

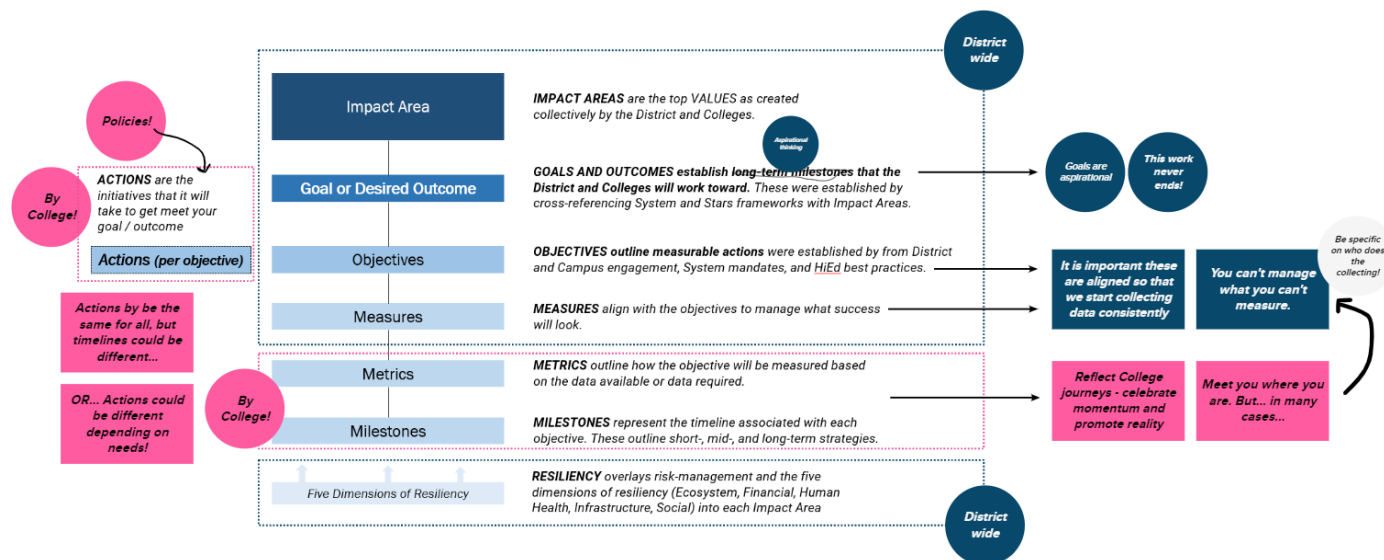
# Meeting Minutes

Meeting Date 03.25.2022  
 To Hussain Agah, Mehran Mohtasham, Myra Nava  
 From DLR Group  
 Location via ZOOM  
 Project RCCD: Sustainability and Climate Action Plan / IEMP / TCO  
 Project No. N/A  
 Attendees Mehran Mohtasham, Linsey Graff, Lindsey Perez, Hussain Agah, Cheryl Ruzak (Director of Food Services), Bart Doering, Fabian Biancardi, Steve Marshall, Max Murphey, Myra Nava, Rob Beebe, Prem Sundharam, Ron Kirkpatrick, Tonya Huff, Michael Collins, Shona O'Dea  
 Purpose District Sustainability Committee Meeting – March 25, 2022

1650 Spruce Street, Suite 300  
 Riverside, CA 92507

Minutes:

- Welcome and Project Updates
  - Schedule
    - April - Working towards our first read
      - Meeting with different councils and committee
      - Reviewing Decarbonization and Climate Justice / Resiliency Impact Areas
    - May - Preview First read
      - College to review their specific plans (IEMP) and actions/milestones in the SCAP
    - Fall 2022
      - Seek Board Approval with Board Policy
  - SCAP Review



- District wide vs. By Colleges
  - Where the regulatory compliance show up in the SCAP?
    - At this time, those are coming up in the list of actions by each college.
  - Action

- As we define actions and collection of data, the plan needs to outline who is doing the collection of the data.
- TCO Update (See Slides)
  - Goal: Deliver a total cost of ownership model to support all facility planning needs across the district.

## Total Cost of Ownership – Goals and Objectives

### Our Goal

Develop a comprehensive and consistent TCO model for all facility planning needs at RCCD

### Note

Identify parameters for various assets so it is clear what is included in TCO and what is not.

### Objective #1

Use ONE consistent TCO model across the district.

