

Facilities Council Meeting Minutes

May 10, 2016
2:30 to 4:30pm
Bldg. LCC 07/212K

Recorders: Deborah Butler

Attendees: Alen Bahret, Barbara Dumbleton, Jennifer Hayward, Brian Kelly, MJ Kuhar, Mike Sims, Todd Smith

Guests: Shaun Goddard

Item	Notes
Approval of Agenda/ Additions?	
Approval of Minutes	April 26 minutes approved.
Announcements	<p>Jennifer is working on a transportation study grant with City of Eugene and Lane County that would examine alternative transportation options to the main campus via 30th Ave. Letters of support would be helpful, and Jennifer has a template for use if anyone would like to use it.</p> <p>Suzanne Arlie public park kickoff meeting is tonight at Eugene Public Library at 6pm. That group has contacted FMP, and would like to meet with LCC representatives to talk about possible land swaps or property line adjustments to complete the Ridgeline Trail. Master plan includes a bike and pedestrian bridge over I-5.</p> <p>Wildflower Festival at Mt Pisgah happens this Sunday, May 15.</p> <p>Deferred maintenance deadline has passed. Working list of about \$19 mil, increased by some newly-identified projects and seismic retrofits \$35.7 mil. Plan to be aggressive about applying for grants and other funding sources.</p>
Bond Closing	<p>Bond is nearing completion. Solar learning lab, Building 18 and Central Plant still need to be completed. There is a shortfall in fundraising for the CLASS project, so some funds will also have to allocated to that. Sale of bonds creates some income, which is placed in a separate contingency fund that must be approved for use by the Board of Education. Working to identify any remaining projects to determine whether they can be funded. (Archives was displaced from the CLASS project due to basement remodel. FMP has the former Laundry area that would accommodate Archives, so long as an alternate storage location could be identified. There may be more potential projects as well.)</p> <p>One commitment of the bond funds was to maintain the same number of classrooms post-construction. With the media arts move to Bldg 18, we are currently down by 5 classrooms. Considering the scope of work, that's not far from goal.</p>

	<p>Still scheduled: roofing for Bldg 17, enclosure of 4th floor DCA classroom, ventilation, digital signs for airport, CG and Florence, Sisco Data switches (currently on deferred maintenance list), HVAC projects around campus, library noise issue, Bldg 5 elevator, public safety & dental assisting modules are at the end of planned life and will require significant maintenance if not replaced. Hope is to wrap up all projects by the end of the calendar year, with the exception of</p> <p>Green Chem Club, student spaces in Bldg 1, [Brian: Bio-Diesel space on campus needs to be scaled to a level that will serve students and the community, and is likely to require significant investments in safety and operational equipment, because it won't be as simple as bio-diesel DIY that individuals can do in their backyards.]</p>
Hazard Communication Plan	<p>Work team of Jennifer, Barbara and Kevin Lewis reviewed current Hazard Communication Plan and OSHA's model plan and made appropriate updates.</p> <p>Questions:</p> <ul style="list-style-type: none"> • Location where alternative language data sheets will be stored. Old regulations didn't require non-english language data sheets, so this is a new requirement. [Can we change policy to confirm that SDS are available using online database in multiple languages, and can be provided on request?] • Concerned about tracking training and making sure training is appropriate for all departments. Safe Colleges training can be documented automatically, but some trainings may be in-person or some other format. Todd suggested that FMP draft a Hazard Plan, and then share it with other departments for adjustment if needed. Proposal that a confirmation form be created and distributed to all managers so that there are individuals responsible for training and tracking. Potential problem: onboarding process is already unwieldy and extensive, and this requirement would add to that issue.] • Jennifer explains the shift from MSDS to SDS and the online database that will assist with the transition. • If employees use custodial chemicals to clean their own work spaces, do they need training as well? Jennifer will look into that.
Space Use and Rental Procedures	<p><u>Space Use and Rental Procedures</u></p> <p>Paul: Chris is doing the majority of the work on this project, and was unable to make it today. Will be discussed at next meeting.</p>
Building 18	<p>Design is largely complete, but there are some items on the "optional" list that need to be added, including LED lighting, controls on 1st floor, and some HVAC improvements. Will work on mitigating noise, dust and disruption for building users.</p>
Meeting Adjourned	
Next Meeting	May 24, 2016 2:30 – 4:30 LCC 07/231K