

Modesto Junior College
Facilities Council Meeting
 Meeting Summary
October 21, 2019
2:00pm-4:00pm
Library Building, Room 55

Committee Member	Representing	Present	Absent
Sarah Schrader	Chair, Interim Vice President of College & Administrative Services	✓	
John Zamora	Co-Chair, Academic Senate Faculty		✓
Don Borges	Dean Representative	✓	
Marissa Cahn	CSEA Representative	✓	
Frank Funes	CSEA Representative		✓
Ashley Griffith	ADA Coordinator	✓	
Jim Howen	Academic Senate Faculty Representative		✓
Lisa Husman	Recorder	✓	
Judy Lanchester	Director, Facilities Planning & Operations	✓	
Gabriela Lopez	ASMJC Representative	✓	
Michael Morales	YFA Representative	✓	
Yolanda Perregil	ASMJC Representative	✓	
Dorothy Pimentel	Director, Risk Management, Purchasing and Receiving	✓	
Jair Pineda Silva	ASMJC Representative		✓
Glen Stovall	CSAC Representative		✓
Sherri Suarez	Events/Facilities Manager		✓
Jeff Swank	Director of Media Services	✓	
Bill Watts	Campus Safety Operations Supervisor	✓	

Guests

Margo Guzman

1. **Welcome/Introductions/Call to Order**
 Sarah Schrader called the meeting to order at 2:06pm.
2. **Approval of Facilities Council Minutes – 04/15/2019**

Action Item:

Motion: Judy Lanchester made a motion to approve the minutes from 04/15/2019.
Seconded by: Jeff Swank
Abstained: Sarah Schrader, Gabriela Lopez, Michael Morales, Marissa Cahn
Result: Motion passed.

3. Smoke-free Campus Taskforce Update – John Zamora

John Zamora was not able to attend today's meeting but sent the following report:

Smoke-Free Campus Taskforce Report (10/2019)

The Smoke-Free Campus Taskforce is forming. Amy Yribarren, Director of Health Services, and Bryan Justin Marks, Dean of Student Services & Public Relations have agreed to be on the taskforce. I will reach out to Bill Watts, Campus Safety, to be part of the taskforce as well. I will also reach out to Student Success Specialists as previously suggested at Facilities Council. Bryan Justin Marks is reaching out to ASMJC for students interested in the taskforce. The taskforce will meet soon to layout steps moving forward as we address campus policy and educational efforts surrounding smoking cessation.

I have also contacted Katie Moose, Project Director for the California Health Collaborative/Gold Country Rural Initiative. Katie's office is out of Sacramento. She is administering a small grant known as STAAND (Small Town Allies Against Nicotine Dependency). Katie is a resource for us and is available to assist us in the taskforce's efforts as well as providing some resources that includes training. Katie is on campus once a week (Fridays). Katie has hired two MJC students that will assist with data collection and outreach related to her grant. Katie has already met with Amy Yribarren to help address some educational training for the Health Services staff regarding smoking cessation and to better help our students currently. Katie is also working at Columbia College on similar efforts.

Katie provided John with two booklets, *Tobacco-Free Campus Funding & Support Package 2019/20* and *California Youth Advocacy Network from Policy to Practice*, which were passed around for review. Lisa will try to obtain a pdf copy to post on our website or scan the booklets.

4. MSR Student Gathering Area and Stage Update – Judy Lanchester

The Mary Stuart Rogers enhanced gathering area is funded by student dollars leftover from the MSR project. The decision for the leftover funding went back to the Dean of that area and ASMJC. They chose to fund the enhanced gathering area. The plan has been shared along with an artist's rendering. The process is currently in the bidding phase and are hoping to start October or November 2019.

5. Addition of Charging Stations on East Campus – Judy Lanchester

Judy advised this agenda item may need to come back to Facilities Council in November as an agenda item. Possible electronic charging station locations on east campus need to be decided. Judy is looking at preliminary parking to be closest to buildings which is considered premium parking stalls. There is currently a San Joaquin Air Pollution grant available which provides free equipment but we would have to pay the cost of infrastructures. Sarah requested Judy provide additional grant information for a more informed decision-making process. Judy will provide this.

6. Campus Murals – Michael Sundquist

Not available for a report.

7. Updates:

Small Capital Outlay Projects & 5-Year Scheduled Maintenance Plan – Judy Lanchester

See PowerPoint attached to the Facilities Council website.

Ag Equipment Facility – Measure E

Project is in preliminary construction stages/Submittals.
Construction to begin Fall 2019 – October

EI Capitan Recladding – Measure E

Project 99% complete – Punch list items and sign to be installed.

Glacier Hall Remodel – Strong Workforce Funding

Construction completed.

John Muir Hospitality Lab Renovation – Strong Workforce/Measure E

Project complete

John Muir HVAC Replacement – Measure E

Project is in preliminary construction stages/Submittals.

Project scheduled for Winter 2019

Mary Stuart Rogers – Student Funds

Project is in bidding phase

Construction planned for Fall 2019

Morris Memorial Switchgear – Measure E

Project completed.

Parking Lot 211 – Measure E

Project in active construction.

Construction to be complete, weather permitting January 2020.

Pool Renovation

Increment 1 and 2 complete and through DSA.

