

## Business and Facilities Planning Council

Tuesday, March 22, 2016

12:50 – 2:30pm

OC-102

### Meeting Minutes

Present: Beth Gomez, (Admin Tri-Chair), Phu Tran (Faculty Tri-Chair), Dan Lambros (Staff Tri-Chair), Christian Castillo (Student Representative), Diane Dieckmeyer, Monica Green, Henry Richard, Shirley McGraw, Jim McMahon, Steve Monsanto, Jan Muto, Damon Nance, Jim Thomas, Koji Uesugi, Collin Pacillo (Guest), Tricia Hodawanus (Guest), Denise Terrazas (Recorder)

- I. The meeting was called to order at 12:57pm
- II. Action Items
  - a. Approval of the minutes from February 16, 2016 MSC Thomas/Muto (Approved). Two abstentions (Dieckmeyer, Uesugi)
  - b. Emergency Operations Plan – Lisa McAllister MSC (Thomas/McGraw) Motion to approve the Emergency Operations Plan as presented. 4 ayes 7 nays. No abstentions (Denied)  
Lisa McAllister presented an overview of the Revised Emergency Operations Plan. She noted that this plan is a district-wide plan that we should adapt to serve the needs of Norco College. This plan has been reviewed and approved to move forward by the Safety Committee. Dr. Stone reviewed the District Emergency Operations Plan designed to go along with the incident command system; which is intended to be flexible to the incidents. CCC Task Force Disaster Resistance Task Force designed a standard template for use at all California Community Colleges. Using this template, Dr. Stone consulted with subject matter experts to build the plan for RCCD. It has been vetted through the college Vice Presidents for Business Services to distribute as necessary. The next steps are to bring forward through the college planning process and BFPC, ISPC and COTW. Committee members expressed concerns about reviewing the plan in it's entirety before voting to approve it. Beth will send out a link to the plan for the college wide review, this item will be presented at the next BFPC meeting.
- III. Information Items
  - a. Student Recreational Venues – Christian Castillo/Colin Pacillo  
  
This presentation is a follow up to an earlier discussion brought forward last year about creating some recreation spaces on campus for students. Student representatives Christian Castillo and Collin Pacillo shared information on potential space where these venues might be created. To clarify this is not a part of the facilities master plan, at one time there was a basketball hoop but it has been removed. The committee discussed the issues of funding, safety, liability and process. Members asked that the proposal be included in the program

review for the Dean of Student Life as a starting point for the committee's consideration. It would also be appropriate to bring this back to the safety committee for input and feedback.

b. Trees in the Center of Campus – Jim McMahon

Jim shared photos of some trees on campus that are leaning dangerously over student areas. This issue was brought forward to the safety committee. The reason this is problem is brought forward for information to the committee some of the trees are dedicated in memory of Emeriti so we want to plan strategically how best to respect the memory and deal with the safety issue. An arborist has been consulted and removing and replacing the trees is the best and safest option. The committee agreed that replacing the trees kind for kind in addition to notifying the family members that we had done so is the best course of action.

c. Five Year Plan – Steve Monsanto

Steve shared that scheduled maintenance funds have been allowed for turf removal work for this project will begin next month. The fuel cell is up and running, a committee member inquired about whether the fuel cell provides support campus-wide. It is possible but require a local bond to complete the project. We have enough substance to the five year plan should there be last minute money available.

IV. Good of the Order

Beth reached out to CSEA but has not yet received any names for classified representation. Please remove Tanya Wilson and Gabriela Ramirez from the membership.

Christian is in the process of replacing recycle bins to blue recycle bins. There are more students involved in the effort. Steve will meet with Mark Hartley to discuss how the bins should be emptied and follow-up with a college-wide email.

Sgt. Henry informed the committee that requests to refrain from citing for events will not be approved. Only the college president can make a determination on whether citing should be suspended. The Vice Presidents will work out crafting a notice to reiterate the process.

Dan shared that OC-102, which is designated at the command center in the event of an emergency is now connected to the back-up generator should we experience a power failure. It will also be equipped with bring your own device technology.

Denise announced a college-wide retirement party for Debra Creswell, April 19<sup>th</sup> at noon.

V. Meeting adjourned: 2:15pm

Minutes submitted by: Denise Terrazas