

**Infrastructure Council
Meeting Notes
8/1/2018**

Council Members: Bruce Hostetler, Cassandra Walters, Eliza Lane, JD Kiggins (Co-Chair), Joe Stoehr, Kim Hyatt, Linda Vigesaa (PC Liaison), Lisa Hillyard, Pam Kuretich, Todd Hanna, Troy Builta (Co-Chair), Daryl Harrison-Carson, Dexter Johnson, Corey Sippel, David Pontious, Russell Johnson

Attendees: Joe Stoehr, Kim Hyatt, Linda Vigesaa, Pam Kuretich, Dexter Johnson, Corey Sippel
Guests: Sandy River Watershed Council / Salmon Safe – Kara, Steve

Sandy River Presentation / Update - Kara Caselas, Hillary, Steve

Sandy River Update and refresher - Kara, Hillary,

- 1st CC to get salmon safe certification - 2016
- Conditions on what college must achieve
 - 22 projects on campus - early, near term or long term
 - Covered the type of projects included
 - Ranked based on a list of priorities
- Progress
 - Gave an update on progress and projects completed
 - Dam removal - no sooner than 2020 - funding dependent - Steve
 - Monday - parking lot retrofit starts - rain garden, storm water planters, drywells and improvement. End before fall term starts.
 - Only 5 parking spaces lost
- Construction Overview
 - Showed compressed schedule
 - Copies are available if interested - contact Troy.
 - Pre-construction meeting tomorrow.
 - Press release has gone out; internal email will go out
- Next steps
 - Reviewed next steps.
 - Designs and permits approved. Next Spring work.
- Question
 - Parking lots for next summer - impact? Kim. Trying to schedule out. Starting at back, will have directional sites. ADA will not be impacted. More details worked out in preconstruction meeting. Dexter and Corey will be involved. Schedule not set yet. Considering community events in planning. Kim wants to be in contact to identify swim meets to be considered in planning.
 - Pam asked if work will be done Monday – Friday, or 7 days per week. Compressed schedule; some weekend work will occur. Asked Pam to share weekend event dates with Dexter and Corey. Doug is also involved working with contractors.
- After our guests left, Dexter reminded the group that not all the phases presented were necessarily a plan that MHCC has agreed to and/or will be implementing. There are funding challenges that are still unresolved.
- Dexter stressed there is still a need to go through all the dates and plans to ensure all are valid.
- **Action Item:** Review MOA at the next meeting and discuss our obligation/commitment

IT Changes - Linda

- Guest Wi-Fi P/W change - Joe/Linda
 - All Staff went out yesterday
 - Sent in advance to mgrs., admin assistants in advance for feedback. Did not get any feedback.
 - Students and staff should not be using Guest so should not have any impact to staff and students.
 - Now Intranet site shows which network people should be using.
 - Joe explained a bit of how wireless network is setup/bandwidth/etc.
 - Described how the vendor network is used.
 - Answered various questions from Kim regarding aquatics.
 - Give us feedback regarding finding the guest p/w - communication.
- Security Awareness training - Part of core compliance - starting with first group of managers on August 7.

PC & Co-Chair Meetings - Linda

- Provided an update on recent meetings.
- More training will occur during in-service for larger MHCC community.

Council Administrative - Linda

- Identify person to take notes - JD and Troy's recommendation/request
- Linda has discussed the request to add a person to the council to take notes as well as participate in the council.
- Jennifer will follow-up to see if Lori can do this. If not, we will pursue other potential candidates.
- **Action Item: Linda will follow-up**

Contracts - Corey

- Contract process - Wants to hear what is wanted/improvements. Risk perspective - consistency and transparency. Deeper guideline on what drives it; schedule.
- Personal Services contracts – needs more directions/guidelines. Process needs clarification.
 - Corey will look at existing regulations - make a policy that references the AR. Other AR's also define. Draft SOP and refer to AR's.
- Events – When questions regarding events came up, Dexter clarified that event details should not come to this council – those would be handled through a separate events meeting.
- All events should be on the events calendar. AR refers to using 25-live. Critical to get some others on 25 live; not paper calendars.
- Corey -- more training needed on what contract to use. Kim - wants more discussion on long-term contracting items. Careful on component of long-term contract.
- Corey will bring back any suggestion after reviewing AR's/process.
- Dexter – discussed the need to create criteria for the type of contract to be used. Meet with those involved. Contract, process map, education, criteria. Kim is happy to help where needed.

Pending Topics:

- Restroom Workgroup Task Force - Troy/JD
- HUB Updates - Matt

Future Topics:

- Site of Service - Corey topic - suggestion from Troy