



**Peralta Community College District  
District Facilities Committee (DFC)  
Minutes (Draft)**

Friday, December 3, 2021

9:00am – 11:00am

Location: Zoom

Meeting URL: <https://cccconfer.zoom.us/rec/share/mcJUnxw-CpRzzLvYCOQtM8Cx81wvnLDDrDpSEOLgBw1RyhxUIFCdmOQZEBGttM.hGlw7nozTp-kkZDv>

Meeting ID: 981 3993 2582

**Chair: Atheria Smith, Interim Vice Chancellor for General Services**

**Co-Chair: Rachel Goodwin, COA Faculty Representative**

<b>Membership – District Facilities Committee (DFC) Fiscal Year 2021-22</b>			
<b>Name</b>	<b>Role</b>	<b>Name</b>	<b>Role</b>
Atheria Smith	Chair, Interim Vice Chancellor	Javier Lopez	Local 39 Representative Asst. Chief Engineer
Rachel Goodwin	Co-Chair & Faculty Representative <b>COA</b>	Maria Spencer	PCS Representative
Sean Brooks	Vice President of Administrative Services <b>BCC</b>	Jeff Sanceri	PFT Representative
Vacant	Vice President of Administrative Services <b>COA</b>	Tim Thomas	Health & Safety Committee Representative
Garth Kwiecien	Vice President of Administrative Services <b>Merritt</b>	Tara Marrero	Safety SEIU Representative
Amy Marshall	Director of Facilities & Operations <b>Laney</b>	Richard Thoele	SEIU 1021 Chapter President
Randy Yang	Faculty Representative <b>BCC</b>	Vacant	Student Representative
Mary Catherine Bassett	Faculty Representative <b>Laney</b>		
Brock Drazen	Faculty Representative <b>Merritt</b>	Annie Javier Stacy Lancaster	Note Taker <b>District, Non-Voting Member</b>

Attendees: Sean Brooks, Amy Marshall, Mary Catherine Bassett, Randy Yang, Tim Thomas, Maria Spencer, Sabeen Sandhu, Jeff Sanceri,  
Guest: Sharon Serrano w/AECOM, Bobby Khushal, Immaculate Adesida w/HR Director, Malek Alaouie w/NES



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<b>Agenda Items</b>	<b>Discussion</b>
<b>I. STANDING ITEMS</b>	
<b>A.</b> Call to Order	Co-Chair Rachel Goodwin 9:04am
<b>B.</b> Review and Adopt Minutes Meeting: November 5, 2021	Co-Chair Rachel Goodwin  Motedioned by Amy Marshall Second motion by Maria Spencer Abstain Randy Yang Motion passed
<b>C.</b> Review and Adopt Agenda: December 3, 2021	Co-Chair Rachel Goodwin Announcement of New Committee Members  Motedioned by Maria Spencer Second motion by Mary Catherine Bassett Abstain None Motion passed
<b>D.</b> College Facilities Sub-Committee Reports	Co-Chair Rachel Goodwin  <b><u>BCC – Reported by Sean Brooks</u></b> <ul style="list-style-type: none"> <li>• Follow-up: Generators serviced and cooling towers status to verify with Scott Barringer or Michael Terry.</li> <li>• Leak reported. Michael Terry with HPLE to check situation.</li> <li>• Restroom plumbing Scott Barringer taking lead with repairs.</li> </ul>



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**CoA – Reported by Sabeen Sandhu**

- Transition with building screening by Marina Security. How is building screening managed?
- Issues with building doors; Building H doors remain locked. How will that be managed when students return to campus?
- Guest IVC Atheria Smith provided Return to Campus Update. CoA did not have many airflow issues. For the four airflow issues, portable air purifiers and sanitation stations will be provided.
- Guest AECOM presentation. Learned about Increase and inflation with construction costs for repairs due to issues and hang-ups with supply chains.
- Aviation Project Phase Two maybe delayed. It is now designated as flood plain.

