



MARYLAND COMMUNITY COLLEGE FACILITIES PLANNERS COUNCIL MEETING

FPC Web Site – www.montgomerycollege.edu/departments/fpc

FPC Meeting Minutes

Zoom Meeting

December 4, 2020

Attendees:

| | |
|-------------------|--------------------|
| Lisa Aughenbaugh | Carroll CC |
| David Beard | Cecil, CSM |
| Miriam Collins | Chesapeake |
| Laura Dyson | CSM |
| Randall Fischer | Carroll |
| Phil Fleischer | DBM |
| Greg Grey | Wor-Wic |
| Dwight Hendriksen | Carroll |
| Travis Hopkins | Howard |
| Jamie Karn | Montgomery College |
| Dong-Min Kim | MC |
| Jerry Kramer | CCBC |
| Korey Layman | ACM |
| Kathy Meagher | Garrett College |
| Adam Mott | CCBC |
| Chuck Nightingale | Howard |
| Kerry Norberg | MC |
| Brad Phillips | MACC |
| Michael Popp | Howard |
| Kristina Schramm | MC |
| Dan Schuster | MHEC |
| Will Waugh | CCBC |

Officer Reports

Chair, Kerry Norberg

- Kerry and Kristina attended “The Future of the Maryland Community Colleges” hosted by MACC to develop a 3-year strategic plan. Some of the discussions included:

- Communications among affiliate groups is improving, more groups attending meetings via zoom and giving input
- Community Colleges will be a big part of the path to recovery: new jobs, retooling of jobs
- Future will continue to be a hybrid. In-person instruction is needed because some students learn better this way. Students feed off each other's questions and learn from each other
- Likely to be a change in academic programs leading to more tech jobs
- 41% of students in MD go to community colleges
- How do community colleges see themselves as part of the economic recovery?
- Helping students with the mental health aspect of the pandemic
- Partnerships with local county and businesses to create a pathway for students to go to college then go directly into a job for a livable wage
- The uncertainty of funding may limit our ability to help our students
- The importance of internships, especially in IT jobs. Since most internships are unpaid, possibly creating a stipend while doing internships to make ends meet.
- There is a need for legislative policies pertaining to trying to replenish the lack of skilled labor.
 - Kristina reported there was a presentation on this
 - One of the Maryland counties is investing in its high schools to set them up for skilled labor

Vice Chair, Kristina Schramm

- Kristina also attended the MACC sessions. See notes above.

Secretary, Kathy Meagher:

- Updates have been made to the directory, and it will be sent with the meeting minutes and posted to the FPC website.

Treasurer, Travis Hopkins

- Howard's finance department is working on the disbursement of the fees to the community colleges.

Agency Reports

To accommodate multiple meeting schedules, the Agency Reports will move to 11:00 for future meetings

DBM, Phillip Fleischer

- Working to finalize the recommendations for FY2022 capital budget
 - If the agencies need clarification for any college project, they will reach out to us. If they do, please respond asap.
- Please report any project changes to agencies asap
- Governor introduces the new budget in mid-January (January 15)
- Kerry asked about setting the budget for a project. When do the estimates for construction and FFE get set? Can they change?
 - Phil responded that as project planning processes progress, as well as while construction progresses (unforeseen conditions, etc.), the costs will develop

- Purpose of CEW is to come up with a reasonable cost for the project. Several community colleges have their Part I & II consultant also develop the project estimate. That information can then be used in the CEW.
- The estimate in Form B is typically from CEW, then replaced by a consultant's estimate with estimating/construction expertise.
- Staying with 4% escalation rate for out years
- DBM report is attached.

DGS, Clarence Felder - not in attendance

MHEC, Daniel Schuster

- S-6 Form: see attached "MHEC Directive on Fall 2020 S-6 Data Reporting" document
- S-6 supplemental due July 1
- Calendar for 2021: see attached
- MHEC requests that if we have any changes to our Master Plans due to COVID-related issues, that we share that information in our upcoming FMP update. For example, if any changes were made in our plan for HVAC systems, IT systems, etc.
- MHEC Agency Report is attached.

Brad Phillips, MACC

- Met with MACCBO this AM
- The forum on "The Future of Community Colleges" had over 100 participants from industry and agencies. Discussed how community colleges can play a role in the economic recovery. The strategic plan will take shape and be ready to go in next FY.
- Outlook for next Session
 - Government leaders trying to figure out how to do session, vote, hearings, etc.
 - Session typically lasts 90-days. Last year was cut short at 72 days. This year will most likely be even shorter.
 - Will most likely focusing on only the most pressing issues (police reform), and may come back for other issues (Kirwan)
 - Looking at FAFSA program and timing
 - Operations budget – no clarity yet, waiting to see what feds can do to help balance budgets
 - Looking at 42% increase due to mandate by law to fully fund formula
 - Capital budget looks "safer" but uncertain.
 - Working with DBM and has high hopes for FRG to be reinstated in FY22 for the funding of the FY20, FY21, and FY22 projects
- There have been several Dept. of Legislative Services requests about how we pivoted from on-campus to online instruction
- Also requests on how we have spent the CARES funds

Old Business

FY21 Goals

- Goal 1: Advocate for reinstatement of the state funding for the FY20 Facilities Renewal Grant and future years.
 - Phil reported they understand it is one of, if not the #1 priority, for the colleges.

