


**CONTRA COSTA COLLEGE**  
**Operations Committee**  
**Meeting Agenda**

**Date:** December 6<sup>th</sup>, 2023 (every 2<sup>nd</sup> Wednesday of the Month) **Time:** 2:00 p.m. – 3:30 p.m.

**Location:** SAB-211

**ZOOM:** <https://4cd.zoom.us/j/81272630100?pwd=nEUrGRJkQjNjc3lNhjfslnb8VLayo.1>

Meeting ID: 852 2309 3343

**Voting Members**

**Chairperson:** Victoria Menzies  
**Managers:** Sara Marcellino, Lt. Charles Hankins, 1 vacant  
**Faculty:** Andrew Kuo, Elaine Gerber, *Alternate: Gabriela Segade*  
**Classified:** Brian Williams, Michael Zephyr  
**Students:** 2 vacant

**Non-Voting Members**

Mangers: Jaina Eyestone, George Mills, William Tandongfor

	Item	Action
I.	Welcome and Introductions	N/A
II.	Approval of Agenda and October 11, 2023 minutes	Vote
III.	Public Comment/Announcements (2 minutes each)	N/A
IV.	Security Analysis	Informational/Discussion
V.	Report out from Safety Committee meetings (5 minutes)	Informational/Discussion
VI.	Report out from Sustainability Committee meeting (5 minutes)	Informational/Discussion
VII.	Facilities Master Plan Wayfinding Assessment (45 minutes)	Informational/Discussion
VIII.	Review and Discuss Overtime Policy	Informational/Discussion
IV.	Adjournment – Next meeting will be Wednesday, February 14, 2024	Informational/Discussion