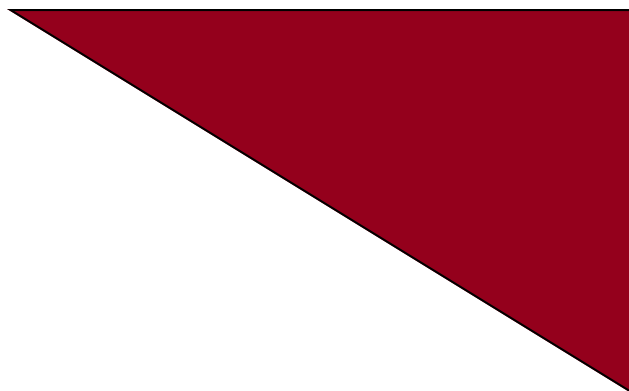




SANTA ANA

COLLEGE



Santa Ana College

Facilities Meeting

May 16, 2017





SAC Facilities Committee
May 16, 2017
1:30p.m. – 3:00p.m.
SAC Foundation Board Room, S-215

***THE FACILITIES COMMITTEE** is the participatory governance committee responsible for identifying and prioritizing capital projects including scheduled maintenance projects. It serves as an information and exchange body on facilities projects that are in construction or that are being planned.*

Santa Ana College Participatory Governance Structure Handbook (May 27, 2015)

Agenda

1. Welcome and Introductions
2. Public Comments
3. Approval of Minutes: ACTION
 - February 21, 2017
 - March 21, 2017
 - April 18, 2017
4. Project Updates- Carri Matsumoto/ Darryl Taylor/ Matt Schoeneman INFORMATION
 - Central Plant Presentation
 - Bond Projects Update
 - SAC Active Project Update
 - Scheduled Maintenance Projects
5. Standing Reports (5mins.) INFORMATION
 - HEPSS Task Force - Don Mahany
 - Facilities Report – Heller Sanchez
 - Environmental Task Force – Susan Sherod
6. Accreditation INFORMATION
7. Old Business INFORMATION
8. New Business INFORMATION
 - Cultural Space Presentation
9. Other

Next Meeting - Tuesday, September 19, 2017



**SAC FACILITIES MEETING
MINUTES – FEB 21, 2017
1:30P.M. – 3:00P.M.**

Draft for Approval

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	Christine Leon	Genice Gilreath(a)	Tommy Strong(a)	Sarah Salas(a)	Mike Turrentine(a)
Bart Hoffman(a)	Dan Mahany	Ben Hager	Valinda Tivenan(a)		
Nilo Lipiz	Veronica Oforlea	Brian Kehlenbach, Co-chair		District Liaison	
Eve Kikawa	Mark Wheeler	Noemi English		Carri Matsumoto	Darryl Taylor(a)
Rhonda Langston		Susan Sherod			
Guests				Campus Safety & Security	
*Ray Stowell for Scott Baker	Elliott Jones	James "Marty" Rudd		*Scott Baker	
Harold Pierre	Roy Shahbazian	Aggie Kellet		ASG Representative	
Ron Jones	Michelle Parolise	Heller Sanchez		Mario Cruz	
1. WELCOME AND INTRODUCTIONS					
	Self-Introductions were made.			Meeting called to order – 1:32p.m.	
2. PUBLIC COMMENTS					
	Dr. Kehlenbach shared his appreciation and gratitude to Carri Matsumoto, Dr. Collins, Mark Wheeler as well as all the individuals and teams involved with the recent move of the N building to the Johnson Center. He further noted the outstanding execution of the project helped to put the department at ease. Dr. Collins concurred with Dr. Kehlenbach sentiments.				
3. MINUTES					
	DISCUSSION/COMMENTS			ACTIONS/ FOLLOW UPS	
	The following meeting minutes were presented for approval: September 20, 2016 October 18, 2016			Motion was moved by S. Sherod to approve the meeting minutes from September 20, 2016 and October 18, 2016. 2 nd – N. Lipiz The motion carried unanimously.	
4. PROJECT UPDATES					
	DISCUSSION/COMMENTS			ACTIONS/ FOLLOW UPS	
	Carrie Matsumoto provided Measure Q bond project updates, Scheduled Maintenance updates and Prop 39 Year Four projects. The major projects were highlighted. <ul style="list-style-type: none"> This past weekend there was a planned campus outage to allow for energizing of the electrical panel in the new Electrical building There will be more scheduled outages planned throughout the project Night shift work has begun related to in some of the seven buildings. Work consists of changing out the thermostats, checking the VAB boxes to monitor the airflow as well as some mechanical upgrades to equipment. 			FOLLOW UPS The Phasing will be brought back to the March meeting for the committee's review.	

