Operations Council

Meeting Notes

NAME OF COUNCIL/TEAM: Operations Council	
OBJECTIVE OF MEETING: Review updates on facilities, access, technology, budgets, and safety.	
DATE: 02/23/2021 **TIME:** 1:30pm	**LOCATION/ROOM #:** https://us02web.zoom.us/j/92169020797 **CALL-IN NUMBER:**+1 669 900 6833 **CALL-IN CODE:** 921 6902 0797
FACILITATOR(S): Koue Vang, Olga Prizhbilov	
TIMEKEEPER:	
ASSISTANT: Beth Madigan	
MEMBERS PRESENT: Araceli Badilla, Pamela Bimbi, BonnyJean Bowman, Jeff Bucher, Roger Davidson, Keri Jumelet, Adam Karp, Beth Madigan, Isolina San Juan, Cheryl Sears, Jan Delapp, Parrish Geary, Beth Madigan, Olga Prizhbilov, Koue Vang	
SUPPORTING RESOURCES (ITEMS READ IN PREPARATION FOR AND/OR BROUGHT TO MEETING):	

UPDATES AND BRIEF REPORTS:

Topic	Person(s) Responsible	Notes
What are the safety updates?	Captain Day, Cheryl Sears	Operations Director gave Safety Update. Still issues with homeless trespass and tagging but nothing stolen or broken into this month.
What are the facilities and maintenance and access updates?	Cheryl Sears	Operation Director reported that campus hours are Monday - Friday from 9:00A - 2:00P allowing for drop offs and pick ups of equipment and assorted items. The Operations website has an arrival form and a departure form for visits to campus. The departure form populates a database that shares information about which areas have been visited which provides custodians a map of where to disinfect. Beaver Food Pantry is still operational. Natomas and Technical Education buildings are in the final stages of development. Tennis courts will be under repair or replacement by late March. STEM building is being supplied with new computers and IT is in process. Athletic Trainers and athletes will be allowed on campus in pods for conditioning with custodians moving through every 30 minutes for safety.
What are the technology updates?	Jeff Bucher	IT Supervisor reported that Open VPN is being replaced with Global VPN and all those with loaner laptops need to convert ASAP. Deadline is March 31, 2021 for all conversion to be completed.
What are the budget updates?	Koue Vang	Interim Vice President Administration reported that Los Rios is receiving a one time influx of funding for bulk purchase of laptops to replace the IT loaner laptops. Financial Aid and Admissions Records will each receive $372,000 to hire temporary classified emplolyees or pay for overtime or out-of-class promotions. Other funding may go to tutoring. Hiring: District has approved advertising for management and supervisor positions and to fill Fund 12 categorically funded positions. Classified positions may be open for hiring after the State's May Revise budget. Retros: grant-based programs have been requested to project 4% for retros to employees this year. An outside testing center is being reviewed called "STEM Express" which would provide drive through C OVID testing for students and staff free of charge. Operations Director is currently interviewing vendors. Budget: Student Centered Funding Formula from the State is based on three criteria: 1) base allocation (FTES); 2) supplemental allocation (low-come and disproportionately impacted students); and 3) student success allocation. Funding is based on both enrollment and retention. Annual Unit Planning: working to tie budget into this component. ARC Forms & Processes Work Group: chaired by Interim VPA. This group includes 5 instructional deans, 2 student services deans, 1 counselor and classified and faculty on an project basis.

ACTION ITEMS:

Question	Person(s) Responsible	Notes and Decision(s)	Next Steps

Approve Notes from 1/26/2021	Koue Vang, Olga Prizhbilov	5	Notes from January 26, 2021 were approved by consensus with no changes.

DISCUSSION ITEMS:

Question	Person(s) Responsible	Notes and Next Steps
What are the updates and issues to discuss in regard to the Campus Reopening Planning?	Koue Vang	Operations Council chair reports that Reopening Planning will be a standing item on future agendas, and that this group will be giving updates in their areas of responsibility. The question is how can we support faculty and staff who want to return to their offices in Fall? For example, athletic trainers and athletes will log into a Medicat app to answer two questions before coming onto campus. The VPI is submitting a formal plan for reopening to District in stages. Reopening plans will follow the state's color codes for COVID safety levels.

ITEMS FOR FUTURE CONSIDERATION:

Topic	Contact Person
Reopening Updates	