### Objective #2

Develop a flexible TCO model to address various cost management and planning needs such as capital planning, deferred maintenance, program, and policy management.

### Objective #3

Use a historical baseline of actual costs and industry averages to predict future costs with reasonable confidence.

### Objective #4

Inform decision making across the institutional committees.

### Objective #5

Justify resource needs and level of services.

## Total Cost of Ownership – Maturity Model

### Recommendations

Start at a Basic Level  
Build maturity over time



### Basic Level

Assets at a building Level

Align with Facilities Master Plan

Begin a process of verification and management

### Mid Level

Assets at major equipment level

A plan for all new and existing major equipment in place

Accurate information is managed and continuous verification in place

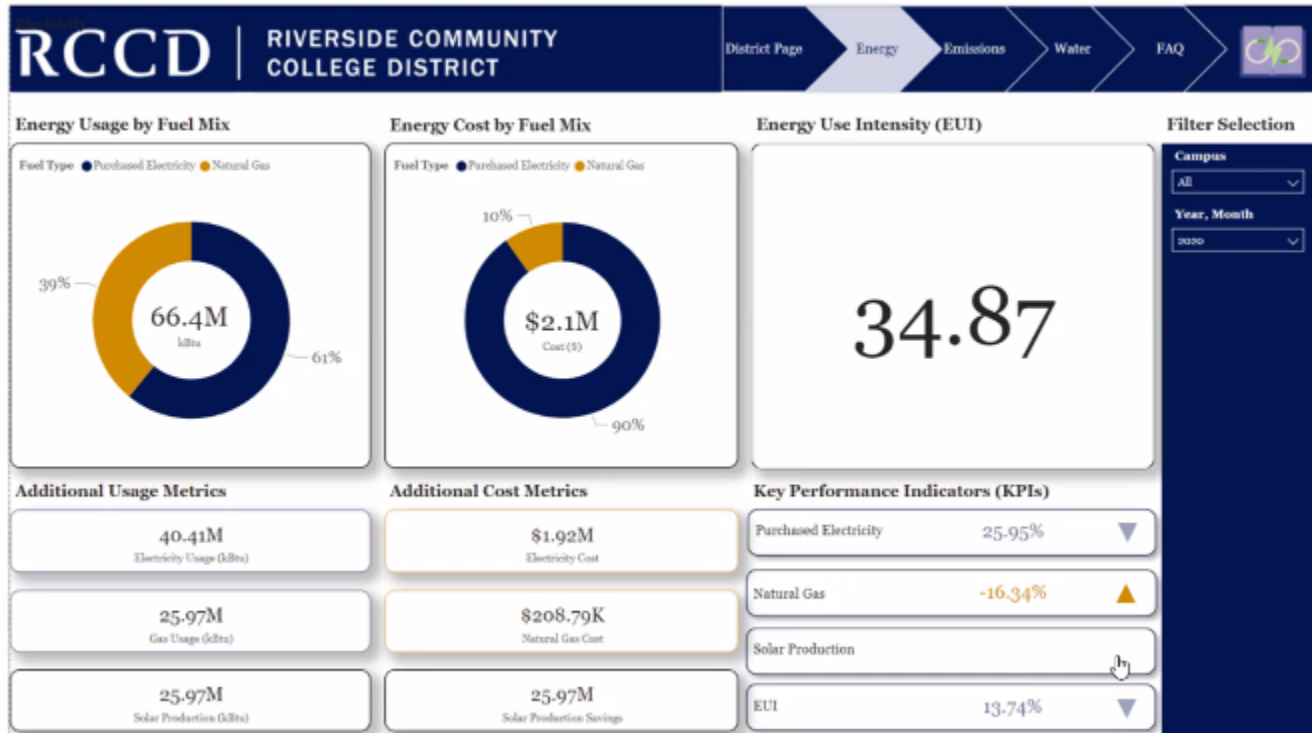
### Full Performance

Use GIS and BIM

An automated plan for all new and major asset in place

Mid Level + linked to GIS and BIM

- IEMP Update and Preview of Dashboard



- Explanation of what all these graphics mean – key terminology explained. Example: What is EUI? Scope 1, 2 and 3
- Comment regarding how the data is shared – the emissions going up is shown as a negative, but that seems confusing as is negative good or bad. Pay attention to colors as well. Perhaps go back to Red = bad Green = good, etc.
- College Plans Comments
  - Without sub-metering we will be assuming the efficiency of the building. As sub-meters are added, you will have more functionality of viewing consumption by building.
  - Better explanation of all graphics – weather data.
  - What is leading to the increase in Natural Gas from Norco – seems off in the data.
    - Could be the fuel cell
    - Could be manual setpoints
  - COVID closures impacting this data
    - The energy efficiency achieved from closure is minimal as building were never fully offline.
  - Add Tab at top for Solar
- Breakout Rooms: Review Impact Areas
  - Water and Eco-systems
    - WATER CONSUMPTION
      - Concern in achieving the savings if we don't get credit on what has already been done.
      - We are only saving 5% to date – this is between 2016-2022. Request to back calculate until 1990
      - Metrics: Water consumption per SF to not penalize for growth
      - Metrics: Prem to circle back on why we picked water/person last time
    - STORMWATER
      - Questions around how this is not just code
      - Desire to not put this in writing as it's an operational challenge
      - Take parents out of any of this language
      - **MCM01 - acceptable**
        - Could we paint each drain and show which ones go to the ocean? Put something on the website?
        - concern about unfunded mandates
        - this can be done in the cost effective way

- MCM02 –
    - Remove 'parents'
    - lowest priority
    - out of plan
  - MCM03 – already doing
    - RCC: don't have above ground storage, and have filters in ceramics lab
    - Already storing this in hazardous materials area
    - NC:
    - MVC:
  - MCM04 – already doing
    - Part of what we do
  - MCM05 – already doing
    - This is mostly covered by code and the basic standard of care
    - MVC – has stormwater runoff but if there is new construction can require it based on architectural plan
