

Tentative Meeting Minutes**March 2, 2021****3:00-5:00pm****<https://cccconfer.zoom.us/j/8123812235>****MEMBERS:**

VOTING – List full name below, identify which constituency group each individual represents (place X in box adjacent to name when present)			
x	Brock Drazen (f). Facilities		Maya Henderson (s) Facilities
x	Tara Marrero (c) Facilities		Patricia Rom (c) Facilities
X	Stefani De Vito (f). Facilities and Health and Safety		Waaduda Karim (c) Facilities and Health and Safety
X	Dean Chriss Foster (a). Facilities		Faculty spot vacant Facilities
	Corey "Buddy" Mast (s). Facilities	X	Molly Sealund (c) Facilities and Health and Safety
	Jason Holloway (a) Health and Safety		Teresa Williams (f) Health and Safety
	Mildred Oliver (f) Health and Safety	X	Liana Gerardo (f) Health and Safety
	Lee Peevey (c) Health and Safety		Benny Aranda (c) Health and Safety
NON-VOTING – List full name below, identify which constituency group each individual represents (place X in box adjacent to name when present)			
	Benny Aranda -Facilities	X	Chriss Foster -Health and Safety
	Anthony Walker-Facilities		Royle Roberts -Health and Safety
	Dale Nebata-Facilities		

GUESTS: Sharon Serrano (AECOM), Keith Kajiya (AECOM), Sharon Millman

AGENDA ITEM	DISCUSSION	FOLLOW-UP ACTION
I. Call to Order	Meeting called to order at 3:20p.m.	
II. Adoption of Agenda	Agenda Adopted	Chair – Email to merrittgovdocs@peralta.edu
III. Approval of Minutes	Minutes -Approved Feb 2, 2021 De Vito Moves Second Foster	Chair – Email to merrittgovdocs@peralta.edu

<p>IV.Action Items/ Presentations</p>	<p>Space Allocation:</p> <ul style="list-style-type: none"> • Clarity on which programs are seeking space in S building • AECOM needs this information to move forward with S building build out. Effort to use local bond \$ • Foster requests digital layouts of S building • Division I, Fire and Life Science cubicles, EMT, Math Labs and offices, Histotech, Barbara Lee Archive, Cyber Security, Genomics (may continue at 860 Atlantic but not confirmed as of meeting time). • President will make decision on Barbara Lee space prior to April CFC meeting. • AECOM wants details on type of space needed— meeting space, lobby space, lab space, office space • S building is priority but also AECOM wants more understanding about D building. What does the future look like for D. Will it be long term rentals? Will programs move back into D at some point in the future? • Marrero notes D is 75% occupied by renters at this time • Marrero—Unlikely that bookstore will move to D building in the foreseeable future since the building is occupied by 2 high schools and MLK Freedom Center. Effort to keep high school students separate from college students. <p>Bond Spending Update:</p> <ul style="list-style-type: none"> • Bond Spending Plan for Merritt presented by AECOM—Keith Kajiya and Sharon Serrano • District-wide, the Child Development Project will be the first capital project going out to bidding (over the summer) and breaking ground at some point later in 2021. • K.Kajiya presents a detailed slide deck that he will forward that includes status on capital projects and 57 infrastructure needs. • Timeline for completion will be provided soon with the hope that many will be addressed before the fall semester begins. • They are being bundled and grouped for efficiency. Coordinating HVAC project district wide. 7 Bundles of projects—Electrical, HVAC, Plumbing, Doors, General Construction, Elevators, and roofing. 14 total packages broken down within those bundles. • S.Millman presents on IT closets —currently looking at procurement process and with DGS allocation of funding. This is not bond funded • IT Closets—Rooms that have been determined as highest priority are F210, L117, P109, P112. Several other rooms that still need assessment and basic servicing are P102A, S350, S416, S450. \$57,000 for corrections and \$3500 for the assessments. • Kajiya notes that D building is the only IPP (147 pts) in the system for Merritt, so we should go forward with FPP —discussion ensues. Costs rise as we wait 	<p>Marrero will confirm space allocation needs before April meeting and communicate with AECOM</p> <p>AECOM will try to send out timeline of projects prior to April 6, 2021 meeting.</p> <p>Serrano to set up meeting with Bobby Kushnal/Marrero for clarification on what he needs.</p>
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<p>V. Standing Items</p>	<p>Goals</p> <ul style="list-style-type: none"> • 1. Have a quorum for every meeting. (50% of voting members) • 2. Review, understand and enforce CFC Bylaws • 3. Take minutes every meeting and make sure they are posted • 4. Understand the processes involved in the 5 year facilities master plan <p>Accreditation</p> <ul style="list-style-type: none"> • N/A <p>Equity</p> <ul style="list-style-type: none"> • N/A 	
<p>VI. New Business</p>	<p>Identify Topic of Discussion</p> <ul style="list-style-type: none"> • Gerardo-New security firm (A1) will come to April meeting. • Concern that H&S members haven't been coming to meetings. • Update on Accreditation. Currently happening on campus. We thought they might visit this meeting but they did not. 	

<p>VII.Old Business</p>	<p>Identify Topic of Discussion</p> <ul style="list-style-type: none"> • Drazen speaks about outside use and rentals. Still no outside use has been approved. No rentals at this time. However, some D building activities do take place with high schools and MLK Freedom Center. • Return to Campus: Gerardo-College looking to hire more nursing students for screening as the college moves toward more re-opening. • B.Drazen notes the new campus screening process approved at the board of trustees meeting in January is less comprehensive and data driven than the Athletics Dept. existing and previously implemented plan. • Custodial staffing —Marrero: openings have been posting. • Sanitation-Marrero: we have hydrostatic sprayers and we can use the solutions we already have according to Anthony Walker. • A1 monitors the security cameras • Millman note there may be a camera repair update • Gerardo notes the need to know where the defibrillators are and what happened to the plan to purchase more. • Foster: Fruitvale center (Lao)—moving forward with lease agreement. Met with Atheria Smith and we are on top of it. Issues have been resolved and efforts to continue. ESL location for face to face interaction. Kudos to Marie Amboy for opening the door. 	<p>Ask A1 for an update on operational status of cameras</p> <p>Ask about Defibrillators at April meeting</p>
<p>VIII.Announcements</p>	<ul style="list-style-type: none"> • N/A 	
<p>IX.Adjournment</p>	<p>Meeting adjourned at 5:00pm</p>	