



CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT
Integrated Planning & Budget Model (IPBM)
Facilities Committee Meeting

Location: District Office
 7600 Dublin Blvd, Third Floor
 Conference Room #1
 Dublin, CA 94568
 Date: December 08, 2017

Meeting Minutes No: 22

Recorded by: Donna Alaoen

Persons Present:

Committee Members

- Doug Horner, Co-Chair, Administrator at Large
- Dave Fouquet, Co-Chair, Chabot College Faculty Assn
- Zahra Noorivaziri, Co-Chair, SEIU 1021 Clsfd Union
- Matthew Kritscher, Core Rep. Administrator
- Deonne Kunkel, Core Rep. Administrator
- Diane Brady, Core Rep. Administrators
- Nan Ho, Core Rep, Administrators
- Walter Blevins, Administrator at Large
- Wanda Wong, Shared Governance
- Mark Stephens, Shared Governance
- Michael Ansell, Shared Governance
- Tina Inzerilla, Shared Governance
- Scott Hildreth, Chabot College Acad Senates
- Mark Tarte, Las Positas College Acad Senates
- Heike Gecox, Las Positas College Faculty Assn
- Gordon Watt, Chabot College Clsfd Senate
- Sheri Moore, District Clsfd Senate
- Joanne Bishop-Wilbur, District Clsfd Senate
- Vacant, Chabot College Associated Student
- Vacant, Las Positas College Associated Student

	Present	Not Present
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Other Present

- Bob Buell – Chabot College
- David Estrada – Las Positas College, Program Manager
- Ann Kroll – Chabot College, Program Manager
- Sebastian Wong – Las Positas College Acad Senates
- Scott Miner – Las Positas College
- Kirstie Burgess – Las Positas College

1. CALL TO ORDER

Vice Chancellor Doug Horner, Committee Co-Chair, called the meeting to order at 12:35 p.m.

2. REVIEW, DISCUSSION AND APPROVAL OF MEETING MINUTES

It was moved (Tina Inzerilla), seconded (Heike Gecox), and passed that the minutes of the October 27, 2017 (No. 21) meeting be approved with the following changes: “Mr. Blevins will provide the committee with a breakdown of the state guidelines for all to review and understand what kind of projects are involved with **scheduled** maintenance projects” under agenda item number 4.

3. RESOLUTION ON SUPPORT FOR THE PARTNERSHIP BETWEEN CHABOT COLLEGE AND CITY OF HAYWARD FOR A PUBLIC SAFETY TRAINING FACILITY AT HAYWARD EXECUTIVE AIRPORT – Gordon Watt

Mr. Gordon Watt gives the committee a brief overview of the resolution that was proposed to the Board of Trustees regarding the partnership between Chabot College and the City of Hayward for a public safety training facility at the Hayward Executive Airport. The resolution was proposed adopted by the Facilities Committee at Chabot College who have expressed their interest in including this project under Measure A capital projects. The next steps are to meet with the appropriate representatives to determine figures and dollar amounts to know what our commitment will be to the project. Mr. Bob Buell adds that this resolution has been discussed and approved at multiple facilities meetings at the college over the past two months and has been approved by the Board of Trustees to move forward. He informs the committee that Chancellor Dr. Jannett Jackson and Vice Chancellor Doug Horner have had a meeting with Kelly McAdoo, Hayward City Manager and Garrett Contreras, Chief Hayward Fire District.

Vice Chancellor Doug Horner informs the committee that the Board has instructed the District to create an MOU of what this agreement would look like with Hayward Fire. At this point we have received design development documents of what the structure would look like along with cost estimate from Cummings Firm. The next step will be for Mr. Horner and Garrett Contreras, Chief Hayward Fire District to meet and review the cost estimate with the possibility of inviting the architect to join in on process. Mr. Contreras has also informed us that he holds a framework of an MOU that will help assist with the process of creating one between the City of Hayward and the District. The idea of having a formal MOU is give the City of Hayward a degree of certainty of a deal that will establish the methods of developing the costs and how they will be shared by the two entities. The City of Hayward is looking for a formal act from our Board stating that we are willing to move forward on this agreement. Mr. Horner has confirmed to the committee that he currently holds the authority to negotiate the MOU as it moves forward into the development stages. The MOU would then be approved by the Board.

Dave Fouquet explains to the committee that the needs of the Chabot Program are greater than what is originally proposed from the City of Hayward. Mr. Horner explains that there are features of the construction that are in place “but for” Chabot. There will be additional features that will help support the program at Chabot. Bob Buell informs the committee that the original plans were designed for use for 12-15 people at a time, and has now been redesigned to allow up to 40 - 100 people to use the facility. Those special features include 2 classrooms that are being built in excess of the original plans to meet the programmatic needs of the city, a fifth story, a roof on the smoke tower, parking facility, offices and storage. The plans will support 2 programs, which will be Fire and Emergency Medical Services. Mr. Horner informs the committee that the total contribution to the project is spread across the project and there isn’t a defined amount at the moment that could be presented at this time.