    - NC – we have some of it with basin, new construction has this covered
  - MCM06 - operations: this is basic standard of care.
    - Need to distill this down to not dumping in stormwater
  - BIODIVERSITY
    - Landscape Management
      - RCC – integrated pest management exists, do not want to manage site organically
    - Undeveloped Areas
  - IEMP Dashboard Comments
    - Once the district has PV, the ability to show PV will be incorporated in the dashboard
    - Mehran requested a dedicated solar generation page
    - Map view is good for high level display – don't see the need of the use for maps in individual pages
- Engagement Comments
- Sustainability Literacy Assessments
  - Increase Opportunities to be exposed to sustainability
    - Earth Day Events with invited expert Sustainability and Climate Action Public Speakers
      - RCC is working on a week of Earth Day activities now
        - Students have been excited about connection to Sustainability Careers and collaboration with Career Cent
    - Digital Homebase of action at districtwide and at their colleges.
    - Green Fund - could there be an opportunity to partner with RCCD Foundation to great a green fund.
      - This fund allows faculty/students to apply for internal grants to move the needle of the plan.
    - Opportunities to Collaborate in the Community
      - Who are the dedicated community partners to advancing sustainability?
      - Mid-term goals looks good.
- Health and Well-being
- Context for the connection of Health and Well-being to sustainability and climate – why is it important and what is the connection
    - From Strategic Plan: Objective 5.7: Provide a healthy and safe environment for students, faculty, and staff.
  - Real Food Commitment - should revise actions: RCC is leading the way to start this goal.
    - Follow-up: What other aspects of Food Insecurity should we account for within the district?
      - CalFresh - students participate in benefits that program offers
    - RCC Real Committee - RUSD partnership and launch districtwide
    - MVC Challenges

- Concerned about the cost involved and if there's an increased compared to joining this pro
- Contract language
  - Pulling out resources on what they already do
- Follow-up commentary post meeting –
  - Education around sustainable food shall be addressed.

# LET'S REVIEW! (again)

RCCD SUSTAINABILITY AND CLIMATE ACTION PLAN



Engagement



Health and Well-being



Water and Ecosystems



## Engagement

# Impact Area: Engagement

General comment - if there are things that are already being done on at least one campus but are included in the mid-term or long-term goals, should we consider moving them to short-term? (A lot of things in this section are already being done - I can explain during our meeting if desired)

### GOAL

Expand the RCCD community's knowledge of sustainability to be inclusive of social, economic, and environmental factors while promoting resource conservation and socially just behaviors.

### OBJ.

Increase the number of opportunities for campus stakeholders to be exposed to sustainability

#### Obj 1

The goal is written to include all campus stakeholders but the measure only mentions students. I think it is important for faculty, staff, and admin to be included here.

