



# Meeting

**Committee Name:** Facilities Committee

**Date:** October 20, 2021

**Time:** 1:00 – 2:00pm

**Location:** Virtual “ZOOM”

**Present:** Cody Pauxtis, Deanna Campbell, Scott Cameron, Frank Timpone, Kristie Nichols

**Absent:** Penny Talley, Lisa Stephens, Daniel Reed

**Committee Charge:** In collaboration with district facilities team members and the college, and its departments, to develop plans to identify, prioritize, integrate, acquire, and maintain the facilities and infrastructure of the college. The Facilities Committee assists with the development of long-term plans for supporting the space needs and the capacity for growth of the college in support of the educational master plan, institutional priorities as expressed in strategic goals, and integrated annual plans.

1. **Call to Order** – 1:04pm
2. **Approval of Agenda.** Please refer to Power Point to review 9/15 meeting summary. No Action items to report.
3. **Agenda items:**
  - 3.1 **Annual Unit Plan** – Cody reviewed the AUP for Maintenance & Operations. He is requesting a Department Assistant III again this year to provide direct office support in the M&O Building. He is requesting shift differential as stated in CSEA contract for employees who work hours past 9pm. Deanna is requesting James Markham work a 12-month schedule like IWV maintenance workers to provide campus maintenance during July closure.  
Cody’s plan includes two new fleet vehicles. He would like to add to Ford Maverick pickups for hauling supplies.  
Facilities is asking to rekey ESCC sites. We have restricted keyway and can’t find original documents. This would combine ESCC with IWV keying system which will provide faculty assigned to departments use of the same keys across all campuses.  
Fencing has been requested around the IT compound for e-waste along with adding power for A/C unit on shipping container to keep electronics cool. Cody discussed the need for temporary fencing at the athletics compound due to increased theft. The new Sports complex design contains cameras and security at grandstands.  
Cody has requested an insulated shipping container to replace the shed at the observatory. Scott asked if he could allow a community member to



# Meeting

remove dome. Cody will be attending surplus seminar and will let Scott know by Thanksgiving. **Action: Cody will follow up with Scott on dome removal and surplus.**

Cody asked that all Unit Plan prepares contact him to communicate needs in planning documents. Cody is working to abandon the current model for Program Review for M&O to align with a maintenance department state score matrix.

## 4. Review of Action Items –

4.1 **Cody will follow up with Scott on dome removal and surplus.**

5. **Future Agenda Items** – Update on Measure J funding and upcoming projects.

## 6. Future Meeting Dates -

12/15/21	3/16/22
1/19/22	4/20/22
2/16/22	

## 7. Adjournment

**Meeting Chair:** Cody Pauxtis

**Recorder:** Crystal Leffler