We have started conversations with bond counsel regarding what joint partnership would or would not look like as we move into this project. Some topics of discussion are whether there will be joint powers with two agencies (City of Hayward and Chabot-Las Positas Community College District) and to what ability will we have to build structures on someone else’s property. A conference call is to be scheduled next week with the bond legal counsel to discuss further in detail. Mr. Buell commented that with this partnership concept the best thing to do is leverage our strengths by demonstrating what we can do as a college and a training facility. Mr. Horner also suggests that there will be a need for an administrator to attend to the facility training center, there will also be a need for facility and maintenance needs, payment of a lease, etc.

Mr. Horner asks the Mr. Gordon Watt if he would like to make a motion to adopt this item. It was

suggested by some that this item should be an informational item at this time. Mr. Matthew Kritscher suggests to the committee that this resolution be moved to approve by the committee. Ms. Brady asks for further clarification of what is being asked by Mr. Kritscher. The motion being asked of the committee is to adopt this resolution of which Chabot's Facility Infrastructure Technology Committee has already approved. Mr. Kritscher explains to the committee that the punch line of the resolution is the importance of the collaboration with the City of Hayward on this particular project. Mr. Blevins asked what the impact of adopting this resolution within the committee will do if the resolution has already been approved the Board of the Trustees. Mr. Buell states the interest would be support from the committee since we already have support from the college level. Mr. Kritscher further explains that the committee would be adding the commitment across the college and district that this committee embodies. Ms. Brady asked Vice Chancellor Doug Horner if the resolution is something that is and has been approved to move forward by the Board of Trustees. Mr. Horner states that the Board of Trustees has directed the Chancellor to create an MOU for this project.

Several members of the committee all suggest that this resolution should be deemed as informational only since the Board of Trustees already approved the resolution in October. Ms. Wanda Wong asks the committee what the harm would be to move a motion to approve this resolution at the district level, as it would add another level of support for the project. Ms. Nan Ho suggests that since the Las Positas College Facility Committee has not yet reviewed the resolution, it would be wise to have that committee review it before bringing forth the motion to approve it at a district level. She also stresses the importance of how important it is for each campus to support one another's needs. Then from the district level to move forward with adopting the resolution once it has been reviewed. Mr. Mark Tarte suggests the possibility of the committee agreeing to support the approved resolution by the Board of Trustees.

Ms. Sheri Moore informs the committee that the Las Positas College Facilities and Sustainability Committee will meet on December 18, 2017 and asks what would be the impact of waiting until that committee reviews the resolution and give any feedback to the IPBM Facility Committee at the next scheduled meeting. Mr. Tarte suggests the motion to be moved should state: The IPBM Facility Committee supports this resolution and the Board of Trustees action. This motion does not change the original resolution but adds another level of support. Mr. Kritscher does not see any consequences, however, he feels that there may be a lack of support from our sister campus. Mr. Gordon Watt adds that this adoption of the resolution would add an endorsement to the resolution on behalf of the committee.

Ms. Brady questions the process of when items come up for review and how we would address them with each of the campuses and obtain feedback. Mr. Horner explains that this process would be more powerful if we state that we have taken any items through a process with both colleges agreeing with this resolution. Ms. Brady points out that at this time the process is not going to slow down the process of moving to approve this resolution. Mr. Buell suggests that if we move forward with allowing LPC's Facility and Sustainability Committee to review and provide feedback, we will be setting a precedent that all future items will need to be reviewed by each of the campuses before the IPBM Facilities Committee can approve such motions. Mr. Horner further clarifies that this resolution should stand as an informational item of actions taken at Chabot College and has been shared with the committee. He also recommends that LPC should indeed share this resolution with their appropriate committees for informational purposes.

Ms. Brady suggested the outcome of the discussion item that LPC move forward with presenting this resolution to their committee. Mr. Kritscher expresses his concern of the process that is being suggested that this resolution and any future recommendations/resolutions be reviewed by each campus would create a process that has never been done in the past.

4. ALLOCATION OF DOLLARS TO CLASSROOM/LAB EQUIPMENT AND LIBRARY MATERIALS – Dave Fouquet

Tabled for next meeting.

5. 2018 FACILITIES MASTER PLAN DEVELOPMENT

A. PLANNING AND FUNDING OF DISTRICT WIDE PROJECTS – Dave Fouquet

Tabled for next meeting.

6. SCHEDULED MAINTENANCE – Walt Blevins

Mr. Walt Blevins informs the committee of the scheduled maintenance document that has been uploaded to our website that displays a schedule of maintenance with the Chancellor's Office for instructional equipment, labor and material, physical plant and water conservation. Mr. Kritscher asked if the colleges could have some input as far as the prioritization of the projects. Mr. Horner has tasked Mr. Blevins with trying to figure out how to get input from the colleges to help with that prioritization and what that process would look like. Mr. Horner proposes that at the next meeting process to prioritize scheduled deferred maintenance/small projects.

7. ADJOURNMENT

The meeting adjourned at 1:48 pm.

Next meeting: February 23, 2018 – District Office – 12:30 PM to 1:30 PM