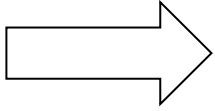

LOS ANGELES HARBOR COLLEGE

DRAFT



<p style="text-align: center;">WORK ENVIRONMENT & FACILITIES ***COMMITTEE***</p>

September 15, 2008, Monday 2:00 pm
FMO Conference Room

MEETING MINUTES

1. OPEN MEETING AND INTRODUCTIONS

Faculty	Admin	Classified	Students	L.A. Sheriff
B. Young, Chair	N. Malone	M. Pursey	Kenneth Gulley Jr.*	Dep Young*
W. Hernandez	B. McNeel*	C. Muldoon	Rachael Richards*	Sgt. Van*
R. Richards*	A. Tomlinson*	Y. Parra	Dawn Castillo*	
W. Loiterman	A. Patterson*	B. Englert*		
H. Siegel	L. Rosas*	T. Jones		
L. Glover				
L. McKenzie*				
E. Lum				
Dennis Griffith				
Guests: E. Colocho, D. Griffith				

* Member absent

2. **REVIEW AUGUST MEETING MINUTES:** *THE AUGUST MEETING MINUTES WERE REVIEWED AND ACCEPTED.*
3. **ESTABLISH NEW COMMITTEE:** *THE COMMITTEE AGREED TO MEET THE 2ND MONDAY OF EACH MONTH AT 2:00PM.*
4. **REVIEW NEW ARTICLE 9 DEFINITION:** *MR. YOUNG DISTRIBUTED COPIES OF THE REVISED ARTICLE 9, THE WORK ENVIRONMENT SECTION OF THE UNION CONTRACT. MR. GLOVER AFT NEGTIATOR WAS PRESENT TO DISCUSS THE ARTICLE WITH THE COMMITTEE. PER THE CONTRACT, ALL FACULTY MEMBERS MUST HAVE VOICEMAIL AND EMAIL; IF ANYONE DOES NOT HAVE THIS THEY SHOULD ASK THEIR DIVISION CHAIR.*
5. **FORM SUB-COMMITTEE:** *A SUB-COMMITTEE WILL BE FORMED FOR PARKING, GROUNDS AND FACILITIES. MR. PURSEY WAS ASKED TO HAVE CLASSROOMS INSPECTED FOR CLEANLINESS AND SUBMIT A MONTHLY REPORT ON THE STATUS OF THE ROOMS.*

- 6. OPEN FLOOR:** *MR. PURSEY INFORMED THE COMMITTEE HE REQUESTED TEN (10) NEW CUSTODIAL POSITIONS IN ORDER TO MAINTAIN THE THREE (3) NEW BUILDINGS ON CAMPUS. OUT OF THE TEN (10) HE WAS GIVEN ONLY TWO (2) NEW CUSTODIANS WHICH WILL NOT BE ENOUGH TO KEEP THE CAMPUS MAINTAINED.*

WINDOW WASHING - MR. YOUNG ASKED HOW PLANT FACILITIES IS PLANNING ON KEEPING THE WINDOWS IN THE NEW BUILDINGS CLEAN. THEY CURRENTLY HAVE NO PLAN FOR THE WINDOWS BUT THEY ARE OPEN TO SUGGESTIONS. IT WAS SUGGESTED TO HAVE THE COMPANY WHO CLEANS THE DISTRICT OFFICE WINDOWS CLEAN ALL THE COLLEGES AT THE DISTRICTS EXPENSE.

MR. JONES INFORMED THE COMMITTEE THAT THE COLLEGE WILL NEED TO HIRE NEW PERSONNEL TO MAINTAIN THE NEW BUILDINGS. HE SUGGESTED TWO TECHNICIANS AND ONE MAINTENANCE PERSON, THIS WILL COST CLOSE TO 260K ANNUALLY. WE WILL ALSO NEED 24 HOUR MANAGEMENT FOR THE BUILDINGS.

THE TECH BUILDING IS SCHEDULED TO OPEN MID OCTOBER AND THE CHILLERS MAY NOT BE UP AND RUNNING BY THEN. WE WERE TOLD THE ELEVATORS IN THAT BUILDING WILL BE USED FOR STAFF AND ADA ONLY, KEYS WILL BE ISSUED. MR. GLOVER MENTIONED THERE IS NOT ENOUGH LIGHTING IN THE WALKWAY OUTSIDE OF THE BUILDING TOWARDS PARKING LOT 6. THE MAIL ROOM HAS JOINED THE FACILITIES DEPARTMENT.

END OF MEETING - Meeting adjourned at 3:30pm