



District Facilities Advisory Committee (DFAC) Minutes

Date | time 10.15.24 | 1:00 PM | **Location** Santa Rosa (Bertolini Senate Chambers) |

Zoom Option <https://santarosa-edu.zoom.us/j/86585668586?from=addon>

Members

Stephanie Avellaneda, Robert Brownlee, Canon Crawford, K. Frindell Teuscher, Benjamin Goldstein, Stephanie Jarrett, Tara Johnson, Kate Jolley, Jason Kostic, Hank Lankford, Peter Levelle, David Liebman, Sarah Martin, Theresa Richmond, Javier Rodriguez Aguilera, Tina Rosenberg, Glen Salazar, Cheri Winter

Item

1. Agenda Review

DFAC Agenda was reviewed.

2. [Approval of DFAC Meeting Minutes 9.17.24](#)

DFAC Meeting Minutes from 9/17/2024 were approved.

3. Member Announcements, Questions, Issues and Concerns

Communications should be improved during emergencies, Marketing & Communications (MarCom) will play a more active role with this.

There was a glitch in the email template that was sent out yesterday re: the power shutdown.

4. Safety Concerns

Since the COVID-19 Pandemic and telecommuting, emergency planning has become a challenge, including the testing of the emergency notification system. There plan is to have two major emergency preparedness exercises this academic year: 1) the Great Shakeout in the Fall, this year it will be on 10/17 at 10:47 A.M.

Additionally, the President's cabinet will be reviewing the Emergency

Meeting Dates

Fall 2024

September 17

October 15

November 19

Spring 2025

January 21

February 18

April 15

Operations Center (EOC) participation lists to ensure that we have the right people at the EOC. People can practice evacuation drills in their areas and submit feedback to Dawn Carter. Then, 2) in spring we will have a live training with a mass casualty scenario. District Police also provides localized training to departments and at PDA days.

Vegetation on the Santa Rosa Campus has been identified for recommendation for removal: down Elliott Ave. from Doyle Library to the next intersection, including along Bertolini, the vegetation is overgrown. Hank will access the identified area and FacOps will be proactive with trees; they will take some trees out with a particular emphasis on trees affecting electrical lines; there are two new groundkeepers to help with pathway vegetation.

Chief Brownlee mentioned that all SRJC campuses are safe campuses, but that they are a microcosm of society; DFAC members should seek out the Clery report, which is available on the District Police website; there are three years of statistics included in the report. The most serious crimes reported are mostly due to an uptick in sexual assaults since the opening of Polly Hall. District Police has good partnerships with all local law enforcement agencies; first responders are trying their best to keep us all safe.

5. Accessible pathways recommendation during construction

Kate read out the recommendation drafted; the committee accepted the recommendation as presented.

To the extent possible, the DFAC recommends that the District provide accessible pathways during all construction projects, understanding that if unable to, the District will instead need to accommodate access for students during that time.

6. [Accessible meeting space for Brown Act meetings \(Board, Senate, etc.\)](#)

The District looked at rooms that meet accessibility meeting space criteria for Brown Act meetings and came up with four options that all have pros and cons: Student Activity Center (SAC), Lindley Center for STEM Education room #171, Bussman Hall room #151, and Doyle room #145 or #146. The SAC doesn't have the technology to do Zoom videoconferencing; additionally, we should consider the number of activities held there (the space allows for the serving of food) and the

Meeting Dates

Fall 2024

September 17

October 15

November 19

Spring 2025

January 21

February 18

April 15

furniture there is not proper for other purposes. If we use Lindely Center STEM Education room #171, we will lose classroom space. Bussman Hall room #151 was renovated recently; it has two access doors and new furniture, but the layout might not work, and visibility might be an issue as well. Doyle room #145 and room #146 have their own challenges as well; Doyle room #146 is a classroom; Nate can provide data on Doyle room #145. A link to additional information was provided in the DFAC Agenda. Concerns were raised against the possibility of taking away classroom spaces.

There was a proposal to open up the Senate Chambers for events and have the SAC be for Brown Act meetings. The DFAC should determine the number of events held at the SAC and the number of people attending; the SAC's capacity is 130, while the Senate Chamber's capacity is 65. Additional information will be collected and brought back to the next DFAC meeting.

7. Facilities Condition Index Assessment

David shared a presentation on having a facilities operations metrics annual report detailing how to manage and measure metrics to gauge departmental success and the condition of buildings and grounds. There are three metrics used at colleges and universities, specifically at California Community Colleges: facilities & grounds condition index, total cost of ownership model, and space utilization.

8. [PRPP Prioritization](#)

David shared the Facilities & Operations PRPP PowerPoint. Hank and David reviewed the process and list of items. They're collecting feedback from Sustainability Committee participants. An Excel list of PRPP items with prioritizations will be uploaded to MS Teams.

9. [Measure H and Facilities Operations Project Updates](#)

A link to the updates was provided in the agenda.

10. Proposed Agenda Items for next meeting – November 19

a. Room Numbering and Signage

Meeting Dates

Fall 2024

September 17

October 15

November 19

Spring 2025

January 21

February 18

April 15