



Plant & Facilities Committee
12:00 p.m. July 27, 2021
Board Conference Room

MINUTES

Present:

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| 1. Stevenson Kotton | Chair/Vice President of Business & Administration Affairs |
| 2. Linus Kebos | Physical Plant Director |
| 3. David Debrum | Campus Safety and Security Director |
| 4. Jessio Latrick (Not Present) | Arrak Campus Director |
| 5. Johnny Silk (Not Present) | Assistant Director of Physical Plant |
| 6. Johnny John | Assistant Director of Physical Plant |
| 7. Meyer M. Mamis (Not Present) | Student Services Representative |
| 8. Dako Nating | Faculty Senate Representative |
| 9. Roshiana Minor (Not Present) | Staff Senate Representative I |
| 10. Lanie Villafania | Staff Senate Representative II |
| 11. Christian Nipp | SBA Representative |

I. Called to Order

- A.** The Special Meeting for the Plant & Facilities Committee, was called to order by the Chairperson/VPBAA at 12:10 p.m.

II. Approval of Previous Meeting Minutes

- A.** The Minutes for April 29, 2021 (Draft) were deferred.

III. Matters from the Previous Meeting

A. CMI Campus Safety and Security Policies and Procedures

1. The Staff Senate Representative brought up to the Committee's attention if "definitions" or if crime clarifications around the campus and the "campus map" can be included in the document.
 - a) The following individuals were assigned to include all CMI Campus and DE Center's Maps in the document:
 - (1) Director of Safety & Security
 - (2) Director of Media
 - (3) Director of Physical Plant
 - (4) VPBAA



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b) The following individuals were tasked to define/identify types of possible crimes on CMI Campuses and DE Centers to be included in the document:

- (1) Director of Safety & Security
- (2) Staff Senate Representative
- (3) Student Representative
- (4) VPBAA

B. CMI Building Emergency Action Plan

- 1. The Physical Plant Director and the Director of Safety & Security are to update the Building Names & Appendix before August 10, 2021.
- 2. Emergency evacuation plans must be included in the document.

C. Update: Solution/Plan to the Animal Problems Around the Campus

- 1. This was discussed and reviewed by the Committee and is a continued task by the Physical Plant and Facilities Department.

IV. Other Matters Arising

A. The Staff Senate Representative requested if the Fence Project blueprint can be shared with the Committee.

- 1. The blueprint was shared and reviewed by the Committee.

B. The effectiveness of the Policy of Renting the Assets' was discussed by the Committee, and the Chairperson suggested the Physical Plant Director and the Assistant Directors to review the policy.

C. Student Badges/Employee Badges

- 1. The 2 types of badges were discussed and must be worn by all students starting Fall Semester 2021.

D. HIPPO Status Request

- 1. The VPBAA recommended for everyone to follow-up on their requests on Hippo.

Adjournment

The Special Meeting for the Plant & Facilities Committee was adjourned at 12:36 p.m.

Submitted By:

DocuSigned by:

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Meria N. Bollong
Secretariat Officer, EC

Concurred By:

DocuSigned by:

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Stevenson Kotton, VPBAA
Chairperson, Plant & Facilities Committee

Approval Date:

August 27, 2021