



# SAC FACILITIES MEETING MINUTES NOVEMBER 20, 2007

Approved 2/19/08

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*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.*

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## **Administrators**

President Erlinda Martinez  
Bruce Bromberger  
Norm Fujimoto  
Noemi Kanouse, Comm. Chair.  
Rhonda Langston  
Sara Lundquist  
Kathy Mennealy  
Maria Sugranes (absent)  
Sylvia Turner

## **Academic Senate**

Stephanie Fondren  
Ray Hicks  
Jeff McMillan (absent)  
Cathie Shaffer (absent)  
Karen Warner (absent)  
John Zarske, faculty co-chair

## **CSEA**

Mike Mugica  
John Nastasi  
Sean Small (absent)

## **Security Supervisor**

James Wooley

## **Student Representation**

Hugo Campos

## **Guests**

Avie Bridges Angela Tran  
Al Chin  
Monica Collins  
Darryl Odum  
Bob Partridge

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## **1. WELCOME AND INTRODUCTIONS**

The meeting was called to order at 1:35p.m. Self introductions were made and new members to the committee were welcomed.

## **2. APPROVAL OF MEETING MINUTES – October 16, 2007**

Motion was made to approve the October 16, 2007 minutes as amended (Fondren/R. Hicks). The minutes were unanimously approved as presented.

## **3. APPROVAL OF MEETING MINUTES – November 6, 2007**

Motion was made to approve the November 6, 2007 minutes as amended (R. Hicks/Fondren). The minutes were unanimously approved as presented.

## **4. SAC Update**

**Presenter – Bruce Bromberger**

Mr. Bromberger provided an update for committee members. In addition to the report, Mr. Bromberger brought the committee's attention to the following items:

- Pool - closed during the holiday recess in order to complete fiberglass work
- Baseball field - closed for annual renovation
- Cooks Gym - new lights and fixtures
- W 111- repainted
- Parking Lot 7 - new asphalt in portions
- Various concrete replacements on campus
- Main cafeteria - repainted and re-floored
- Student Business Office - new carpet and paint
- Students Activities – walls and ceilings repainted

## **5. SAC PROJECT UPDATE**

**Presenter - Darryl Odum**

An update on the progress schedule for the district construction projects was presented. In addition to the report, Mr. Odum highlighted the following items:

- **SAC Classroom building and the M&O building**

Mr. Odum shared a communication regarding the process for closing College Avenue. Mr. Partridge noted that the district is required to follow specific protocol as outlined by the City of Santa Ana. The process begins with establishing 2 warning signs indicating that College Avenue will be closing.

President Martinez asked Mr. Odum to provide her with bullet points on the project to include dates and plan information on the closure as she prepares for an upcoming neighborhood meeting. Mr. Odum noted that due to the lateness of confirming a date to close College Avenue, a short window of time to notify residents within the city requirements was left. President Martinez will work with Nikita Flynn, PIO in preparing communication to residents.

The committee also discussed the impact of closing College Avenue as it relates to traffic and pedestrians. Mr. Partridge reported that an extensive traffic review had been conducted during the development of the Master Plan. Mr. Partridge was asked to bring forward to the City, the committee's interest in establishing a crosswalk.

**Action:** Mr. Odum to provide President Martinez with bullet points on the closure for the upcoming Neighborhood meeting.

- **C&D Restrooms**

Mr. Odum shared with members that the work to repair the falling plaster ceiling of the 3<sup>rd</sup> floor D building Men's Restroom would be completed over the Thanksgiving weekend.

A discussion ensued regarding handicapped stalls on the first floor of "C" building. Mr. Odum noted that all the restrooms would be restored to the original layouts. He reported that both the 2<sup>nd</sup> and 3<sup>rd</sup> floor do have handicap facilities. No additional handicap stalls will be installed. There was a discrepancy whether or not there was a handicap stall on the first floor at one time. Mr. Partridge asked Mr. Nastasi to provide him with any and all information that would confirm that a handicap stall did once exist.

**Action:** Mr. Nastasi to provide Mr. Partridge with information that confirms the existence of the handicap stall.

- **CEC Improvement**

In regards to the 2 story classroom building at CEC, Mr. Odum reported that the soil borings were completed and are now in the process of being analyzed.

