-type: none"> • Student Representative, Teddy Moreno reported that he and three other ASG representatives approached the company that installed the tarps in the Child Development Center, for shading due to lack of shade on campus. However, the company asked what type of budget they had, and there was no budget at the time. Therefore, no estimate was provided. • Regarding activities, there seems to be lack of student participation. It is believed to be because of scheduling. Their recommendation is to have one hour of no classes scheduled per week so that students can participate in the events held in the central mall. Dr. Hoffman asked they have spoken to Dr. Lamb and Dr. Hubbard. The ASG President is working with Dr. Lamb and Dr. Hubbard with a proposal. 	
6. ACCREDITATION	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<ul style="list-style-type: none"> • none 	
7. OLD BUSINESS	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<ul style="list-style-type: none"> • H Bldg. Corridor Benches – Current seating in this building is not up-to code. Therefore, an FMR will be submitted to purchase benches for this building. 	ACTION Bart Hoffman will move forward to create an FMR to place benches in the H building.
8. NEW BUSINESS	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS

	<ul style="list-style-type: none"> • SAC Facilities Report – see attached • Hydration Stations – see attached • Shade for Central Mall – There are laws that we must abide to and follow processes and procedures. An FMR will be sent to Carri Matsumoto’s office. 	ACTION Bart Hoffman will move forward to create an FMR for shading on campus and forward to Carri Matsumoto.
9. FUTURE AGENDA ITEMS	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<ul style="list-style-type: none"> • CEC Building Lease – no report at this time. 	
10. OTHER	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	Next meeting Nov 20, 2018	

SUBMITTED BY Maria Cardona