AGENDA
University of Alaska
Facilities Council
June 17  1:30 pm – 3:30 pm

LOCATION:  Join Zoom Meeting https://alaska.zoom.us/j/416191860 Meeting ID: 416 191 860 One tap mobile +19292056099,,416191860# US (New York) +16699006833,,416191860# US (San Jose) Dial by your location +1 929 205 6099 US (New York) +1 669 900 6833 US (San Jose) Meeting ID: 416 191 860 Find your local number: https://alaska.zoom.us/u/arBbifwqt

1) Safety minute. UAS rec center gym opening up.
2) Review and approve minutes of December 18, 2019 meeting.
3) Current Business
   a) Review of UAA, UAF, UAS Key Performance Indicators (draft) and sightlines annual benchmarking reports (Kim)
      i) Overall impression of the KPIs and discussion about suggested improvements
      ii) How can we use more of the information Sightlines prepares for us?
   b) Capital Budget Development Process (based on information attached and below) (Alesia)
      i) UA system recommended facility annual investment targets (sightlines) vs amount recommended to the BoR
      ii) M&R Minimums - operating investments
      iii) DM&R Minimums - annual capital investment
   c) State of Alaska’s Deferred Maintenance Prioritization (Kim)
   d) Facilities Inventory Data Collection process (Alesia)
   e) ISER research project – State Capital Investment and Needs

4) Working Group Reports
   a) Space Utilization (Kim Mahoney):
   b) Deferred Maintenance (Chris McConnell): CRV is being reviewed by business council
   c) Procedures and Contracts (Cameron Wohlford)
   d) Aim Work Management (Ryan Buchholdt):
   e) Sightlines Coordination (Ryan Buchholdt)
   f) State of Alaska Facilities Council (Kim Mahoney)

5) Business Council items
   a) Standardize HR policy regarding alcohol and drug use during work hours. Current policy is vague. (Action underway: FC to draft language for consideration (Ryan and Jenny)

6) Future Topics
   a) Streamlining processes
   b) FC website and document control (Alesia will assist. Action: setup meeting to discuss approach) for now FC members are invited to collaborate and participate in the UA Facilities Council (FC) google drive. Agenda, Minutes and materials discussed by the council in the quarterly meetings are kept in the council minutes subfolder.
7) Brief reports by University Facilities Directors, Statewide and VP Rizk

8) Next Meeting: September 16, December 16 all meetings scheduled 1:30 to 3:30 via Zoom Meeting
   https://alaska.zoom.us/j/416191860

9) Adjourn

ATTENDING:
Council members: Michelle Rizk, Julie Queen, Michael Ciri, Bill Jacob, Kim Mahoney, Jenny Campbell, Nathan Leigh, Myron Dosch
Other interested parties: Tanya Hollis, Alesia Kruckenberg, Chris McConnell, Laura Carmack, Cameron Wohlford, Josh Watts

From Facilities Council Charter:

**Our Mission** – ●Advise the President and Officers on matters relating to University facility assets. ●Provide strategic leadership and vision on the planning, construction, operations, management and disposal of University facilities compliant with Board policy. ●Provide collaboration, best practices experiences, and direction for facilities. ●Review, prioritize, and implement policies and procedures that will cost effectively and efficiently provide and maintain stewardship of facilities for faculty, students, and staff. ●Fulfill responsibilities with emphasis on optimizing resources to ensure availability for effective delivery of University programs in a safe and secure manner.  

**Our Scope** - ●Develop and maintain system-wide policies and procedures that deliver consistent levels of quality facilities stewardship in support of academic programs. ●Utilize and report on metrics and industry best practices to achieve efficient and cost effective Facilities Management and capital planning.

Relative to this mission: FC will track the following KPIs for Facilities: Density (Usage), Utility Costs (Energy Usage), Renovation age, Facility Condition Index and Customer Satisfaction.