



Facilities Advisory Committee (FAC)  
Meeting Minutes – November 9, 2022 9:00 a.m.  
Via Zoom

**I. Welcome & Confirmation of Quorum**

Farrah Farzaneh called the meeting to order at 9:05.

Guests in attendance:

**II. Approval of Minutes**

Yash Patel made a motion to approve the minutes from the meetings dated April 13, 2022, May 11, 2022, September 14, 2022, & October 12, 2022.

Mike Strong seconded the motion.

Tatiana Vasquez and Peter Gend abstained from the minutes from April, May, and September.

All other members in attendance voted yes.

**III. Current Topics**

**A. Sustainability Plan**

Yash went through the timeline regarding the Sustainability plan, see attached. The timeline also included that the FAC will vote on the plan in January, be brought to the Chancellor's Council in February, and go for Board of Trustee approval in March. Please bring this information back to your group and ask Yash for any additional feedback. In January we will vote on the goals and key initiatives.

An Excel spreadsheet will be distributed which is a summary of the plan for the committee to review. It also shows how feedback has been incorporated.

Farrah shared that our campus and district are leading sustainability efforts. We have the CA state architect, and five members of DSA are coming to Crafton Hills College to tour our LEED buildings.

Tatiana has a concern regarding the timeline. In December things are very busy with the Senate and she doesn't know if she can bring it to her committee in that timeline. The Academic Senate does not meet in January. Yash agreed push the approval timeline back one month. He also reminded the committee that we did the first read in February 2022.

Farrah shared that this plan needs to work for all of us and we need this direction when we are working on your buildings.

Yash shared feedback that he received, how do we make sure that these goals and initiatives are met? Once the board has adopted this, we will bring it back to the FAC to

assign a responsible party, group, or volunteers who are willing to help ensure that we are meeting all our goals.

#### B. Fencing Discussion

Through the virtual suggestion form, there was a request for an update regarding the fencing that will surround KVCR. Abel shared that the project will be going out in December, bids will be due in January 2023 and construction will begin in the Summer of 2023. This fencing includes KVCR, but it will be done throughout the entire campus. The current chain link fence around KVCR will be replaced with decorative fencing.

Cheryl from KVCR asked about the perimeter fencing and asked if it will be cut off by the tower. It will duplicate the footprint of the current fencing. We will also add fencing on the outside of the softball field.

Blake Bonnet asked about K street fencing. Tenille confirmed that the K street fencing that is damaged will be replaced.

Comment from Tatiana, can we make sure that the plantings that are added are in consultation with groundskeepers? They already have so much work to do for the existing upkeep of our Valley grounds. Tenille confirmed that maintenance and the grounds team have provided feedback and impact. Abel confirmed Kevin and Bob have engaged the CSEA members who are responsible for groundskeeping.

Dave Stevenson shared that he reached out to the lead groundskeeper, and he confirmed that has been no discussion with this team. Bob confirmed that Ron was involved in choosing the vine that will be put on the fence. Tenille asked that Bob send a clarifying email and copy Dave.

#### C. Transportation Survey

Yash shared that one request we received from SBVC Safety Committee was to have a survey to assess how students are commuting and how that ties back to the Sustainability Plan. There is currently no timeline for when this survey will be deployed, as it needs to be fully vetted by the Campus leadership. One of the requests of this survey was to help determine when our student population expects to transfer over to Electric Vehicles and determine the needs of our students.

Mike Strong asked how the survey will be sent out. Mike suggested that both campuses be asked the same questions and Mike and Tenille agreed that their research departments can send out the survey.

### IV. Future Topics

Farrah started a conversation regarding future topics. She asked if there are topics that the committee would like to discuss, either by sharing verbally or utilizing the virtual suggestion form. She also requested for suggestions on how we can improve our meetings. Farrah shared that there is a lot of work going on behind the scenes that are not visible until buildings are Constructed.

Mike Strong shared that he thought we are doing a good job. His suggestion was to bring items to the committee with less presentation. If we had less presentation and more time for discussion that would be good. Dave agrees with that.