Insurance company still needs to review some items.

Pool meeting with end users/plan flip twice.

Anticipated start for construction – Fall/Winter 2019/2020

Science Outdoor Education – Measure E

Project competed.

Possible dinosaur

Met with the team on September 20th for dinosaur and signage.

Sierra & Yosemite – Painting – West – Measure E

Project in bid phase.

Windows allow water to encroach into building

Tenaya Welding Lab – Strong Workforce

Project is nearing completion. 95% complete.

Tiny House Project – Strong Workforce

Working with Jenni, Pedro and Architect

Architectural agreement in place.

30 X 30 X 18 (gable)

Pending items

Athletic Training Room – Floor issue, complete.

PAC Dance Floor – Final stages of product evaluation and vendor selection (water leak Mar/Apr – covered by insurance).

Piles of Dirt at Baseball – Yolanda advised that there are several piles of dirt near the baseball field with no history of where they came from; therefore, all of the dirt had to be tested for contaminants. The dirt came back contaminate free and Facilities is working on getting the dirt removed.

Facilities & Planning – Yolanda Perregil

An effort to install water bottle fillers is underway. Some departments have already purchased their own but more will be coming out in a collaborative effort with the colleges. As water fountains need to be replaced, they will be replaced with the bottle fillers depending on the existing infrastructure.

As required by the City of Modesto, the MJC backflows are being tested. There are approximately 104 backflows at MJC, of those that fail, repairs will be finalized this week.

The painters are booked in John Muir 155, 159, 160 and 163.

Facilities currently have several openings including: maintenance technician, maintenance specialist (HVAC), grounds maintenance specialists, plumber and welder.

Currently working with Sabrina Miranda to update signage stemming from a college-initiated work order.

The space inventory report is currently being worked on which is due to the state by November 1.

The finalized report along with the Facilities Assessment will be brought back to Facilities Council.

ADA – Ashley Griffith

Ashley reported on the OCR (Office of Civil Rights) project. Two representatives, including Jeanette Mahone from Trident Consulting in conjunction with the State Chancellor's Office walked the campus and evaluated ADA compliance issues and working on way-findings from parking lots to buildings. Unfortunately, the correspondence letting us know that they were coming went to the wrong person so we only had 5 days advance notice which left no time to prepare. We would normally receive 2-3 months of notice. A full report will be provided to the executive team once received. Facilities is already working on areas to improve from parking lots to ADA restrooms and door knobs to door levers.

Risk Management – Dorothy Pimentel

Dorothy is currently working on the CERS (CA Emergency Response System) which reports hazardous materials. She is also conducting an inventory of all energized (electrical) equipment in order to continue to be OSHA compliant.

Campus Safety/Parking & Traffic Issues/MJC Health & Safety Sub-Committee – Bill Watts

Bill reported there are not many parking and traffic issue since the loop road was installed.

There are current negotiations happening with Kruse Lucas Body Shop to create a contract to rent the first three rows of parking lot 111. This will be to store their customer's vehicles. Kruse Lucas will also have to provide insurance for the vehicles they store in the parking lot.

Bill will be working with Judy on getting quotes for adding and/or moving the day pass machine.

Media Services – Jeff Swank

Jeff's area upgraded some classrooms.

The multi-media systems in 114/115 were replaced.

Glacier Hall 144 that was built for a dental program is currently vacant. This will be renovated into a multi-purpose classroom with multi-media equipment.

A new sound system was installed at the baseball field and currently have the design for the football field sound system.

Some digital signage has been done and others in progress.

Technology Services – Margo Guzman

Margo's area replaced 168 VDI machines with regular computers, they saved \$60,000 on this project and completed it 2 weeks earlier than scheduled. Go-print was changed over to virtual servers and \$12,000 was saved on that project.

Space/Scheduling – Marissa Cahn for Sherri Suarez

Marissa reported that spring 2020 has been imported.

Will be putting in the athletic schedules for spring 2020 shortly. All non-instructional reservations for spring 2020 can now be scheduled.

ADA desks are becoming an issue since we do not have an extra supply. There are several requests for more ADA desks. The ADA desks are being moved around as they are bigger and more accommodating for all students. Teachers are also using these as teacher stations. Need to have a more accurate count of actual ADA desks on campus.

Sarah advised she would take the issue to Dean's Cabinet and tables/chairs may be a solution instead of smaller student desks.

Duplicating has new software that is in the internal testing phase. The new software will require the user to enter an account code, division, etc. from drop down menus. The user will have to supply certain information before the order can be saved and processed. There will also be templates for business cards, letter head, envelopes, etc. to pick from in the program.

Copiers are now under one leasing company (mostly Ray Morgan) for better tracking purposes.

8. Check-Out

The smoke-free campus task force is moving forward.

MSR student gathering area will possibly be completed in spring 2020.

Looking into grant possibilities and costs for charging stations.

Awaiting the consultant's report on the ADA compliance visit.

Checking into feasibility of moving the credit card day pass machine.

ADA desk issue will be brought to Dean's Cabinet.

9. Adjournment

Meeting was adjourned at 3:36pm.

Next Meeting: November 18, 2019 from 2:00pm – 4:00pm in Library 55.