



**Lassen Community College**  
**Facilities Master Planning Committee**  
**Meeting Notes**  
***October 05, 2017***

Attendees: Greg Collins, Dave Clausen, Patsy Murdock, Susan Rentfrow, Christopher Baker  
Absent: Ross Brosius, Cindy Howe

**I Open Issues:**

- 1.) Facilities Master Planning
  - a) This document will be updated with all of the changes suggested at the meeting. The next meeting we will read plan again to make final adjustments.
  - b) Annual updates will need to be made to the master plan based on what was accomplished and what new projects and issues that will need to be addressed.
- 2.) NIPR for Facilities is due this 2017-18 year. The Facilities Department will begin to look at the old and revise for current and future needs.
- 3.) The Facilities Committee is charged with helping prioritize the Facilities Budget  
Dave Clausen mentioned that we (the campus) tend to make plans but do not follow them.
  - a) We need to use what has already been developed as an example
  - b) Each Master Committee should update individual plans as needed (it doesn't have to wait until the next year) If something needs to be added or reported as complete or even a new direction.
  - c) Committees need to meet once a month regardless of attendance or project load.

**II New Business:**

- a) Open Discussion for 2017-18 Academic Year
  - \*Greg Collins would like to focus on moving toward a better campus as a whole.
  - \*As a committee we advise priority level for projects/issues to Consultation Counsel.
  - \*Several projects have been completed with the assistance of Alliance For Workforce Development work crew Summer 2017

**Campus projects are coming to completion**

Concrete  
Storm Drain installation



### **Safety Issue**

Gym floor was reported as a Safety issue from the Safety Committee last year and that project was completed July 2017

### **Regional Planning efforts:**

Where do you see Lassen in the next 5-7 years? Greg will start meeting with individual departments to help set some short and term goals for IPR & NIPR.

It was suggested that there be a Master Plan Chairman that would get together and see about crossover projects (Camera, Facilities, IT, Student Services)

The campus should provide an IPR/NIPR workshop that will cover how to estimate your requested dollar amounts for your projects, and maybe where you can move things around that has already been accomplished or give up something to gain more.

Facilities are working on a Campus Evaluation that will assess the office space that we have currently.

It was suggested to add a crosswalk down by the Gym (By the new fencing with sign w/ reflectors to the pathway). Direct people walking to use the crosswalk for their safety.

Facilities master plan will be revised and submitted to the committee at the next meeting

At the next meeting we will Brainstorm the Campus status of projects

List of what we are working on

Current Projects: Dorm, Water District, Fire Pit, Sod/Storm Drain

Major projects to come: Slip Fall, Circle Asphalt, shrubs in the circle, Foundation

Donations, Bus Stop, Dorm Fire Issues, M& N

Meeting Adjourned at 2:20pm