

Facilities Liaisons Notes

Meeting Date: September 24, 2018
 Meeting Time: 12:00 PM – 1:00PM
 Purpose: Information Sharing
 Membership: Facilities Liaisons Group
 Meeting Facilitator: Morgan Phillips
 Location: HLC 101

Building	Issue	Outcome
FH	N/A	
HLC	<p>Dott reports that the waste basket in JW 243 needs to be checked – may be getting missed.</p> <p>Dott states that Richard is doing a good job on the box bushes outside HLC.</p>	
JW	<p>Jordan states that there is an issue with the JPEC elevator</p> <p>Jordan thanks Bob and Ken for fixing the JW 109 projector.</p> <p>Jordan inquires if Facilities is aware that JPEC students bring dogs to school.</p>	<p>Morgan will put in a work request with Schindler.</p> <p>Morgan states that they are mental health dogs.</p>
WA –Library	N/A	
Housing	N/A	
JM	Sarah inquired about the urgent line goes to the same listed on the restroom signs	Confirmed to Sarah that it is.
BW – Dean/Faculty	<p>Karen and Heather state that the classrooms are filthy after they are used by JPEC students/faculty.</p> <p>Karen inquired if there was still an American Honor room.</p>	<p>Suggested to Karen to get the list of classrooms from Kimberly.</p> <p>Will check with Todd Butler.</p>
BW – Student Services		

Building	Issue	Outcome
	Cassidy states that there was a flush valve issue in the bathroom and she was not made aware of the situation until Thursday.	Facilities was not made aware until Thursday evening as well and was fixed that Friday morning.
GP	N/A	N/A
Hangar	<p>Chas states that he wants to make sure everything is ready for welcome week:</p> <ol style="list-style-type: none"> 1. Volley ball courts 2. Basketball nets 3. Hangar glass 4. Recycling 	<ol style="list-style-type: none"> 1. Submit work order 2. Submit work order to install, nets will come out of Chas's budget 3. Mike will contact Chas with an update 4. Morgan to schedule a meeting about campus wide recycling. Current hangar pick up is every other Friday.
Project Updates:	<p>FY19 – Starting to pull together team for athletic building and grounds mater planning (will be held late October). FY20 – Starting a project team for the fitness trail, davinci area all the way to CV3, for the most part following the beltway all the way around HSK - south side of campus services...no architect, need to see if the state approves it...if state approves then design contract (hopefully a competition) - needs to figure out the financing end (3year after state approves)</p> <p>Smaller projects:</p> <ul style="list-style-type: none"> • May give athletics one outback and we would need to build a new one • May need to CS for athletics - facilities would need a new building built • Coaches definitely need a new space for them. • No word on the McDevitt commons remodel - Sienna 	

Building	Issue	Outcome
	heights moving to other office, Jen Dobbs looking into	
Agenda Items	<p>Building Coordinator Supplies: Are people using? Does anyone need refills?</p> <p>Employee update: We have an employee leaving but it has been approved to post. Looking for some temporary help.</p>	Building coordinators state that they are being used and no one needs supplies yet.

Attendance: Morgan Phillips, , Veronica Vandenburg, Heather Wollet, Chas Lietaert, Sarah Ebersole, Dott Znosko, Jim Jones, Jordan Miko, Cassidy Stepke, Karen Hocter.