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**Rogue Community College District**  
**Board of Education – December 7, 2017 Special Meeting Minutes**

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1. **Call to Order and Determine Presence of a Quorum** – Tim Johnson, Chair, called the meeting to order on Thursday, December 7, 2017 at 2:00 p.m., Table Rock Campus (TRC), 7800 Pacific Avenue, room 206, White City, OR and confirmed a quorum of the Board was present including Pat Ashley, Ron Fox, Shawn Hogan, Tim Johnson, Claudia Sullivan, Kevin Talbert and Dean Wendle. Due notice was given.
  
2. **Welcome and Introductions** – Mr. Johnson provided welcoming remarks. President Kemper-Pelle introduced Ray Harland, Consultant, CSA Planning. The following administrators and staff were in attendance: Cathy Kemper-Pelle, Kori Ebenhack, Kirk Gibson, Greg McKown, Teri Smith, Curtis Sommerfeld, Lisa Stanton and Denise Nelson.
  
3. **Adopt Board Policy Revision Article 5: Human Resources; Section B: Conduct and Ethics; Policy 050; Non-Discrimination (Second Reading)**

Pat Ashley moved, seconded by Claudia Sullivan, the Board adopts Resolution No. P24-17/18 approving revised Board Policy Article 5, Section B, Policy 050: Non-Discrimination.

This policy is being revised to meet Oregon Department of Education guidelines based on the recent Office for Civil Rights audit.

**The motion unanimously carried.**

4. **Discuss Redwood Campus Bond Projects**

President Kemper-Pelle reported she is in the process of scheduling a meeting with Aaron Cubic, Grants Pass City Manager, regarding their review of the water issue. Cathy met with Mr. Cubic three weeks ago at which time he indicated the City Council wants to get this resolved. The City has been unable to provide a sufficient water flow for fire services anywhere near campus. To accomplish this, it will require a large water main from Allen Creek area. They've been using \$3.4 million as RCC's estimate and the total amount of \$5.5 million.

Per Josephine County, the City of Grants Pass has not signed paperwork with the County to make the Urban Growth Boundary (UGB) official. President Kemper-Pelle suggested to pursue the option of working through the County if possible. Ron Fox is also aware the final agency agreement, covering the legal transfer of land use planning between Josephine County and the City of Grants Pass, has not been completed.

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In Dean Wendle's view, there are many unanswered questions right now. He looks forward to receiving a report from President Kemper-Pelle after she meets with Mr. Cubic.

Dr. Talbert commented he does not see a downside to parallel pursuit with the City of Grants Pass and Josephine County. He recommended following-up with Commissioner Hare and also inquiring with the planning department to determine their level of support regarding this. Tim Johnson agreed with Dr. Talbert's suggestion.

President Kemper-Pelle reported there are a number of issues currently being discussed between the County and the City. She recommended proceeding to work with the City and commented she is looking forward to her upcoming conversation with Mr. Cubic.

President Kemper-Pelle invited Jay Harlan, CSA Planning to join the conversation. The College has asked for Mr. Harlan's help with negotiating this process as he is experienced in this area. RCC administration has contracted with Mr. Harlan as a consultant. Mr. Harlan reported, the County has jurisdiction and he plans to research the regulations. After speaking with the engineers, he recommends beginning with a practical physical engineering solution to provide fire flow that meets international fire code.

As indicated in the Oregon Department of Education Civil Rights audit, the College has an April deadline to renovate restrooms for ADA compliance. At this time, the College has not even been able to receive a permit to put up a shed. Mr. Harland reported multiple things are going on that involve building permits from the City.

RCC owns the actual only remaining tank site for this portion of the City. Discussion occurred regarding the challenges with this, such as pump pressure.

Tim Johnson asked about the advisability of the College putting in a tank and well. Mr. Harland responded it would require the College to be its own water district. Jay will be meeting with the engineers next week for a brainstorming session. Together, we can look at our own paperwork and then talk to the City and County to come up with a workable solution to this. He would like to have 30 to 40 days to come up with a solution. If possible, Ron Fox requested to receive a couple different options with staff recommendations and information regarding what's involved with these strategies.

Given the College will be closed the end of December, Pat Ashley suggested the Board should be able to receive possible solutions by January 30 and could call a Special Board meeting (work session) to discuss it, if needed. The Board could then vote at the next regular Board meeting.

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There being no further comment, Tim Johnson called for a break at 3:05 p.m. Jay Harland left the meeting at this time.

