MIRAMAR COLLEGE

**Facilities, Health, and Safety Committee**

**Draft Minutes**

**Thursday, September 5, 2024**

**1:00 p.m. – 2:00 p.m.**

**N-206**

**Present**: Lezlie Allen, Jon Alva, Brett Bell (Co-chair), Landa Cain, Barbara Clark, Adrian Gonzales, Hannah Pierce (Co-chair, Tosh Tepraseuth.

**Vacancies: Faculty (2), Classified (2), Student (3)**

**Guests:** Carina Castro**,** Dan Gutowski, Anna Liza Manzo, Doris Nwosu

**Absent:** Michael Odu, Darrell Rankin

**Call to Order**: 1:02 pm

With quorum

**Action Items:**

**Approval of Agenda:**

1. **Approval of the Agenda –** Motion to approve: MSC – L. Allen, J. Alva, Unanimous
2. **Approval of Past Meeting Minutes –** 5/2/2024: MSC – B. Clark, T. Tepraseuth, Unanimous

**Report of Injury or Illness**

**B. Bell:**  Discussed reports and incidences of injured employees and students.

**Old Business:**

**Update on I-building, Kaleidoscope**

Shared the new plans for second floor. Once the plan is finalized: Vendors will be contacted to start the process.

Discussed:

* Suggestions from members regarding having a mindful room for prayers.
* Having a sensory room for high functioning autism students.
* Topics will be discussed with DSPS

Discussed having a mindfulness room, for students and hours.

Shared that we are taking directions from Chancellor’s office and utilizing the funds that it is being funded for.

Hopefully Prop S funding will be used to create for ideas for other ideas that might be able to be designed in a new building.

**Update on I-building, VRC and Honors**

Currently in demolition.

Shared the plan for renovations.

Shared that another phase, will be an all gender restroom will be created.

Requested that the all gender restroom should be on second floor. It is where the pride center will be located.

**Update on L-104 Career Center**

Updated with the new renovation. It has been concluded with installing seven offices.

Various trades were needed to coordinate for electrical, lighting, alarms, HVAC and more.

Shared that this is coordinated with DSC. Currently checking where we are in the process of all the installations needed for the offices. Will continue to get the various plans approved and completed.

Anticipation move in will be a within the next couple weeks.

**Update on Electrical Outlets and Charging Stations**

We decided to go with an outside electrical company, in order to install seven electrical outlets.

Shared that some charging tables have been installed and where they are located. Waiting here back from Student Services how effective the stations are.

Outlets for other charging station are scheduled to be installed in the near future.

Shared outlets need to be installed in library and the cafeteria.

**New Business**

**Governance Handbook – Purpose/Charge & Responsibilities**

Shared where to find all Governance Committees and handbook on Miramar site.

Discussed what to find in the governance handbook.

Discussed Purpose/Charge and responsibilities of committee members.

**Discuss Committee Membership**

Discussed FHSC membership, terms and updated members and changes to membership, and the role and responsibility of committee.

Added Occupational Health & Safety Coordinator as a member and Director of Operations and Facilities as an administrator

Recommended that student membership should be reduced to one or two.

Will discuss at next meeting and submit a change to the governance structure, based upon recommendations.

Went through current and vacant memberships.

**Meeting Calendar**

B. Bell: Shared the upcoming calendar

**Announcements:**

1. **Next Meeting**

Thursday, October 3, 2024: 1:00 – 2:00 p.m.

 II. **Adjourn**: 1:51pm