

PORTERVILLE COLLEGE
Facilities Planning Advisory Committee

Wednesday, December 7, 2016
2:30 p.m. – 3:30pm

Student Center Conference Room

- MINUTES -

COMMITTEE MEMBERSHIP:

Administration –Rosa Carlson, Sam Aunai, Kim Behrens, Carol Brown, Val Garcia, Bill Henry, Kailani Knutson, Jay Navarrette, Arlitha Williams-Harmon, John Word
Faculty – Tim Brown, James Thompson, Vickie Dugan, Lupe Guillen; Ann Marie Wagstaff, Joel Wiens, Jay Hargis, Maria Roman
Classified – Judy Fallert, Janice Halopoff
Students – ASPC President or designee
PC Foundation – Gary Wallace
Facilities KCCD Reps – Eric Mittlestead, Joseph DeRosa

ATTENDANCE: Carlson, Aunai, Behrens, C. Brown, Garcia, Henry, Knutson, Navarrette, Williams-Harmon, Word, T. Brown, Guillen, Wagstaff, Wiens, Roman, DeRosa

GUESTS:

I. Safety & Security Team Report

- John Word, Director M&O and Co-Chair for the Safety & Security Team distributed materials from their last Safety/Security meeting on 10/11/16 and their 11/3/16 meeting which introduced Joseph Grubbs, KCCD Risk Assessment & Management.
- Discussion on CA ShakeOut
- Handouts – “RISK Reporter” and...
- Rape Awareness pro-active class offered (Arlitha reported)
- CB1 note – Ask John for Safety agenda's

II. Completed Projects

- John reported the following on completed projects around campus:
 - ✓ **Grounds** - Turf renovation projects: ball fields, campus core. Ball field renovations, infield mix, dugout mats, re-build pitcher's mound, pond/waterfall liner repairs.
 - ✓ **Roofing**- Buildings: M/O, TI, CT. HVAC: M/O, AC, CA
 - ✓ **Welding Shop**- New welders, Electrical, Welding Exhaust.
 - ✓ **Furniture** - CT, SM, AC
 - ✓ **Carpet** - SM Forum
 - ✓ **Renovated Office Space** - Communication Arts, Student Services DRC, Student Service Transfer Center
 - ✓ **Stadium Asphalt**
 - ✓ **Health Careers**; Flooring, Roof, HVAC, Exterior Paint Exterior Paint
 - ✓ **Gym, Fitness Center**: Modernized Coaches Ladies Restroom, Trim, SC Trim / doors, FA Trim /doors, AC doors Lighting - LED CT, TI, M/O, Quad Poles, Poles in front of Gym/CA/SC FIT 744 and Gym Floor recoat
 - ✓ **Gym HVAC / Roof**: new roof and HVAC for gym barrel and upper/lower flat roof over coach's row and locker rooms.

- **Upcoming Projects:**
 - ✓ **Security Cameras:** Infrastructure to start Mid-December, Camera install following. Replacing 30 existing cameras and adding 83 for a total of 113 new HD cameras.
 - ✓ **Security Door Hardware:** Pre-construction meeting with Simile Construction yesterday. Project scheduled to start Jan 3. Expected to take 3 months. New electronic card readers on all exterior doors.
 - ✓ **New Wavfinding/Directional Signage:** APCO engineering complete, District PPR pending approval.
 - ✓ **Science Math Elevator:** Drawings complete, approved by local fire department at DSA for review. To include completely modernized elevator, completely modernized RR's, New ADA lift next to stairwell.
 - ✓ **Science Math Cooling Tower modernization:** Bid opening yesterday. Bid Evaluation in process. Project expected to start March.
 - ✓ **Prop 39 Phase IV:** Pending SCE funding approval, Complete new LED on Health Careers, New LED for parking lots A/B and Stadium Parking.
 - ✓ **SMSR Fund - High Voltage Oil Switch replacements:** Remove 05 very old High Voltage switches and replace with new air cooled H V switches. Project to include the Inspection and testing 09 High Voltage Transformers. Submitting RFP next week for bidding purposes.
 - ✓ **SMSR Fund: Synthetic Turf - College Ave.** Pending PPR
 - ✓ **SMSR Fund: Roofs, CDC, Science Math Second Story building.** Pending PPR
 - ✓ **SMSR Fund: Seal and Stripe Service Road/Fire lane, paint curbs, crosswalks.** Pending PPR

III. Capital Project List

- Dr. Carlson reported since Measure J and Proposition 51 passed we are already planning the progression of completion for the list of projects advertised during the campaign.
- When we come back in January, Dr. Carlson will work on forming a community committee to discuss and begin working on future capital projects such as Jamison Stadium (outside of the designated funds for the Measure J Bond/Prop. 51). These future capital projects are being planned, and will be incorporated into the Educational Master Plan (EMP) which is in progress.

IV. Scheduled Maintenance List

- John Word, Director of Maintenance and Operations distributed the updated list of Current Projects.

V. Educational Master Plan (EMP)

- Dr. Carlson combined agenda item V. Educational Master Plan with III. (see III Capital Project List).

VI. Bond Discussion

- Porterville College has an exhaustive list of projects which now totals \$192,534,302. The funding from Measure J will not be enough to complete all the projects on our needs list, but as soon as a funding allocation and distribution schedule has been identified it will allow us to move forward with the construction of a new Allied Health Facility and other Capital and Scheduled Maintenance Projects outlined in the Bond Campaign. Early estimates are that we should start to see State funding from Proposition 51 by mid- 2018. We will have to have a representative serve on a Bond Oversight Committee. For Measure J – it will need to be a community member and not a PC staff. Milt Stowe, current PC Foundation Board Member and Porterville Mayor, now serves on the ending Measure G Oversight Committee. A new community member will need to be found to serve on the Measure J Bond Oversight Committee.

