



Peralta Community College District

District Facilities Committee (DFC)

Minutes

Friday, November 5, 2021

9:00am – 11:00am

Location: Zoom

Meeting URL: https://cccconfer.zoom.us/rec/share/EYAKr-PFLD4M8qr_iRljoCnWjNfGGGOxfeA788G1I0hv41_qa-9No1Yg0-m_8ePQ.YdNRSuHc-Gl6iWwx

Meeting ID: 981 3993 2582

Chair: Atheria Smith, Interim Vice Chancellor for General Services

Co-Chair: Rachel Goodwin, COA Faculty Representative

Membership – District Facilities Committee (DFC) Fiscal Year 2021-22			
Name	Role	Name	Role
Atheria Smith	Chair, Interim Vice Chancellor	Javier Lopez	Local 39 Representative Asst. Chief Engineer
Rachel Goodwin	Co-Chair & Faculty Representative COA	Maria Spencer	PCS Representative
Sean Brooks	Vice President of Administrative Services BCC	Jeff Sanceri	PFT Representative
Vacant	Vice President of Administrative Services COA	Paul Ilanez	Health & Safety Committee Representative
Garth Kwiecien	Vice President of Administrative Services Merritt	Tara Marrero	Safety SEIU Representative
Amy Marshall	Director of Facilities & Operations Laney	Richard Thoele	SEIU 1021 Chapter President
Randy Yang	Faculty Representative BCC	Vacant	Student Representative
Mary Catherine Bassett	Faculty Representative Laney		
Brock Drazen	Faculty Representative Merritt	Annie Javier Stacy Lancaster	Note Taker District, Non-Voting Member
Attendees: Atheria Smith, Rachel Goodwin, Sean Brooks, Garth Kwiecien, Amy Marshall, Mary Catherine Bassett, Brock Drazen, Maria Spencer, Jeff Sanceri, Paul Ilanez, Richard Thoele			
Guests: Chalon Rogers, Douglas Bruce, Jamille Teer, Mark Johnson, Sabeen Sandhu, Scott Barringer, Michael Terry			



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Agenda Items	Discussion: Zoom
<p>I. STANDING ITEMS</p>	
<p>A. Call to Order</p>	<p>Chair – Atheria Smith</p> <p>9:03am</p> <p>Is there Quorum? Yes</p>
<p>B. Review and Adopt Minutes from Previous Meeting:</p> <p>October 1, 2021</p>	<p>Co-Chair Rachel Goodwin</p> <p>Motioned by Richard Thoele Second Motioned by Amy Marshall No Abstention</p> <p>Minutes adopted with corrections.</p>
<p>C. Review Agenda</p>	<p>Co-Chair Rachel Goodwin</p> <p>Motioned by Amy Marshall Second Motioned by Maria Spencer No Abstentions</p> <p>Update: Health and Safety Committee Representative will be Director of Public Safety.</p>
<p>D. College Facilities Committee Reports</p>	<p>Co-Chair Rachel Goodwin</p> <p>BCC - Reported by Sean Brooks, Scott Barringer and Michael Terry Generator certification is needed, reserve tank is half full and Cooling Towers has not been serviced in two years.</p> <p>CoA – Reported by Sabeen Sandhu Meeting with AECOM hopefully next meeting. Some members are unclear about the Water Report, safety and have general questions about timeline. Not all HALO filters are connected to power.</p>



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Laney College – Reported by Amy Marshall

Last meeting confirmed goals, cleaned up committee membership, reviewed Five Year Plan. There were questions regarding Scheduled Maintenance funds from the state. Was the District allotted the funds and what are the plans for it?

A lot of questions regarding face to face and concern with results from HVAC testing. As of today, whole campus has been tested room by room. Excited to see results and how everything will get remediated. For problems that are known, when will they be addressed.

Need to understand the process on how all drinking fountains can be brought back into service. Projects coming together with DGS; security, security cameras and blue phones.

Blue phones in parking lot from Phase One not working. Hoping blue phones will be fixed with security camera project. The Leak Phase Three going to get started to fix a lot of leaks on campus. Waiting for emergency generator to be put back in service. Thank you to Michael Terry for assistance.

Merritt College – Reported by Michael Terry and Garth Kwiecien

Vendor Rosendin was able to get campus internet up and running. Tuesday of this week, Buildings Q, R and D electricity back online. Temporary power supply for the boiler system for heating. Anticipating boilers up and running by next Tuesday also for Childcare Center. Also checked leaks around the campus from the rain, roof leaks at various buildings and drain overflows.

Getting drinking fountains back up. Emergency Generators getting certified and online. Blue Light Project and security cameras with WiFi upgrade to start end of month. Looking into selling temporary trailers by end of year. New Temporary classrooms for CDC Center and horticulture breaking ground on two major construction projects in spring. Thank you VC Atheria Smith and Michael Terry.

Q – Any information on F building power.

A – Strong possibility to get a large portion up. Priority was the boiler room. Temporary service will be provided to the main panel. May not be enough for the entire building.