### MEASURE

Number of Students Exposed to Sustainability Programs

Earth Day Public Speakers -- RCC already does outreach.

### METRICS / MILESTONES

Establish Baseline by 2022

25% of students by 2025

50% of students by 2030

### ACTIONS

This is needed.

#### Short-term (within 2 years):

- **BOLD STEP: Set up campus sustainability websites (Stars EN-4)**
- Establish an annual sustainability outreach programs - ie. Campus sustainability day, etc. (Stars EN-3, EN-5)

#### Mid-term (within 5 years):

- Establish campus/district sustainability newsletters and social media outreach plan (Stars EN-4)
- Establish inter-district competition (System 2022)
- Establish active student groups and/or student educator/champions programs focused on sustainability (EN-1)
- Student orientation activities that feature sustainability (System 2022, Stars EN-2)
- Employee orientation activities that feature sustainability (System 2022, Stars EN-8)

#### Long-term (within 10 years):

- Sustainable investment funds and initiatives through which students can develop socially, environmentally and fiscally responsible investment and financial skills (Green Fund)

More clarity is needed on the intent of this bullet. However, perhaps RCCD Foundation is the avenue to develop this concept.

Not just students

OBJ.

## Increase Sustainability Literacy for Campus Users

### MEASURE

An Sustainability Literacy Assessment is administered to representative samples in both the pre-test and post-test.

### METRICS / MILESTONES

**Establish baseline by 2022**

**Improve by 2025 (system)**

**Improve again by 2030 (System)**

### ACTIONS

#### Short-term (within 2 years):

- **BOLD STEP: Conduct a Sustainability Literacy Assessment per AASHE Stars guidelines (System – 2022; Stars AC-6, EN-6)**

#### Mid-term (within 5 years):

- Publish results in communication materials.
- Establish programs through which students learn sustainable life skills.

#### Long-term (within 10 years):

- Sustainability-focused student employment opportunities and internships.
- Sustainability trainings and professional development opportunities available to staff - ie. Flex Day Activities (System 2022, Stars EN-7, EN-9)
- Maintain annual Sustainability Literacy Assessment.





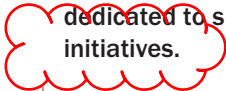
## Engagement

OBJ.

Establish opportunities for RCCD to collaborate in the community

### MEASURE

Number of community partnerships dedicated to sustainability initiatives.



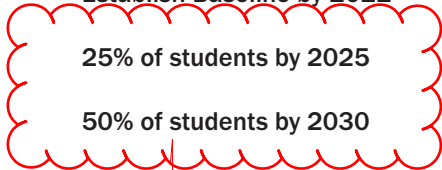
Under "Measure" - I'm not sure 'initiatives' is the right word here - maybe just "dedicated to sustainability."

### METRICS / MILESTONES

Establish Baseline by 2022

25% of students by 2025

50% of students by 2030



Need to include more than just students in this objective

### ACTIONS

#### Short-term (within 2 years):

- **BOLD STEP:** Establish a formal campus/district/community partnership to advance sustainability (System 2022, Stars EN-10) (ie. Sierra Club at MVC)

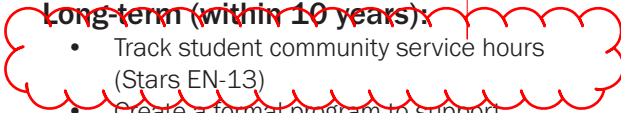
#### Mid-Long-term (within 5-10 years):

- Collaborate with other colleges and universities to support and help build the campus sustainability community (Stars EN-11)

RCC does this now.

#### Long-term (within 10 years):

- Track student community service hours (Stars EN-13)
- Create a formal program to support employee volunteering (Stars EN-13)
- Establish an Inland Empire Higher Education collective environmental advocacy group (Stars EN-14)



I can see establishing partnerships to provide internships for students in sustainability in this section

PLACEHOLDER FOR A SUCCESS STORY

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Health and Well-being

# Impact Area: Health and Well-being

Overall comments: The section needs to strengthen its connection to Environmental Sustainability and Health/Well-being.

**GOAL**

Create a culture of health and well-being for Riverside Community College District.

## EMPLOYEE PROGRAMS

**OBJ**

Provide comprehensive employee wellness programs and education encompassing physical, mental and spiritual health.