VII. KCCD Facilities Report

- Tabled since Eric Mittlestead is at a State meeting.

VIII. Other

- Dr. Carlson asked the group what they felt they want to see more in our meetings (how detailed). Also, would they like more meetings?

- ✓ It was suggested to do a presentation at the January Flex Day on completed facility projects.
- ✓ Suggested to discuss more in depth the new lock card system on all exterior doors, the new lighting and the fate of Jamison Stadium – keeping it or repurposing it to a Sports Field complex for the Baseball/softball fields.

IX. Adjournment

Item	Current Projects - Porterville College	Bond Project Type	Project Type	Priority (1 -5)	Estimated Budget
1	Allied Health Facility	Capital Outlay	NA		21897795
2	Ball Fields Restroom Building Modernization	Deferred Maintenance	Other	1	290000
3	Ball Fields Irrigation Modernization	Deferred Maintenance	Exterior	1	80000
4	Ball Fields Fencing and Gates	Deferred Maintenance	Exterior	1	95000
5	Ball Fields Storage / Concession Stand	Deferred Maintenance	NA		320000
6	Ball Fields Bleachers	Deferred Maintenance	Exterior	1	175000
7	Demo Old Baseball Field	Deferred Maintenance	NA		35000
8	New Baseball Field	Capital Outlay	NA		1500000
9	Demo Old Softball Field	Deferred Maintenance	NA		35000
10	New Softball Field	Capital Outlay	NA		1500000
11	Career Technology Building	Capital Outlay	NA		20911551
12	Campus Asbestos/Lead Abatement Plan	Safety	Other	1	280000
13	Campus Restroom Remodel	Deferred Maintenance	Other	2	490000
14	Gym Floor Replacment	Deferred Maintenance	Other	3	720000
15	Gym Foyer Restroom Remodel	Deferred Maintenance	Other	3	265000
16	Gym Locker/RR/Shower Remodel	Deferred Maintenance	Other	2	320000
17	Land Acquisition	Capital Outlay	NA		800000
18	Fine Arts Building	Capital Outlay	NA		13097551
19	Student Activity Center, Veterans, Bookstore, Cafeteria	Capital Outlay	NA		28292653
20	Campus Wide Irrigation Upgrade	Deferred Maintenance	Exterior		250000
21	Quad Irrigation Upgrade	Deferred Maintenance	Exterior		40000
22	Campus Wide Auto Flush Valves Installation	Deferred Maintenance	Utility	2	20000
23	Building Isolation Water System	Capital Outlay	NA		3000000
24	Relocate PC Backflow Preventer	Deferred Maintenance	Utility		324000
25	College Ave Sidewalk, Curb, & Gutter Replacement	Deferred Maintenance	Exterior		375000
26	Communication Arts Theater Remodel	Capital Outlay	NA		8150000
27	High Voltage Electrical Oil Switch Replacement	Deferred Maintenance	Utility	1	275000
28	Kitchen Equipment	Deferred Maintenance	Other		90000
29	Kitchen Plumbing	Deferred Maintenance	Utility	2	400000
30	Utility Corridor Around Campus	Deferred Maintenance	NA		2800000
31	Building Sub-Metering Energy Project	Energy	Utility	2	400000
32	Relocate (2) Parking Lot Lights (Lot B)	Deferred Maintenance	Exterior	3	130000
33	CT HVAC Install for Cadet Training Area & IDF Closet	Deferred Maintenance	Mechanical	5	16000
34	Redundant HVAC for all Server Rooms	Deferred Maintenance	Mechanical	4	150000
35	Redundant HVAC Science Math Chemical Storage Closets	Deferred Maintenance	Mechanical	4	35000
36	Reclaim Water System	Deferred Maintenance	NA		500000
37	TI Building Remodel	Capital Outlay	NA		1150000
38	Phone Block Switch-out	Technology	Utility	5	15500
39	Extend Chilled Water and Hot Water Loops	Capital Outlay	NA		3580000
40	Science Math Forum Remodel	Capital Outlay	NA		1100000
41	EMS Replacement Phase 1	Energy	Utility	3	130000
42	Exterior Lighting Retrofit/T-stats/Occ sensors	Energy	Utility		250000
43	Light Control Wiring Modernization Science Math Labs	Deferred Maintenance	Utility	5	15000
44	Art Gallery Roof Replacement	Deferred Maintenance	Roof	3	430000

