



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

Location: District Office
 7600 Dublin Blvd, Third Floor
 Conference Room #2
 Dublin, CA 94568
 Date: April 26, 2019

Meeting Minutes No: 33

Recorded by: Donna Alaoen

Persons Present:

Committee Members

- Owen Letcher, Co-Chair, Administrator at Large
- Bob Buell, Co-Chair, Chabot College Faculty Assn
- Zahra Noorivaziri, Co-Chair, SEIU 1021 Clsfd Union
- Matt Kritscher, Core Rep. Administrator
- Dale Wagner, Core Rep. Administrator
- Diane Brady, Core Rep. Administrators
- Nan Ho, Core Rep, Administrators
- Walter Blevins, Administrator at Large
- Mark Stephens, Shared Governance
- Michael Ansell, Shared Governance
- Tina Inzerilla, Shared Governance
- Kirti Reddy, Shared Governance
- Wanda Wong, Chabot College Acad Senates
- Andrew Cumbo, Las Positas College Acad Senates
- Heike Gecox, Las Positas College Faculty Assn
- Jeff Drouin, Chabot College Faculty Assn
- Vacant, District Clsfd Senate
- Todd Steffan, Las Positas College Clsfd Senate
- Christine Herrera, Chabot College Clsfd Senate
- Vacant, Chabot College Associated Student
- Vacant, Las Positas College Associated Student

Present	Not Present
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Other Present

- Ann Kroll – Las Positas College, Program Manager
- Michael Garr – Chabot College, Program Manager
- Dave Fouquet - Chabot College, Faculty
- Pandora Lam, Chabot College Student Senate
- Akali Moju, Las Positas Student Senate
- Aleksandra Stashkova, Las Positas Student Senate

1. CALL TO ORDER

Mr. Bob Buell, Committee Co-Chair, called the meeting to order at 12:32 p.m.

2. REVIEW, DISCUSSION AND APPROVAL OF MEETING MINUTES

It was moved by (Tina Inzerilla), seconded by (Wanda Wong), and passed that the minutes of the February 22, 2019 (No. 31). The meeting minutes for March 22, 2019 (No. 32) were moved by (Tina Inzerilla), seconded by (Heike Gecox).

3. EV CHARGING – Diane Brady and Mark Stephens

It was reported that many users of the charging stations would prefer to keep the service free. If a user fee will be charged, is it possible to make it cheaper for students? The committee raised concern on how it may be difficult to differentiate the user if there is an interest to offer a discounted rate for students, faculty, and staff. If charging a fee for service, how much should it be and when does the fee assessment kick in? (e.g., First 90 minutes free, then fee assessed after that. May encourage users who want free access to move instead of all day parking. As noted in a previous meeting, some students are in class for 3-4 hours for a single class). The possibility of charging on Sundays throughout the year and Fridays during the summer was also brought up. Before users are charged a fee, the committee agrees that there should be sufficient notification of the change in terms, and large signs are needed near the charging stations to notify all users of the change in service. The committee acknowledges that a consistent policy between two campuses would be preferred. This information will be sent forward for Vice Chancellor Owen Letcher to review and provide feedback to the District Facilities Committee meeting the next meeting.

4. FACILITIES MASTER PLAN (FMP) UPDATE – Owen Letcher

It was reported that Las Positas College has conducted its final College Facilities and Sustainability Committee meeting for the year, and have compiled their comments from the campus. Chabot College is still compiling comments from the campus (over 1200) for inclusion in the FMP. The Facilities and Infrastructure Technology committee will finish vetting the final draft. The Board of Trustees is scheduled to have a study session on April 30 regarding the progress on the FMP in which Vice Chancellor Owen Letcher will have a presentation. The campus projects (Phases 1 and 2) with cost estimates have been included in the board packet. Target date for approval and adoption of the FMP is either May 21, 2019 or June 18, 2019

5. OTHER TOPICS

AIR QUALITY STATUS UPDATE - Committee expressed interest in the status of the air monitoring sensor installation per campus. Request to have an update from Jim Yoke on the Emergency Preparedness Plan to address the process for determining school closures related to air quality and a status update from Walt Blevins on the process and status of installing monitoring sensors at each campus at the next committee meeting.

SPACE INVENTORY REPORT UPDATE – The committee was reminded that if space utilization has changed (e.g., lecture space changed to a lab space), Zahra needs to include the changes in the report. Per the October 2018 IPBM Facilities Committee Meeting, it is understood that this information will be shared from the Presidents Offices to Zahra. Committee members were also reminded to include square footage of spaces that have changed use since October 1, 2018 so that they are accurately reflected on our Cap Load. Ms. Zahra Noorivaziri will send a copy of the Chabot College Space Inventory Report 2018-2019 out to Christine Herrera for Dale Wagoner. If anyone else needs this report, please contact Ms. Noorivaziri directly.

SEARCH FOR NEW TRI-CHAIR REPRESENTING CLASSIFIED STAFF – Ms. Noorivaziri announces that she will step down from her Tri-Chair position following the May 2019 meeting. She will continue to attend as her schedule permits. The IPBM Facilities Committee will be seeking a new tri-chair to represent the Classified Staff. If you have any recommendations for a new member of the classified staff to join the committee in this role, please let Owen Letcher, Bob Buell, or Zahra Noorivaziri know before May 17th.

6. FUTURE AGENDA ITEMS

- Topics addressed today for discussion in May:
 - Feedback from Owen on EV Charging Station Discussion Points
 - FMP Status Update
 - Status of Air Quality Monitoring Sensor Installations at the Campuses (and District?) and N95 Mask supplies for campuses
 - Status of Emergency Preparedness Plan relevant to the air quality issue
 - Confirm IPBM Facilities Committee Meeting Dates for the 2019-2020 Academic Year
 - New Tri-Chair for Classified Staff
 - Collect Campus Input Regarding Recommended Updates to IPBM Facilities Committee Charge
- New Topic for discussion
 - Security Master Plan Status and Update – Including any security changes that may occur during summer.

7. ADJOURMENT

The meeting adjourned at 1:25 pm.

Next meeting: Friday, May 17 – District Office – 12:00 PM to 1:00 PM