Dave shared that as a CSEA member, he gets told what is happening, and not brought into the discussion. At times a decision can be made without including everyone. Dave mentioned each member represents a constituency group and they can help to ensure that there is good communication. He requested that communication be had before decisions are made.

Farrah shared that Community Colleges are changing from Design Big Build to Design Build – lots of collaboration and communication with faculty and staff during programming and pre-design.

Dave shared that we need to find a way to get feedback from all of the end users. Dave said he thinks that we need to use this platform to figure out the best way for communication to from the top down. He shared that we want to do better, and Farrah agreed we can do better.

Farrah requested each of the members to communicate this message to their group, she emphasized the importance of early engagement is key. She explained about the understand the challenges that the construction and design team goes through to meet your needs. Last minute changes cause significant budget impacts and impacting not only that particular project; but also, the upcoming projects. Be deliberate and thoughtful when providing feedback, provide your feedback and through all at once at the early design phase. As any changes there after results in significant cost, that means some other project will be impacted due to the last minute changes we made with this project.

Tatiana agreed with everything that has been said by Mike and Dave. She said she knows that we all have good intentions but that doesn't mean that we have the best plan. We need to look at what is working and how we improve processes. We have lines of communication, and communication trickles down, but it only trickles down. She shared that there have been a lot of flaws. We need to come up with solid and stable lines of communication. It is difficult to change the design or plan once it has been approved.

Charge for FAC – sharing information regarding planning, design, and construction. When is input given, and what is the timeline? As users, how are we reviewing recommendations, is there a rubric, is it valid?

Tenille wanted to reiterate, the tentative schedule before each project begins. She would like to know when input from the campus is needed. Tenille shared that she has been with the district since 2015 but she has only been in this position since March. She would like to have more information to share. Making sure that the right people are involved at the right time.

Tatiana suggested at the next meeting we should share each project that shows what stage we are in. The clearer the path of timelines is the better. Where can input be provided, and how many times can I share input? Farrah suggested an updated SBVC construction schedule be shared at their weekly meeting for Tenille to review. She also suggested to share a district construction schedule at the next FAC meeting for the committee to review and understand the timeline. With these timelines we can discuss where input is needed and who will be providing that input from each group.

**V. Adjournment**

Farrah adjourned the meeting at 10:03 am.

The next meeting will be on December 14th at 9:00 am.

Not Yet Approved



Facilities Advisory Committee (FAC)  
**Meeting Minutes – November 9, 2022 9:00 a.m.**  
 Via Zoom

**QUORUM:** Definition of Quorum is established by Chancellor’s Council. Committees cannot vote or make decisions unless they have met quorum, but in order to encourage participation, committee members can provide a designee or a proxy if they are not able to attend.

- yes 1) 50% + one of appointed voting members (not 50% of members plus vacancies).
- yes 2) One faculty member from each campus
- yes 3) Two persons from each site (CHC, SBVC, DSO)
- yes 4) Three of four constituent groups represented (faculty, classified, student, management)

