



**CONTRA COSTA COLLEGE**  
**Operations Committee**  
**Meeting Minutes**

**Date:** SEP 14, 2022 (every 2<sup>nd</sup> Wednesday of the Month) **Time:** 2:00 p.m. – 4:00 p.m.  
**Location:** ZOOM <https://4cd.zoom.us/j/95457317398> Meeting ID: 954 5731 7398  
[Committee Charge and prior meeting agendas and minutes](#)

**Voting Members**

**Chairperson:** Arzu Smith  
**Managers:** Sara Marcellino  
**Faculty:** Elaine Gerber, Gabriela Segade  
**Classified:** Brian Williams, *1 vacant*  
**Students:** Kevin G. Ruano Hernandez, Diego Ortega *Alternative:* Harnoor Singh

**Non-Voting Members**

**Managers:** James Eyestone, Bruce King, George Mills, William Tandongfor, Larry Womack

Present: Elaine Gerber, Brian Williams, Bruce King, Arzu Smith, Gabriela Segade, George Mills, James Eyestone, Kevin Ruano-Hernandez

Called to order at 2:05 p.m.

Item	Outcome/Decisions	Action Items
I. Welcome and Introductions		

II.	Approval of Current Agenda	Gabriela Segade motioned to approve the agenda, Elaine Gerber seconded, and the committee unanimously approved.	
III.	Approval of the February 9, 2022	Abstention or no need for vote due to no quorum at that meeting.	
IV.	Public Comment		
V.	Action Items	None	
VI.	Review Committee Charge, Membership, and Voting Guidelines	The committee's purpose and membership will remain the same.	
VII.	Review/ set goals	Goal: 1. Timeline to approving College Procedures 2. Review/ set Sustainability Goals for the year 3. Work to resolve operational issues as they arise 4. Review and enhance college safety protocols	The committee will gather information from College Police Lieutenant Hankins on #4 Review and enhance college safety protocols.
VIII.	Meetings for Safety and Sustainability Committees	Gabriela mentioned a discussion to merge Safety and Sustainability Committee to merge with Operations.  Arzu mentioned Safety and Operations may merge but Sustainability has a different membership. The work they presented at All College Day in August had a lot of great information and work is ongoing with that committee.	Goals reviewed and revamped Report out safety and sustainability goals
IX.	State Scheduled Maintenance and Instructional Equipment Funds	PPIS (Physical Plan and Instructional Equipment) Maintenance project in the athletics area but this year. The district was granted \$18.5 million	Possibility to integrate Sustainability with Operations to look at the PPIS plan for removal of e-waste

	<p>CCC is allocated around \$4.2 million of the \$18.5 million</p> <ul style="list-style-type: none"> <li>- HVAC</li> <li>- Instructional Equipment (computer replacements)</li> <li>- Athletic fields</li> </ul> <p>3 years to spend or encumbering the funds past 3 years.</p>	<p>Request a list of repair or enhancement for facilities and safety.</p>
<p>X. Adjournment</p>	<p>Meeting adjourned at 3:00 p.m.</p> <p>Next meeting Wednesday, October 12, 2022 at 2:00 p.m.</p>	