



## District Services Planning and Program Review Committee

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Via Zoom: <https://cccconfer.zoom.us/j/92440053928>

Meeting Minutes – October 13, 2020

### **Members Present:**

Christopher Crew (Chair)  
Larry Strong  
Virginia Diggle  
Anthony Papa  
Jason Brady  
Jim Buysse  
Deanna Krebhiel  
John Feist  
Jeremy Sims  
Michele Jeannotte  
Michelle Crocfer  
Jessica Greenwell  
Farrah Farzaneh  
Rosemarie Hansen – proxy for Kevin Palkki

### **Guests**

Steve Sutorus  
Erika Menge

### **I. WELCOME & INTRODUCTIONS**

C. Crew called the meeting to order at 10:35 a.m.

### **II. APPROVAL OF SEPTEMBER 11, 2020 MINUTES**

J. Feist moved to approve the minutes of the District Services Planning and Program Review committee meeting held on September 11, 2020, V. Diggle seconded the motion. The minutes were approved by the following vote.

Ayes: Unanimous

Noes: None

Abstentions: None

### **III. QUESTIONS REGARDING RESOURCE REQUESTS**

J. Simms confirmed we only need division rankings not “subdivision”. C. Crew confirmed.

R. Hansen asked for an update on the Highland property. F. Farzaneh reported they are aware with the issues at the Highland property and she is working with district leadership as to find a resolution.

**IV. PROCESS FOR PRIORITIZING RESOURCE REQUESTS****A. Process and District Divisions List**

C. Crew reviewed the resource request prioritization for 2019. C. Crew requested the committee to evaluate the rankings and to be prepared for the next meeting as the ranking process will begin. V. Diggle recalled last year the committee agreed to have two separate lists, one for equipment and one for personal. J. Brady clarified that unless the equipment is for the requested personal (ex: police officer; fire arms, belts, bullet proof vests, etc.). L. Strong commented that the current spreadsheet identifies equipment or personal already.

**V. PRIORITIZATION OF DISTRICT PROGRAM RESOURCE REQUESTS****A. Requests Ranked By Division**

C. Crew reported the committee should incorporate the requests being aligned with the colleges as well. V. Diggle confirmed currently the program request application is out to the divisions and the subdivisions are to work with their specific division to submit the request as a whole by division. V. Diggle confirmed the resource requests should not be considered based on previous years' requests. C. Crew recommended the resource request align with climate survey.

**VI. OTHER/FUTURE TOPICS**

C. Crew to have the resource requests to the committee by November 3, 2020.

**VII. NEXT SCHEDULED**

The next meeting is scheduled for November 10, 2020 at 10:30 a.m. via Zoom (ranking resource request) <https://cccconfer.zoom.us/j/92440053928>

**VIII. ADJOURNMENT**

The meeting was adjourned at 11:10 a.m.

*Heather Ford, Recorder, Office of the Chancellor*