- He has recommended and referenced this initiative in all of his budget recommendation communications.
- Hopes funds will be available July 2021.
- Could use funding for money already spent as long as the project is capital eligible.
- Will be included in the capital budget mid-January, but must be approved by the General Assembly
- For FY20 cancelled funds, FY21 planned funds, and planned upcoming FY22 funds for the FRG
- State revenue projections come out Dec. 11
- Goal 2: Determine best practices for facility planners, including state processes and pandemic/COVID-19 safety protocols, through the sharing of individual college practices, industry and state agency presentations, etc.
 - Today's presentation on ventilation best practices to minimize the spread of COVID
 - Greg has contacted other organizations, agencies, & vendors for future presentations
 - Campus Optics: mass notification for fire protection that can be applied to other circumstances
 - MTA: State wide 50-year transit plan for MD
- Goal 3: Create a website where community college capital projects are recognized for advocacy of continued state funding.
 - Travis showed the draft of "FPC Project Portfolio" Google doc he has developed for submitting projects.
 - Colleges can enter the information to highlight their projects into the Google doc and a pdf is then generated for the project for the website.
 - Once finalized, Travis will send the link to the ListServ
 - Each community college should submit at least 1 completed project
 - Looks great – thanks, Travis!

COVID Discussion

- Kerry reported MC is requesting more lab spaces be open to in person instruction in the spring
- Gerry reported CCBC has some labs open and they are targeting for more to be open in spring. Since they are not having alarming pandemic issues, they will target to do so. Enrollment was on estimate for the fall and looks to be also for the winter and spring.
 - CCBC has health screening at road entrances to campuses. The screening can be done prior to arriving on an app, so screening is quick. Most staff on A/B days, most professors remote. They anticipated there would be lines at the screening checks, but there have not been any lines.

- Monitors will be in all buildings at entrances for back-up on inclement weather days since the temperature checking instruments do not work well in the rain.
- All buildings are open. Door hangtags for offices to indicate to the custodial staff if the office was used.
- Sanitizing stations available throughout campus for students, professors, and staff to sanitize their space.
- Greg reported Wor-Wic also has check points but has issues keeping them staffed by contractor.
 - Sanitizing stations available throughout campus. It is the responsibility of the professors and students to sanitize their areas.
 - Also using a fogger two days per week.
 - May do a deep clean in response to a case.
- Most colleges have been able to maintain cleaning and sanitizing supplies.

New Business

Back-up power

- Kristina reported at MC some labs are on backup power
- The local authority having jurisdiction in the area determines what is considered “reliable” power from the energy provider (BGE, PotEd, etc.)
- CCBC has backup generation for science labs, kitchens, mainframe and offices that monitor the mainframe; boiler, pumps, and hydronic system to keep buildings from freezing (air handlers not on backup power), and telephone system, sewage pumps, repeaters for on campus radios. Generator is tested with load bank. Mainframe also has UPS.
- Greg reported fire pumps don't need backup according to their fire code because they have “reliable power”, back up for servers, cafeteria (freezers)
- Lou reported their fire pumps are backed up by another fire pump; they have back-up generator and UPS for mainframe. Battery bank provides backup for lighting in one building. Batteries must be replaced every 5-6 years.

Debriefing for Unsuccessful Contractors

- Gerry asked how colleges handle debriefing for contractors who do not get a contract
 - At Howard, Harford, and MC, procurement conducts the debrief, with support from facilities personnel.

E-Sports

- Howard CC just won a New England e-sports competition for League of Legends. Congrats!

Powering Workstations

- Discussion on setting up instructional space utilizing Connect Tracks or similar to provide power / data to the workstations

Vehicle Fleets

- Discussion on purchasing, leasing, and renting vehicles, and the maintenance.
- Use of vehicles by athletics varies by college
- There will be cost savings due to lack of use this year.
- Some colleges have Drivers' Education programs.

Industry Presentation

Actionable Steps Using MEP System to Reduce Transmission Rates

David Van der Vossen, PE, LEED AP, CGD
Senior Regional Vice President
Allen & Shariff Corporation

Course Description:

Acknowledging that COVID-19 is primarily transmitted as an airborne virus, the course will review how MEP design can help reduce those risks. We provide a base understanding of how we catch viruses including COVID-19 and review actionable items for reopening and long-term strategies for pathogen control.

Learning Objectives:

At the end of this course, participants will be able to:

- Understand the three primary transmission methods of COVID-19 & typical preventative measures
- Understand infectious dose & viral load
- Understand short term HVAC approaches to reduce transmission to include ventilation & filtration
- Understand long term solutions for Pathogen control including Air Sanitization
- Understand other MEP design contributors to Pathogen control

CEUs are available.

The presentation and a link to access the recording of the presentation were both emailed to the FPC on December 11, 2020.

Upcoming Meetings:

January 22, 2021 Zoom
February 26, 2021 Zoom
April 23, 2021 TBD
June 3-4, 2021 TBD