PROJECT UPDATES (cont.)	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<ul style="list-style-type: none"> • The work in Phillips Hall will begin in summer and go into fall. Members were advised that the project will have a longer timeline as it consists of structural work. • The overall project is about 50% through, utility work 70% complete most of underground infrastructure in place. • Currently in the major phase of project by G and F. • The project has been delayed by the rains. • McCarthy is currently reassessing the schedule due to unforeseen conditions. • Working on reviewing summer access to buildings E, W and G, as well as coordinating paths of travel and minimize disruption. • District team worked on adding more access where possible and alleviate the congestion, and improve path of travel over the winter break. <p>An overview of the Central Plant building and Electrical building was provided:</p> <ul style="list-style-type: none"> • Vertical component completed. • The roof structure is in place. The roof will begin in a week or so depending on the weather. • Interior work is in progress, installing the rough mechanical, electrical, plumbing and major equipment. • Chillers have not been received however, the structural component has been installed. • Cooling towers have been installed. <p>Electrical building</p> <ul style="list-style-type: none"> • Roof has been completed, will come back and do some flash work. • Stucco completed. • Major electrical component installed. A critical phase of this area will be cutting over from the existing electrical to the new electrical. This work will require a planned shutdown. <p><u>Emergency Relocation of the Music Building</u></p> <p>Ms. Matsumoto shared the details of the relocation of the Music building with the membership.</p> <p>Specifically, an emergency relocation needed to occur as there was an unforeseen condition that determined spring classes could not be held in the Music building.</p> <ul style="list-style-type: none"> • Good opportunity to make some minor improvements carpet, paint, etc. • The repairs are hoped to be completed by Spring or Summer at the latest with a move in by fall. <p>Ms. Matsumoto expressed her appreciation to the faculty and staff for their support in relocation of the different items. She was extremely pleased with the collaboration, commitment and efforts of the college and campus teams by executing this project quickly and efficiently.</p> <p>Dr. Kehlenbach shared how pleased the students are in the new area.</p> <p><u>Parking Lot at 17th/Bristol St.</u></p> <p>A re-design of the property was completed. The major change was adding a perimeter fence. The district is hoping that the re-design does not trigger a DSA resubmittal. The goal is to get final approval at a back check over the counter appointment in March. Goal is to have more parking for the campus.</p>	

PROJECT UPDATES (cont.)	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<p>In addition, she provided an overview for the committee’s review:</p> <ul style="list-style-type: none"> • 2015-2016 Scheduled Maintenance New Projects • 2016-2017 Scheduled Maintenance Projects • Current Capital Projects • Requested Projects - It was noted that the Football Field Fence & Gate project is moving forward • Year Four – Prop. 39 Projects – it was clarified that the EMS upgrade are for 15 buildings not related to the Central Plant’s 7 buildings. Hoping to bring all the building to one uniformed platform on an Energy Management System. <p>The following was noted related to the Door Hardware project.</p> <p>The Door Hardware project is currently on hold due to lack of funding and the cost associated with it. The campus has a plan to change out door hardware across the campus throughout all their facilities. Some of the buildings hardware has already been changed out and there is another schedule for the remainder of the campus.</p> <p>If was clarified is that the Door Hardware project is different from the Door Replacement. The Door Replacement project is related to the replacement of the automatic doors.</p> <p>Each campus has a working committee reviewing access control. The district is surveying each door with Campus Safety and Maintenance on each campus to determine an access control approach for each building as well as a solution for lock down.</p>	
5. Standing Reports	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
HEPSS (Health, Emergency Preparedness, Sa and Security)Task Force	<p>Don Mahany provided an overview of the February 2, 2017 HEPSS meeting. In addition to the report, he noted the following:</p> <ul style="list-style-type: none"> • Campus Safety now has a dispatcher responding to calls. • Membership encouraged to sign up for Live Safe. • Due to the ongoing construction, the Student Emergency Notifications document that is read to students at the start of each semester has been modified. <ul style="list-style-type: none"> o The Evacuation Map on the back has been removed and students are advised to evacuate to the closest parking lot. • Safety presentations were made at the Deans and faculty meeting during flex week. • Important to improve the relationship between building captains, floor wardens and faculty. <ul style="list-style-type: none"> o Specifically, when an instructor is notified to evacuate, it is extremely important that the faculty member responds immediately. 	
Facilities Report	<p>Mark Wheeler, facilities manager provided the membership with an extensive overview of the work of his department:</p> <p>In addition, he noted:</p> <ul style="list-style-type: none"> • The Spot has received new carpet and furniture. • The college is conducting a test run for furniture for the new science building; specifically 5 classrooms have received new furniture. The team is gathering feedback. • There have been some light issues on campus, lights out on some exterior buildings due to the Central Plant project, in Lot 6 and outside of the F building. The team is 	