Obj 1: "Provide comprehensive..." - again, I feel like sustainability or nature or something similar should be mentioned here

### MEASURE

Number of Health and Well-being programs offered to employees

OR

Number of participates in Health and Well-being programs ~~and Well-being programs~~

### ACTIONS

**Short-term (within 2 years):**  
**BOLD STEP: Create employee satisfaction survey based on a selected framework on health and well-being for employees.** Framework suggestions include:

- Eight dimensions of wellness: emotional, financial, social, spiritual, occupational, physical, intellectual and environmental. (See example Wellness Wheel worksheet from J. Flowers Health Institute). OR
- Assess workplace health promotion program using CDC Workplace Health Model OR
- Individual choices
- Work environment
- Organizational culture, practices and policies
- A 3rd party disclosure label such as the JUST label.

DLR Group to provide more insight on a framework to be used by RCCD.

### METRICS / MILESTONES

Establish baseline by 2022

Increase number of Health and Wellness programs offered to employees by 15% by 2025

Increase number of Health and Wellness programs offered to employees offered by 30% by 2030

Better measure since participation is really what matters vs. number of programs. However, increasing participation should be an action with an increased number of programs offered.

# STUDENT

Initiatives

Obj 2: "Provide comprehensive student wellness..." - specify sustainability or environmental health?

RCC - Active Minds Groups

OBJ. Provide comprehensive student wellness programs and education encompassing physical, mental and spiritual health.

## MEASURE

Number of Health and Well-being programs offered to students.

OR

Number of participates in Health and Well-being programs

## METRICS / MILESTONES

Establish baseline by 2022

Increase number of Health and Wellness programs offered to students by 15% by 2025

Increase number of Health and Wellness programs offered to students offered by 30% by 2030

## ACTIONS

Baseline compared to short-term is in conflict.

### Short-term (within 2 years):

Create student health and well-being satisfaction survey based on existing health and well-being frameworks. Framework suggestions include:

- Eight dimensions of wellness: emotional, financial, social, spiritual, occupational, physical, intellectual and environmental. (See example Wellness Wheel worksheet from J. Flowers Health Institute). OR
- American College Health Association's The Healthy Campus Framework.

Student

### Mid-Long term (within 5-10 years):

- Deploy employee satisfaction survey and evaluate the results. (Metric from AASHE Stars)

### Long-term (within 10 years):

- Create health and well-being action plan outlining implementation strategies within five and ten years. (DLR Group recommendation)

## PHYSICAL SPACE

OBJ. Increase the amount of indoor and outdoor space available to the RCCD community dedicated to supporting wellness.

## MEASURE

Measure amount of physical spaces in square footage that support Wellness

OR

Measure the number of physical spaces that support Wellness

OR

Measure Indoor and Outdoor Quality tracking impact on productivity, absenteeism and overall human comfort

## WELLNESS AND PHYSICAL SPACES

Integrated planning with FMP, etc.

- Campus community gardens
- Improved outdoor spaces for physical activity including walking trails.
- Improved outdoor spaces for education or breaks.
- Continuous monitoring of Indoor/ Outdoor Environmental Quality at each college to better understand air quality, acoustic comfort, traffic impact, weather, etc.
- Healthy Campus Framework

Obj 3: "Increase amount of indoor/ outdoor space"  
For actions - could we mention something like "outdoor spaces that emphasize sustainability" (ie. native / drought tolerant plants, solar phone charging stations on study tables, edible gardens, etc.)

Food security - I'll leave this section to Cheryl since she is the expert and knows what is realistic for them. I would like to add something about making food available to students via the food pantry, student government-led food giveaways, and/or free produce from campus-supported community garden(s).



Health and Well-being

## FOOD SECURITY

OBJ.

Create food security resilience for Riverside Community College District.

### MEASURE

Procurement of Real Food in accordance of the metrics outlined in the Real Food Commitment

### METRICS / MILESTONES

**Increase Real Food procurement by 20% by 2022 (per CCCCCO chart)**

**Increase Real Food procurement by 80% by 2030 (per CCCCCO chart)**

RCC is starting this commitment and plans to share lessons learned to Norco and MVC.

- Concerned about cost, resources available, etc.

- Add education and communication on current initiatives and how to expand knowledge of great work.

- Sustainable Food Education needs to be added.