45	Library Reroof/Recoat	Deferred Maintenance	Roof	2	250000
46	LRC Reroof/Recoat	Deferred Maintenance	Roof	2	250000
47	Vehicle Storage 1 West Roof Replacement	Deferred Maintenance	Roof	5	100000
48	Vehicle Storage 2 West Roof Replacement	Deferred Maintenance	Roof	5	100000
49	Student Services Modernization	Capital Outlay	NA		8546000
50	Greenhouse Modernization	Deferred Maintenance	Other	5	40000
51	Parking Lot A & B	Deferred Maintenance	Exterior	3	900000
52	Parking Lot A & B Lighting-Stadium	Energy	Exterior	3	900000
53	Replace Monument in Front of College	Deferred Maintenance	Exterior	5	36000
54	AC Building Roof Accent Lighting Replacement	Energy	Exterior	5	34000
55	Campus Exterior Door Replacment/Paint	Deferred Maintenance	Utility	3	250000
56	Student Center PA system	Deferred Maintenance	Utility	4	25000
57	Tennis Court Modernization	Deferred Maintenance	Exterior	2	45000
58	Replace all Exterior Trash Cans	Deferred Maintenance	NA		30000
59	Campus Center/Student Activities Modernization	Capital Outlay	NA		7242000
60	Paint Interior Classrooms	Deferred Maintenance	Other	3	10850
61	Central Plant	Energy	NA		6000000
62	Exterior Building Painting	Deferred Maintenance	Exterior	4	110000
63	Replace Cafeteria /SCCR tables/Chairs	Deferred Maintenance	NA		31000
64	Demo Student Center Basemant Air Handler	Deferred Maintenance	Mechanical	5	25000
65	Human Performance & Kinesiology Center	Capital Outlay	NA		12010000
66	Grounds Building, Storage Shed	Deferred Maintenance	NA		13000
67	M&O Building Cart Parking Area, Gates and Doors	Deferred Maintenance	NA		45000
68	Maintenance & Operations Modernization	Capital Outlay	NA		2754000
69	Van Replacement	Deferred Maintenance	NA		160000
70	Graduation Stage/Stadium improvement	Deferred Maintenance	Exterior	5	20000
71	Parking Lot Slurry - Lot B&C	Deferred Maintenance	Exterior	1	125000
72	Parking Lot Restripe - Lot C	Deferred Maintenance	Exterior	1	26000
73	Parking Lot Repairs, Pot Holes	Deferred Maintenance	Exterior	1	5000
74	Fence and Gate Repair	Deferred Maintenance	Exterior	5	2500
75	CA Building Water Heater Replacement	Deferred Maintenance	Utility	1	500

154815900

Deferred Maintenance	11274850
Technology	15500
Safety	280000
Capital Outlay	135531550

Energy
Total

7714000
154815900

Item	Added Projects - Porterville College as of Nov. 2016	Bond Project Type	SMSR Project Type	Priority (1 -5)	Estimated Budget, add 20% for inflation
76	Art Gallery Ceiling replacement	DM		2	7,259.52
77	Art Gallery Exterior Door Closure replacement	DM		2	410
78	Art Gallery Flooring replacement	DM		2	5,518
79	Art Gallery Wall Finish replacement	DM		2	6,000
80	Art Gallery HVAC Package Unit replacement	DM		2	16,000
81	Art Gallery Fire Protection improvement	DM		2	2,500
82	Art Gallery Window replacement	DM		2	8,700
83	Art Gallery Upgrade Electrical System	DM		5	24,000
84	Career Technology (CT) Replace auditorium seating 1301	DM		1	27,000
85	CT Replace exterior door closures	DM		5	27,000
86	CT Replace Flooring, CT1303,1304	DM		1	7,500
87	CT Replace HVAC	DM		1	18000
88	CT Modernize Single Use Restroom	Dm		3	103,000
89	CT Replace Water Heater	DM		1	11,000
90	CT Upgrade Building electrical	DM		5	174,000
91	CT Replace Interior Doors	DM		5	42,000
92	Child Development Center (CDC) Replace HVAC	DM		3	45000
93	Communication Arts (CA) Replace Ceilings	DM		5	127,000
94	CA Replace Stairlift in Theater	DM		5	134,000
95	CA Replace Exterior Doors	DM		5	60,000
96	CA Replace Flooring	DM		1	305,000
97	CA Replace Fire Protection System	DM		3	56,000
98	CA Demo 9x9 tile, Room CA-2	DM		1	19,000
99	CA Demo 9x9 tile, Room CA-9	DM		1	2,000
100	CA Demo 9x9 tile, Room CA-10	DM		1	2,000
101	CA Demo 9x9 tile, Room CA-20 Piano Lab	DM		1	7,500
102	CA Demo, 9x9 Tile, Room CA-01 Hall	DM		1	5,100
103	CA Demo, 9x9 Tile, Room CA -01 Hall Stairs	DM		1	8,600
104	CA Demo, 9x9 Tile, Room CA-01 Janitor	DM		1	1,200
105	CA Demo, 9x9 Tile, Room CA-02 Service	DM		1	1,400
106	CA Demo, 9x9 Tile, Room CA	DM		1	1,000
106	CA Demo, 9x9 Tile, Room CA -07	DM		1	7,000
107	CA Demo, 9x9 Tile, Room CA-11	DM		1	1,800
108	CA Demo, 9x9 Tile, Room CA -15	DM		1	827
109	CA Demo, 9x9 Tile, Room CA-16	DM		1	827
110	CA Demo, 9x9 Tile, Room CA-17	DM		1	827
111	CA Demo, 9x9 Tile, Room CA-21 Lobby	DM		1	7,000
112	CA Demo, 9x9 Tile, Room CA-01 Hall	DM		1	4,100

