

# Operations Council

## Meeting Notes

**NAME OF COUNCIL/TEAM:** Operations Council

**OBJECTIVE OF MEETING:**

**DATE:** 11/18/2025  
**TIME:** 1:00pm

**LOCATION/ROOM #:** Teams Meeting ID: 296 606 911 272 9  
**CALL-IN NUMBER:** Passcode: rC7xf3sH  
**CALL-IN CODE:** +1 916-245-7003, 329 081 417#

**FACILITATOR(S):** Koue Vang

**TIMEKEEPER:**

**ASSISTANT:** Stephanie Saucedo

**MEMBERS PRESENT:** Michele Arnott, Pamela Bimbi, Minh La, Margaret Lednick, Jordan Meyer, Adrienne Andrews, Derrick Booth, BonnyJean Bowman, Brenda Buckner, Stephanie Saucedo, Brenda Valles, Koue Vang,

**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 | <p>Captain was not present at the meeting.</p>  |
| Information Technology Updates | Minh La               | <p>Desktop</p> <ul style="list-style-type: none"><li>Windows 11 and macOS upgrades continue, with a few hundred remaining to complete.</li></ul> <p>Networking</p> <ul style="list-style-type: none"><li>CTE: Networking and power are still needed for the final classrooms and the design lab; awaiting wiring from the vendor.</li><li>Natomas Center: Networking for control devices is underway; awaiting remaining network and AV equipment from vendors.</li></ul> <p>Audio/Visual</p> <ul style="list-style-type: none"><li>Davies Hall: Developing AV standards for new classrooms and meeting rooms.</li><li>Public Safety Center: Modernizing classroom AV in JPA room 149.</li><li>Fine Arts: Collaborating with Fine Arts to modernize AV in room 514.</li></ul> <p>Programming</p> <ul style="list-style-type: none"><li>Support Navigator Program: Launched the new Support Navigator tool (formerly HomeBase Referral), replacing Starfish and providing an internal referral system that connects faculty and A&amp;R with HomeBases, DSPS, and Beaver Cares.</li><li>EOPS Online Application: Released a streamlined online EOPS application that integrates with PeopleSoft, reduces manual entry, and replaces multiple outdated systems.</li><li>Paramedic Application: Released a new online Paramedic program application with integrated document uploads, automated eligibility checks, and lottery-based seat selection to reduce processing time.</li></ul>  |
|                                |                       | <p>BSO Office Remodel</p> <ul style="list-style-type: none"><li>Rough framing and rough electrical have been completed. Electrical feeder wire and low-voltage cabling are scheduled to be pulled and terminated to the electrical panel and IDF Room over Thanksgiving break. Sheetrock tape and texture are completed. Casework and finishes will follow. Punch walk is scheduled for 12/8/25, followed by furniture move-in on 12/15/25.</li></ul> <p>Child Development Center Shade Structure</p> <ul style="list-style-type: none"><li>The project will provide two new DSA-approved structures; however, one existing structure—the middle shade structure—will need to be removed because it was installed without DSA approval.</li><li>The existing structure does not meet safe dispersal area requirements. To meet these requirements, fence boundaries would need to be expanded, but doing so would place the new boundary directly over existing utility infrastructure. This would create a project that is too large and too costly.</li><li>As an alternative, removable tent structures may be installed in the future.</li></ul> <p>Natomas Key and Card Access Upgrade</p> <ul style="list-style-type: none"><li>This project is ongoing. No update.</li></ul> <p>ARC Davies Hall Modernization</p> <ul style="list-style-type: none"><li>User Groups held another on-ground meeting and selected a building shape. Each iteration is becoming more consistent with a final building form. The next User Group and Executive Group meetings are scheduled for December 12, 2025.</li></ul> |

Natomas Center Phase II & III

- Campus move-in remains scheduled for December 2025. Furniture vendors have been onsite and completing installations.
- The minimum classroom labs that must be ready for Spring semester include:
  - 1 Chemistry Lab
  - 1 Biology Lab
- The prep room, elevator, restrooms, and a portion of the entry/lobby also need to be ready.

**Facilities Updates**

**Margaret Lednicky**

Portable Village

- Refresh work is ongoing.
- The more permanent temporary restroom project has received DSA approval.
- Facilities Management has requested re-use of the new furniture being purchased for the portables in the new Davies building. Operations will now select natural finishes that will complement any future color scheme of the new building.

Veterans Resource Center

- Contract documents remain in DSA. No new update.

HEED Building Fencing

- HEED is surrounded by existing fencing with gates that are not consistently being locked. Increased enrollment has resulted in more people accessing the area at varying times, unlocking gates after they have been secured.
- Operations will coordinate with the programs and departments in HEED and with LRPD to develop a plan for consistent gate locking. Operations will also collaborate with Facilities Management to determine appropriate locking hardware improvements.

Nature Trail Area (Creek at Winding Way)

- The District was notified that a neighboring property owner has been grading both their property and ARC's Nature Trail Area without a permit. Trees—including protected Oaks—were removed, and approximately 300 yards of dirt were pushed into the creek. This area previously served as a retention zone to prevent flooding along Winding Way, ARC's fields, and nearby neighborhoods including Cameron Park. The property owner also pushed removed trees and previously fallen trees into the creek.
- Facilities Management has retained, under an emergency PO, a contractor specializing in restoration work. A preliminary assessment has been completed to restore the site to its preexisting condition. A formal project has been established, with agencies such as the County, Department of Water Resources, and Riverway Water Alliance involved. It remains unclear how much work can occur during the winter months; most restoration is likely to take place in the summer when soils are more stable and dry.
- A long-term encampment has also been identified on college property. The encampment has resulted in hazardous waste, including debris, toilet waste, and human/animal feces. These items must be remediated before restoration begins.
- On a positive note, at the end of a site visit today, an extremely large salmon—approximately 30 inches long—was observed swimming in the creek. Riverway Water Alliance indicated that salmon had not been seen in the area since 2017. The sighting underscores the importance of environmental protection and highlights the delicate balance of ecosystems, emphasizing how human activities continue to impact environmental health and biodiversity.

**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    |
|------------------------------------|-----------------------|-------------------------|
| Location Safety Committee 11/18/25 | Koue Vang             | Reviewed 11/15/25 notes |
|                                    |                       |                         |

**ITEMS FOR FUTURE CONSIDERATION:**

| Topic | Contact Person |
|-------|----------------|
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|       |                |