

CONTRA COSTA COLLEGE
OPERATIONS COMMITTEE
Wednesday, February 10, 2021
2:30 p.m. - 3:30 p.m.

Zoom

<https://4cd.zoom.us/j/97367995110>

Minutes

Committee Members: Dennis Franco (chair), Katie Krolikowski, Brian Williams, Elaine Gerber, Jason Berner, Carlos Solano and David De La Cruz

Ex-officio: Chief Carney, James Eyestone, William Tandongfor, Bruce King, and Larry Womack

Present: Dennis Franco, Chief Carney, Jason Berner, James Eyestone, Katie Krolikowski, Larry Womack, Carlos Solano, Bruce King, Brian Williams, William Tandongfor, and Elaine Gerber

Guests:

Note Taker: Jacqueline Oré

Meeting called to order at 2:31 p.m.

Agenda Items	Meeting Minutes	Follow-up/Task
I. Approval of Current Agenda	Brian motioned to approve the agenda, Jason seconded and the committee unanimously approved.	

<p>II. Approval of Minutes from December 9, 2020</p>	<p>Katie motioned to approve the minutes with suggested changes, Brian seconded and the committee unanimously approved.</p>	<p>Jackie will remove "Action" from Meeting Minutes and remove College branding</p>
<p>III. Public Comments</p>	<p>None</p>	
<p>IV. Standing Item A. Review and discuss Safety Committee minutes from December 3, 2020</p>	<p>There was a question regarding protocol on how to communicate and handle a situation if a student attended a lab class and days later emailed the instructor to inform the class they have tested positive for COVID. Dean Sporer has shared at the Dean's meeting a COVID-19 protocol for the campus.</p>	<p>Bruce will bring the protocol to Safety Committee for review. Safety Committee will get plan from department Dean's and create a communication plan to the whole campus.</p>
<p>V. Action Items A. Follow-up on campus security cameras- camera installation proposal</p>	<p>Chief Carney reported the remainder of Bond 1 funds has provided Student Services Building and bus stop with a temporary single analog system. The permanent camera system for Student Services building and along the pathway to the bus stop is also covered by Bond 1. Automotive Building and the parking lot for project vehicles have temporary cameras due to numerous thefts. The new Science building, PE/K buildings, and external areas of those buildings will have cameras installed as part of the construction project. Next on the list of priorities is to install temporary cameras in the closed Music and Biology buildings to prevent vandalism or theft, and install new cameras inside the Library and external pathways.</p>	<p>Jackie will forward with map of coverage and budget presentation of Bond 1 to College Council. Chief Carney will report.</p>

	<p>The next bond proposal will ask for the Campus Parking Lots and entrances into campus to have license plate readers for security.</p> <p>CARES Act Funds does not allow purchases cameras for security purposes.</p> <p>Brian motioned to approve the plan as is, Jason seconded, and the committee unanimously approved.</p>	
<p>B. Prioritize 5-Year Facilities Maintenance Plan</p>	<p>Bruce reports the Arts and Administrative building HVAC system upgrades are all scheduled and will be completed by April 2021.</p> <p>Buildings and Grounds allocated budget cannot support funding for all large projects listed in the 5-year facilities maintenance plan.</p> <p>Mariles Magalong, former Vice President of Business and Administrative Services, has been helpful in locating funds in other areas to support these projects.</p> <p>2021-2022 priority projects are for resurfacing the Swimming Pool deck, replacing the Art Building roof, and replace the HVAC system in the Art Building.</p> <p>The PE/K construction funds will not support the resurfacing of the swimming pool.</p> <p>Brian motioned to table this item to allow Bruce to revise the 5-year facilities maintenance plan with suggested columns, Jason seconded, and the committee unanimously approved.</p>	<p>Bruce will add column(s) in the 5-year Facilities Maintenance Plan to note which items are overdue, life expectancy and safety importance.</p>
<p>C. Change meeting times requested by ASU</p>	<p>Carlos proposed to change the meeting time to allow student David to attend.</p> <p>Brian motioned to table this item until the results of the date and time availability survey is completed,</p>	<p>Jackie will send a survey to committee members with available dates and times.</p>

	Elaine seconded and the committee unanimously approved.	
IV. Information/ Discussion items A. Return to Work check-in: Operations Committee role in return to in-person work	Katie recommends to add a standing agenda item for the return to work protocols for our campus specifically.	Jackie will add return to work protocols to the standing items on agenda.
V. Adjournment	Meeting ended at 3:26 p.m. Next meeting is Wednesday, February 24, 2021 at 2:30 p.m.	

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