### ACTIONS

#### Short-term (within 2 years):

Sign the Real Food Campus Commitment and follow required commitment tasks outlined for the first 12 months of the commitment by college. (per CCCCCO chart)

- Benchmark food purchases across the district compared to the Real Food Commitment guidelines.
- Total purchases by food category (see list of food categories)
- Percent real food purchases
- Real Food purchases breakdown by category

#### Mid-Long-term (within 5-10 years):

- Create a 5 year plan of action to implement metrics of the Real Food Campus Commitment. (DLR Group recommendation)
- Update food policies to address the following:
  - Food procurement and supply chain
  - Operations and Facilities
  - RFP and contract processes
  - Transparency and accountability
  - Community involvement
  - Labor, immigration and human rights related to food procurement





# Impact Area: Water and Ecosystems

GOAL

**Substantially increase water-use efficiency.**

OBJ.

**Decrease water-use (potable and non-potable water)**

use kgal/sf

**MEASURE**

**Indoor Water-use intensity (kgal/weighted user) (potable water)**

*Weighted user accounts for changes in student and staff/faculty count throughout the year.*

**MEASURE**

**Outdoor Water-use intensity (kgal/acre) (potable and non-potable water)**

**METRICS / MILESTONES**

**Set baselines per College by 2022 (requires metering)**

*Set the baseline at 1990 (or 2009) water consumption levels*

**25% reduction by 2025 (Per CO/ System Goal)**

**50% reduction by 2030 (Per CO/ System Goal)**

**METRICS / MILESTONES**

**Set baselines per College by 2022 (requires metering)**

*Set the baseline at 1990 (or 2009) water consumption levels*

**90% native plantings by 2025 + <50% landscape areas with turf grass by 2025 (per CCCCCO chart)**

**50% reduction by 2030**

**MVC and RCC have large grass areas that need to be addressed.**

## ACTIONS

### Short-term (within 2 years):

- BOLD STEP: Through sub-metering and other irrigation control systems, identify water usage for each building and landscape irrigation systems of 2,500 sf or greater.
- Develop standards (industry best practices) for plumbing fixtures, irrigation, and process water use (such as for ceramics lab etc.).
- Investigate funding opportunities such as M&O budget to replace existing water infrastructure including plumbing fixtures and irrigation controls.

### Mid-term (within 5 years):

- Ensure new landscape planting materials are native species to the climate and geographical area of the College to align with the system goal that 90% should be native species.
- Convert turfgrass to native landscape areas or landscape meadows to align with system goal that turfgrass shall not exceed 50% of the landscaped areas on campus.
- Replace existing plumbing fixtures and irrigation controls per new district standards or latest CalGreen Mandatory Measures for Water.

### Long-term (within 10 years):

- With all new construction and major renovation projects, install stormwater capture and reuse systems to effectively address stormwater discharged as well as reducing potable water use in the building.
- With all new construction and major renovation projects, meet Enhanced Tier 2 requirements in the latest CalGreen Voluntary Measures related to indoor water use.

I think the only real issue I see on this is the waterless urinals. We have had sewer issues on other previous projects I've done when we switched to these. Saving water on irrigation and other items is always a good thing.





# Impact Area: Water and Ecosystems

GOAL

Improve stormwater quality.

OBJ.

Prevent stormwater pollution and raise awareness.

## MEASURE

**Meeting Minimum Control Measures (MCMs) guidelines from CCCCCO system for improved water quality**

*CCC Model Stormwater Management Program identifies SIX Minimum Control Measures (MCMs) that align with EPA's guidelines. These are located on the facing page.*

## METRICS / MILESTONES

**Set baseline for non-potable water to total water consumption ratio by 2022**

**Meet THREE of SIX MCMs by 2025**

**Meet all SIX MCMs by 2030**

## ACTIONS

### Short-term (within 2 years):

- **BOLD STEP: Adopt the CCC Model Stormwater Management Program**
- Stormwater runoff and discharge shall be limited to predevelopment levels for temperature, rate, volume and duration of flow through the use of green infrastructure and low impact development for both the campus and new buildings and major modifications.
- Develop a "Best Management Practices" handbook for outdoor work activities with guidance on how to prevent pollutants from going into storm drains and into the water bodies.

### Mid-term (within 5 years):

- Create a campus stormwater map, which includes LID (low-impact development) projects, storm drain outfalls, receiving water bodies, and overall storm drain network and organize educational events around district's stormwater management and stewardship.
- Design and construct an exemplary project that show cases stormwater storage and reuse as a pilot project in the district.