Standing Reports (cont.)	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<ul style="list-style-type: none"> • working diligently on repairs. <ul style="list-style-type: none"> ○ Floodlights have been placed on the roofs of the building exteriors to light the areas affected. • Elevator repair in the D. bldg. • Ceiling tiles, ballests, lamps completed in Russell Hall. • Installed new tables in A-214. Electrical installation in the machine shop and fashion lab.	
Environmental Task Force	Susan Sherod provided a presentation to the membership regarding ways to increase bike use on campus. She noted the following: <ul style="list-style-type: none"> • Ideas for making bike use safe. • Educate students and offer incentives. • Work with OCTA to provide necessary bike parking at the train and bus stations. • Important to support alternative commuter methods. • Reduces carbon footprint. • Offer infrastructure that supports the bike user safety. <ul style="list-style-type: none"> ○ It was noted that there is discussion regarding supporting bike riders within the landscape plans for the new Johnson Center. Members were encouraged to review the presentation material for further information.	

6. Accreditation	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS										
	<p><u>Mission Statement Review</u> The committee reviewed the College Mission Statement and made the following notations:</p> <table border="1" data-bbox="562 862 1499 1523"> <thead> <tr> <th data-bbox="562 862 749 943">Broad Educational Purposes</th> <th data-bbox="749 862 869 943">Intended Student Population</th> <th data-bbox="869 862 1073 943">Types of Degrees and Other Credentials</th> <th data-bbox="1073 862 1312 943">Commitment to Student Learning and Achievement</th> <th data-bbox="1312 862 1499 943">Other</th> </tr> </thead> <tbody> <tr> <td data-bbox="562 943 749 1523"> Stated Notes: Santa Ana College provides access and equity in a dynamic (add – successful) learning environment... “Learning” should be in the mission statement. </td> <td data-bbox="749 943 869 1523"> Stated </td> <td data-bbox="869 943 1073 1523"> Stated Notes: Does not mention Baccalaureate degrees but neither are any other degrees. </td> <td data-bbox="1073 943 1312 1523"> Notes: Talks about preparing a student but does not mention the student successfully reaching goal. Passive and indirectly in regards to learning and achievement. Bounces around that. Add...SAC is a committed leader. Santa Ana College provides (add – students) access... “Transformation of Students lives. </td> <td data-bbox="1312 943 1499 1523"> Great if end product is something that could be memorized. </td> </tr> </tbody> </table>	Broad Educational Purposes	Intended Student Population	Types of Degrees and Other Credentials	Commitment to Student Learning and Achievement	Other	Stated Notes: Santa Ana College provides access and equity in a dynamic (add – successful) learning environment... “Learning” should be in the mission statement.	Stated	Stated Notes: Does not mention Baccalaureate degrees but neither are any other degrees.	Notes: Talks about preparing a student but does not mention the student successfully reaching goal. Passive and indirectly in regards to learning and achievement. Bounces around that. Add...SAC is a committed leader. Santa Ana College provides (add – students) access... “Transformation of Students lives.	Great if end product is something that could be memorized.	
Broad Educational Purposes	Intended Student Population	Types of Degrees and Other Credentials	Commitment to Student Learning and Achievement	Other								
Stated Notes: Santa Ana College provides access and equity in a dynamic (add – successful) learning environment... “Learning” should be in the mission statement.	Stated	Stated Notes: Does not mention Baccalaureate degrees but neither are any other degrees.	Notes: Talks about preparing a student but does not mention the student successfully reaching goal. Passive and indirectly in regards to learning and achievement. Bounces around that. Add...SAC is a committed leader. Santa Ana College provides (add – students) access... “Transformation of Students lives.	Great if end product is something that could be memorized.								

