

**FACILITIES PLANNING COMMITTEE
September 23, 2020**

Meeting Summary

Present: Klaus Christiansen, Maridel Barr, Paul Wilson, Isidero Farias, Stormy Miller, Jeff Cady, Fernanda Davila, Terry Brown, Greg Nelson

Absent: Blaze Woodlief

TOPIC	DESCRIPTION	TIME	CATEGORY:
1. Intro, agenda	Approve agenda & previous minutes	5-10 min	Action
2. Setting Priorities for the new year	Committee discussion	10 min	Discussion
3. FPC Charge	Klaus Christiansen	5	Discussion
4. Facilities and Covid-19 Update	Klaus Christiansen	15	Discussion
5. Measure B Updates	Isidero Farias	15	Discussion
6. Closing	Confirm next meeting date(s) if indicated by group	5 min	Action

Agenda and Minutes

Motion to approve and adopt the agenda.

Note: Only 3 people came to the meeting in June, and we chatted for a few minutes before leaving early due to no quorum. No minutes were taken.

Covid-19 and Facilities Update

Klaus reported that plexiglass screening has been installed at many interface points with the public. M&O staff have been on campus most of the last 7 months. They have been cleaning

and sanitizing multiple times per day. The IT department gives us a list of who is coming on campus and they create a spreadsheet of where to clean. There are very few people on campus, so this enables us to keep up with cleaning behind people, even with the number of staff we have. To the best of his knowledge, Klaus stated there has been no incidence of a Covid-19 case on campus.

The bookstore had a system where students ordered books, and supplies then drove to the bookstore, and purchases were put directly in the student's trunks.

Jeff asked about any shifts we've made to the HVAC systems and circulation of air. Klaus replied there is an air exchange of 400/500 CFM on a regular basis. They are using MERV 11 (4ply) - selvedge edge filters that eliminate all bypass, and filters 100% of the air. Also, they are reducing the number of students in the classroom, so the air will be cleaner.

Fernanda asked if the 6 to 7 student per classroom/lab ration currently in use is a guideline from the County of Marin Health Department? Klaus confirmed we are following County guidelines.

Entry areas have sanitizing stations, stickers have been placed on the floor for social distancing, and new signage has been posted in each room for maximum occupancy levels.

Measure B Updates

Isidro gave an update on Measure B construction activities. The architect completed the planning phase in August and Schematic design started in September. The Contractor RFQ/P has been issued with proposals due on September 14, 2020. Schematic design is anticipated to be completed in February 2021. The contractor should be selected and approved by the Board of Trustees by their meeting October 20th.

Construction on the Jonas Center is one month behind due to Covid work stoppages. At the Miwok Center, the pool has been excavated, and pouring of the pool floor should happen this week. The interior of the building was roughed in and the roof was installed on the building. The AV equipment installation in the Performing Arts building was delayed due to supplier issues with Covid. But the work should be complete by the end of September. The new M&O building is in close out except for portions of the fencing. Fusselman Hall structural and waterproofing renovations are complete. The LRC demolition to be complete in 2-3 weeks. Some artifacts have been found in the form of midden. Extra care was required to rebury the material. Jeff noted he had seen a mother otter at the creek at IVC.

Setting priorities and the FPC Charge

This year we will work on updating the FPC charge and then submit it to the Governance Review Council for approval per the participatory governance rules. In addition, we will look at language to show our commitment to anti-racism and equity within our approach to supporting

access to facilities. Klaus and Maridel asked Stormy to assist by getting language from the Ed. Master Plan which might give us some direction on phrasing to use for our committee.

Priorities for the new year:

1. Align our efforts with the Technology Committee to be sure we are prepared for remote instruction.
2. Review the Charge and suggest removal of what we don't do anymore.
3. We will probably be the lead on the new Facilities Master Plan per VP Greg Nelson.
4. Covid may change the face of education going forward at our facility and around the world. What will College of Marin look like a year from now?

Greg confirmed the process to get our new charge approved. As a sub-committee of the PRAC, we send it to the GRC and if approved there, onto College Council for final approval.