## **6. SAFETY ISSUES**

### **a. Fire Alarm Update**

**Presenter - Bob Partridge**

As of 12/13/17 fire watch status remains for the three portable buildings

On 11/13/07 the Board of Trustees adopted an emergency resolution which will allow the district to contract the repair of the impacted building without going to bid. The resolution was reviewed and adopted by the County of Orange, Superintendent of Schools.

Pyro-Comm Inc. began work on 11/20/07. Fire watch status will be revised as buildings come online.

Cooks Gym and Phillips Hall has been identified as 1st priority due to the potential high occupancy rate. Work on the gym will begin on 11/21/07. Due to nature of the work in the gym, classes will not be impacted.

**Action:** Mr. Partridge to oversee the removal of the Public Safety Alert notices from the buildings as they come online

Mr. Partridge requested a copy of the email sent out by Stephanie Fondren on behalf of the Academic Senate.

**Action:** Mrs. Fondren to provide Mr. Partridge with a copy of the email sent out on behalf of the Academic Senate.

### **b. Emergency Preparedness**

**Discussion: Faculty and staff being uninformed regarding the College's plan for emergency procedures.**

Mr. Chin reported that SEMS/NIMS training sessions have been conducted on site. Online 4 hour training session also available as an option. ICS training has taken place for floor wardens and

building captains. Overall, the sessions have rendered a poor response and low attendance from faculty and staff. He also invited faculty and staff to visit the District website for Safety and Environmental Health. It was noted that each staff and faculty member must be trained in NIMS/SEMS by Fall '08.

**Discussion: Outdated listing of faculty and staff on the campus emergency team.**

Mr. Chin reported that the listing is outdated and is being revised. He reminded members that as employees leave or change location this list is constantly under review.

**Action:** Lt. Wooley/ Mr. Chin will upload revised lists of building captains and floor wardens to websites at each site.

**Discussion: Training sessions not convenient for all faculty and staff. Late notification of sessions making it difficult to adjust schedules.**

Mr. Chin acknowledged the need for a variety of training opportunities to be offered. An option of offering training during flex week also noted. It was reported that faculty and staff may train at SCC or the District office for added scheduling flexibility.

**Action:** Lt. Wooley/Mr. Chin will provide a training calendar one year in advance for planning. Notification to staff and faculty of the NIMS/SEMS requirement deadline will be provided with training calendar.

**Discussion: Need for participation of Faculty and Staff**

Mr. Chin invited members to volunteer to be a part of the team stressing the need for a collaborate effort of faculty and staff. Mr. Hicks invited Mr. Chin to present the ICS and NIMS Introduction to Emergency Preparedness to the Academic Senate in an effort to bring faculty on board and begin to schedule for training.

**Action:** Mr. Chin will arrange to present the ICS and NIMS Introduction to Emergency Preparedness to the Academic Senate sometime in February '08.

**c. College Safety Committee**

Mr. Chin provided some history on the development of the College Safety Committee for members. Currently the committee membership is not intact due to the high attrition of positions. Efforts will be made to re-establish the membership.

Dr. Martinez noted that she and Mr. Hicks have been asked to provide some recommendations for the College Safety committee and have been collaborating on ideas. She invited committee members to provide recommendations from a structural standpoint in an effort to shape the committee to meet the campus needs now and in the future. Furthermore, she noted that this committee will be a part of the SAC College Council.

**Action:** Mr. Chin will work to re-establishing the membership of Safety Committee.

**7. Other**

**Fire Hydrant Water Pressure**

At the request of Dr. Martinez, Mr. Partridge provided an update regarding water pressure as it relates to fire hydrants. Mr. Partridge noted that the district has been working on plans with their civil engineers, LPA consultants and the city's fire safety analyst to address the low fire hydrant pressure at the campus. He is expecting the plan to be approved next week. He stated that due to the insufficient water pressure in the main campus line, the city has agreed to allow the 3 fire hydrants along 17th street to be used to fight fires on the north side of the campus. The district will be responsible for cutting 4 feet openings to allow for access. This work will be incorporated with work that will be done on College avenue.

In addition the city is dedicating a 12" domestic water main to the college at no cost. With some modifications the water main will be utilized in the parking structure, new classroom building and will provide additional pressure for the main campus water line. The work will be done in 3 phases and is only an interim solution until the remainder of the work can be completed on the south side of the campus. He noted the savings to the district.

Meeting adjourned: 3:06 p.m.