7. Old Business	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<p>Parking The membership discussed the October recommendation noted below and feedback was provided from the respective constituency groups.</p> <ul style="list-style-type: none"> • Lot #6 –release 56 staff stalls which would add them back into the lot for students. • Lot #11 – Take 48 parking stalls and designate them for staff parking. • Reallocate the 8 “staff” stalls from Lot #6 to Lot#1 along 17th street curbside area. 	<p>The following motion was moved by B. Hager and 2nd by R. Langston to:</p> <ul style="list-style-type: none"> • Release 56 staff stalls in Lot #6 back into the lot for student use. • Take 48 parking stalls from Lot #11 and designate them for staff parking. • Reallocate the 8 “staff” stalls from Lot #6 to Lot#1 along 17th street curbside area. <p>The motion carried unanimously.</p>
8. New Business	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
9. Other	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS

Adjourned at 3:08p.m.

SUBMITTED BY Geni Lusk 3/3/2017



SAC FACILITIES MEETING
 MINUTES – MAR 21, 2017
 1:30P.M. – 3:00P.M.

Draft for Approval

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	Christine Leon(a)	Genice Gilreath(a)	Tommy Strong(a)	Sarah Salas(a)	Mike Turrentine(a)
Bart Hoffman(a)	Dan Mahany(a)	Ben Hager	Valinda Tivenan(a)		
Nilo Lipiz	Veronica Oforlea	Brian Kehlenbach, Co-chair		District Liaison	
Eve Kikawa(a)	Mark Wheeler	Noemi English		Carri Matsumoto	Darryl Taylor(a)
Rhonda Langston(a)		Susan Sherod			
Guests				Campus Safety & Security	
Matt Schoeneman	Elliott Jones			Scott Baker	
Aggie Kellet	Heller Sanchez			ASG Representative	
Michelle Parolise				Mario Cruz(a)	
1. WELCOME AND INTRODUCTIONS					
	Self-Introductions were made.			Meeting called to order – 1:32p.m.	
2. PUBLIC COMMENTS					
	There were no public comments			ACTIONS/ FOLLOW UPS	
3. MINUTES					
	DISCUSSION/COMMENTS			ACTIONS/ FOLLOW UPS	
	The February 21, 2017 minutes could not be approved due to a lack of quorum.				
4. PROJECT UPDATES					
	DISCUSSION/COMMENTS			ACTIONS/ FOLLOW UPS	
	Carrie Matsumoto provided Measure Q bond project updates, Scheduled Maintenance updates and Prop 39 Year Four projects. The major projects were highlighted. Johnson Center <ul style="list-style-type: none"> Design team met with the user groups for Johnson Center. The design team has been very diligent about getting end user feedback. An overview of their work will be presented at the April 18 meeting. Target construction date – Spring of 2019 To be completed late Fall of 2020 Johnson center has been instrumental in providing swing space for other projects. Johnson will be done in a two phase demo. Hard demo targeted to start in December to help minimize impact to campus. Phillips Hall <ul style="list-style-type: none"> The building will be fumigated over spring break. Heavy mechanical equipment will be placed on the roof. Unsure if there will be structural issues. 			FOLLOW UPS The Phasing will be brought back to the March meeting for the committee’s review.	

