

## **Facilities Advisory Committee (OFSAC)**

### **Minutes – May 27, 2010**

**Members Present:** Kevin Barre, Elizabeth Bird, Michael Dean, Alan George, Richard Smith, Melanie Stocks, Sandy Sward

**Members Absent:** Larry Baker, Chair, Heidi Gagnon, Rick Hixson, Chris Jenkins, Tom Morrison,

**Others Present:** Jeff Butler, Rob Hebert, Dan Stevenson, Patti Yasbek

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1. **Approval of Minutes – 2/25/10**

Sward moved to approve Minutes of the meeting held on February 25, 2010. Bird Seconded the Motion. Minutes were unanimously approved with no additions or corrections.

2. **15-Passenger Van Update**

The Commissioner's office has been pushing to eliminate the full size 15-passenger vans and recently has indicated they want to eliminate anything 10 and above. Motor Pool currently has 10 full size vans used mainly by departments and student organizations. Facilities has been working with OCHE to phase out the full size vans and it appears the best we can hope for will be the fall bid cycle (approx. September/October). The options include mini-vans, large SUV's, and multi-functional buses. There are many unknowns at this point, including how many smaller vans will be needed to fill the departmental requests, as well as how renting multiple vehicles may affect departmental budgets. Grant money may be available to offset a portion of the cost to replace the existing vans, however it is not expected to be a significant portion of the cost. Campus departments will be notified of the change in the near future and Facilities will need to have a plan in place by June 30.

3. **Electric Vehicle Analysis**

Rob Hebert provided handouts showing cost comparisons performed to analyze how electric vehicles might work in the Facilities fleet within Campus Maintenance. Over the last several years Facilities has been reducing the actual size of the maintenance vehicles in order to reduce the footprint of those vehicles on campus as well as improve gas mileage. Currently, electric vehicles stand out in cost due to the batteries. Although not a feasible option at this time, Facilities will continue to monitor these vehicles as the cost and efficiency of the batteries improve.

4. **Climate Action Plan (ACUPCC)**

As previously reported, in 2008 President Gamble signed MSU on to the American College and University Presidents' Climate Commitment (approximately 685 institutions signed on). Dan Stevenson provided information about where we are now and what that commitment really means. There are five points key to that commitment.

- 1) Setting a target date for carbon neutrality;
- 2) Arriving at interim target dates for goals and actions by which to achieve goal #1;

- 3) Taking actions to make climate neutrality and sustainability a part of our curriculum;
- 4) Taking actions to expand necessary efforts to achieve carbon neutrality;
- 5) Setting up mechanisms to track our progress.

Our first step was to establish the Campus Sustainability Advisory Committee (CSAC). Secondly, we have recently finished our baseline greenhouse gas inventory. The next step is to begin the climate action process. This process will be a good time to do a reality check with the president and the PEC to look at the strategy by which we would plan for carbon neutrality as well as the financial costs and benefits. Positive actions taken include an aggressive energy conservation program with Auxiliaries and an energy conservation investment with the state side of Facilities

Stevenson will report back after the meeting with the PEC. The greenhouse gas inventory report is available on the sustainability website.

#### **5. Facilities Services Re-organization**

Butler provided an organizational chart and discussed the proposed structure of the Facilities Services organization. Facilities is in the process of looking at a new Computerized Maintenance Management Software (CMMS). (The current program used by Facilities is approximately 25 years old and the language is no longer supported by IBM.) A important part of the responsibilities of the new position shown on the chart (General Operations Manager) will be to oversee the CMMS program. In addition, current vacancies have afforded an opportunity to restructure for a more efficient operation.

The meeting was adjourned at 12:09 pm

Respectfully submitted,  
Sharon Morrison  
Facilities Services