

**Facilities Council Meeting Minutes**

March 12, 2019

2:30 to 4:30pm

Bldg. LCC 07/212K

**Attendees:** Alen Bahret, Jennifer Frei, Robin Geyer, Jennifer Hayward, Brian Kelly, Paul Ruscher, Andy Salzman, Craig Taylor, Mike Zimmerman

**Recorder:** Deborah Butler

**Guests:** Jeanne McLaughlin, Science Faculty

 Bryant Everett, ASLCC Chief of Staff, and PT Consultant for ABM Facilities Management Services

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| **Item** | **Notes** |
| Approval of Agenda/Additions?  |  Change proposed to Agenda to move guest Dr. McLaughlin to the beginning of the meeting. Paul moved to approve. Jennifer seconded. Agenda approved. No changes proposed to minutes. Paul moved to approve the February 12 minutes as written. Jennifer seconded. Minutes approved.  |
| Announcements | Mike Zimmerman has begun working as a Project Coordinator in FMP, taking the place of Brian McMurray who retired in January. Jennifer shared that FMP is excited to have Mike join the team.  |
| Taphonomy Lab | Island fence installed a chain link fence around the space. They leveled the top of the fence line, which is standard but created some gaps for animal access under the fence. One UO Honors student and one UO Master student is using the space for lab work. Both are using pig heads, purchased through a local meat packing plant. Pigs/hogs are used as proxies for humans because they have similar composition of skin to muscle, are a similar body size, and have similar gut fauna. Students and faculty from both LCC and the U of O have visited the site, and all who visit are asked to participate by scoring the decomposition observed. One of the immediate observations is that composition has not been predictively linear--it changes as temperature and moisture raises and lowers in ways that were not predictable. Maggots have been observed as well, which was unexpected. Game cameras have captured several animals, including a spotted skunk, a bobcat, mice, a possum, a striped skunk, a grey fox, and others. Time frame for the initial projects was for 60 days of observations. Although formal data collection will be complete at that time, faculty and students will continue to observe and note the process. It’s anticipated that once the vultures begin scavenging, soft tissue will disappear quickly. It’s very wet on the Fir Cove access road, and neighbors don’t seem to like extra traffic, so faculty and students have been careful to use vehicles only when necessary to deliver or pick up equipment.  |
| Master Plan Update | Planning has been delayed slightly due to the snow week, which resulted in the cancellation of most of the department-specific meetings. They are being rescheduled now, and Jennifer can provide an update at the next meeting. Jennifer shared office space standards. She has proposed a single change of reducing the size of space allocation for most managers to 100 square foot, from 150 square feet (the allocation for VPs, deans, and dept heads). Andy shared a concern that the information shared about instruction spaces has not yet incorporated feedback from department. Jennifer shared that she thought that standards reflect the current use, rather than a proposal for space use changes. Academic departments will be consulted in the weeks ahead, and that feedback will be incorporated. Jennifer also offered to respond to questions and information requests before the scheduled meeting.  |
| Safety Committee Report | Anonymous OSHA complaint in Bldg 6 scene shop area that has been resolved. Some of the concerns were valid and some were unfounded. Changes have been made, and OSHA decided not to do an on-site inspection because it appeared that LCC responded quickly and appropriately. * improve Bldg 30 egress signage - done
* smoke from slash burn site - collaborate on IAQ remediation
	+ Paul shared that he is now on the LRAPA Board
	+ lead person in charge of burn permits from ODF contacted Jennifer to apologize for a lack of oversight over the burn that occured last month; burn piles were spread out and wet, and were not covered as was required; in the future, ODF will inspect the piles before the burn commences
* broken glass disposal in Science - resulted in special receptacles for glass
* review incident reports - most recent included 12 related to slips/trips/falls, 6 strains, 2 struck-by events, 1 cut/scrape
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| 30th Ave. Hours Policy - First Read | Alen proposed edits that would clarify the hours that the general grounds are open, as well as the procedure for building and classroom hours, which vary according to scheduled classes and events. Deborah will send the proposed edits to the council for feedback, with a request that comments and changes be provided by 10am on the Thursday before our next meeting for inclusion in the meeting materials.  |
| **Next Meeting** | **April 9, 2:30 – 4:30pm** **\*note there is no meeting on March 26 due to Spring Break.** |

Future Agenda Items:

* EPT report
* second reading - 30th Ave. Policy
* review Safety Committee training recommendations
* 2 more meetings with Master Plan consultants (Jennifer will check in with revised schedule)