113	CA Demo, 9x9 Tile, Room CA-21B	DM		1	690
114	CA Replace Water heater pump	DM		1	5,000
115	CA Replace roof hatch	DM		3	17,000
116	CA Replace switch board feeder electrical	DM		4	54,000
117	CA Replace walls/finishes	DM		5	121,000
118	CA Replace Plumbing Fixtures	DM		4	215,000
119	CA Replace Water Heater	DM		1	6,700
120	CA Window Replacement	DM		5	162,000
121	CA Electrical Upgrade	DM		5	295,000
122	CA Replace Interior Doors	DM		5	72,000
123	Fitness Center (FIT) Replace Roof over arobic Center	DM		3	188,000
124	FIT Replace Carpet- Offices 702	DM		5	1,000
125	FIT Replace Drinking Fountain	DM		1	11,000
126	FIT Replace Exterior Doors	DM		5	466,000
127	FIT Replace Janitor Closet Floor FIT 727	DM		5	632
128	FIT Replace Flooring	DM		1	706,000
129	FIT Paint Locker Room Floor	DM		1	1,100
130	FIT 732 Paint Floor	DM		5	23,000
131	FIT Replace Fire Protection	DM		1	85,000
132	FIT-711, Demo 9x9 Tile/Install VCT Ladies Towel Room	DM		1	1,000
133	FIT-707, Demo 9x9 Tile/Install VCT	DM		1	861
134	FIT Electrical Room, Replace MCC	DM		5	31,000
135	FIT-736, Mens Restroom, Replace Partition	DM		5	2,700
136	FIT-706, Locker Room Replace Partition	DM		5	2,800
137	FIT Replace wall mounted shower assembly	DM		2	413,000
138	FIT Replace wall/Finishes	DM		4	464,000
139	FIT Replace Plumbing Fixtures	DM		2	336,000
140	FIT Replace Windows	DM		5	315,000
141	FIT Replace/Upgrade Electrical System	DM		5	539,000
142	FIT Replace wires, switches, receptacles	DM		5	163,000
143	FIT Replace Interior wood Doors	DM		5	185,000
144	FIT Replace exhaust/supply fan base mounted (9)	DM		4	108,000
145	FIT Replace ceiling	DM		5	172,000
146	FIT Replace Heating system	DM		5	754,000
147	FIT Replace Roof Hatch	DM		5	65,000
148	FIT Replace Cooling System	DM		5	752,000
149	GYM Replace Ceilings	DM		2	239,000
150	Gym Replace Exterior Doors	DM		5	383,000
151	Gym Replace Floor	DM		2	578,000
152	Gym Replace gypsum plaster ceilings, Gym-606 Womens	DM		4	346,000
153	Gym Replace fire protection	DM		5	70,000
154	Gym-603 Janitor, Install new VCT	DM		1	861
155	Gym-617 Demo 9x9 Tile/Install VCT	DM		1	2,500
156	Gym-616 Demo 9x9 Tile/Install VCT	DM		1	1,700
157	Gym-608 Demo 9x9 Tile/Install VCT	DM		1	861
158	Gym-610 Demo 9x9 Tile/Install VCT	DM		1	1,300
159	Gym-630 Demo 9x9 Tile/Install VCT	DM		1	2,600

160	Gym-611 Demo 9x9 Tile/Install VCT	DM		1	1,300
161	Gym-617 Demo 9x9 Tile/Install VCT	DM		1	5,200
162	Gym-618 Demo 9x9 Tile/Install VCT	DM		1	3,100
163	Gym-606 Womens, Replace Partition	DM		4	11,100
164	Gym-616 Womens, Replace Patition	DM		4	2,800
165	Gym-612 Mens, Replace Partition	DM		4	5,500
166	Gym, Replace Wall/Finishes	DM		4	287,000
167	Gym, Replace Plumbing Fixtures	DM		4	374,000
168	Gym, Replace Windows	DM		4	259,000
169	Gym, Replace wires, switches, receiptacles	DM		5	159,000
170	Gym, Replace w/upgraded electrical	DM		5	300,000
171	Gym, Replace Interior Doors	DM		5	153,000
172	Learning Resouce Center (LRC) Replace Exterior Doors	DM		5	115,000
173	LRC Replace Heating	DM		5	813,000
174	LRC Replace Fire Protection	DM		5	104,000
175	LRC Replace Roof Openings	DM		2	48,000
176	LRC Replace Roof Hatch	DM		2	5,029
177	LRC Replace Cooling	DM		4	1,500
178	LRC Replace Plumbing Fixtures	DM		5	680,000
179	LRC Replace Windows	DM		5	377,000
180	LRC Replace, Upgrade Electrical	DM		5	561,000
181	LRC Replace Interior Doors	DM		5	46,000
182	Maintenance and Operations (M/O) Replace Ceilings	DM		3	70,000
183	M/O Replace Exterior Doors	DM		4	12,000
184	M/O Replace Flooring	DM		1	67,000
185	M/O Replace Existing furnance	Dm		4	34,000
186	M/O Replace Interior Finishes	DM		3	3,000
187	M/O Replace plumbing fixtures	DM		3	44,000
188	M/O Replace Windows	DM		5	19,000
189	M/O Replace wires, switches, recepticals	DM		5	43,000
190	M/O Replace w/upgraded electrical	DM		5	74,000
191	M/O Replace interior doors	DM		5	18,000
192	Science Math (SM) Replace Split unit HVAC	DM		1	13,000
193	SM Replace ceilings	DM		5	458,000
194	SM Replace Cooling tower	DM		5	310,000
195	SM Replace Fire Detection	DM		5	245,000
196	SM Replace Special Electrical Detection system	DM		5	271,000
197	SM Replace exterior Door closures	DM		5	26,000
198	SM Replace Flooring	DM		5	348,000
199	SM Replace Fire Protection System	DM		5	117,000
200	SM Replace Roofing	DM		3	369,000
201	SM Replace Chiller HVAC	DM		5	350,000
202	SM Replace Water Heaters	DM		5	14,000
203	SM Replace Windows	DM		5	347,000
204	SM Replace Interior Doors	DM		5	398,000
205	Softball Restroom, Replace Building	DM		5	594,000
206	Stadium Restroom EAST, Replace Building	DM		5	309,500