**Laney College – Reported by Mary Catherine Bassett**

- Facilities Committee waiting for Resource Allocation List for ranking and best ways to make it equitable for folks within the college.
- Updating overall facilities needs list, an ongoing project.
- Continue working on Return to Campus room readiness assessment to get all work order furniture moving deep cleaning items taken care of before spring semester.
- Concerned with overall condition of bathrooms and the time it takes to get repairs done. Several restrooms throughout the campus, stalls and toilets are left in drastic state of disrepair for extended periods of time. It has not been too much of an issue over the past year or so. With students returning to campus it leads to sort of high genetic issues as well. Appreciation for Engineers being short-handed and focused on HVAC but more attention is needed for repairs. Shows lack of pride in our institution.



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	<p>We really want them to know we care and have clean, safe facilities for them to work and learn in. Thank you to VC Atheria Smith for getting funding to move repairs along.</p> <p><b><u>Merritt College - No Representative</u></b></p>
<p align="center"><b>II. CARRIED OVER AND NEW ITEMS</b></p>	
<p>A. HR Rep Updates</p>	<p>Presenter – Immaculate Adesida, Director of Human Resources</p> <p>Vaccination Update:</p> <ul style="list-style-type: none"> <li>• Hoping everyone will be vaccinated. For medical or religious exemption, submit your exemption requests.</li> <li>• There’s a team to review exemptions weekly and response is sent to the Requestor.</li> <li>• For Denials, the committee reviews additional documentation.</li> </ul> <p>Q – Still trying to figure out the vaccination policy as it stands, is the booster required for students and faculty at any point in the future?</p> <p>A – We don’t know about the boosters. All we need is for people to be vaccinated.</p> <p>Q - The campus flow of students, visitors, faculty; concern is servicing students who are not vaccinated.</p>



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A – Many students are submitting their vaccination records. Exemptions are reviewed. Weekly reports are sent to College Presidents. HR is expecting the colleges to review the data.

Q – Is there further updates regarding faculty and staff who are not in compliant with District vaccination requirements and what would be the next steps if they are not by a certain date?

A – We’re waiting for the Board to set the date.

Comment:

VC Siri Brown asked Mark Johnson to send announcement to students, reminding them to get vaccinated and to submit their vaccination information through Campus Solution System. Announcement will include links to the final schedule and PCCD vaccination policy. PCCD working on getting more students vaccinated in the Spring. Incentive for students to be vaccinated, Chromebooks are available for students to borrow. For students not vaccinated, enrolled students will be dropped from classes as of January 18, 2022 with a reminder; classes start January 24<sup>th</sup>. This option is not favorable because enrollment is low and vaccination is also low, but an incentive is needed.

Q – Is there any distinction between students who are online vs in-person. Does that date only apply to students taking classes in-person?

A – According to VC Brown, the situation is different from Fall 2021 and Spring 2022. The requirement is that all students be vaccinated, also the online students.

Vaccination testing and all the requirements are applied when entering the facilities. Online and at home is a different situation, you’re not among the district population.



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Spring 2022 has different standard, but still under discussion.

Q – How long does the process take because students were being allowed on campus without vaccination. They sent in the forms, but it hadn't been processed yet and doing testing instead. What is the processing timeline?

A – Normally one week unless there is a holiday. Student system is now setup.

Q – Will exemption show on Campus Solutions or just show clear?

A – It will show approved.

Comment:

Campus Solution will show "Clear", whether the student is vaccinated or has an exemption. "Clear" was chosen specifically so that we're not violating HIPAA (Health Insurance Portability and Accountability Act) sharing specific vaccination information about students.

Q – When an individual who has an exemption approved and showing clear, are they required to do testing in certain timelines? Does it move from clear to not clear if they haven't been tested?

A – Yes. People that have approved clearance are required to test daily.

Q – Each day they come to campus, they have to show a negative test?

A – Yes. That's weekly test but it's a daily screen.

Testing is available throughout the District at different locations daily.



