



**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: September 27, 2019

Meeting Minutes No: 35

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
- Richard Grow, 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
- Cindee Frazier, District Clsfd Senate
- Bill Eddy, Las Positas College Clsfd Senate
- Christina Davis, 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
- Jim Yoke, Emergency Preparedness Manager

1. CALL TO ORDER

Ms. Donna Alaoen called the meeting to order at 12:30 p.m.

2. REVIEW, DISCUSSION AND APPROVAL OF MEETING MINUTES

It was moved by (Tina Inzerilla), seconded by (Cindee Frazier), and passed that the minutes of the May 17, 2019 (No. 34).

3. REVIEW THE CHARTER AND MEMBERSHIP OF IPBM FACILITIES COMMITTEE – Committee

Ms. Donna Alaoen asks the committee for any input or feedback from committee members on any changes to the charge. Mr. Bob Buell informs the us that the FIT committee at Chabot

College will be reviewing the charge at their October meeting and hope to have feedback at that time. He also stated that in our previous April meeting, we agreed to hold off on committee selection until appointments had been made by shared governance. This should also be discussed during our October meeting. Ms. Alaoen informs the committee of the recent changes to the membership which consist of adding Richard Grow, William "Bill" Eddy and Christina Davis. Ms. Diane Brady will revisit her notes and share any changes and input at the next meeting.

4. ELECTION OF CLASSIFIED REPRESENTATIVE TRI-CHAIR – Committee

Ms. Nan Ho nominated Bill Eddy to serve as a Co-Chair for the committee. He was not in attendance at the meeting so Ms. Donna Alaoen will follow up with a separate email and ask if he is interested in serving. This topic will be revisited again at the October meeting.

5. PROGRESS REPORT ON EMERGENCY PREPAREDNESS PROGRAM – Jim Yoke

Mr. Jim Yoke reports to the committee regarding the progress on the Emergency Preparedness reports that he is currently working on. The Emergency Operations Plan is currently being constructed and finalized for the District and at both Colleges. Next, the Emergency Action Plan is in draft form and is currently being worked on. Other plans he is working on are the Injury Illness Prevention Plan and the Comprehensive Safety Plan. Both plans are also in draft form and are awaiting final input. Mr. Yoke briefly talks about the Public Safety Power Shutdown (PSPS) that is currently in discussions with the city, counties and other entities. He informs the committee that CLPCCD is in constant communication with the Alameda County in regards to a draft plan on how to handle the PSPS situation. Mr. Yoke presents to the committee the fall semester training classes for the District, Chabot College and Las Positas College.

6. SECURITY MASTER PLAN STATUS AND UPDATE – Jim Yoke

Mr. Jim Yoke reports to the committee that he has met with Kevin Woods, Wendy Pinos and Steve Gunderson to discuss how the security master plan and IT needs intertwine to ensure the plan is fully supported. He also had a walk-through of the Las Positas College campus with Kevin Woods, Michael Sugi and himself to address any and all camera, sensors and lighting to ensure that it is all captured on drawings. Mr. Kevin Woods is currently on implementing all the information he gathered from the walk through to incorporate it into the report. The report is expected to be completed by mid-October and will be presented to Las Positas College at that time. Once the report is complete at Las Positas College, he will begin work at Chabot College to report the process and complete their report. Mr. Dale Wagoner asked Jim Yoke who Kevin Woods would be interacting with during this process. Mr. Yoke responds that he will be in contact with Ms. Sheryl Boykins. Mr. Wagoner asks that he be included as well once the process is to start and throughout.

7. AIR QUALITY – STATUS OF MONITORING DATA AT EACH CAMPUS – Jim Yoke/Walt Blevins

At this time, there was no new developments on the status of monitoring data at each campus. Ms. Donna Alaoen reports on behalf of Mr. Walt Blevins that he received a quote to install air quality monitor sensors at each campus and the quote was roughly \$23,000. Mr. Dale Wagoner asked what the funding source would be to install the monitor sensors if it is decided that they would like to proceed with the install.

8. TASK FORCE ON AIR QUALITY (AP 3507) – Donna Alaoen

Ms. Donna Alaoen reports to the committee that a task force on air quality is being formed to gather feedback and input on the creating of an Administrative Policy. Interested individuals are

encouraged to participate to be able to provide their input. The first meeting is scheduled for Tuesday, October 8, 2019 at 1:00pm.

9. FOR INFORMATION ONLY - HAYWARD FIRE TRAINING CENTER PRESENTATION – Bob Buell

Mr. Bob Buell reports to the committee on the updated status on the Hayward Fire Training Center Presentation. Ms. Zahra Noorivaziri asks who will be responsible for coordinating the project with the District State Architect (DSA). Mr. Bob Buell responds that the entire project will be coordinated and managed by the City of Hayward.

10. ADJOURMENT

The meeting adjourned at 1:40 pm.

Next meeting: Friday, October 25, 2019 – District Office – 12:30pm to 1:30pm