1	Director Facilities Planning, Emergency Management & Construction, Chair	Farrah Farzaneh	DSO	MAN	1	<i>Present</i>
2	Associate Director of Energy, Sustainability & Safety Administration, Co-Chair	Yash Patel	DSO	MAN	1	<i>Present</i>
3	VP, Admin Services, CHC	Mike Strong	CHC	MAN	1	<i>Present</i>
4	VP, Admin Services, SBVC	Tenille Norris	SBVC	MAN	1	<i>Present</i>
5	Facilities Director	Larry Cook	CHC	MAN	1	<i>Absent</i>
6	Facilities Director	Bob Jenkins	SBVC	MAN	1	<i>Present</i>
7	Associate Director, Bond Program Planning & Construction	Abel Favela	DSO	MAN	1	<i>Present</i>
8	Environmental, Health & Safety Administrator	Melissa Nano	DSO	MAN	1	<i>Present</i>
9	Facilities Project Manager	Hassan Mirza	DSO	MAN	1	<i>Present</i>
10	Emergency Manager	<b>Vacant</b>	DSO	MAN	0	
11	Faculty, CHC (1 of 2) (appointed by Academic Senate President)	Peter Gend	CHC	FAC	1	<i>Present</i>
12	Faculty, CHC (2 of 2) (appointed by Academic Senate President)	<b>Vacant</b>	CHC	FAC	0	
13	Faculty, SBVC (1 of 2) (appointed by Academic Senate President)	Jennifer Bjerke	SBVC	FAC	1	<i>Absent</i>
14	Faculty, SBVC (2 of 2) (appointed by Academic Senate President)	Tatiana Vasquez	SBVC	FAC	1	<i>Present</i>
15	Classified, CHC (appointed by Classified Senate President)	Christina Sweeting	CHC	CLA	1	<i>Absent</i>
16	Classified, SBVC (appointed by Classified Senate President)	Sarah Yearyearn	SBVC	CLA	1	<i>Present</i>
17	ASG President or designee, CHC	Dakota Erwin (Nelva Ruiz-Martinez)	CHC	STU	1	<i>Present</i>
18	ASG President or designee, SBVC	Chassady Arias	SBVC	STU	1	<i>Absent</i>
19	Black Faculty & Staff Association	<b>Vacant</b>			0	
20	Latino Faculty, Staff, & Administrators Association	Mary Valdemar (Ernest Guillen)	SBVC	FAC	1	<i>Absent</i>
21	CTA (appointed by CTA)	Alicia Hallex	SBVC	FAC	1	<i>Absent</i>
22	CSEA Representative (appointed by CSEA)	Dave Stevenson	CHC	CLA	1	<i>Present</i>
23	Classified, DSO (appointed by CSEA)	<b>Vacant</b>		CLA	0	
24	Confidential Group	Stacey Nikac	DSO	CON	1	<i>Absent</i>
25	Police Officer’s Association	Blake Bonnet	DSO	MAN	1	<i>Present</i>
26	TESS Representative	Roger Robles	DSO	MAN	1	<i>Present</i>
27	KVCR Representative	Cheryl Alexander	DSO	MAN	1	<i>Present</i>
28	EDCT Representative	Tim Vasquez	DSO	MAN	1	<i>Present</i>
29	Print Shop Representative	Deborah Castro	CHC	CLA	1	<i>Present</i>
30	Asian Pacific Islanders Association	Souts Xayaphanthong	CHC	MAN	1	<i>Present</i>

