

Facilities Council Meeting Minutes

October 13th, 2020

2:30 to 4pm

Attendees: Robin Geyer, Alen Behret, Luis Maggiori, Ellen Osterkamp, Paul Ruscher, Richard Glover, Jennifer Hayward, Marty Hanifin, Thomas Goodhew, Grant Matthews, Mike Sims

Recorder: Mira Mason-Reader

Guests: N/A

| Item | Notes |
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| Membership | <p>Marty Hanifin appointed Jennifer Hayward as his proxy for the vice chair for Facilities Council for 2020/2021.</p> <p>Jennifer Hayward appointed Mark Richardson as her proxy for the FMP director position for 2020/2021.</p> <p>Faculty Council will be contacted for a second faculty position for the council. ASLCC needs to be contacted for two vacant student positions.</p> <p>Current membership:</p> <p>VP for Finance & Administration</p> <ul style="list-style-type: none"> • Jennifer Hayward (appointed) <p>VP for Academic and Student Affairs</p> <ul style="list-style-type: none"> • Grant Matthews (appointed) <p>FMP Director</p> <ul style="list-style-type: none"> • Mark Richardson (appointed) <p>Health and Safety Director</p> <ul style="list-style-type: none"> • Dawn Barth <p>Faculty</p> <ul style="list-style-type: none"> • Richard Glover • Vacant <p>Classified</p> <ul style="list-style-type: none"> • Alen Bahret • Linda Schantol |

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| | <p>Managers</p> <ul style="list-style-type: none"> ● Paul Rushcer ● Ellen Osterkamp <p>Students</p> <ul style="list-style-type: none"> ● Vacant ● Vacant <p>Members by position</p> <ul style="list-style-type: none"> ● Robin – Academic Scheduling ● Luis – Sustainability ● Mike S – Recycling ● Thomas – Bond |
| <p>Annual Planning – Policy and Work Plan for 2020-21</p> | <p><u>Ten policies assigned to Facilities Council:</u></p> <ul style="list-style-type: none"> ● Classrooms: Food and Drink (Last reviewed: Dec 2003) ● Drones and Unmanned Aerial Vehicles (UAV): Use on Campus (Last reviewed: Jan 2019) ● Hours: 30th Ave Campus (Last reviewed: June 2019) ● Naming Building and Facilities (Last reviewed: May 2004) ● Open-Access Restrooms (Last reviewed: Mar 2020) ● Recycling (Last reviewed: Dec 2003) ● Space Assignment Policy (Last reviewed: June 2010) ● Sustainability: Design and Construction (Last reviewed: Feb 2007) ● Sustainability: Energy Conservation (Last reviewed: May 2009) ● Sustainability: Recycling (Last reviewed: Feb 2007) <p>Potential policies for Facilities Council to review:</p> <ul style="list-style-type: none"> ● Use of Facilities for External Groups (Last reviewed: Dec 2018) ● Alcoholic beverage on campus (not assigned to any council) ● Smoking policy (Currently assigned to college council) ● Titan Store procedures (Needs a council assigned) <p>Facilities Council could review:</p> <ul style="list-style-type: none"> ● Space Assignment Policy ● Sustainability: Design and Construction ● Naming Buildings and Facilities <p>Council members will review the list and finalize policies for review for this year at the November meeting.</p> |

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| | Request to add all of the policies to the Facilities Council team drive for better access and editability. These policies will be added to the team drive shortly. |
| Role of FC in the Bond | <p>Bond projects are all planned, and a monthly report on the progress of these projects will be made.</p> <p>As scope is tightened on projects, input may be requested from the council for certain projects.</p> <p>More information regarding the bond will be presented at the November meeting.</p> |
| COVID-19 – Update | <p>Through a department reopening plan submission process, a few programs on campus have been offering some level of in-person classes (mostly CTE programs).</p> <p>Due to recent water tests, Science classes that were approved to have some in-person instruction have had to pause their operations until water tests allow them back in the appropriate spaces.</p> <p>A few programs within arts have been offering some in-person instruction (dance and music, etc). Students have been excited to have some in-person interaction with their instructors.</p> <p>Water update:</p> <ul style="list-style-type: none"> ● Facilities has been working with experts regarding water testing on our campus. A round of lead testing happened in July, Chlorine testing happened in late July. Lead tests were where they needed to be, but chlorine tests showed lower levels. Flushing the water was suggested to rectify this, which Facilities has followed. ● Legionella testing happened in early August, and some levels were found in various buildings around campus. Steps were taken immediately to address these tests. Hot water flushing was the recommended solution, which Facilities has followed. More testing has occurred, and this issue is continuing to be addressed. ● All future and current water updates can be found here: https://www.lanecc.edu/facilities/water-quality |
| College Lease Agreements | Question posed to council members: with our current leases with outside agencies, are there any learning opportunities/potential updates necessary for any policies that this council can make? |

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| Facilities and Bond Updates | <p>Deferred maintenance projects at our Florence campus are being reviewed now, with work beginning on necessary projects soon.</p> <p>Campus safety, security, and accessibility projects are being reviewed now as well, though projects will likely take a year or more to complete. Suggestion from council member to work with CAR to ensure that accessibility needs are being met.</p> <p>Bond website, with the “Design and Construction Schedule”</p> <p>The last project under the 2008 bond (center building elevator modernization) is wrapping up. Bond 2020 projects are underway: track resurfacing is complete and the building 6 roof replacement is almost done.</p> <p>Sustainability got a grant to install an electric vehicle charging station at our Cottage Grove campus.</p> |
| Safety Committee | Has met once, and reviewed a few safety reports. |
| Sustainability Committee | Has met once, meeting again this Friday. Main issue the committee will be working on is the STARS certification. |
| Transportation Subcommittee | |
| Future Agenda Items | <ul style="list-style-type: none"> • 20/30 mins: Bond project overview • 15 mins: 2020/2021 FC Policy Review • Committee reports |
| Next Meeting | <p>NEXT SUBCOMMITTEE MEETING:</p> <p><i>Tuesday, October 27th</i></p> <p>NEXT FULL GROUP MEETING:</p> |

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| | <i>Tuesday, November 10th</i> |
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