207	Stadium Restroom WEST, Replace Building	DM		5	309,500
208	Stadium Pressbox, Replace Building	DM		5	94,000
209	Student Center, Demo old AHU in basement	DM		1	25,000
210	Student Center, 310 office Replace Carpet	DM		1	3,000
211	Student Center, 014 office Replace Carpet	DM		1	4,700
212	Student Center Replace ceilings in kitchen	DM		1	150,000
213	Student Center, Replace fire detection system	DM		4	52,000
214	Student Center, Replace exterior door closures	DM		1	336,000
215	Student Center, Replace expansion Tank-plumbing	DM		1	20,000
216	Student Center, replace flooring	DM		1	75,000
217	Student Center, Replace Fire Protection System	DM		4	56,000
218	Student Center, Upgrade Mens/Womens Restrooms	DM		1	40,000
219	Student Center, Upgrade Kitchen Restroom	DM		1	10,000
220	Student Center 015 Storage Demo 9x9 tile/Install VCT	DM		1	9,400
221	Student Center 310 Replace VCT	DM		1	1,000
222	Student Center 011, Demo 9x9 Tile/Install VCT	DM		1	29,000
223	Student Center 013, Demo 9x9 tile/Install VCT	DM		1	1,400
224	Student Center Electrical Room, replace MCC	DM		5	31,000
225	Student Center Basement, Replace Sump Pump	DM		3	5,000
226	Student Center , Replace Roof	DM		5	367,000
227	Student Center, Replace Interior Finishes/walls	DM		1	344,000
228	Student Center, Replace Windows	DM		1	217,000
229	Student Center, Replace, upgrade electrical	DM		5	350,000
230	Student Center, Replace interior doors	DM		1	110,000
231	Technical Storage, replace Roof	DM		3	27,000
232	Technical Storage, replace gates, fence	DM		5	82,000
233	Stadium, Ticket Booth WEST (SM office) replace building	DM		4	7,800
234	Stadium, Ticket Booth EAST (SM storage) replace building	DM		4	7,800
235	Trade and Industry (TI) replace ceiling	DM		2	127,000
236	TI Replace detection system	DM		4	30,000
237	TI Replace drinking fountain	DM		2	5,600
238	TI Replace Exterior door closures	DM		3	27,000
239	TI Replace evaporative cooler	DM		1	22,000
240	TI Replace flooring	DM		3	121,000
241	TI Replace Heating	DM		1	242,000
242	TI-01A Demo 9x9 tile/install VCT	DM		1	2,100
243	TI-01C Demo 9x9 tile/install VCT	Dm		1	3,700
244	TI Replace package unit HVAC	DM		1	22,400
245	TI Replace interior walls/finish	DM		4	4,900
246	TI Replace water heater	DM		1	6,700
247	TI Replace Window	DM		5	35,000
248	TI Replace w/upgraded electrical	DM		5	136,000
249	TI Electrical replace Interior doors	DM		5	33,000
250	Vehicle Storage Building 1, Replace roof	DM		3	85,000
251	Vehicle Storage Building 2, Replace roof	DM		3	85,000
252	Campus Synthetic Turf			3	3,500,000
253	Campus ADA Doors			3	250,000

254	Campus Carpet / Flooring Replacments			1	275,000
255	Campus FFE			1	675,000
256	Campus Security Systems			1	975,000
257	Student Center Modernization			3	1,120,000
258	Academic Center HVAC Replacment			1	120,000
259	Mass Notification System, Audio/Visual			1	120,000
260	Science Math Elevator Replacement/Restroom Mod.			1	700,000
261	Campus Tree Pruning			1	50,000
262	Signage & Wayfinding Purchase/Install			1	475,000
263	Fire Panels Convert and Upgrade			3	650,000
264	Upgrade Building Signage			2	125,000
265	Cafeteria Door Replacement			2	18,000
266	Grounds Repair			2	28,000
267	Replace bent light poles by front parking lot (A/B)			2	27,000
268	Child Care Roof Replacment			1	40,000
269	Gym Interior Lighting Replacment			2	280,000
270	Gym PA			2	35,000
271	Extend Chilled Water & Hot Water Loops			5	6,000,000
					37,718,402.52

PORTERVILLE COLLEGE
Safety and Security Team

03:00 PM – 04:00 PM • Tuesday, October 11, 2016 • AC-108

Co-Chairs: John Word, Ron Childress

Team: Arlitha Williams-Harmon; Sokha Song; Kailani Knutson; Tim Brown; Beverly Ward; Marlis Brownfield; Andrea Anaya; ASPCPres; Addison Reed; Sam Aunai; Stephanie Olmedo; Jolene Fernandez

AGENDA

Safety is a full-time job; don't make it a part-time practice

- I. **Information/Announcements Items**
 - a. **Introduction** – Joe Grubbs, Executive Director Risk Assessment and Management
 - i. Active Shooter Safety/Awareness Table Top Exercise
 - ii. Public Safety Meeting
- II. **Project Update/Review** - John
 - a) Gym Roof
 - b) District Lock Hardware Project
 - c) SM Elevator modernization update
- III. **Discussion**
 - a) The Great California Shakeout- Earthquake Drill- Oct. 20th, 10:20am. - DROP/COVER/HOLD ON – John
 - b) Campus Safety Conference – John
 - c) Campus Safety Authorities- Arlitha
 - d) Annual Safety Report- Arlitha
 - e) Incident Form - Arlitha
 - f) Rape Aggression Defense (RAD) Training Reminder - Arlitha
Mon. 10.24, 12noon-5pm and Tues. 10.25, 2pm -6pm
 - g) Mr. Joe Grubbs, Guest Speaker, District Safety
 - h) Red Bag update - Joe
- IV. **Future Agenda Items**
- V. **Adjournment**

