Facility Team Meeting Minutes
DATE: April 20, 2022
TIME/LOCATION: 1pm – 3pm/Founders Room & via Zoom

Roll Call:

√	Don Koch		√	Lindsay Johnson, Chair
√	Virginia Chamness			Brandy Woods
√	Dwayne Fehrenbacher		√	Russ Stoup
	Chris Clark			Anna Davenport
√	Lora Clark		√	Tina Dudley, Guest
	Kyle Smith			John Sparks
	Vacant Faculty		√	Jonathan Van Meter
			√	Brad McCormick, Guest

√ indicates attendance, leaving blank indicates absent

I. Call to Order
Lindsay Johnson, Chair called the meeting to order at 1:03 pm.
A quorum is present.

II. Approval of Minutes of April 20, 2022
Don Koch made a motion to approve the minutes as written, and Lora Clark seconded the motion. All members voted in favor and the motion was carried.

III. Additions to the Agenda
There were no additions to the agenda.

IV. Item(s) For Discussion
a. Jonathan VanMeter made a motion to approve the FY23 Capital Project Budget, also referred to in strategic plan Goal 4, Objective 8, Strategy A, Russ Stoup seconded the motion. All voted in favor and the motion carried.

V. New Business
1. Transportation Management Plan: Replacement cycle of SCC Vehicles. (what kind, lease or own, new, driver training, driver history – DMV check).
2. Identify Groups who travel (Student travel, Athletic travel, Staff travel)
3. What are the requirements to drive? (Annual online training, esp. for 15 passengers)

4. 15 passenger van – The risk of exposure for students traveling in this vehicle is high. Should the college own or rent (when needed)?
5. Don is to confirm the Fleet numbers on the vehicles, Lindsay has the VIN numbers and will forward those to Don.
6. Budget for 2 passenger vehicles, 1 Minivan/crossover, and 1 ¾ ton/4wheel drive truck.
7. Surplus/Auction the identified Fleet vehicles noted on Lindsay's spreadsheet.

Virginia Chamness made a motion to approve the implementation of the Transportation Management Plan, and Lora Clark seconded the motion. All voted in favor and the motion carried.

a. Facility Condition Assessment, referred to in Goal 4, Objective 8, Strategy B of the Strategic Plan.
   1. Brad/Chris will review the 5, third-party companies that Brad knows of.
   2. This is a conditions assessment, not an architectural assessment.

Adjournment
Don made a motion to adjourn the meeting at 2:02 pm, with a second by Lora. All voted in favor and the motion carried.

The next meeting will be held May 18, 2022, at 1:00 pm via Zoom.