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	<p>Some repairs are done but more repairs are needed. Boiler is main concern and temporary service may not be enough for all of Building F.</p> <p>Q – How much of a delay will this impact return to campus with all the buildings our and generators not working.</p> <p>A – Looking at the main electrical volt area and it may be approximately three weeks to have existing power structure online.</p> <p>Large D Vault in D Building controls most the campus electrical system was completely submerged which means replacing breakers.</p> <p>Q – Previous issues with flooding in those particular areas in the past. Are you going to relocate them (vault) so that we don't run into the same problem?</p> <p>A – Permanent fix still needs to be reviewed for resolution.</p> <p>Q – Athletics returned to campus and power still out in Building F. Trying to find solution to treat students and provide temporary study-hall location for students.</p> <p>A – Assistance from Garth to relocate trainer offices somewhere on campus. Further discussion to take place offline.</p>
<p>II. CARRIED OVER AND NEW ITEMS</p>	
<p>A. AECOM Materials Shared to Committee and infrastructure List</p>	<p>Presenter Keith Kajiya</p> <p>Not available.</p>
<p>B. Safety and Security Update</p>	<p>Presenter Paul Ilanez – Acting Director of Public Safety</p> <p>New Permanent Director of Public Safety starts next week. Training program will be six weeks.</p> <p>Update from last meeting: Security is heavily tracking dispatch service calls. Changing how guards do their patrols and make rounds, etc. There has been significant drop in service calls. For October only 15. Compared to July there were 115. Any issues related to safety and security, please call dispatch 510-466-7236.</p>



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For escort to parking lot, please call Security Office Dispatch 510-466-7236.

Campus project started Wednesday at Laney and camera mapping team is making recommendations and plotting points for camera installations. Drones are used to map the school and camera footage. Team will be moving to other campus after Monday or Tuesday.

Dispatched completed a week long training program on protocols and procedures. Training for Campus Shield was also provided for mass notification when needed. Coordinating with Mark Johnson and Antoine Mehouelley with communication announcement.

At Laney, cleanup enforcement was done in property parking lot. Large encampment removed off of Peralta property two weeks ago. City of Oakland tagged the encampments. Process to clean up takes approximately 30 to 45 days.

Q - Is BCC part of the Security Camera plan? Guards doesn't seem to have access to the cameras.

A – Yes. Camera issued is the software compatibility issue and now fixed. Team will be there to map interior and exterior next week. Drones will be used for exterior not interior. Map plotting for camera installation will take next week for each floor.

Q – Lease spaces at Addison Garage (private property), issue with staff being harassed. Can staff call Security Office Dispatch?

A – Yes, call dispatch for escort. 510-466-7236.

Q – How long does it take for escort to arrive? Should I call 30 minutes in advance.

A – BCC has two options, call Dispatch or notify the guard on site. Guard will notify Dispatch to find coverage for his site then escort staff.

Q – Incidents reported June or July and August, how many were Students vs staff or faculty?

A – No comparison with students or staff. Comparison is type of call. Information retained is Caller's Name. Example, student escort request for October was one. Not sure if it's lack of information or students don't know resource is available or students calling old phone number to Student Safety Aide Office.



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	<p>Q – How many calls related to Clery Act? A – Nine crimes reported and two were Clery Act.</p>
C. ADA Transition Plan Update	<p>Presenter Chair Atheria Smith</p> <p>Laney - ADA issue resolved this morning with Vendor Opening Technology. Contract ends this year for door issues. To Amy Marshall, are there other door issues?</p> <p>BCC – ADA issues address and items closed out with Kitchell.</p> <p>Merritt and CoA – Architects LPA contracted approximately 60 days ago to investigate and create transition plan. Once completed, LPA will circle back to Laney and BCC. Goal is to stay ahead of ADA issues.</p> <p>Q – For BCC, regarding installation of key blocks to activate and deactivate the paddles, that has not been completed. Not sure if this is ADA related. A lot of stuff going on to be finalized until front doors are replaced. Air balancing affect all ADA settings. A – Air balancing has been on going issue and hopefully will be resolved.</p> <p>Q – Transition plans developed by LPA, what engagement is there with campus? Is this just survey which was done last time? Will there be follow through and how will it be addressed? As the Student Accessibility Services Coordinator, this is a critical issue that we do more than have a report. What are the plans for moving forward with any recommendations and projects that need to happen? A – VC Atheria Smith to check with AECOM and LPA should check in with Rachel Goodwin. LPA should be gathering issues and walk through the campuses to map out transition. LPA should be reaching out to Rachel and her counterparts at all locations.</p> <p>Rachel to send 2016 ADA Transition Plan Report to VC Atheria Smith and AECOM.</p>
D. Scheduled Maintenance One Time Funds	Presenter Chair Atheria Smith