PORTERVILLE COLLEGE
Safety and Security Team

03:00 PM – 04:00 PM • Thursday, November 3, 2016 • AC-108

Co-Chairs: John Word, Ron Childress

Team: Arlitha Williams-Harmon; Sokha Song; Kailani Knutson; Tim Brown; Beverly Ward; Marlis Brownfield; Andrea Anaya; ASPCPres; Addison Reed; Sam Aunai; Stephanie Olmedo; Jolene Fernandez

AGENDA

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- I. **Information/Announcements Items**
 - a. District Risk Management - Joseph Grubbs
 - b. KCCD Training Academy
 - i. December 12-14 and 14-16 (8:00AM to 5:00PM)
 - ii. Courses
 - 1. Stop the Bleeding/Stop the Crying
 - 2. Active Shooter
 - 3. Report Writing/Competitive Edge
 - 4. Weapons Defense
 - 5. Tactical Command
- II. **Project Update/Review -**
 - a. Behavioral Intervention Strategies
 - b. Culture of Safety/Respect – Monthly Web Campaign
<http://cultureofrespect.org/colleges-universities/programs/>
 - c. Legislative Update
 - i. Drug Free Schools and Communities Act - must notify all students and employees regarding the use of drugs and alcohol
 - ii. Homeless Student Shower Access
- III. **Discussion**
- IV. **Future Agenda Items**
 - a. The Great California Shakeout- Earthquake Drill- Oct. 20th, 10:20am. - DROP/COVER/HOLD ON – John
 - b. Rape Aggression Defense (RAD) Training
- V. **Adjournment**

THE RISK REPORTER

From the Office of Enterprise Risk Management

In this issue:

- ERM Implementation Continues
- Getsafetytrained Kick-Off
- Tabletop Active Shooter Exercise at Porterville College

ERM Implementation Continues

The implementation of Enterprise Risk Management (ERM) is continuing throughout the Kern Community College District. This quarter brought additional presentations to district and campus leaders along with our first meeting with the Safety and Security Team (SST) at Bakersfield College. The SST's are where the ERM "rubber meets the road." Since the meeting at BC, held in Levinson 40, on September 14, 2016, several risks have been identified and

progress is being made to address or mitigate those risks.

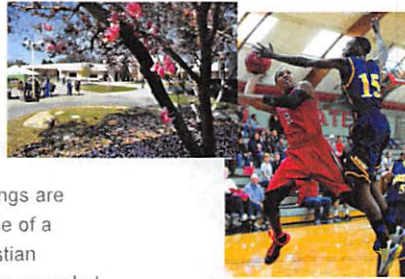
As part of the implementation process, prior to the safety committee group meeting, which will be taking place on October 12, individual team member meetings are being conducted. During the course of a meeting with faculty member Christian Parker, who is sight impaired, it was revealed how a simple thing like a golf cart parked on a sidewalk in his routine path can throw him off and literally cause him to be disoriented and become lost. To help alleviate this situation, ERM arranged to have Mr. Parker attend and speak at the next Maintenance and Operations meeting so that he can provide his perspective on the importance of maintaining clear sidewalks on campus for those who may have various types of impairments. We'll also be able to discuss the possibility of notifying him, and other visually impaired people on campus, in advance of construction work and other temporary disruptions that occur on campus.

We'll be meeting with the SST at CC on October 11, and at PC in the very near future.

Getsafetytrained Kick-Off

The first phase of Getsafetytrained (GST) was launched on September 13, 2016. GST is a valuable resource to our employees that provides online safety training in multiple job categories that have a regulatory requirement for employees to safely perform their duties.

GST is offered at no charge through our insurance provider, Self-Insured Schools of California. Providing this training live or contracting through other providers would otherwise cost the district thousands



"Plans based on average assumptions are wrong on average."

-Samuel L. Savage

Stanford University Professor



THE RISK REPORTER

From the Office of Enterprise Risk Management

GST Kick-Off cont'd from page 1

The training segments are generally succinct, informative and compliant with regulatory requirements.

The first phase of the process requires all employees to register for GST through Banner accessed on the KCCD, BC, CC or PC homepages. See Ms. Shearer's email dated September 13, for instructions. The October 1, deadline for registration has been extended. The sooner we get everybody registered the sooner we start using this valuable program!



Steven Alexander, the Director of IT Security reminds us, that when registering on GST, use a password that you don't use anywhere else in your computer travels because GST stores your password in plain text and unencrypted which could result in an exposure.



Active Shooter Tabletop Exercise at Porterville College

"Cyber bullies can hide behind a mask of anonymity online and do not need direct physical access to their victims to do unimaginable harm."

-Anna Maria Chavez

American Lawyer and CEO of Girl Scouts of the

On Friday, September 9, 2016, an Active Shooter online tabletop exercise was conducted with the Incident Command System Team at Porterville College. The exercise was facilitated by Disaster Resistant Communities Group LLC. The PC ICS Team did a great job of responding to the event in a careful, thoughtful and safe manner. Of course lessons were learned, as lessons should be learned in any simulation, but over-all the event was handled well and students, families of students and staff at PC can rest a little easier knowing that the leadership at their institution is able to effectively respond to an incident such as an active shooter.