**5. Break – 3:05 to 3:12 p.m.**

The following guests joined the meeting: Tom Walker, Adroit Construction; Ray Kistler, Kistler Small White (KSW) Architects; Ray Chirgwin, KSW; Nick Byers, Hennebery Eddy Architects (HEA); Ashley Nored, HEA; Gregg Sanders, HEA and Grant Lagorio, RCC Director of Facilities and Operations.

**6. Eco-Charrette with Adroit Construction, Kistler, Small and White Architects, and Hennebery Eddy Architects**

**A. Eco-Charrette Overview and Process**

Gregg Sanders explained an Eco-Charrette is an interactive brainstorming exercise that generates and targets sustainability goals for a green building. This is an important process because it involves the entire team. All ideas should be brought to the table. This is the first of two, the second Eco-Charrette will be with Energy Trust of Oregon.

**B. Overview Approach to Sustainability and Third-Party Review**

1. Sustainability & common strategies were reviewed
  - Third party review opinions
  - ETO (Energy Trust of Oregon) Path to Net Zero (PTNZ)

ETO opportunities programs – path to net Zero most robust efficiencies but yet budget friendly means. Offers great incentives.

**C. Discussion of Potential Sustainability Approach**

Site

- Building Orientation
  - Strategic placement to reduce solar gain
  - Capture natural light
- Building Uses
  - Arrange per orientation and use

Third-Party Certification

- LEED certification
  - V4 increases difficulty
  - ‘One step down’

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- Other certifications
  - Living building challenges
  - Green globes
  - Earth advantage
- Financial cost for certification

Energy

- Mindful energy uses at specific times of day
- Electric vehicle charging stations
- Optimize for future technology
- Off-peak energy storage
- Source building materials locally

Priorities

- Operational efficiencies
- Ease of operations
- Post occupancy maintenance

Board members added the following thoughts:

- Lifecycle cost analysis
- Doing what we can for the planet for people who come after us
- Energy efficiency during construction
- Thinking of ways can design a building that teaches sustainability

**D. Discussion of Potential Contextual Design Strategies**

- Fit in with surrounding area
- Look at two story concept – design team to provide pros and cons
- Immediate impression: Appear to be a safe place inside and outside
- Avoid dark corner and provide a lot of internal visibility
- Places for students to be outside
- Overall design, paint colors, building materials complement each other
- Keep three buildings cohesive
- Use design elements to show college campus atmosphere
- Be certain to identify as a college vs. industrial building
- Furniture – a place for people

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- Provide food, other amenities to support student support as students could be on campus all day. Microwaves!
- A lot of storage! Provide more than you think we need (including personal storage)
- Prepare for Table Rock Campus (TRC) building future renovation
- Use the design as the guide for future architectural language
- Student experience/safety to connect to buildings on campus
- Open buildings vs. locked down – limited card locks
- Use Umpqua CC as a model
- Find ways to provide internal connection between departments
- “One campus” feel
- Use building features to support student non-academic life too
- Water feature
- Provide many charging stations
- Study carrels with computers
- Group study with white board and screen
- White board wall for collaboration
- Break down barriers between students and faculty
- Library/computer lab/resource center
- Embrace industrial context
- Provide windows
- Big entry way – High Tech Center
- Visibility of what’s inside
- Visible students
- Provide a living room feel with a lot of chairs
- Coffee area and engaging spaces for students and instructors
- Student gathering spaces
- A lot of color

Priorities

- Operational efficiency of mechanical and electrical systems
- Ease of operations
- Low post-occupancy maintenance
- Remember, we are investing the public’s money (lifecycle cost analysis)
- Design for minimal adverse future impact

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- Energy efficiency during construction
- Teaching sustainability via building
- Avoid too much glass (especially related to instruction areas)
- Model healthcare environments
- Balance automation and individual user control
- Remember building end of life
- Design for adaptability
- Open/flexible structure (design for no-structural walls)
- Water source HVAC?
- Storm water control (permeable paving)
- Third-party certification – tie to economic sense
- Demonstrate RCC's commitment and values
- Not the Taj Mahal

**E. Next Steps/Final Thoughts**

- Design team to provide single story vs. two story pros and cons
- Faculty staff advocating one store when master planning
- Two story building stairs and elevator add cost and take away from floor space
- Gear and supplies are heavy in some programs

**7. Round Table - None**

- 8. Adjournment** – Tim Johnson thanked everyone for participating and adjourned the meeting at 4:40 p.m.