



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

Meeting Minutes No: 14

Recorded by: Zahra Noorivaziri

Location: District Office
7600 Dublin Blvd, Third Floor
Board Room
Dublin, CA 94568
Date: September 23, 2016

Persons Present:

Committee Members

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

	Present	Not Present
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Other Present

- Mr. Bob Buell – Chabot College
- Ms. Carla Walter – Chabot College – Call Confer

- **CALL TO ORDER**

Horner, Committee Co -Chair, called the meeting to order at 12:30 p.m.

- **REVIEW, DISCUSSION AND APPROVAL OF MEETING MINUTES**

It was moved (Tina), seconded (Sheri), and passed that the minutes of the August 26, 2016 (No.13) meeting be approved. No corrections offered.

- **TOTAL COST OF OWNERSHIP**

The committee discussed:

1. Requirement of Accreditation.
2. Total cost of development, building and demolition.
3. Need to plan for the operation of the building as part of the cost.
4. M&O has not increased in staffing to keep up with the facility square footage increase, 300,000 square foot increase to the entire district and colleges from 2002 – 2014.
5. Custodian staffing study is underway. Analysis of both campuses is using the APPA cleaning standard: <http://prtl.uhcl.edu/facilities/custodial/appa>
6. The APPA scores are (1 is satisfactory – 5 is not satisfactory). At this time M&O is about a 4 in custodial service. M&O hopes to get to 3 on average across the campus. The study must support staffing. New custodians will help to get to 3. Room schedule will influence this study & M&O needs to define levels of cleanliness.
7. Energy use, Scheduled Maintenance and long range costs must also be studied for long term and on-going costs.
8. District Standards help for consistency, scalability, and proper specification of materials to support.
9. Need faculty at each campus to coordinate with deans for scheduling room use and the need for cleaning spaces, and it will be captured in study.
10. Discussed relationship of the Budget Allocation Model (BAM) to M&O funding and general apportionment funding.

- **MEASURE A BUDGET ALLOCATION**

1. Reviewed the March 1, 2016 Initial Draft Allocation Plan @ \$950 million.
2. Measure A spending will be over the next 15 to 20 years.
3. Measure A planning will be based on the 2012 Facilities Master Plan (Previous Facilities Master Plan was dated 2005)
4. Discussed on interpretation of how Bond numbers came about and how the funding can be applied.
5. Discussed the student service needs that cannot be addressed with Instructional Equipment.
6. Consider a “Campus Facilities” projects to address the Student Services needs for equipment resources to improve the campus, as a whole (process to get picnic tables, benches, and study area equipment through a campus facility projects).
7. Measure A cannot cover District employee labor costs.
8. Discussed Target/Goal:
 - a. Project presentation to president by end of semester, with approval to the District by January 2017.
 - b. Presentation to PBC committee in February 2017.
 - c. Go before Board of Trustee in March 2017.
9. Discussed Planning Schedule:
 - a. Four weeks, between late December 2016 to January 2017 to address Planning and soft cost at each campus.

- **MEASURE B FUND STATUS:**

Handouts Developed, but out of time to discuss. This item has been deferred to the next meeting.

- **ADJOURNMENT:**

The meeting adjourned at 1:40 pm.