Tabletop exercises are scheduled at CC on October 11, 2016, and BC on December 5, 2016. We anticipate their ICS Teams will also perform well. We'll be sharing the lessons learned from each of the exercises in *The Risk Reporter* once all of the simulations are concluded. We'll be seeing more tabletop exercises conducted throughout the district in the future. In addition, plans are underway to better train and equip all of our employees on what they should do in the event of an emergency on their campus.



If you have questions or concerns please feel free to contact Joe Grubbs in the Office of Enterprise Risk Management at extension 5019 or via e-mail at joseph.grubbs@kccd.edu.



CAMPUS SAFETY

Adapted from model lesson plan by USC Police Department

Goals/Objectives:

- To get staff/students thinking about the ways to remain safe on campus
- To make staff/students aware of the many ways to stay safe
- To make staff/students aware of the resources that the college has, enabling them to remain safe

Safety Scenarios

1. It's 9:00 p.m. and you walking to your car in a campus parking from class. What should you do? What could you have done to avoid this position in the first place?
2. You receive a physical threat from a partner (spouse, boyfriend, etc) during an argument that occurred on-campus? What should you do before leaving the campus?
3. You are sexually assaulted during an off-campus (ASPC Convening/CCCCO Workshop) work or student overnight trip event? Who should you contact to report the assault? What actions can you take to preserve evidence of the incident? What could possibly happen as a result of you reporting the incident?

Campus Safety Resources

- Campus Safety Handbook
<https://www.portervillecollege.edu/sites/portervillecollege.edu/files/Campus%20Safety%20Handbook.pdf>
- Campus Safety Website
<https://www.portervillecollege.edu/about-pc/safety-security>



Campus Emergency Communications

Porterville College has a variety of tools to communicate with the public in the event of an emergency. Depending on the type of emergency, we may use some or all of the following tools to communicate.



PC ALERT AUTHORIZED USERS

- President
- Vice Presidents
- Deans
- Associate Deans
- Director of Administrative Services
- Director of Enrollment Services
- Maintenance & Operations Manager

WEB LOGIN INSTRUCTIONS

<https://www.blackboardconnect.com/>

User Name: PC Email Address

DIAL-IN LOGIN INSTRUCTIONS

1-800-901-4923

Must use User ID Number & 5 Digit PIN

DOWNLOAD MOBILE APS

<https://itunes.apple.com/us/app/blackboard-connect-for-iphone/id404071446>

or

<https://play.google.com/store/apps/details?id=com.bbconnect>

ShorTel Campus Messaging

Authorized Phones:

- x2374 (Business Office)
- x2254 (Maintenance & Operations)
- x2316 (President's Office)

Steps:

1. Dial respective extension below
2. Wait from Prompt
3. Record/Say Message (short)
4. Hang up

Campus Messaging Groups

- x8710 - PC Employee+Classroom - (All Groups)
- x8716 - PC Employee - (x8714, and x8715 Groups)
- x8714 - PC Emp1 Only (part 1 of 2)
- x8715 - PC Emp2 Only (part 2 of 2)
- x8719 - PC Classroom Page



SOCIAL MEDIA



Communications & Marketing Manager
Office (559) 791-2209 or Cell (559) 313-9442

INCIDENT RESPONSE TEAM (IRT)

The name of each person on the Incident Response Team (IRT) is followed by his or her office/room number and phone extension number. If dialing from off-campus, the prefix is 791.

- ▶ **Incident Coordinator** Val Garcia, AC-126, ext. **2218**, cell: **661 889-2073**
..... or Rosa Carlson, AC-110, ext. **2215**, cell: **559 799-1578**
Initially declares that an incident exists and oversees the initial incident interventions. Coordinates the intervention process during the time of the incident and ensures the provision of incident counseling if needed.
- ▶ **Security Liaison** Bill Henry, AC-101, ext. **2307**, cell: **661 319-7627**
Maintain contact with local police and/or sheriff's departments during the incident. Be responsible for crowd control, school evacuation, or traffic management.
- ▶ **Media Liaison** Deekay Fox, AC-111, ext. **2290**, cell: **661 378-2353**
..... or Bill Henry, AC-101, ext. **2307**, cell: **661 319-7627**
Establishing an ongoing dialogue with local media during the incidents, ensures that the media is an aid rather than a hindrance, identify a suitable location for and emergency media center, and be responsible for the dissemination of the incident facts.
- ▶ **Incident Preparedness Administrator** Arlitha Harmon, AC-102, ext. **2374**
..... or John Word, M&), ext. **2254**
Coordinates the development of an incident prevention plan and reviews this plan annually with staff. Ensures adequate resources are available, appropriate staff assigned to various team responsibilities, and necessary staff training is periodically conducted.
- ▶ **Administrative Assistant** Carol Brown, AC-101, ext. **2316**
Records minutes during team meetings, maintains an up-to-date listing of referral sources and referral forms, organizes records and situations summaries, disseminates necessary forms and paperwork to staff during time of incident.
- ▶ **Medical Liaison** Kim Behrens, HC-2041, ext. **2322**, cell: **559 310-6058**
..... or Marlis Brownfield, (HC-2071), ext. **2212**, cell: **559 920-1374**
Establish communication with local doctors, hospitals, and emergency personnel, and coordinate any medical needs prior to arrival of paramedics, etc.
- ▶ **Incident Interveners** Patricia Serrato, AC-126, ext. **2376**
..... Maria Roman, AC-116, ext. **2230**
Provide direct incident intervention and counseling assistance. Assistance would also include follow-up to students or staff the days following the incident.
- ▶ **Notification Liaison** Patricia Serrato, AC-126, ext. **2376**
Identifying and contacting persons needing personal notification of incident, e.g. parents, spouses, etc.