### Long-term (within 10 years):

- With all new construction and major renovation projects, install stormwater capture and reuse systems to effectively address stormwater discharged as well as reducing potable water use in the building.
- With all new construction and major renovation projects, meet the latest CalGreen Voluntary Measures related to outdoor water use.

## Minimum Control Measures

### MCM 01: Education and Outreach on Storm Water Issues

YES

Promote greater awareness and compliances throughout the District's Campuses for the storm water management program. Specifically, this minimum measure is intended to teach the District community (students, faculty, staff and visitors) and the District's contractors and consultants the importance of protecting storm water quality for the benefit of both the environment and human health.

### MCM 02: Campus Community Involvement and Participation

The goal of this MCM is to foster active support for the swmp and provide direction as to its implementation. Participation by the students, parents, faculty and staff will assist in developing a SWMP which reflects community goals and priorities and thus has the highest potential for success.

REMOVE  
PARENTS

### MCM 03: Illicit Discharge Detection and Elimination

The goal of this MCM is to reduce pollutants in storm water runoff to recieving waters. It required the development and implementation of a program to identify and eliminate sources of illicit discharge and illegal dumping.

### MCM 04: Construction Site Storm Water Runoff Control

The goal of this MCM is to prevent sediment and construction waste at construction sites from entering the storm water conveyance system.

### MCM 05: Post Construction Storm Water Management in New Development and Revelopment

The goal for this MCM is to reduce non-point source pollution from urban runoff through planning and design, prior to development or redevelopment. Post-construction runoff control focuses consideration on the site, design and ultimate project use which are most effective when addressed in the planning and design stages of project development. Effective long-term management and maintenance are critical, so the best design opportunities are those needing the least amount of maintenance. The goal of the program is to integrate basic and practical storm water management techniques into new development to protect water quality.

### MCM 06: Pollution Prevention and Good Housekeeping for Facilities Maintenance and Operation

The goal of this MCM is to assure that District Facilities Maintenance and Operation activities occur in a manner protective of storm water quality. The District will develop and implement a maintenance and operations program that includes a training component and has the ultimate goal of preventing or reducing pollutant runoff from District operations. The District will use training materials that are available from the U.S. EPA, State or other organizations, include employee training to prevent and reduce storm water pollution from activities such as park and open space maintenance, fleet building maintenance, new construction and land disturbance and storm water system maintenance.



# Impact Area: Water and Ecosystems

**GOAL**

## Enhance biodiversity through Land Management

**OBJ.**

Practice ecological landscape management.

### MEASURE

Landscape managed organically or in accordance with Integrated Pest Management principles

### METRICS / MILESTONES

Set baseline inventory of all ground management practices across the district by 2023

50% of all managed grounds by 2025

100% of all managed grounds by 2030

**OBJ.**

Rewild undeveloped areas

### MEASURE

Protected areas owned or managed by the district, identified as opportunities for increasing biodiversity

### METRICS / MILESTONES

Set baseline biodiversity of species at each college by 2023

Establishing at least ONE protected area for each campus by 2025 (Example accomplishments from AASHE Stars)

30% increase in biodiversity of species (trees, planting, insects, pollinators etc.) by 2030 (DLR Group recommendation)

I will note that the Arbor Day Tree Campus Higher Education Program seems like it would fit perfectly into the much of this. We recently proposed this idea and after being initially approved, we were then told we could not pursue it. Perhaps we could make it a long-term goal? (probably not...)

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## ACTIONS

### Short-term (within 2 years):

- BOLD STEP: Develop an Integrated Pest Management Program
- BOLD STEP: Perform a biodiversity survey
- identify ecologically sensitive areas and their biodiversity importance on land owned or managed by the district
- Align campus planning across the district with biodiversity goals

### Mid-term (within 5 years):

- Develop a list of pesticides and herbicides used and identify opportunities to replace them with EPA Safe Choice products.
- Identify and leverage opportunities for using grounds keeping waste and kitchen waste for mulching and composting.
- Identify partnership opportunities with ecological preservation organizations such as Society for Ecological Restoration.
- Develop awareness and education program around the ecology at each college site.

### Long-term (within 10 years):

- Design and construct an exemplary project that promotes urban agriculture and ecologically diverse landscape as a pilot project in the district.