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	<p>District received one time funds, seven million from state. One Million will be allocated to library funding through BAM. VC Siri Brown will coordinate with Vice Presidents to purchase instructional equipment for the colleges.</p> <p>Remaining six million will be used for elevators repairs and large ticket items. Bond funds that were allocated for elevators will now be returned to each campus. Example, two million from Measure G allocated for Laney elevator upgrades will now use Schedule Maintenance Funds.</p> <p>Q – Elevator issues at CoA, are all elevators in this plan? A – There are 29 elevators District Wide. They will be repaired or upgrades and interiors changed. Project should take approximately a year. Campuses will be notified in advance.</p>
<p>E. Return to Campus Update</p>	<p>Presenter Chair Atheria Smith</p> <p>Starting efforts to return to campus. BCC, first college visited by Malik formerly with Forensic Analytics. He is now with new company, NES. They will be going to each campus room by room to see what devices if any are needed and will be conducting air balancing and testing. This is the second phase</p> <p>Return to Campus Committee meets weekly with Presidents and Vice Presidents to discuss concerns and what is needed at the campuses.</p> <p>Second Phase will include purchasing generators for all locations District Wide.</p> <p>Comment: Thank you for being transparent. Concern at Laney is the ventilation. Once contractors such as JCI and ACCO are done, we need a process to turn on ventilations in unused or lightly used buildings.</p> <p>Other items; how to better sanitize and to change cleaning method in this next phase. VC Atheria Smith would like to attend or send a Representative to attend campus Committees; Return to Campus or Healthy and Safety Meetings to hear concerns.</p>



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Comment: When vendors are out at campus locations to do repairs. Please communicate to the Engineers which vendors are on site and what they are doing and send notification when repairs are completed.

Response: Normally DGS works with campus locations. Discussion to continue offline with Michael Terry and VC Atheria Smith.

Q- What is the process for in between classes? As Representative of Classified Senate, concern is all students and instructors interfacing with each other and everything touched in labs and classrooms.

A – The process is up to each campus to develop procedure. Further discussion at the weekly District Return to Campus meeting with Presidents and Vice Presidents. Maria to send email to VC Smith and President Johnson.

Comment – Laney Science Department cleans their own equipment because their equipment is fragile. Bathrooms are cleaned with high frequency. For class rooms used and there are two hours between classes, custodians will clean and service the rooms. Helpful to read CDC Guidelines. Amy Marshall to share protocol information at Wednesday's Return to Campus meeting.

Comment –Return to Campus was October 19th and delayed due to negotiations. SEIU will be inspecting areas employees are asked to return to work. Some employees were moved to other work locations. SEIU will be asking for reports to track repairs and retesting.

Q – How will student, staff and faculty know which buildings have been sanitized or last cleaned? Is something visually available for any student, staff or faculty walking into a space showing last sanitized?

A – Signage will be posted at entries to buildings. COVID Testing stations will be available for those who are not vaccinated.

Laney – Mondays from 8am – 12pm

CoA – Tuesdays from 8am – 12pm

Merritt – Wednesdays from 8am – 12pm

BCC – Thursdays from 8am – 12pm

DAC (District Administration Center) – Fridays from 8am -10am



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	<p>Email announcements regarding COVID testing and sanitizing was also sent out by Mark Johnson. Information is also available on PCCD Website, safe.peralta.edu.</p> <p>Q – Regarding postings. Is there a slightly different plan for BCC or is the whole building going to be certified declared.</p> <p>A – All the spaces in the whole building will be done. Phase One the whole building at BCC was done. Phase Two will be the whole campus.</p> <p>Comments – For Laney, students commented on the length of time rooms were last cleaned. Response – Once spaces are deep cleaned, the campus Custodians are responsible to keep up with cleaning until the next phase of deep cleaning. Each campus is responsible for hiring additional custodians if needed. Signage needs to be clear and include when deep cleaning was done.</p> <p>Comment – SEIU advocating for students, staff and faculty in negotiations regarding safety issues.</p> <p>Q – Processing of student requests for exemptions and understanding there is a backup. Student are now able to either provide their vaccination record or testing without and exemption. Is this true?</p> <p>A – Question is for HR. Maybe invite HR representative to the next meeting to address vaccination questions.</p> <p>Q – Are we still going with 100% vaccinated recommendations from CDC and required social distancing?</p> <p>A – Social distancing has been lowered and we'll continue with CDC guidelines.</p> <p>Comment – Vendors visiting campus locations follow same protocols as staff. Response – Vendors are required for follow protocols.</p>
F. Next Meeting Agenda Recommendations	<ol style="list-style-type: none">1. HR Rep to join next meeting.2. AECOM Priority Lists and Infrastructure Projects (Handouts)



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	<ol style="list-style-type: none">3. HEERF Fund Round One Hard Costs/Round Two Estimated Costs and Return to Campus Update4. HVAC Systems and Keyless Entry for all locations5. Bond Projects6. Security
III. ADJOURNMENT	Motioned to adjourn meeting Maria Spencer Second motion Sean Brooks End 10:27am
IV. MEETING SCHEDULE	Friday's 9:00am – 11:00am: <ul style="list-style-type: none">● September 10, 2021● October 1, 2021● November 5, 2021● December 3, 2021● February 4, 2022● March 4, 2022● April 8, 2022● May 6, 2022