

**Los Medanos College**  
**Sustainability Committee Meeting Minutes**  
**Wed, 9/2 1:30 PM - 3:00 PM**  
**SS4-409**

**1:30 – 1:40 Welcome – BMc**

- Re-introduce committee members, meet new members

In attendance:

- Russ Holt – Facilities Director
- Ron Gallin – Biology Faculty
- Briana McCarthy – Biology Faculty
- Jen Fey – Biology Staff
- Sharon Goldfarb – Nursing Program Director
- Kelsey Fordahl – Student (Marine Bio)
- Liz Stahl – Student (Pre Med)
- Robin Harrison – EOPS (CARE program)

**1:40 – 1:45 Set Semester Meeting Times – BMc**

- First Wednesdays 1:30 – 3:30 – all approved
  - Remaining meetings of semester: October 7<sup>th</sup>, November 4<sup>th</sup>, December 2<sup>nd</sup> all scheduled in SS4-409

**1:45 – 2:00 Compliance with Brown Act – RH**

- Brown Act Compliance
  - Sustainability Committee officially SGC Subcommittee (Shared Governance Committee)
    - This means faculty, staff, students all come together to weigh in on decisions affecting the college
  - All SGC Subcommittees subject to Brown Act (state law around committee meetings)
    - Must post agenda 72 hours in advance
    - Protects members' interests (no last-minute alterations that potentially serve leadership)
- How to set agenda?
  - Who will the agenda for next meeting?
    - Set up Google group – Ron
    - Send draft of agenda using Google Docs – Briana
    - Members can alter agenda items and times depending on what they have to report up to 72 hours before meeting
    - Briana will send out meeting agenda to campus 72 hours in advance
- How to review minutes from previous meetings?
  - Will send out to group after meeting, members review, make edits
  - Can also review electronically as a group at beginning of each meeting

**2:00 – 2:20 Action Items from Last Meeting – All**

- Set rotating roles
  - Snack person
  - Recorder
- Student Sustainability Club update

- Currently have 3 student officers, need 1 more
- Vision is to coordinate efforts with Sustainability Committee
- Classified Senate approved Jen, Mike, Robin
- Academic Senate has yet to approve Briana, Ron, Danielle, Sharon, Kurt
- Updates/Info from Russ
  - Prop 39 mandate on energy savings – lighting
    - Parking Lot B lighting retrofit with LED lights complete
    - Replacing high bay lights in Library, to be retrofitted with LED lights
  - Upcoming boiler project
  - Upcoming construction to build new Student Life, PE Bldgs, Brentwood Ctr
    - All College Meetings opportunity to voice concerns regarding green design, water recycling, food sources, etc
      - Committee ideas:
        - Recycled water from canal (what feeds Lake) could be used for flushing toilets? – Russ
        - Using shower water to flush toilets – Sharon
        - Sourcing local fruits and vegetables for kitchen - Sharon

### **2:20 – 2:55 Focal Projects for Semester – All**

- How do we want to use our project work time in meetings?
  - Group decided on: 1<sup>st</sup> half hour whole group, 2<sup>nd</sup> hour project break out time, last half hour - share action items and wrap up
- Which projects do we want to focus efforts on this year?
  - Ideas from last meeting discussed + checked in with new committee members
  - The following are a list of projects people are passionate about this semester (**bolded people below used time to discuss first two projects**):
    - Water conservation (landscaping) – Mike with support from **Russ, Sharon, Ron**
    - Composting/Waste diversion/recycling (potentially networking with other schools)– Kurt, Robin, **Kelsey, Jen, Liz, Briana, Robin**
    - Lighting/energy efficiency – Russ, Mike
    - Earth Day planning – Ron, Jen, Briana, Kelsey, Danielle
    - Sustainability education series (film festival) – Kurt, Jen, Kelsey, Sharon, Danielle
    - Lake clean-up – Ron, Robin
    - Nature Preserve - Ron
    - Green School certification – Sharon
    - Starting student club/aligning efforts – Celena, Kelsey, Briana

### **2:55 – 3:00 Project Check ins & Closing – All**

- Generated action items for next meeting around water and waste
- Next meetings: October 7<sup>th</sup>, November 4<sup>th</sup>, December 2<sup>nd</sup> 1:30-3:30pm
- Discussed roles for October 7<sup>th</sup> meeting:
  - Snacks – Jen
  - Note-taking – Kelsey & Briana
  - Website updates – Russ
  - Academic Senate approval for Ron, Sharon, Kurt, Danielle, Briana - Briana