

## Facilities Advisory Committee (FAC) Meeting Notes, Aug. 1, 2018

Members present: Sharon Coco, Robert Hou, Irene Shen, Rachelle Currie, Bryan Gebhardt, Dr. Cynthia Kan, and Joyce Recar

Others present: Ken Blackstone, PIO Facilities & Construction; John Chwastyk, Director of Facilities; Aaron Kael, Deputy Project Director, Vanir Construction Management, Inc.; Andrew Law, community member from the Washington area (and pending committee member); Emily Thomas, FUDTA

The meeting began with the Pledge of Allegiance and then members introduced themselves and their interests in serving on the committee. Ken Blackstone gave a brief presentation on the role of the FAC, per the [Bylaws](#), summarized in these bullet points:

- Advise- on facilities matters
- Recommend- facilities priorities
- Reflect- the view of parents and community
- Review- the general project scope of work at the design phases.
  - Important to note: Projects already in progress, such as projects beyond programming or schematic design, shall not be subject to review by the committee.
- Be cognizant- of the importance of timely reviews and recommendations as they relate to project schedules and Board approvals to avoid project delays
- Voice- serve as the voice of the community and other stakeholders

Since there were only seven members present, a quorum of the 16 members was not established so no vote was taken on the election of officers. There was discussion related to how a quorum is defined in the Bylaws, and whether “50 percent of the Committee” referred to currently appointed members (there are now 11) or 50 percent of the full 16 seats of the committee, even if all seats were not filled. With this being a question, the general consensus was not to hold the vote and to seek clarification from legal counsel.

Irene Shen suggested we make the solicitation of additional committee members more prominent on the FAC web page. (*This has been completed.*) She also mentioned she was prompted to get involved in part because the website Niche.com rated FUSD low in “Resources and Facilities” (although their overall grade for FUSD is an A-).

*It is worth noting that their only [facilities-related data source](#) is Niche survey responses on a 1-5 scale. This makes up 40 percent of the overall “Resources and Facilities” rating. Ken Blackstone has contacted Niche.com to request information on their sample size of these surveys.*

Other discussion was on members' requirement to fill out a [Form 700](#), disclosing any financial interests in FUSD business. Members can list the FUSD address and phone number instead of their personal contact information. More about Form 700 will be provided at future meetings.

The majority of the meeting consisted of a facilities overview presented by John Chwastyk and the ensuing discussion. He went over the recent history of facilities and projects and the District's planning and construction processes. Mr. Chwastyk gave an explanation of what will be brought to the committee in terms of future plans and options that will be presented to the Board of Trustees.

Bryan Gebhardt asked the committee if they felt that meeting once every other month was enough, particularly if there is a proposal for another bond in 2020. After much discussion, Mr. Chwastyk proposed that both the FAC and Citizens' Bond Oversight Committee (CBOC) meet back-to-back on the same night every other month. This will provide certain "economies of scale" regarding coordination of presentations and timely matters while being more efficient for everyone's schedules. It was agreed to hold the first of these back-to-back committee meetings on Sept. 5. The CBOC will meet from 6:30 – 7:30 p.m., followed by the FAC from 7:30 – 9 p.m. The streamlined FAC agenda for that meeting will be the election of officers and a summary of the December facilities study session of the Board, as suggested by Mr. Gebhardt as a foundational facilities primer as a starting point.

Dr. Cynthia Kan suggested we create a list of trade-offs in terms of time, money, enrollment data, etc., showing what options are available with each choice (i.e., would you rather have this or that?) and a cost-benefit analysis for each. She requested that committee members get information in advance of meetings as "homework." Mr. Chwastyk said that there are plans to build a reference section for FAC web page with links to such items as:

- [Demographics Study](#) (presented to the Board Nov. 15, 2017)
- [Long-range Facilities Plan](#)
- [CBOC Board Presentation](#), Feb. 14, 2018
- [Board Facility Study Session](#), Dec. 9, 2017
- [Map of School Locations](#)

Dr. Kan also suggested District staff look at what PG&E funds and incentives are available as part of its School Energy Efficiency Program.

The meeting ended about 9:05 p.m.