

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT (RSCCD)
2323 North Broadway Room 107
Santa Ana, California**

**BOARD FACILITIES COMMITTEE MEETING (Hybrid)
Tuesday, March 18, 2025**

MINUTES

1. PROCEDURAL MATTERS

1.1 Call to Order

The meeting was called to order at 5:32 p.m. by Mr. David Crockett.

Other committee members present: Dr. Tina Arias Miller. Ms. Cecilia Iglesias was not present at this meeting.

Other Trustees present: Mr. John Hanna and Mr. Zeke Hernandez (Zoom).

Staff present: Ms. Claire Coyne (Zoom), Ms. Debra Gerard, Ms. Iris Ingram, Dr. Jeannie Kim (Zoom), Mr. Tae Kim (Zoom), Mr. Kelvin Leeds (Zoom), Mr. Marvin Martinez, Ms. Carrie Matsumoto, Mr. Joe Melendez, Ms. Kristin Olson, Ms. Arleen Satele and Ms. Maria Vicencio as record keeper.

1.2 Pledge of Allegiance to the United States Flag

The pledge of allegiance was led by Mr. Marvin Martinez, RSCCD Chancellor.

1.3 Public Comment

There were no public comments.

1.4 Approval of Minutes

It was moved by Dr. Arias Miller and seconded by Mr. Crockett to approve the minutes of February 18, 2025. The motion carried with the following vote: Aye – Dr. Arias Miller and Mr. Crockett.

2. REVIEW OF FACILITIES ITEMS

2.1 Review of Agreement with Converse Consultants for On-Call Environmental Consulting Services

It was moved by Dr. Arias Miller and seconded by Mr. Crockett to approve to recommend to the full board approval of the agreement with Converse Consultants for On-Call Environmental Consulting Services as presented. Discussion ensued. The motion carried with the following vote: Aye – Dr. Arias Miller and Mr. Crockett.

2.2 Review of Award of Bid #1470 Variable Air Volume Damper Valve Replacements Project at District Operations Center

It was moved by Dr. Arias Miller and seconded by Mr. Crockett to approve to recommend to the full board approval of award of bid #1470 variable air volume damper valve replacements project at District Operations Center as presented. The motion carried with the following vote: Aye – Dr. Arias Miller and Mr. Crockett.

2.3 Review of Ratification of Award of Bid #1471 Audio Visual Upgrades at Orange County Sheriff's Regional Training Academy

It was moved by Dr. Arias Miller and seconded by Mr. Crockett to approve to recommend to the full board approval of the ratification of award of bid #1471 audio visual upgrades at Orange County Sheriff's Regional Training Academy as presented. The motion carried with the following vote: Aye – Dr. Arias Miller and Mr. Crockett.

2.4 Review of Ratification of Change Order #1 for EBSA Construction for Bid #1465 Buildings A and B Siding Repairs Project at Santiago Canyon College

It was moved by Dr. Arias Miller and seconded by Mr. Crockett to approve to recommend to the full board approval of the ratification of change order #1 for EBSA Construction for bid #1465 buildings A and B siding repairs project at Santiago Canyon College as presented. The motion carried with the following vote: Aye – Dr. Arias Miller and Mr. Crockett.

2.5 Review of Acceptance of Completion of Bid #1465 Buildings A and B Siding Repairs Project at Santiago Canyon College and Approve a Notice of Completion

It was moved by Dr. Arias Miller and seconded by Mr. Crockett to approve to recommend to the full board approval of the acceptance of completion of bid #1465 buildings A and B siding repairs project at Santiago Canyon College and approve a notice of completion as presented. The motion carried with the following vote: Aye – Dr. Arias Miller and Mr. Crockett.

2.6 Capital Projects Overview

Ms. Iris Ingram, Vice Chancellor, Business Services and Ms. Carri Matsumoto, Assistant Vice Chancellor, Facilities, provided a presentation to committee members regarding the department's workload, current projects, planning activities and future work. Committee members received clarification on data related to the presentation from Ms. Ingram and Ms. Matsumoto.

3. ADJOURNMENT

3.1 Committee Chair adjourns the Meeting

Mr. Crockett declared the meeting adjourned at 6:13 p.m.

Minutes approved: April 22, 2025