



DRAFT

RESOURCES COUNCIL

Thursday, March 23, 2023

12:50pm-1:50pm

OC116 or Zoom

MINUTES

Council Members: (Total #12)

PRESENT: Michael Collins, Esmeralda Abejar, Travonne Bell, Courtney Buchanan, Teresa Friedrich Finnern, Azadeh Iglesias, Edwin Romero, Aneesa Kashif (ASNC Student Rep).

ABSENT: Mike Angeles, Refugio “Jr” Lopez, Gustavo Ocegüera, Jim Rossum

GUEST(S): Graciela Caringella, Justin Czerniak, Ray Vasquez, Maria Romero-Tang

Quorum: #7

Subject to Brown Act: No

1. Call to Order

1.1 Public Comments

1.1.a. None

2. Action Items

2.1 Approval of Agenda

2.1.a. M/S/C (Friedrich Finnern/Buchanan)

2.2 Approval of Meeting Minutes from February 23, 2023

2.2.a. M/S/C (Friedrich Finnern/Iglesias)

3. Discussion Items

3.1 Survey of Effectiveness Results for Resources Council Review – Dr. Collins

3.1.a. Each question and results were read and opened up for discussion.

3.1.b. Comments / Questions / Suggestions

- One comment was noted to request a budget training to help with review of data
 - Suggestion to provide a “cheat sheet” of terms or more explanation on how to understand the information presented in the budget spreadsheets
- Comment: having a “primer” meeting or “mini-training” at the beginning would help with the understanding.
- Feedback or recommendations was requested on reviewing the charge vs. work towards the charge throughout the fiscal year. None was given.
- Question: Where do we report out to? Some committees do not want/need a “report-out” of Resources Council, perhaps only critical or urgent information as it comes. The consensus is as long as each councilmember offers to provide the information to their constituents as needed, we are meeting the expectation.

3.2 Facilities Project Report Review – Travonne Bell

3.2.a. The council reviewed a handout that gave updates from 2021/22 and 2022/23 projects.

Norco College
2021-22 SM Scheduled Maintenance Projects - Tracking Log

Project Name	Project Total	Capital Summary Form to FPD	DSA	Bid Dates	Construction Dates	EEM or ECM	Status/Notes
Elevators: ATECH, SSV & Theater	\$ 515,000	Submitted 10-6-21 Sent to Purchasing 1/30/2021	Yes	Complete	1/3/22-6/9-22	No	Project completed
3rd St & Access Road AC Repairs	\$ 447,500	Submitted 10-6-21	Yes	10/29/21-11/16/21	1/1/22-1/31/22	No	Bidding Phase underway
Library Footings: Water repair	\$ 40,000	Submitted 10-6-21	No	11/22/21-11/30/21	1/1/22-1/24/21	No	Project completed
Emergency Lighting backup repairs	\$ 100,000	Submitted 10-6-21 Sent to Purchasing 9-8-22	No	11/22/21-11/30/21	1/1/22-1/24/22	No	Project completed
Roof Repairs: STEM 300, 300 & WEG W4, W5, W6, W8 & W9	\$ 418,975	Submitted 10-6-21 - Sent to Purchasing 11/12/2021	No	11/02/21-11/30/21	1/1/22-2/7/22	No	Project completed
Irrigation Controller replacement	\$ 373,773	Submitted 10-6-21 - Sent to I.T. for review 2/10/22	No	3/21/22-4/29/22	6/1/22-7/29/22	Yes	Installation of new controllers anticipated to begin 4/3/23. Controller underground wire repair/replacement will be performed proposals have been requested.
VRC Hillside landscape improvements	\$ 35,000	Submitted 10-6-21 - Sent to Purchasing 1/25/2021	No	3/21/22-4/29/22	6/1/22-7/13/22	No	Project completed
Caulking and window seals: Lib & CSS	\$ 150,000	Submitted 10-6-21 - Sent to purchasing 2/9/2022	No	3/1/22-4/5/22	6/13/22-7/9/22	No	Joint sealant installation underway as of 3/13/23. Materials were delayed 27 days. Window re-sealing 95% complete. Rev 3/28/23. The contractor located a issue with the window system due to corrosion. Waiting on an estimate to correct the issues found. Rev. 2/14/23
Fire alarm panel replacements	\$ 150,000	Submitted 10-21-22	No	1/10/23-2/19/23	3/15/23-4/15/23	No	Project completed
WEG Concrete replacement	\$ 10,000	Submitted 10-6-21	No	3/7/22-4/12/22	5/13/22-6/27/22	No	Project completed
Irrigation & Site plumbing Irrigation valves replacement	\$ 150,000	10/21/2022	No	08/27/22-08/16/22	11/25/22-1/9/23	No	Project completed.
Total	\$ 2,348,251						
Total 2021-22 SM Allocation	\$ 2,348,251						

