Facilities Development Council
Minutes
Thursday, September 11, 2014; 3:00 p.m.
E-112

MEMBERS

<table>
<thead>
<tr>
<th>Name</th>
<th>Representing</th>
<th>Present</th>
<th>Absent</th>
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<tbody>
<tr>
<td>Alfred Muñoz</td>
<td>Administration</td>
<td>X</td>
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<tr>
<td>Joseph Reyes</td>
<td>Administration</td>
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<td>Matt Coombs</td>
<td>Administration</td>
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<tr>
<td>Paul Casey</td>
<td>Classified Management</td>
<td>X</td>
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<td>Alma Arriaga</td>
<td>Classified/Confidential</td>
<td>X</td>
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<tr>
<td>John Anderson</td>
<td>Faculty</td>
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<td>Mary Davis</td>
<td>Faculty</td>
<td>X</td>
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<tr>
<td>Kris Tina Summers</td>
<td>CSEA</td>
<td>X</td>
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<tr>
<td>Ismael Ramirez</td>
<td>L-39</td>
<td>X</td>
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<tr>
<td>Ernesto Infante</td>
<td>ASHC</td>
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<tr>
<td>Unassigned</td>
<td>ASHC</td>
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Others

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<tr>
<th>Name</th>
<th>Title or Representing</th>
<th>Present</th>
<th>Absent</th>
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<tbody>
<tr>
<td>Anthony Ben Castillo</td>
<td>ASHC</td>
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CALL TO ORDER & INTRODUCTIONS
Meeting called to order at 3:15 p.m.  
Alfred Muñoz

ACTION ITEMS

1. Approval of August meeting minutes  
   Consider Approval of Minutes from August 2014 meeting. Motion (Joseph Reyes); Second (Ismael Ramirez). Mary Davis requested that acronyms be written out in future meeting agendas and minutes. Minutes approved with no changes.

INFORMATION/DISCUSSION/PRESENTATIONS

1. Security contract
   The recommendation to hire a security company will go to the October 7 Board meeting. Seven companies submitted responses to the Request for Proposals that was opened last spring. Meetings with the new security company are forthcoming to ensure a smooth transition.

2. ADA review
   Due to Paul Casey’s absence, this item was tabled until the October meeting.

Hartnell College Vision Statement: Hartnell College will be nationally recognized for the success of our students by developing leaders who will contribute to the social, cultural, and economic vitality of our region and the global community.

Hartnell College Mission Statement: Focusing on the needs of the Salinas Valley, Hartnell College provides educational opportunities for students to reach academic goals in an environment committed to student learning, achievement and success.
3. Facilities Development Council Evaluation of Effectiveness Results  
Al and Joseph Reyes reported briefly on the results. Seven responses were received. The primary issue is attendance. For purposes of meeting quorum, Al asked that absences be communicated to Laura Warren prior to the meeting. All were in agreement with the Al’s suggestion that if a member misses three meetings a discussion will occur with the representative group.

4. Program review: Facilities and Food Services  
Joseph reviewed the documents for both areas. Facilities - (1) Staff now have iPads giving them the ability to receive work orders electronically via iSupport which will enable better service to the campus community. Cafeteria – (1) Need to build a reserve for capital improvements. (2) Continue working on customer service; will offer a survey each semester. (3) Continue following safe food handling guidelines and encourage training in this area.

5. Campus-wide Water Filtration Systems  
Ben Castillo on behalf of the ASB, Ben Castillo opened a discussion on the subject of installing a water filtration system on all campuses. One machine is currently in use on main campus and is utilized a lot. Ben responded to questions and agreed to follow up with the FDC at a later date with details related to ownership versus leasing, maintenance costs, and annual operating costs.

OTHER ITEMS/BRIEF ANNOUNCEMENTS

1. Facilities Master Plan Update  
Lionakis provided a draft report; a copy for review is available on the website. Comments are encouraged. The final draft report is expected to go to the November Board meeting.

NEXT MEETING(S)

- November 13, 2014
- December 11, 2014
- January 8, 2015 (no meeting – winter break)
- February 12, 2015
- March 12, 2015
- April 9, 2015
- May 14, 2015
- June 11, 2015 (no meeting – spring semester ends 5/20/15)

ADJOURNMENT  
Meeting adjourned at 4:53 p.m.