

Operations Council

Meeting Notes

NAME OF COUNCIL/TEAM: Operations Council

OBJECTIVE OF MEETING:

<p>DATE: 02/25/2025 TIME: 1:00pm</p>	<p>LOCATION/ROOM #: https://us02web.zoom.us/j/86942635180?pwd=eaMn9ok5xJahg04NNNyW5bFaZAnMBL.1 CALL-IN NUMBER: 869 4263 5180 CALL-IN CODE: 179959</p>
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FACILITATOR(S): Koue Vang, Mary Goodall

TIMEKEEPER:

ASSISTANT: Stephanie Saucedo

MEMBERS PRESENT: Michele Arnott, Pamela Bimbi, Minh La, Margaret Lednicky, Jordan Meyer, Adrienne Andrews, Brenda Buckner, Mary Goodall, Kloi Ogans, Steven Roberson, Stephanie Saucedo, Koue Vang, Erika Wescoatt, Don Reid, Michael Holmes, Marlene Martinez

SUPPORTING RESOURCES (ITEMS READ IN PREPARATION FOR AND/OR BROUGHT TO MEETING):

UPDATES AND BRIEF REPORTS:

Topic	Person(s) Responsible	Notes
Campus Safety Updates	Captain Kelly Benitez	Captain Benitez had to respond to an emergency call and was unable to attend the meeting to provide updates.
Information Technology Updates	Minh La	<ul style="list-style-type: none"> - All IT-related equipment has been removed from the old automotive building. - The IT team is collaborating with FM to enhance outdoor WiFi coverage at the Learning Resource Center and Student Center. - The team has initiated the purchase of IT equipment for Natomas. - Progress continues on CTE classrooms and labs: <ul style="list-style-type: none"> • Second-floor teacher offices are nearly complete, with work shifting to the first floor next. • Ongoing work in rooms 208, 205, and 206. • AVI/SPL is scheduled to install AV equipment in five classrooms (CTE 216, 217, 245, 247, and 102) next week. -A follow-up is needed regarding WiFi coverage near the football stadium.
Facilities Updates	Margaret Lednicky	<p>-PE HVAC Upgrades: An assessment report was completed by the design consultants and 2 project options were provided to campus, without full remodel. Both options cannot cool the entire locker room but will be able to provide some relief for students during hot summer days. One option allows for the installation of 4 split units in the locker rooms. The estimate for this option falls under the DSA threshold of approximately \$250k. The second option requires full DSA approval. Campus chose the first option. The design team is moving forward.</p> <p>-Administration Building - BSO Office Remodel: A scope, budget and schedule of \$207,279 was provided. The abatement contractor's contract is in review at Purchasing. Moniz architecture is providing contract documents.</p> <p>-Softball Turf and ADA Path of Travel: ADA Path of travel and restroom modifications are 100% complete.</p> <p>-Veterans Resource Center: Plans are approved by DSA. FM, Facilities Management, is following up with their second in-house review and have submitted comments to the architect. The architects expect to have revised plans ready by Feb 28. FM will then coordinate with campus for required HVAC work preceding the remodel.</p> <p>-Davies Hall Fencing and PV1 restrooms: FM and our Purchasing department are still actively working to lease Restroom Trailers as an interim means of providing restrooms when the fence is installed, followed by more permanent (temporary) restrooms which have a 10-12 month lead time. The goal is to have the portable restrooms installed concurrently or a little ahead of the fence project in the spring.</p> <p>-NEC Phase II & III: Project is 65% complete. Exterior framing and sheathing is nearing completion. Roofing continues to be impacted by wet conditions; however, the Contractor anticipates running crews on overtime to complete in the next 4 weeks. Mechanical/electrical/plumbing rough-in at Level 1 and 2 continues. Priority drywall at head of wall has begun using moisture resistant board. Sub-base has been installed at the north fire access road providing all</p>

weather access.

-Tech Ed Modernization:

The project is approximately 96% complete. The Auto Yard is substantially complete. Landscape in phase 1 has been turned over to the District. OFOI and OFCI continue to trickle in. Testing and Balance of systems (TAB) started Jan 6th and will continue through Feb 28-- issues have come up with quality of systems, including low airflow at the Dean's area. Pre-punch list issued for about 90% of building and will continue as areas are ready and completed. Otto took possession of the old building February 10th, and abatement continues. Final project completion is projected for May 15, 2025.

Other On-going Projects:

- Science Autoclave Replacement
 - o Installation planned for Spring Break
- Davies Hall Replacement
 - o Emergency funding from the State has been requested by FM and the expectation to receive funding is favorable. District should receive an answer in a few months during the "May revise" of the state budget...so expecting a decision in June.

ACTION ITEMS:

Question	Person(s) Responsible	Notes and Decision(s)	Next Steps
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DISCUSSION ITEMS:

Question	Person(s) Responsible	Notes and Next Steps
ADA Buttons	Kloi Ogans	<p>-ADA buttons/censors aren't working properly at the following locations:</p> <ul style="list-style-type: none"> • Courtyard door in the Student Center • Arts and Science building • Howard Hall • New Tech Ed building <p>-There is an ADA placard at the back of the culinary building but no actual ADA button.</p> <p>Margaret Lednicky confirmed that work orders were sent to Facilities Management (FM) and are aware of this issue; they are doing their best and actively working on all of them. The Campus Operations team ensured all batteries are properly working as a first step solution.</p>
ARC Facilities Master Plan	Koue Vang	<p>The ARC Facility Master Plan (FMP) 2025 schedule was shared, providing an overview of the FMP and its purpose. The FMP serves as a long-term framework for campus development, focusing on the enhancement and modernization of physical spaces to support student success, faculty needs, and institutional growth. It aligns with the college's mission and directly supports the Educational Master Plan, specifically ARC's Strategic Imperative 7: Adapt the Physical Campuses. The updated plan aims to ensure the campus evolves to meet future demands in education, technology, and sustainability. As part of this initiative, a committee will be formed, and each department is requested to designate a representative. This representative must be available to attend all meetings and actively contribute to the development of the plan.</p>
Portable Village 3 & Davies Hall	Koue Vang	<p>The latest updates on Portable Village 3 (PV3) and the replacement of Davies Hall were shared, with ongoing planning and design work involving the PV3 Task Force, Cabinet, and District Office colleagues. The best-case scenario for the replacement of Davies Hall is Summer 2029, while the worst-case scenario for PV3 occupancy is Spring 2029. There is optimism regarding emergency funding for Davies Hall in the state budget. However, delays in PV3 are expected due to the state's prioritization of portables for disaster relief. In light of these developments, there is consideration to shift resources to address immediate needs in current temporary spaces. A survey will be distributed to gather input on needs and considerations related to the timelines for PV3 and Davies Hall, as well as potential improvements to Portable Village and Tech Ed West.</p>

ITEMS FOR FUTURE CONSIDERATION:

Topic	Contact Person