



Facilities Council Meeting Minutes

April 11, 2017
 2:30 to 4:30pm
 Bldg. LCC 07/212K

Attendees: Brian Kelly, Michael Sims, Craig Taylor, Jennifer Hayward, Alen Bahret, Wilgen S. Brown, Susie Holmes, Anna Scott
Recorder: Deborah Butler
Guests: Robyn Hohnstein, student

Item	Notes
Approval of Agenda/ Additions?	Agenda approved as written.
Approval of Minutes	Craig moved to approve minutes from 03/14 as written. Anna seconded. Approved unanimously.
Announcements	<p>Wilgen is unable to continue in Facilities Council as a student representative. They introduced fellow student guest Robyn Hohnstein, who may be interested in sitting on the council. Council members introduced themselves and encouraged Robyn to attend future meetings or ask any questions she might have.</p> <p>Susie announced that she has been corresponding with Pam Reeber of Lane County roadside vegetation department about a sensitive plant species in the cloverleaf area off of Gonyea. The county has been asked not to mow the small area where the plants exist until after they have gone to seed. Pam is interested in meeting further to discuss invasive species response along LCC roads, and Susie has set up a meeting between Pam, Craig Marsh, and herself to walk along roadways and identify specific concern.</p>
Energy Conservation Policy: 2 nd Read	<p>Mike has incorporated all of the suggestions made up to this point. Craig asked how “cost avoidance” is measured. Anna explained that in addition to the historical measurements, the Living Green Revolving Fund measures money saved through conservation projects. Brian noted that the balance of the fund right now is around \$171k.</p> <p>Jennifer requested that the third bullet point below the “Therefore, the college shall” line in the Energy Conservation Policy be amended to read “LEED <i>and/or</i> State Energy-Efficient Design.”</p> <p>Alen noted that he often leaves late in the evening and sees that the Center building lights are all on. Anna</p>

	<p>responded that because the building is new, we need to gather information and get feedback about operations in order to make changes to the system. Also, Public Safety has requested that the lights be left on for safety purposes. Jennifer said that an FMP technician should be regularly tuning up the building controls, and she will make sure that happens.</p> <p>Craig moved to approve the policy with noted changes. Alen seconded. Passed unanimously. Deborah will send a clean, corrected copy for final review, and Brian will take approved policy to College Council for next level of approval.</p>
<p>Recycling Policy: 2nd Read</p>	<p>Mike has incorporated all suggestions made up to this point.</p> <p>Anna moved to approve the policy as written. Mike seconded. Passed unanimously. Deborah will send a copy for final review, and Brian will take approved policy to College Council for next level of approval.</p>
<p>Chair Position Available</p>	<p>Council bylaws allow any member who has been a member of the council for more than one year and are either faculty, classified, or a student. Anna nominated Susie, who declined. Craig nominated Mike, who asked for clarification on the responsibilities and time commitment. Mike accepted. Susie seconded. Mike was approved unanimously. The council agreed to appoint Mike for the remainder of this year and next academic year.</p>
<p>Climate Action Plan: Mike and Brian</p>	<p>The Climate Action Plan was approved in 2011 and is in a regular cycle of review in 2017. The goal of revisions is to build measurements and milestones into the plan, and in some cases, plans, actions and costs for each item. Information sessions will be held beginning next week to hear background information on specific aspects of the plan, and individuals are encouraged to give feedback on any sustainability-related item. The plan to be carbon-neutral by 2050 will require some specific, achievable goals to move forward. Brian noted that Jennifer was the primary author of the Climate Action Plan in 2011.</p> <p>Mike noted that it's also important to set specific, achievable goals on the college level because we may not have control over statewide, regional, or national priorities and infrastructure. Mapping sessions will include information about specific work that's already been done in each area along with discussion about what could/should be done in the future.</p>
<p>Drone Policy:2nd Reading</p>	<p>Policy was edited to include "UAV" language, which is generally accepted language for unmanned drone-type vehicles. Alen raised a question about the definition of "airspace" and asked whether there are altitude limitations on the type of use that the college may approve or deny. Based on a quick online search and review of policies read prior to drafting the proposed language, there was no clear definition available. Deborah will look into</p>

	<p>whether the FAA has any definitions or recommendations available.</p> <p>Craig moved to approve the policy and form as written. Susie seconded. Passed unanimously. Brian will take approved policy to College Council for next level of approval.</p>
Space Use and Rental Policy update	<p>Group requested additional comparable information from nearby municipal and publicly-owned facilities that have spaces similar to Lane spaces. Deborah has gathered the information and will share with the committee. Mat Kline and Paula Westgate have requested an invitation to the next work group meeting to discuss ways the CML reservations system could be used to enhance customer experience when renting campus spaces. Craig and Alen agreed that would be a good idea. Deborah will schedule the next work group meeting next week, prior to the next council meeting on the 25th.</p>
Master Plan Principles: 1 st Reading	<p>Jennifer and Master Plan members have been working on interviewing individuals and gathering information to round out the Master Planning Principles. Sarah Lushia from Diversity Council and Chief Jace Smith from Public Safety provided additional comments on access, equity, and safety issues.</p> <p>Alen asked for some clarification about the item “Development of robust, self-sufficient emergency response capabilities for small and large disasters that impact community members and campus facilities.” The language is ambiguous in that it could be understood to indicate improved resources for campus-specific response, or to indicate a goal to improve response capabilities to respond to non-college, community needs.</p>
Bldg 18 Status Report	<p>Selected contractor is gathering information to devise guaranteed maximum price for project, which will be delivered to the board of education for May meeting. Goal is to begin work after spring finals and complete over the summer months.</p>
Bond Updates	<p>Archives are slightly ahead of schedule and move will begin in a few weeks, with completion estimated at the end of May. Solar lab group has met once and a location will be selected soon.</p>
OCR Facilities Update	<p>Based on OCR recommendations, parking lot work will be completed over the summer and all lots will be affected. All efforts will be made to make sure that multiple lots won’t be closed at the same time.</p>
Next Meeting	April 25, 2:30 to 4:30 in LCC 07/212K