

OPERATIONS COUNCIL

MEETING MINUTES

Name of Council/Team: OPERATIONS COUNCIL		
Date: JANUARY 23, 2018 Time: 1:30 - 3:30P	Location/Room #: ADMINISTRATIVE CONFERENCE ROOM Call-In Number: Call-In Code:	
Please Read:		Please Bring:
REPORT ON ACTION ITEMS FROM PREVIOUS MEETING: Identify items that have been previously discussed and about which a decision was made that require updates as to status.		
Topic/Question	Person Responsible and Time Allotted	Status/Updates
OPERATIONS COUNCIL DRAFT CHARTER	OLGA PRIZHBILOV	Reviewed with group
BUDGET COMMITTEE GOALS, FINAL REPORT & GOVERNOR'S BUDGET PROPOSAL, FUTURE PROJECTS, PROFESSIONAL DEVELOPMENT & SUBTEAMS	KULDEEP KAUR	Reviewed with group; Recommendation approved for Professional Development SubTeam to continue to review Classified PD Requests
BUILDING, GROUNDS & SAFETY COMMITTEE GOALS & FINAL REPORT	CHERYL SEARS	Reviewed with group
TECHNOLOGY COMMITTEE GOALS & FINAL REPORT	JEFF BUCHER	Reviewed with group
DECISION/ACTION ITEMS: List items that have been previously discussed and have action taken or a decision made.		
Topic/Question	Responsible Party and Time Allotted	
WEB TEAM FROM TECHNOLOGY COMMITTEE – Scott Crow, Jeff Bucher – will continue to report out to Operations Council	DECISION TO REPORT TO OPERATIONS COUNCIL UNDER TECHNOLOGY REPORT	
PROFESSIONAL DEVELOPMENT SUBTEAM - to continue to review Classified PD Requests	DECISION: PD SUBTEAM WILL CONTINUE TO REVIEW CLASSIFIED REQUESTS	
DISCUSSION ITEMS: Items that have not been previously discussed or about which further discussion is required. Discussion of items may relate to information sharing or items upon which action will be taken at a future meeting.		
Topic/Question	Responsible Party and Time Allotted	
FIRST MEETING		

OPERATIONS COUNCIL

MEETING MINUTES

Name of Council/Team: OPERATIONS COUNCIL		
Date: FEBRUARY 27, 2018 Time: 1:30 - 3:30P	Location/Room #: ADMINISTRATIVE CONFERENCE ROOM Call-In Number: Call-In Code:	
ATTENDEES: Kuldeep Kaur, Olga Prizhbilov, Cheryl Sears, Michelle Arnott, Stephanie Smith, Captain Chris Day, Frank Malaret, Sandra Guzman, David McCusher, Pamela Bimbi, Parrish Geary, Sarah Mattson, Adam Karp, Beth Madigan (notetaker). NOT PRESENT: Daniel Avegalio, Derrick Booth, Frank Kobayashi, Jeff Bucher		
PREVIOUS BUSINESS: Identify items that have been previously discussed and about which a decision was made that require updates as to status.		
Topic/Question	Person Responsible and Time Allotted	Status/Updates
UPDATED OPERATIONS COUNCIL CHARTER	OLGA PRIZHBILOV	Finalize
MANAGED PRINT SERVICES PLANS A, B, C	KULDEEP KAUR	Postponed to next meeting
SUSTAINABILITY PROJECT TEAM DRAFT CHARTER	KULDEEP KAUR	No formal committee structure anymore; want to institutionalize; ARC had an informal group under Don Reid; goes back to ELT to be "sponsored"
STANDING REPORTS: Discussion of items may relate to information sharing or items upon which action will be taken at a future meeting.		
Topic/Question	Responsible Party and Time Allotted (5 minutes each)	
FACILITIES & MAINTENANCE UPDATE	CHERYL SEARS – projects & construction updates & handout with maps/timelines	
SAFETY UPDATE	CAPTAIN CHRIS DAY – update on alerts/lockdown 2/14/18; Border Patrol on campus; email from former student (no threat)	
TECHNOLOGY UPDATE & WEB TEAM UPDATE	JEFF BUCHER & SCOTT CROW – Scott showed updated website. Folsom/ARC/DO are working together	
WAYFINDING UPDATE	DON REID	
NEXT MEETING: Date: APRIL 24, 2018 Time: 1:30 - 3:30 p.m.		LOCATION: SUBMARINE CONFERENCE ROOM Call in number: Call in code: