

CONTRA COSTA COLLEGE
OPERATIONS COUNCIL COMMITTEE
Monday, November 13, 2017
9:00-10:00 a.m., Room SAB-211

Minutes

Committee Members: Ken Sherwood (chair), Beth Goehring, Megan Kinney, Lilly Harper, Brian Williams, Dennis Franco, Vicki Ferguson, Cody Poehnelt (student). Ex-officio: Lt. Thomas Holt, James Eyestone, Darlene Poe, Bruce King, Brandy Howard, Jason Berner.

Present: Ken Sherwood, Beth Goehring, James Eyestone, Bruce King, Megan Kinney, Vicki Ferguson, Lilly Harper, Brian Williams, Lt. Tom Holt, Darlene Poe, Brandy Howard, Dennis Franco, Cody Poehnelt, Jason Berner and Lorena Cortez (taking notes)

Guest: Travis Hiner and Mariles Magalong

Meeting called to order at 9:01 a.m.

I. **Approval of Current Agenda**

Brian Williams moved to approve the agenda. Vicki Ferguson seconded the motion. The amended agenda was unanimously approved.

II. **Approval of September 25, 2017 Minutes**

There were no changes to the minutes. The minutes were unanimously approved.

III. **Action items**

A. DC Solar Trailer Lighting Location

The committee had approved the location of the solar trailer on October 9, 2017. The trailer will be installed on Campus Drive (behind the former president's parking spot) by the AA building.

Mariles Magalong informed the committee that the solar trailer company has offered the option to include a digital screen; in addition to the light pole. The digital screen would be used for college announcements, like the marquees currently in use. The committee members discussed the digital screen and elected to consider it as an option. However, more details regarding the screen are needed before a decision can be made. Mariles Magalong will provide more information on the screen: size, screen security features, Wi-Fi capability and other relevant features. The solar trailer screen will be placed on an upcoming Operations Council agenda as an action item.

IV. Information/Discussion Items

A. Archway Update

Ken Sherwood shared that further review of the 2016-2017 budget, revealed that there was not enough funding to pay for all the projects remaining. A prioritization list of the remaining projects was compiled. It was concluded that the college will not move forward with the installation of the archway.

B. Traffic Bollards

Lt. Holt shared that the campus has three pathways that are wide enough for vehicles to drive into the center of campus. He proposed following the security procedure taken by Los Medanos and Diablo Valley College to block direct path to the center of campus by installing traffic bollards. The three locations identified on campus to install the traffic bollards are: Student Services Center (SSC) entry pathway (closer to the flag pole), pathway between Liberal Arts and Physical Science buildings, leading to upper quad at the General Education building, and pathway in front of the library (closer to access point from the parking lot 9 and walkway from Applied Arts building.

The committee discussed the traffic bollard options Lt. Holt presented. There was concerned regarding restricting access to college maintenance/delivery vehicles and finding funding source(s) to pay for the cost of traffic bollards and installation. The recommendations made as possible solutions to budget and access concerns were:

- install chains as a temporary solution to visually deter vehicles from entering the center of campus
- include the cost of the bollards as part of the science building renovation
- select one location (SSC pathway) as a priority

The committee asked Lt. Holt to gather the following information to be presented at the next Operations Council meeting:

- campus map with traffic bollards areas marked
- traffic bollards location priority list
- several traffic bollard options (retractable/removable, collapsible, stainless steel, metal, etc.) with cost including installation
- possible funding sources
- frequency of college service vehicles accesses the center of campus

The traffic bollards will be placed as a discussion item on the agenda at the next Operations Council meeting.

C. Other Discussion/News Item

None.

V. Adjournment

The meeting was adjourned at 9:57 a.m