INCIDENT RESPONSE TEAM

INCIDENT RESPONSE TEAM (IRT)

INCIDENT RESPONSE TEAM

The name of each person on the Incident Response Team (IRT) is followed by his or her office/room number and phone extension number. If dialing from off-campus, the prefix is **791**.

- ▶ **Switchboard**.....ext. "0"
.....or(day) AC Lobby, ext. **2330**
.....or(eves) AC Lobby, ext. **2452**
Coordinates all incoming calls which are directed to the Media Liaison.

- ▶ **PC ALERT (Conn-Ed) Communications**.....
.....Val Garcia, AC-126, ext. **2218**, cell: **661 889-2073**
.....Ron Childress, LRC, ext. **2440**, **559 310-2143**
Coordinates sending out a student and staff alert via text, e-mail and phone at least one time per semester.

- ▶ **Crisis Intervention Coordinator** Patricia Serrato, AC-126, ext. **2376**
Coordinates the need for follow-up counseling and/or assistance for students or staff in the days following the incident.

Porterville College
Public Safety Crime Statistic Report Form

Reporting Person: _____ Phone Number: _____ Date Incident Occurred: _____

Classification (see definitions below):

Location of Incident (building name or address):

Brief Description of the Incident:

Check the appropriate answer to the following questions:

Did the crime occur in a building or on the street?	Building:	Street:
Did the crime occur on PC owned, controlled, or leased property?	Yes:	No:
Did the crime occur at a PC-sponsored activity or event?	Yes:	No:

To your knowledge, was the incident reported to: PC Safety Office: Porterville PD: Student Services: Other:

Murder and Non-Negligent Manslaughter: the willful (non-negligent) killing of one human being by another. NOTE: Deaths caused by negligence, attempts to kill, assaults to kill, suicides, accidental deaths, and justifiable homicides are excluded.
Negligent Manslaughter: the killing of another person through gross negligence.
Robbery: The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.
Aggravated Assault: An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used which could or probably would result in a serious potential injury if the crime were successfully completed.
Burglary: The unlawful entry of a structure to commit a felony or a theft. For reporting purposes this definition includes: unlawful entry with intent to commit a larceny or a felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking; and all attempts to commit any of the aforementioned.
Motor Vehicle Theft: The theft or attempted theft of a motor vehicle. (Classify as motor vehicle theft all cases where automobiles are taken by persons not having lawful access, even though the vehicles are later abandoned – including joy riding).
Arson: The willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, or personal property of another kind.
Liquor Law Violations: The violation of laws or ordinance prohibiting: the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; all attempts to commit any of the aforementioned. (Drunkenness and driving under the influence are not included in this definition.)
Drug Abuse Violations: Violations of state and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (Demerol, methadone); and dangerous non-narcotic drugs (barbiturates, Benzedrine).
Weapon Law Violations: The violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as: manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens possessing deadly weapons; all attempts to commit any of the aforementioned.

Crime Definitions from the Uniform Crime Reporting Handbook

Please forward this completed form to: **Ron Childress, Porterville College Safety & Security**
100 East College Avenue
559-310-2143
rchildre@portervillecollege.edu

Porterville College is also required to report statistics for hate (bias) related crimes by the type of bias as defined below for the following classifications: murder/non-negligent manslaughter, negligent manslaughter, sex offenses (forcible and non-forcible), robbery, aggravated assault, burglary, motor vehicle theft, arson, liquor law violations, drug violations and/or illegal weapons possession (see definitions on the front page) and larceny, vandalism, intimidation and simple assault (see definitions below).

Larceny: The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another.
Vandalism: To willfully or maliciously destroy, injure, disfigure, or deface any public or private property, real or personal, without the consent of the owner or person having custody or control by cutting, tearing, breaking, marking, painting, drawing covering with filth, or any other such means as may be specified by local law.
Intimidation: To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.
Simple Assault: An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration or loss of consciousness.

If a hate crime occurs where there is an incident involving intimidation, vandalism, larceny, simple assault or other bodily injury, the law requires that the statistic be reported as a hate crime even though there is no requirement to report the crime classification in any other area of the compliance document.

A hate or bias related crime is not a separate, distinct crime, but is the commission of a criminal offense which was motivated by the offender's bias. For example, a subject assaults a victim, which is a crime. If the facts of the case indicate that the offender was motivated to commit the offense because of his/her bias against the victim's race, religion, sexual orientation, gender, ethnicity/national origin, or disability, the assault is then also classified as a hate/bias crime.

If a hate (bias) crime was reported to you, please fill out the top section of Page 1 and then complete the following information about the type of bias involved in the crime.

Type of Crime (list classification as defined above): _____

Type of Bias (check one): Race	Religion	Sexual Orientation
Gender	Disability	Ethnicity/National Origin

Crime Definitions from the Uniform Crime Reporting Handbook

Please forward this completed form to: **Ron Childress, Porterville College Safety & Security**
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559-310-2143
rchildre@portervillecollege.edu