Categories	Goal	Key Initiatives
1 Carbon Mitigation	1.1 Carbon Neutrality by 2035	<p>1.1.1 Complete a greenhouse gas inventory of all Scope 1, 2 and 3 emissions. Update every five years.</p> <p>1.1.2 Complete a Climate Action Plan (CAP) to meet or exceed goals and provide a roadmap for achieving them.</p>
2 Energy	2.1 Retro-Commissioning Program	<p>2.1.1 Conduct equipment inventory and benchmark the Energy Usage Intensity (EUI) of each building.</p> <p>2.1.2 Install building-level electrical sub-meters</p> <p>2.1.3 Add sub-meters to measure major electrical loads (i.e. HVAC, lighting &amp; plug loads) in new construction and major renovation projects</p>
	2.2 Onsite Renewables	<p>2.2.1 Develop and implement a solar energy masterplan</p> <p>2.2.2 Perform feasibility analysis to add battery storage along with renewable power.</p>
	2.3 Fully Electric Buildings	2.3.1 Conduct a district-wide electrification study to assess the feasibility of integrating electrification into district building standards and to understand its implications on utility costs and infrastructure upgrades.
	2.4 ZNE Campus	<p>2.4.1 Design new buildings to be zero-net-energy (ZNE) ready</p> <p>2.4.2 Conduct a ZNE campus feasibility study and implement initiatives</p>
	2.5 Community Resilience Hub	<p>2.5.1 Consider feasibility of piloting microgrids and energy storage for increased energy resilience</p> <p>2.5.2 Consider ways to integrate resilience focused design for new buildings</p>
	2.6 Collaboration with Utilities	2.6.1 Collaborate with Southern California Edison (SCE) and other organizations to utilize incentives & grants for energy efficiency, zero net energy design and/or resilience hub piloting
	3 Water	3.1 Indoor Water Efficiency
3.2 Native and Adaptive Vegetation		<p>3.2.1 Reduce irrigation demand through the planting of native and adaptive vegetation with each new construction or major renovation.</p> <p>3.2.2 Consider phased retrofitting of existing landscapes with native or adaptive species.</p> <p>3.2.3 Each potential project assesses the environmental and economic benefits of landscaping modifications, such as reducing the impact of heat islands and enhancing campus identities.</p>
3.3 Water Reuse and Reclamation		3.3.1 Explore the opportunity for using non-potable well water for toilet flushing and potentially cooling tower make-up water
3.4 Reduce Potable Water Use 25% by 2030		3.3.2 Investigate the viability of bringing Purple Pipe to Valley College
		3.3.3 When recycled water is available, include dual piping in all new construction
4 Transportation	4.1 Alternative Transportation	3.4.1 Complete three previous Water Initiatives
		3.4.2 Provide all new construction and major renovations building with water sub-metering
		3.4.3 Install building-level water sub-meters for each building
		4.1.1 Promote existing transit subsidy program
	4.2 All ZEV Fleet by 2040	4.1.2 Conduct Transportation Survey to establish the frequency of travel and mode of commute to gather information regarding various aspects of current transportation behavior
		4.1.2 Install bike racks near existing facilities and provide bicycle racks at all new facilities
		4.1.3 Establish a transportation demand management plan by incentivizing alternative modes of transport such as walking, public transit, micro-mobility and rideshare.
4.3 EV Charging	4.1.4 Identify potential carpool incentives to reduce single-occupancy vehicle trips	
	4.2.1 Begin with transitioning campus security to zero-emission vehicles, then target conversion of forklifts, courier vehicles, maintenance vehicles, and any other fleet vehicles.	
	4.3.1 Support the fleet change and to encourage the SBCCD community to use electric vehicles by building out all EV-capable parking spaces required by Title 24 with EV charging infrastructure.	
	4.3.2 Collaborate with SCE to utilize utility and/or state funding for these charging stations where possible.	

5	Materials	5.1 Reduce Waste Going to Landfills 50% by 2030	<p>5.1.1 Track waste diversion percentages</p> <p>5.1.2 Task the Sustainable Task Force with reviewing annual waste audits and evaluating strategies to improve waste diversion percentages</p> <p>5.1.3 Employ source reduction, recycling, and composting efforts where possible</p> <p>5.1.4 Increase the number of water bottle filling stations and show locations in the map</p>
		5.2 Increase Procurement of Sustainable Products and Services by 25% by 2030	<p>5.2.1 Establish a district-wide procurement guideline that provides direction to those involved in the procurement process on how to make sustainable procurement decisions.</p> <p>5.2.2 Explore the feasibility of centralizing procurement and/or developing an online procurement platform, to better regulate and encourage sustainable procurement across the district.</p> <p>5.2.3 Partner with suppliers to increase sustainability</p>
6	Engagement and Transparency	6.1 Track Sustainability Goals	<p>6.1.1 Benchmark and monitor carbon mitigation, energy, water, transport, materials, and curriculum KPIs and update sustainability plan every 5 years</p> <p>6.1.2 Create an implementation matrix and hire volunteers to address operational sustainability, including campus engagement, waste auditing, and scope 3 carbon emissions</p>
		6.2 Engagement	<p>6.2.1 Create social media presence to promote behavior changes in the campus community</p> <p>6.2.2 Prepare and distribute quarterly newsletter focuses on encouraging sustainable behaviors</p>
		6.3 CALGreen Tier 1 and LEED Gold	<p>6.3.1 Incorporate this goal into buildings standards for a transparent, holistic and systematic approach to integrating sustainability into SBCCD's infrastructure</p>
7	Education	7.1 Sustainable Education	<p>7.1.1 Offer sustainability-focused or related courses</p>
		7.2 Hands On Learning	<p>7.2.1 Capitalize on on-campus sustainability initiatives as educational opportunities</p> <p>7.2.2 Add signage and displays showcasing on-site sustainability initiatives building a living laboratories</p>