PROJECT UPDATES (cont.)	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<ul style="list-style-type: none"> • Move out the Black Box where classes take place over to Johnson for the beginning of the fall semester through October. • Building will be down from June to the beginning of October. <p>Central Plant</p> <p>Matt Schoeneman provided a progress overview the Central Plant project</p> <ul style="list-style-type: none"> • Since the last update, significant progress has been made. • Central plant building, structural steel is complete, roof decking is on; roofing is on as well as structural concrete. • Work is being done in preparation for the installation of the chillers. • Working through an elevator change. • Holding good on the Central Plant schedule. • Electric building is now powered by Edison. • All utilities are in. • The team will bringing on L, D, P, C, N, A and S onto the new electrical system at the beginning of Spring break. This will bring all the buildings on the east side up on the new system. This work will be done without having to campus shut downs. • Updated information regarding pedestrian access and walkways was provided. • All foundations have been poured for the amphitheater. • Team to soon begin working with the campus regarding work to R, H & T. • Team is addressing some issues with a couple of draining culverts in U in order for water to flow away from the campus. • Working to restore an area of F. • Members advised that there are 3 Campus Alerts that will be coming out, #1 for concrete, #2 for water and #3 for fire alarm work. • Pushing to get all contractor work on building A completed so when the Central Plant is online it can be converted to the new system. <p>Team working hard at managing through the hurdles of the project and taking advantage of Spring break window.</p>	
5. Standing Reports	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
HEPSS (Health, Emergency Preparedness, Safety and Security) Task Force	<p>Dr. Collins provided an overview of the March 21, 2017 HEPSS meeting. In addition to the report, he noted the following:</p> <ul style="list-style-type: none"> • Members were advised that the M&O team has participated in emergency training and will continue training in areas that support the college in time of emergencies. • Future training efforts are planned for the floor wardens and building captains. • EOC drill will occur in the next month. • Members were advised that faculty and staff should coordinate with M&O in regards to strapping down equipment that could fall during an earthquake. 	
Facilities Report	<p>Mark Wheeler, facilities manager provided the membership with an overview of the work of his department:</p> <p>In addition, he noted:</p> <ul style="list-style-type: none"> • There are ongoing issues on campus with lighting. <ul style="list-style-type: none"> ○ A contractor was hired to change out several fixtures and light bulbs. ○ \$15,000 has been spent on lighting in the last month. ○ The campus is in the process of doing an Energy Management retrofit. Part of that work involves looking at the lighting controllers. 	

Standing Reports (cont.)	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<ul style="list-style-type: none"> ▪ It was discovered that Climatec is in the library doing work on the system, which has resulted in the outside lights not working. The team is working to resolve that issue. ▪ The contractor provided a great survey. <p>Mr. Wheeler noted that while light bulbs going out are a common occurrence, his team is committed to addressing them as they occur.</p> <ul style="list-style-type: none"> • There are 3 backflows that are in need of repairs. Two of them will be replaced and the other will be repaired. <p>All backflow compliance forms have been submitted and received by the City of Santa Ana.</p>	
Environmental Task Force	<p>Susan Sherod provided a presentation to the membership regarding Shading with Solar Awnings.</p> <p>The following was noted:</p> <ul style="list-style-type: none"> • Solar fabric generates power. • An overview of options for shading areas was provided to the membership such as bike lanes, walkways, seating areas, etc. • Shading devices can provide shelter from the rain as well. • With the loss of trees on campus, shade options would be a good alternative until they grow. <ul style="list-style-type: none"> o In regards to the trees, it was noted that the trees replaced would be significant in size. 	
6. Accreditation	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<p>Work continues on the mission statement.</p> <ul style="list-style-type: none"> • Big focus is to capture the changes to the academic offerings and what we do at the college. • All of the shared governance constituencies provided feedback to College Council. • The committee will discuss the feedback tomorrow. The feedback will guide how we develop the new mission statement. • Once the new mission statement is complete, it will be brought back to the committee. • There will be a review of the Strategic Plan once the Mission Statement is completed. <p>Members were advised that a new Educational Master Plan is also being developed. The EMP drives the Facilities Master Plan. Changes could occur to the EMP depending on the program offerings in the next five years, how our market is changing and what our student needs are. The FMP was last updated in 2014.</p> <p>Members were reminded of their role in student success. Specifically the committee's work is to drive and support the EMP and the Strategic Plan.</p>	
7. Old Business	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<p>Accessible Parking Spaces – Lot #6</p> <p>Ms. Matsumoto informed the membership that the district has been evaluating the path of travel around campus. It was determined that the accessible spaces located in Lot #6 by the south end of building D did not provide the proper path of travel.</p> <ul style="list-style-type: none"> • The temporary solution will be to remove 6 accessible parking spaces and relocate 8 new accessible parking spaces to the west end of Lot 6 adjacent of to bldg. J. 	