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	<p>Q – Mandates of showing vaccination or proof of exception. When will the notices be going out and what is the cutoff point for when someone is notified not to come to work?  A – It’s already past the time for everyone to be required to be vaccinated or to have an exemption. If they have either medical or religious, the process of discipline is still being negotiated. Answer is not available at this time.</p>
<p>B. Security Updates</p>	<p>Presenter – Tim Thomas</p> <ul style="list-style-type: none"> <li>• Met with all campus Presidents.</li> <li>• Will be meeting weekly with Marina Security to do security briefing updates and discuss issues; security, personnel, customer service and visibility.</li> <li>• Stats for November, 38 calls for service. Sixteen calls were reporting calls, property crimes: vandalism, Cadillac Converters being stolen</li> </ul> <p>Q – Are evaluations done at night as well as day?  A – It was done last week and had meetings with AM and swing shifts. From night observations, action plans are now in place.</p> <p>Q – From CoA Health and Safety Committee meeting, it would be helpful for the campuses to know the specific roles and purpose Marina Security is serving in terms of what are their parameters? What is their role and what we shouldn’t expect from them?  A – Worked on communication this week. Marina Security has added an Account Manager to work on communication and objectives to the Supervisors. Currently establishing base line of training. Additional training will take place December 20<sup>th</sup> and 21<sup>st</sup>, highlighting De-escalation, Professionalism Visibility and Customer Service.</p>





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	<p>Q – Who’s providing training for Marina Security; Peralta Security Team or Marina Security? A – Tim will conduct training with Paul Ibanez and a retired CHP Retiree. Tim will teach Report Writing. Tim is experienced with Criminal Justice Courses as Instructor from CSU Stanislaus University. Also working on inefficiencies, improve training to ensure Marina Security is held accountable for being customer service friendly.</p>
<p>C. AECOM Priority Lists and Infrastructure Projects (Handouts)</p>	<p>Presenter – Sharon Serrano</p> <p>See Power Point, attachment located in zoom meeting invitation..</p> <p>Q – Generator Certification, how has that been achieved and has the generator fuel tank been refilled at this time? A – Still have work to be done.</p> <p>Q – Building C in uninhabitable and no one is in the building. Is this fact correct? A – That is correct. But if the sink is leaking it will damage the area.</p> <p>Q – Will this building re-open to students and faculty anytime in the future? A – No.</p> <p>Q – Why is this happening? A – Building C has a structural crack. There will be new buildings to replace C and D for New Science and new H Building.</p>



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<p>D. HEERF Fund Round One Hard Costs/Round Two Estimated Costs Return to Campus Update</p>	<p>Presenter – Atheria Smith and Malek Alaouie</p> <ul style="list-style-type: none"> <li>• Data will be updated to include square footage from each campus.</li> <li>• Each college is charged to their HEERF Funds by square footage:             <ul style="list-style-type: none"> <li>○ Berkeley City College 3.6 Mil</li> <li>○ College of Alameda 2.4 Mil</li> <li>○ Laney 7.1 Mil</li> <li>○ Merritt 3.4 Mil</li> <li>○ District used own M&amp;O and Scheduled Maintenance funds.</li> </ul> </li> <li>• Total amount spent \$50,156.</li> </ul>
<p>E. HVAC and Keyless Entry for all Locations</p>	
<p>F. Bond Projects</p>	
<p><b>III. New Meeting Recommendations</b></p>	<ul style="list-style-type: none"> <li>• Keyless Entry</li> <li>• Scheduled Maintenance Funds</li> <li>• HVAC</li> <li>• Bond Projects</li> </ul>
<p><b>IV. ADJOURNMENT</b></p>	
<p><b>V. MEETING SCHEDULE</b></p>	<p>Friday's 9:00am – 11:00am:</p> <ul style="list-style-type: none"> <li>• <del>September 10, 2021</del></li> <li>• <del>October 1, 2021</del></li> <li>• <del>November 5, 2021</del></li> </ul>



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	<ul style="list-style-type: none"><li>• <del>December 3, 2021</del></li><li>• February 4, 2022</li><li>• March 4, 2022</li><li>• April 8, 2022</li><li>• May 6, 2022</li></ul>
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