

El Camino College - Administrative Services
Minutes of the Facilities Steering Committee – August 6, 2018

Purpose Statement: The Facilities Steering Committee will provide input for Program Planning, review related documents, and make recommendations for the Facilities Master Plan; updated information will be distributed to constituents represented by committee members.

Strategic Initiative C – Collaboration: Advance an effective process of collaboration and collegial consultation conducted with integrity and respect to inform and strengthen decision-making.

Members Present: Jean Shankweiler, Ann O'Brien, Brian Fahnestock, Angela Simon, Jorge Gutierrez and Shobhana Warriar

Alternates/Guests and Support Staff Present: Berkeley Price and Jaynie Ishikawa

1. The [minutes](#) of June 4, 2018 was approved.
It was noted that Ann's last name was spelled wrong on the agenda.
2. [Introduction of Jorge Gutierrez](#)
3. Jorge comes to us from the Torrance Unified School District, where he was involved in their bond measure. Prior to Torrance, he worked at Ventura. He is glad to be here at ECC.
4. [Health & Safety Update](#)
All items currently in process.
Committee member asked where this list comes from. This list is created from all of the issues that arise from the online (SchoolDude) work order system. From that listing, the safety issues become the top priority and appear on this list.
5. [Long Range Plan for Bond](#)
 - a) Page 2 shows the current map of the campus.
 - b) Student Services – move in sometime in January 2019, done by October.
 - c) Gym project is a year behind.
 - d) Administration bldg. – done by October 2019.
 - e) Pool Classroom
 - f) Art Complex will be situated where the Activities Center is currently. LPA is the architect for this project.
 - g) Social and Behavioral Science Bldg. will be situated where the old Student Services Center is located. Anderson Brule is the architect for this project.
 - h) Music building will be situated where the current Art Bldg. is located. ECC has submitted the Final Project Proposal (FPP) to receive half the funds from the State.
 - i) By Fall, Construction Technology area will be in design phase.
 - j) In the process of hiring architect to remodel bookstore area. We might possibly tear the wall down between the Manhattan Café and the Bookstore.
 - k) By February 2019, the Student Services and Gym will be done. The office from the Student Activities Center will be moving to the MBBH and Community Development will move into the Child Development Center. The renters of Child Development Center building have been given written notice that they can leave any time before the end of FY 2018-19.
 - l) By 2020, Construction Tech., Social & Behavioral Science Bldg., and the Bookstore/Manhattan

- Café will all be under construction. Library renovation will be in the design phase.
- m) By 2021, the new Music bldg., and Theatre will be in design phase.
 - n) For now, PE South will be in place, since we will have two new dance floors. This is only a short-term solution.

6. Rating Agency Presentation

President Maloney and I gave the rating agency presentation on July 10th to Standard & Poor's and Moody's. We were there selling El Camino College, showing the rating agency that ECC is a financially stable district and the community supporting the college has an economy that is versatile (page 30 show the different companies in the South Bay). The higher the ratings from these two agencies the lower the interest rate.

7. Other

- Berkeley thanked everyone: for the new dance floors in PE South and understands that, it is a short-term solution. Since, currently the square footage being discussed is over the allocated amount and we need to come to an agreement in our discussion on where to decrease the square footage in the new Art building to fit into the plans.
- Jaynie Ishikawa wanted to know who in the Facilities department should participate in the subcommittee. Jorge will submit name.
 - Subcommittee needs to be the clearing house of any ADA issues coming from on campus and from the community members.
 - Next meeting is in the fall
 - Subcommittee needs to look at the transition plan. Before the committee gets the report, we will have to organize/narrow it down to a meaningful prioritized list.
- Jorge – we are in the design phase for the traffic light at Lot F. This was one of the settlement agreement with the neighbor. At the time when we put in the traffic, we will be fixing the sidewalk (currently there is none). Ann will forward the contact at the County.
 - We have hired a sustainability consultant and they will be three sessions this fall with all of the groups on campus.

8. Adjournment