Old Business (cont.)	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<ul style="list-style-type: none"> • The next phase is schedule for summer at which time a proper design will be to add additional accessible spaces in Lot 6 and remove the temporary spaces. <p>Members were advised that it is necessary to do the work in phases in order to remedy the current issue at hand.</p> <p>The main goal of this project is to provide proper paths of travel from accessible parking spaces.</p>	
8. New Business	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<p>Gender Neutral Bathroom Conversion</p> <p>The membership was informed about the regulatory compliance regarding all single use restroom being converted to Gender Neutral Bathrooms. Discussion ensued.</p> <ul style="list-style-type: none"> • Safety concern in the evenings between J&K. Specifically, questionable individuals could lock themselves in and potentially be a threat to staff working late. <ul style="list-style-type: none"> ○ Lt. Baker and Mark Wheeler will discuss some options to remedy the situation. ○ Allowing doors to be locked on the outside would comprise the privacy of the person inside. <ul style="list-style-type: none"> ▪ It was noted that for several doors on campus changing door hardware would involve replacing the entire door. • Some requests for bathroom upgrades/remodels were brought forward, shelves, hooks, changing stations, etc. • Member were advised that restrooms cannot be remodeled without bringing the entire building up to code. • Examples of remodels were provided. • Everything must be ADA accessible. • Repairs to the existing bathroom are fine but limited with the older buildings. • Replacements cannot change the way it was originally designed. 	
9. Other	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<p>New work order system</p> <p>The membership was advised that the district has adopted a new work order system, the ONUMA work order system. The system is currently in a test run phase with the Math and Health Sciences department. It was also noted that anyone could initiate a work order.</p> <p>Bristol Street Widening Project</p> <p>The members were advised of some of the project involved with the Bristol Street Widening Project by the City of Santa Ana between Washington and 17th.</p> <ul style="list-style-type: none"> • Project will start in the summer. • Finish the sidewalk improvement along the main campus side. • Raised bike lanes on both sides. • The city will be adding another storm drainpipe that will connect down Bristol. In addition, the district made a correction with some grading on our side of the Central Plant with the utility work. • There will be an improvement on the pork chop entrance. It will be slightly narrowed and re-configured. 	

	Tree Survey Members were advised of a tree survey that is underway. This survey will assist with the tree management aspects. Each tree has been numbered and is connected to a	
Other (cont.)	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	database where the tree is tracked. This tracking allows for watering recommendations specific to the tree type, as well as trimming recommendations.	
10. Future Agenda Items	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	Next Meeting - Presentation on new Johnson Student Center.	

Adjourned at 2:58p.m.

SUBMITTED BY Geni Lusk 3/3/2017



SAC FACILITIES MEETING
 MINUTES – APRIL 18, 2017
 1:30P.M. – 3:00P.M.

Draft for Approval

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	Christine Leon	Genice Gilreath(a)	Tommy Strong(a)	Sarah Salas(a)	Mike Turrentine
Bart Hoffman(a)	Dan Mahany	Ben Hager	Valinda Tivenan(a)		
Nilo Lipiz	Veronica Oforlea(a)	Brian Kehlenbach, Co-chair		District Liaison	
Eve Kikawa	Mark Wheeler(a)	Noemi English(a)		Carri Matsumoto(a)	Darryl Taylor(a)
Rhonda Langston(a)		Susan Sherod(a)			
Guests				Campus Safety & Security	
Matt Schoeneman	Lyn Padilla	Harold Pierce		Scott Baker	
Aggie Kellet	Matt Stuart	Larry Frapwell		ASG Representative	
Michelle Parolise	Allison Coburn			Andrew Garza	
1. WELCOME AND INTRODUCTIONS					
	Self-Introductions were made.			Meeting called to order – 1:33p.m.	
2. PUBLIC COMMENTS					
	There were no public comments			ACTIONS/ FOLLOW UPS	
3. MINUTES					
	DISCUSSION/COMMENTS			ACTIONS/ FOLLOW UPS	
	The February 21, 2017 and March 21, 2017 meeting minutes were not able to be approved due to a lack of quorum.				
4. PROJECT UPDATES					
	DISCUSSION/COMMENTS			ACTIONS/ FOLLOW UPS	
	<p>HPI Presentation - New Johnson Student Center</p> <p>The HPI architect team made a presentation on new Johnson Student Center. Dr. Collins thank them for patience, forethought and attention to detail in working the college’s end user groups.</p> <p>Larry Frapwell, HPI presented the following:</p> <ul style="list-style-type: none"> • Site Plan • Floor Plans • Who the Occupants of the building are. • How the building was organized. • What drove the organization. • Architectural design <p>Members were also provided with a conceptual design overview that allowed the committee to see what the building will look like and feel like.</p>				