Funds must be encumbered by: 60002023
Funds must be expended by: 60002023

Norco College
2022-23 SM Scheduling Log

Project Name	Project Total	Capital Summary Form to FPD	DSA	Bid Dates	Construction Dates	EEM or ECM	Status/Notes
ATEC 2nd Floor Walk Deck Repair & Repaint	\$ 20,295	12/13/2022	N	11/7/2022	2/6/23-2/13/23	N	Project completed, as of 2/11/2023.
Replacement of AC/Chillers - Bldg F2 (Energy Efficiency)	\$ 2,000,000		Y			Y	Mechanical Engineer Yam from DLR Group has provided the necessary information needed to move forward. RFP to hire an Architect & start design expected to take place in mid March.
Interior Painting of Classrooms (Science & Technology, Theater, Humanities, Library, and Applied Technology)	\$ 120,000	1/9/2023	N	2/7/2023	6/1/23-7/12/23	N	Project is scheduled to take place 4/10/23-4/17/23.
Total	\$ 2,140,595						
Total 2021-22 SM Allocation	\$ 2,140,595						

Funds must be encumbered by: 60002027
Funds must be expended by: 60002027

3.2.b. Comments / Questions / Suggestions

- Another upcoming critical project is working with Student Services to upgrade the current Outreach space. CWI will be moving back to campus in June, and those employees will be moved into the old Veterans Office (formally located on the 1st floor of SSV where Outreach is now).
- Mustang Statue: The location has been identified as the “Quad” area. We continue working with architect and submitted plans to DSA for review. We must make sure the structure is sound and the project meets all fire/life/safety requirements, etc.
- Wayfinding Project: We continue the process and should have more detailed updates later this Spring.
- Re-keying Project: We have already started in the NOC building with replacement of all new door cylinders and brass key systems. The project includes a database/software package to help us become more efficient with distribution and tracking of keys each term. Safety vs. convenience will continue to be weighed as we move forward.

4. Information Items

4.1 Accrediting Commission of Community and Junior Colleges Report (ACCJC) – Esmeralda Abejar

4.1.a. A verbal report was made with the caveat that this information is still tentative, and will be reported on at a future meeting once the data is finalized. The final report is due by April 15, 2023.

4.1.b. Comments / Questions / Suggestions

- Question: Does the 2023 federal student loan payment pause also affect the data? Esmeralda stated the data was from 2021/22, so the answer is no.

4.2 Grants Report

4.2.a. A detailed handout was provided by Gustavo Ocegüera in advance of the meeting for Resources Councilmembers to review at their convenience. Dr. Ocegüera was attending a conference, but encouraged anyone to email him with any questions or he can answer them at the next meeting as needed.

4.3 Evacuation Drill Report – Justin Czerniak

- 4.3.a. A verbal report was made and an informational handout was provided. The entire campus was evacuated within 5 minutes. The building/floor captain report out and final “all clear” was an additional 5 minutes. So the entire drill effectively took approximately 10 minutes total. Additional training for some minor radio communication issues will be provided. We will also address missing volunteer staffing for areas such as WEQ, Food Services, etc.
- 4.3.b. Comments / Questions / Suggestions
 - Comment: A student was kept from getting to the RTA bus due to the fire drill. Justin made note of that incident and will speak with building/floor captains.

5. Good of the Order

- The Safety Expo was great!

6. Adjournment

- 12:34pm

Fall 2022 and Spring 2023 Meeting Dates:

- September 22
- October 27
- November 10 (*Note: Moved up 2 weeks due to holiday*)
- February 23
- March 23
- April 27
- May 25