



Rancho Santiago Community College District Sustainable RSCCD Committee

Meeting Notes September 17, 2018

Members:	Raúl Rodríguez	Present
	Carri Matsumoto	Present
	Bart Hoffman	Present
	Arleen Satele	Present
	Jim Kennedy	Absent
	Jose Vargas	Present
	Kimo Morris	Absent
	Kelly Ro	Present
	Angela Guevara	Present
	Aggie Kellett	Present
	Ambar Nakagami	Present
	Leanna Nolan	Present
	Luis Ortiz	Present

Chancellor Rodríguez convened the meeting at 3:05 p.m. Self-introductions followed because of the number of new members to the committee.

1. Cal Recycle Grant Update

Leslie Lukacs, Director of Zero Waste with SCS Engineers, provided an update on the Cal Recycle Grant. Ms. Lukacs described her role as advisor/consultant to the district to implement the efforts on each campus in connection with expanding the district's recycling efforts. Discussion ensued and committee members received clarification on issues relating to recycling throughout the district.

2. Draft 2016-2018 Sustainability Plan Report

Assistant Vice Chancellor Carri Matsumoto presented the latest draft of the Sustainability Report, which covers the 2016-2017 and 2017-2018 timeframe. Ms. Matsumoto noted that the report is a new format that is easier to read and photos used in the report are placeholders and members are encouraged to send replacement photos if appropriate to Ms. Matsumoto for inclusion in the report. ***SRC members were asked to review their respective areas of the report and provide any corrections or missing information to Ms. Matsumoto by Friday, October 5.***

2. Draft 2016-2018 Sustainability Plan Report (continued)

Ms. Matsumoto also reported that utility data usage would be included as appendices to the report. A narrative summary with noted anomalies would be included with the utility data usage reports. The draft utility usage data was distributed for review.

Target dates relating to the finalization of the report include:

October 5 **SRC members submit revisions and missing information
To Carri Matsumoto**

October 17 SRC will review and approve the report

3. Standards for Sustainability

Ms. Matsumoto provided an update on standards for sustainability implemented throughout the district. It was reported that the Workgroup on Facilities is responsible for the review and update of the standards. This is an internal working document, as it changes frequently.

4. Other

Chancellor Rodríguez noted that when SRC was created in 2012 there was no Assistant Vice Chancellor of Facilities; and, because of his commitment to sustainability, he worked on the creation of the committee and took on the role of Chair. Now that the committee is integrated fully in the district, he proposed that Assistance Vice Chancellor of Facilities assume the position of Chair of the committee. A revision to the committee description will be placed on the October 17, 2018 for committee review and approval.

Ms. Kelly Ro, SAC faculty representative, asked about arrangements for shredding of papers. It was noted that bins can be brought to campus for that purpose and was directed to the Vice President of Administrative Services Bart Hoffman to coordinate this.

Ms. Leanna Nolan, classified representative, suggested the free OCTA bus pass program be extended to employees. Discussion ensued and it was noted that the program may not work for employees because of the way that it is structured.

In response to an inquiry on the waste hauler contract, the Chancellor reported that the process is proceeding and will begin on September 27. It is anticipated the successful company will be presented to the board for their approval at the November 26, 2018 board meeting.

5. Next Meeting

The next meeting will be held on Wednesday, October 17, 2018, at 3 p.m. in the Executive Conference Room (#114) at the District Office.