PROJECT UPDATES (cont.)	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<p>The design includes opportunities for student artwork. The specifics of those projects are still being decided. The team will be working with Eve Kikawa in this area. There will be food service of coffee and juices. Hot food service is currently being discussed and under design.</p> <p>The presentation also provided a shade study for the members to view.</p> <p>The presentation will be placed on the SAC Facilities Committee website.</p>	
	<p>Central Plant Update</p> <p>Matt Schoeneman provided the committee with an overview of the Central Plant project.</p> <ul style="list-style-type: none"> • East part of campus on new Edison power. • HVAC upgrades have been completed on Bldg. A. • The next focus will be on getting bldgs. D & S connected to the new Central Plant. • Concrete between M & S back in place. • Culverts completed around Johnson. • Benches have been poured south of bldg.. A. • Concrete work is being done on the far east of bldg. A. Continue push all the way down to the west end towards Russell Hall. • Area north of bldg. C opened up. • Roof has been removed on bldg. N and moving forward with repairs. • Phillips Hall was fumigated. • Scaffolding will be coming down on the building. <p>Members were advised that the hard work is in its final year.</p> <p>Within the next few weeks the concrete work will begin to move forward. This should begin to provide the campus a sense of relief.</p> <p>Mr. Schoeneman updated the committee on the area between R, H & T. The team began to demo the area and ran into some complications with some minor storm drains, sewer, gas and water lines related to some existing Magnolia trees. The following was noted:</p> <ul style="list-style-type: none"> • The drawings call for the trees to be protected in place. • An arborist was consulted and it is determined that the 50% - 60% of the major root ball will be removed due to the utility work which will bring down the chance of survival. • The biggest concern stated in the report is the toppling effect that could occur and the safety hazard this causes for the campus. • The work cannot continue until the issue is resolved. • The arborist recommends removing 4 trees. <ul style="list-style-type: none"> ○ Concern of the tree toppling over. ○ Health of the tree – important to keep it water in the sufficient amount – will that be possible. ○ The tree will have a higher decay rate. ○ Cost - \$7,000 per tree • The architect is aware of the issue and recommends removing the trees and replace them when the work is completed. • Providing students a conducive gathering space was also mentioned. 	<p>The following recommendation was made by Eve Kikawa that based on the safety factor, the trees between R, H & T be removed while replacement options are explored. 2nd – M. Turrentine.</p> <p>The recommendation passed unanimously.</p> <p>Dr. Collins will present the committee’s recommendation to Dr. Rose for her discernment.</p>

PROJECT UPDATES (cont.)	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<ul style="list-style-type: none"> • There has been no discussion with the landscape architect to determine what style of tree. • There will need to be some consideration as to the type of tree and the amount of utility work required in a very compacted area. • Important to look at the economics of the situation as those trees will be gone as part of the master plan. <p>N Building Going according to schedule within the boundaries of where it was expected.</p>	
5. Standing Reports	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
HEPSS (Health, Emergency Preparedness, Safety and Security) Task Force	Don Mahany provided an overview of the April 6, 2017 HEPSS meeting. Report attached.	
Facilities Report	No report	
Environmental Task Force	No Report	
6. Accreditation	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
7. Old Business	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	No old business	
8. New Business	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
9. Other	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	<p>There was an issue regarding the single use bathroom in R and the ability to lock the door from the inside when in use. Dr. Collins will follow up on this item.</p> <p>Eve Kikawa presented the idea of a cultural space for the concrete area between C, P & N. She will make a presentation at the May 16 meeting.</p>	
10. Future Agenda Items	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	Next Meeting - Presentation on suggested cultural space.	

Adjourned at 3:03p.m.

SUBMITTED BY Geni Lusk 5/5/2017

Facilities Committee

HEPSS report

May 16, 2017

Room F-126 at 1:00

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

MEMBERSHIP

Rebecca Barnard	Renee Miller	Michael Collins	Heller Sanchez	Monty Huotari
Scott Baker	Veronica Oforlea	Nilo Lipiz	Donald Mahany	Amy Treat, DSPS
Don Maus	Toni Bland	Mark Wheeler	Norma Castillo	

