

FACILITIES COMMITTEE MEETING MINUTES

December 2, 2008, 9:30a.m.
College Conference Room

PRESENT: Fred Allen, Patrice Braswell-Burris, Jerry Buckley, Janet Castanos, John Colson, Tim Flood, Kats Gustafson, Bob Herald, Beth Kelley, Alba Orr, Tina Pitt, Walter Sachau, James Spillers, Dave Steinmetz, Brad Tiffany, and Reyna Torriente

RECORDER: Diana Routhieaux

REVIEW OF AGENDA & MEETING MINUTES

Tim will send meeting minutes to the committee for their review.

STUDENT CENTER/STUDENT SERVICES UPDATE

Tim reported that things are moving forward. There are some changes; the design will continue to be revised during the winter break. Geological testing will be done over winter break near the President's area, outside Admissions and Records, and near the steps in the front of the school. Testing will also be done in six places near the Student Services area. This is being done to get ready for structural engineering.

SCHEDULED MAINTENANCE FUNDING APPROVAL UPDATE

The committee previously made a recommendation that scheduled maintenance funds be used to augment the pool deck costs, and the walkways around the 100 Bldg., and the Student Center for A.D.A. compliance to bridge the new and existing sidewalks. The recommendation was approved for the pool deck and the 100 Building sidewalks by Planning and Resources Council, and has been submitted to the State. Tim handed out copies of the submittal to the State. Nolte is working on the project; it will take about six weeks.

ARCHITECT SELECTION PROGRESS REPORT

A task force will be put together for the Theatre Arts and Fine Arts renovation projects. The Theatre Arts has an approved FPP. Moiser Drew did the FPP on the Theatre Arts project. A screening team will grade the proposals and pick 3 – 4 architectural firms for each project. Harley Ellis Devereaux was selected to do the FPP on the 200 complex. After Board approval, the task force members will meet to work on the FPP. There have been several changes since the original IPP was submitted. The electronic trailer items will be moved to the maintenance areas once the Performance Theater construction starts.

SIGNAGE UPDATES

Walter reported that nine "No skateboarding" signs have been posted. Additional paper signs are being printed. Alba asked about slow down signs for the parking lots. Tina asked about the cost of large dots in the road verses signs. Tim will talk to Joel about policy and speed limits on campus. Walter said signs have to be posted for campus police to enforce things.

As of January 2009, Grossmont College will be a smoke free campus. Walter said 120 "No smoking" metal signs have been ordered and will be posted in the entrance ways and in problem areas. Designated smoking areas have been decreasing to transition for no smoking. The "No Smoking" posters were unveiled at the Great American Smoke Out. The Health Services will be part of convocation during the upcoming Flex week for the Smoking Cessation program. Tina said not everyone will stop smoking and will go off campus to smoke. We need to think about the community when we go smoke free. Jan suggested that the church be contacted and possibly post signs. Tim will call John Skaggs about the Grossmont smoking policy.

590'S REMODEL UPDATE

Walter said the 590's Remodel is being worked on. There is a meeting scheduled for December 10 to resolve some minor issues. After that, they will talk to Janet and possibly phase in - relocate faculty to different spaces – during Spring Break. Additional information will be reported at the next meeting.

575 REMODEL UPDATE

Walter reported that several people are involved with the technical staff and they have met with the Architects to make the drawings more detailed. The small old projection room will become the IDF room. It will be well ventilated for the server. Carl reported to Walter that asbestos is only in the flooring not in the walls. There is a list of equipment that will be used; some of it is being ordered now to set it up and test prior to the summer installation. The faculty is also involved in the task force.

SAFETY

- **Update on District Health & Safety Coordinator**

Tim reported that the new Health and Safety Coordinator, Eli, turned in his resignation yesterday (December 1). The selection of a new coordinator is now in process.

We passed the hazardous test and have the waste water permit from the City of San Diego. Bob Eygenhuysen has signed the June & December best management practices certificates for silver recovery and solvents.

- **HazMat collection and inspection logs**

Tim handed out copies of the Accretion of Hazardous Waste Log. Everyone who collects Hazardous Waste will receive a binder. Sub-storage stations for waste are in the areas of: Sculpture, Photo, Painting, Ceramics, Chemistry, Biology, Exercise Science and in the maintenance yard. The one in maintenance may go directly into the District storage container. Each area will keep a log documenting what is stored there and do weekly inspections. The District will receive funding and there will be a budget for removal of waste with regular 6 month pick-ups. There will be monthly waste management meetings and training. Tina wants the Deans to be able to describe the job to any new techs or instructors who would handle the logs.

DECEMBER 17TH MEETING, AND MEETING SCHEDULES

The meetings were increased to twice a month when there were funding issues and different projects were in different stages. Tim suggested the meetings now be held once a month, unless a special meeting is needed. The December 17 meeting was cancelled. Committee members decided to hold the monthly meetings on Tuesdays. The next meeting will be January 6, 2009.

The meeting was adjourned at 10:50 a.m.

The next meeting is scheduled for Tuesday, January 6, 2009 at 10:00 a.m. in the College Conference Room