

MINUTES
PRC Committee Meeting

April 20, 2021

via Zoom: https://cccconfer.zoom.us/rec/play/EGe1oggUS0EwPghCw100uBI7KFPm_ZSUG44RvhV3CKMf6K8VuMXzqo-1ZgXGWWi2UzwF8LQdBYj_ivJd.t40OJDxVuxnGMrUC?continueMode=true

CHAIR & CO-CHAIR: Charlie Richard & Robert Beebe

Present:	Robert Beebe	Jessica Kelvington	Absent:	Chip West
	Charlie Richard	Jarrold Williamson		Howard Lin
	Jim McCarron	Scott Blair		Jodi Julian
	Bobbie Grey	Stephen Sigloch		Shauna Gates
	Tonya Huff	Leslie Brown		Ron Kluth
	John Taack			Stephen Ashby
	Sean DiSalvio			Janelle Wortman
	Megan Bottoms			Leo Truttman
	Todd Faux			
	Juan Lopez			
	Krystin Steranka			

1. Call to order at 12:51pm
2. Motion to approve March 16, 2021 minutes – Approved by consensus. Motion carried.

INFORMATIONAL ITEMS

3. **Schedule Maintenance Projects Update**
 - a. **Quad Building Elevator Modernization/Bradshaw Building Elevator Modernization**
Robert: Work has been completed and signed off by the State of California. Punch walk tomorrow at 8am with contractor and architect.
4. **Other Project Updates**
 - a. **Bookstore**
Robert: Architects currently working on new signage designs.
 - b. **Throwing Sports Facility Project**
Robert: Project in limbo. New ideas brought forward from the Athletics Dept. Using the football practice fields with the throwing sports facility. Discussion will be underway with VP West about proposal.
 - c. **Digital Library Lounge and Reception Renovation**
Robert: No updates at this time.
 - d. **Music Building Offices**
Robert: Approx. 3 weeks from completion. Was on hold upon demolition due to asbestos
 - e. **Quad Cooling Tower Replacement**
Robert: New project. Ok to proceed with year-end savings funds. Job walk last Monday. Bid opening today at 3:30pm. The chiller that serves the Quad building. Estimated completion date, June 30th.
 - f. **Cutter Pool Boiler Replacement**
Robert: New project. Ok to proceed with year-end savings funds. Job walk last Monday. Bid opening yesterday. The two boilers that heat the pool are bad. Require replacement. Estimated completion date, June 30th.
 - g. **DL 148 Air Handler Replacement**
Robert: New project. Ok to proceed with year-end savings funds. Job walk last Monday. Bid opening at 3:30pm tomorrow. A server room with two air handlers, one failed. Replaced it. However, it's a reasonable expectation that the second air handler will fail since it is the same age and model. Estimated completion date, June 30th.

h. Ceramics Elevator

Robert: Submitted all paperwork to district with revised specifications capital project summary form last Friday. Potential May 10th public job walk. About a 23-week lead time once vendor gets the P.O.

5. Changes for Reopening

Robert: The Chancellor is holding a Town Hall tomorrow night laying out all the same procedures. The CDC has minimized some of the basic cleaning procedures. But we are still going through with meeting or exceeding our sanitization levels.

- a. Taskforce created protocols – *No updates.*
- b. Plexiglass installations – *No updates.*
- c. Signage including distancing markers on floors – *No updates.*
- d. Revised cleaning schedules – *No updates.*

6. New PRC Procedure

New Procedure to provide narrative on new agenda items that will require action by the PRC that have not been discussed previously by the PRC.

Charlie: In our last meeting the College asked us to take a look at some items that are going to go to the State having to do with prioritization for building. We do not have any projects that are going to be approved by the State. There was some pushback in the meeting as we were just presented this info and were expected to intelligently know and understand to approve. Robert and I met afterward that we at least need to have a narrative with a meeting or two prior to submitting our response.

Bobbie: Thank you both for thinking about us. This happens to us a lot. If the College wants us to review projects give us some time, and also, be open to people voicing their opinions. Respect different voices.

Jim: If the Administration knows that an expert(s) it is essential, staff or faculty, that those experts be included in the beginning so that they can report back to their affiliated departments. For transparency. The reality is everyone is here to serve our students. That's the job. We expect the administration and others to help us to serve us in order to serve the students better.

Robert: I agree. If it's new we will talk about it and if it requires action we will discuss at the next meeting. If it's out of the blue that we are expected to take action when there has been no discussion, then I will write a 2-3 paragraph narrative. And it will be run like a job bid. You can send a request for more info that will be discussed at the next meeting.

Bobbie: I feel that the things we discuss in this meeting are not discussed with others that are not involved in the PRC. In the past, we were asked to do something similar about prioritizing building projects and received some aggressive emails from people not involved. Felt like we were being thrown under the bus. It was an odd situation because other committees spent time working on these project approvals. Some people were annoyed with us but we had no idea why we were tasked to prioritize these projects but may not have received all the info required in order to make a decision.

Charlie: I appreciate your responses and we look to improve upon it going forward.

INFORMATIONAL ITEMS

7. Subcommittee/Task Force Report

a. Safety

Krystin: We've received a lot of inquiries and what we found is that a lot of them are working orders. We put them through our Facilities Technicians. So far everything has been handled with a work order.

b. Sustainability

Tonya: We had a promotion for Spring Break/Earth Day to get outside and clean up some trash. A way to unplug and get off the computer. We are starting our Sustainability Champions program. The goal of this program is to get one person from each department to be the Sustainability Champion for their respective areas. They will come to two trainings per semester to learn more about the specifics about what's going on on campus and will communicate that info to their departments. This will minimize the number of emails sent out all over campus. First meeting will be held the last Friday of April and the second will be held on the third Friday in May. We have about 15+ participants.

c. Food

Megan: I contacted Cheryl, Dir. Of Food Services, trying to discuss how we are going to integrate food back for Fall. Working through all the details from the district. That info will be forth coming.

d. Parking

Bobbie: Not quite sure if RDASS has reviewed the mission statement to approve.

Charlie: I don't recall

Robert: I don't recall the minutes. I believe you are on the agenda for their next meeting.

Bobbie: I've seen a few emails back and forth but still not an officially been approved. We rescheduled for next Monday.

ACTION ITEMS

None

Next meeting date scheduled for May 18, 2021

Charlie adjourned the meeting at 1:22pm.

Travis Roest (recorder)