Minutes from September 26, 2017

The Glenn County SELPA Facilities Committee held a regular standing committee meeting on the above date at the GCOE Orland Admin Building, 676 E. Walker Street, Orland, CA, 95963

**MEMBERS PRESENT:**
- Patrick Conklin, Plaza School District
- Mort Geivett, Willows USD
- Ken Geisick, Orland USD
- Laurel Hill-Ward, Stony Creek Joint USD
- Jacki Campos, SELPA Director
- Randy Jones, GCOE – Assistant Superintendent of Business Services
- Shane Anderson, GCOE – Facilities Manager

**OTHERS PRESENT:**
- Ronnie Stenquist

**1.0 Call to Order, Public Comments**

1.1 Call to Order/Approve Agenda: The Facilities Committee meeting was called to order at 1:40pm. Laurel Hill-Ward (Stony) moved to approve the agenda. Ken Geisick (OUSD) seconded. A vote was taken, all ayes. Agenda approved.

1.2 Public Comment: none

**2.0 Pledge of Allegiance**

**3.0 Review Facilities Committee Notes from June 2017:** The committee reviewed the notes from the prior Facilities Committee meetings. There was discussion regarding updating the MOU’s to be uniformed. The decision was made to wait and see if there will be changes to the ownership of the mild/moderate programs. The committee agreed that the items they would like to work on for the 2017-2018 school year are: The Regional Program Reimbursement, long term housing plans for the Regional Programs and services, a need for a south county preschool, the transition of all mild/moderate buildings and programs. The group would also like to look into internet connectivity, energy efficiency, and looking into the Prop 39 plans.

**4.0 Agenda Items**

4.1 Facilities Committee Calendar 2017-18 - Discussion regarding frequency of meetings and how best to support the fiscal committee. The group came up with the following Facilities Committee meeting dates: November 9th, 2017; January 25th, 2018; March 15th, 2018; May 10th, 2018. Each meeting will be held in the GCOE Orland Admin Office, Lemon Home Room at 8:30am.

4.2 Mild Moderate Buildings – The committee will continue the work on streamlining the ownership or the responsibility of maintaining the buildings to save cost and efficiency.

4.2.1 Facilities/Maintenance Matrix: The committee agreed that the matrix is complex and multi-faceted. Many districts many not be aware of their responsibilities. The committee would like the Matrix to go back to the regular SELPA governance for further discussion.

4.2.2 Routine and/or Major Facilities Improvements and Repairs: The committee agreed that the GCOE Facilities manager and the sites collaborate to stream line repairs, inspections, and processes to ensure nothing becomes and oversight. GCOE Facilities Manager suggested a maintenance binder that will log all inspections, repairs etc.. In addition, the committee would like to look at the mild/moderate buildings going back to the LEA’s in an effort to save cost and efficiency.
4.3 Housing Programs: The committee will work during the 2017-2018 school year to develop long term housing plans for the Regional Programs.

4.4 Lease Agreements: The committee would like to see the MOU’s become uniformed. Will work on this as soon as a decision is made regarding the mild/moderate programs.

4.5 Cost and Cost Containment: The committee will work to find the best ways to eliminate cost and support the work of the Fiscal Oversight Committee.

4.6 Development of Facilities Plan: The committee will work on a long term and a short term facilities plan.

5.0 Adjournment: 3:06pm

Next Meeting Date: November 9th, 2017, GCOE Orland Admin Office, 676 E. Walker Stret, Orland, CA 95963

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