*Bold font indicates members in attendance
Meeting called to order – 1:00p.m.*

Old Business	DISCUSSION/COMMENTS	ACTIONS
EOC Training	<ul style="list-style-type: none"> Moving EOC to district safety office (currently in A-214) <ul style="list-style-type: none"> Important to get out to ICS team Have a 30 minute meeting with ICS team 	Bland /Baker /Mahany /Collins
Emergency Response Training for maintenance and Operations	<ul style="list-style-type: none"> Target audience are building captains and M&O. Training on a Tuesday or Thursday during this spring before semester is out (date and classroom TBD) Overview of what happens in case of an emergency, role of building captains, who the contacts are 	Heller
Where do the Dean's go after an earthquake or event on campus	We were reminded that the Deans should go to the Security building after a significant earthquake. At the Safety and Security building we will decide if we need to open the EOC A-214	Baker
New Business	DISCUSSION/COMMENTS	ACTIONS
Welcome of new member	Monty Huotari is a new member to the Security Department and is a new member of our HEPSS Committee. Monty comes to us from the OC Sheriff department.	Bland/Baker
Doors, This is a two part program; 1. The ability to lock doors in an emergency from an adjacent desk or remotely from the Security office.	<ul style="list-style-type: none"> Per Toni Bland, working on a door assessment. Looking at ways we can lock down the doors from the inside Baker has agreed to put together a team to do the assessment at SAC. H building has been assessed. Once assessment is done, they will meet with a vendor to look at what will work best to assure safety on the campus Assessment anticipated to be completed by June 2017 	Heller / Collins/ Bland

<p>2. Opening and locking doors with a code, phoebe, identification of some kind (No Key).</p>	<ul style="list-style-type: none"> • Teaming up with Heller and Dr Collins for the next steps 	
<p>Radios; Motorola 800 MHz</p>	<ul style="list-style-type: none"> • Went to new radios • Monitored by OCCC • Added two new antennas; one at SAC and one at SCC • Technically it's a back-up system and were going to move towards adding a permanent system but we can join county-wide communication (800 megahertz) which is normal but costs a lot less money • Request was submitted for our district to participate in the 800 megahertz, county-wide communications and if approved, it goes to Orange County Chiefs of Police and Sheriffs Association and if they approve, we will move towards 800 megahertz and there is a one-time fee which will be cut from District Safety and will get new radios for M&O, Safety, DSPS, building captains, floor wardens, and so on. 	<p>Bland/ Collins</p>
<p>EOC Training New; EOC emergency operations will start with Security department at the Security Office. If the situation overwhelms the security office we will move to A-214.</p>	<ul style="list-style-type: none"> • Security building has the following; <ul style="list-style-type: none"> ○ Cameras monitoring the campus ○ Parking lot directly across district safety office can be a triage ○ Set up canopies, generators ○ Important to get out to ICS team ○ Have a 30 minute meeting with ICS team ○ Better location logistically ○ Bland/Baker will make a quick assessment of resources 	<p>Bland /Baker /Mahany /Collins</p>
<p>Natural Gas suppling SAC</p>	<p>Currently SAC has a very old piping system supplying SAC. We are in the process of upgrading the natural gas distribution for Sac</p> <ul style="list-style-type: none"> • We will have the ability to isolate and shut off the gas to individual buildings 	<p>Heller</p>
<p>STANDING REPORTS</p>	<p>.</p>	
<p>SAC – Scott Baker</p>	<ol style="list-style-type: none"> 1. Bike theft is certainly on the decline. Two incidents of theft but in both cases the bikes were not locked. 2. Diesel fuel spill in lots 11 & 12, broken fuel filter. Cleaned up without too much damage 	<p>Baker</p>

Risk Management – Don Maus	1. Two minor injuries nothing serious requiring hospitalization	Maus
Next Meeting June 1, 2017	DISCUSSION/COMMENTS	ACTIONS/OUTCOME/FOLLOW UPS



SAC FACILITIES UPDATE

May 16, 2017

- Received 119 work orders since 4/1/2017, completed 67, converting to Onuma system. Emails with links sent to campus.
- Still experiencing issues with D elevator – contractor under contract till 6/30.
- Wall at Academy almost done.
- Carpet at Academy completed in classrooms.
- Ongoing sewer line issue from Academy Maintenance building. Repair scheduled.
- Bids received for N building renovation (paint, carpet and hallway flooring)
- Baseball backstop wood and chain link fence replaced.
- Continuing installation of EMS system by Climatec – working with District FM.
- Floor replaced in Business office in A building.
- Carpet almost completed in Counseling in S building.
- Repair made to soccer field.
- Continuing to monitor lighting on campus at night – ongoing forever.
Repaired gas leak in front of Russell Hall. Waiting for final tie-in from CUP project to prevent future leaks.
- Dance floor in G108 being replaced.
- Repair to floor in W107 being scheduled.