Meeting Minutes

DLR Group
Architecture Engineering Planning Interiors
1650 Spruce Street, Suite 300
Riverside, CA 92507

Meeting Date	10.08.2021
To	Hussain Agah, Mehran Mohtasham, Myra Nava
From	DLR Group
Location	via ZOOM
Project	RCCD: Sustainability and Climate Action Plan
Project No.	N/A
Attendees	Linsey Graft, Lindsey Perez, Shona O'Dea, Prem Sundharam, Hussain Agah, Majd Askar, Mehran Mohtasham, Bart Doering, Madj Askar, Steven Marshall, Mrya Nava, Robert Beebe, Peter Lomas, Maxwell Murphey, Fabian Biancardi, Tonya Huff, Garth Schultz, Jeff Buch
Purpose	RCCD Sustainability Committee – Workshop 02

01 - Project Update (Slides 1-9)
- Schedule
- Process Tracking
- Reminder: Roles and Responsibilities– District Sustainability Committee
- Reminder: Deliverables

02 - IEMP Update (Slides 10-17)

03 - TCO Update (Slides 18-22)

04 - VALUES Sessions Overview and Outcomes (Slides 23-32)
- What we did
- What we heard
- Reflection

05 - Activity (Slides 33-38; Reference Mural)
- In your sub-committees, please discuss strengths, weakness, and opportunities for the top VALUES cards in each of the groups.

06 - Next Steps (Slides 39-41)
- Next Steps

Link to Mural for Activity for Viewing only:
https://app.mural.co/t/firstworkspace3639/m/firstworkspace3639/1633373456525/993a9d1d7ddae09609abbe0dcb89c558f7fd149f?sender=lperez9220

2021 SUSTAINABILITY AND CLIMATE ACTION PLAN

District Sustainability Committee

WORKSHOP 02

October 8, 2021

RCCD | RIVERSIDE COMMUNITY COLLEGE DISTRICT

Today's Agenda

- **01 - Project Update (10 minutes)**
  - Schedule
  - Process Tracking
  - Reminder: Roles and Responsibilities– District Sustainability Committee
  - Reminder: Deliverables

- **02 - IEMP Update (5 mins)**

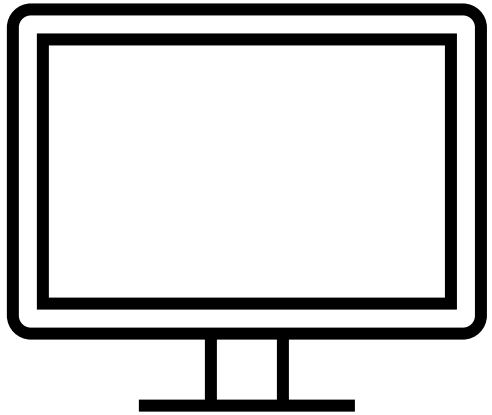
- **03 - TCO Update (5 mins)**

- **04 - VALUES Sessions Overview and Outcomes (20 minutes)**
  - What we did
  - What we heard
  - Reflection

  05 - Activity (50 minutes total; 20 mins each group; 5 mins share)
  - In your sub-committees, please discuss strengths, weakness, and opportunities for the top VALUES cards in each of the groups.

- **06 - Next Steps (10 minutes)**
  - Final Thoughts
  - Next Steps

How to Collaborate!



Try the digital whiteboard

Log into MURAL

Click the link in the chat, and we will start with a quick tutorial!

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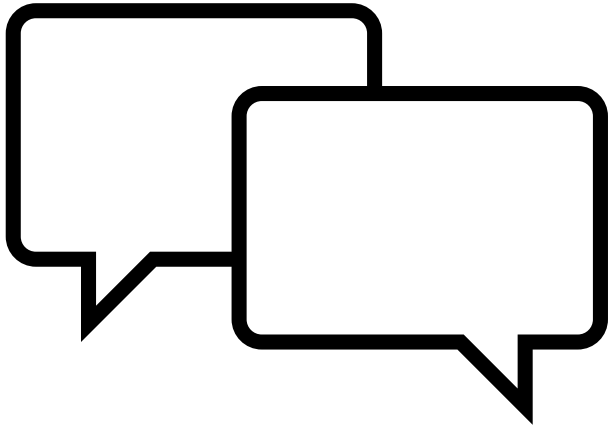
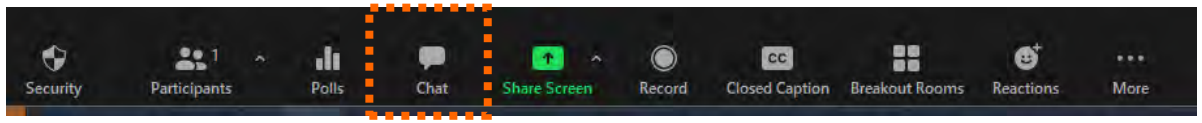


Not feeling MURAL today?

Use the Chat!

Open the Chat Box and we will move your responses to MURAL!



01

Project Update

10 mins

Project Schedule

	2021							2022						Project Complete May 31, 2023
	Jun.	Jul.	Aug.	Sep.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	Jun.	
TASKS	TASK 1: Project Initiation			TASK 2: Research and Analysis				TASK 3: Implementation Phase						TASK 4: Verification and Monitoring
SCAP	Project Initiation			VALUES and Vision		Prioritization and Goals			Action Plan and Implementation			Final Plan		
IEMP				Campus Building Profiles	Energy Audits	Recommend ECMs			ECMs Finalized	Dashboard	Draft Plan	Final Plan	Final Approvals	
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STARS														
Committee Workshop			Kick-Off Meeting	VALUES	Listening / Deep-Dives	Prioritization		Goal Setting		Action Plan	Draft Plan	Final Plan	Final Approvals	
Campus Work			President's Kick-off	VALUES	Open Houses	Campus Priorities	-	-	College Action Plan		Draft Plan		Final Approvals	
Deliverable Due														

We are here.

Process Tracking

PHASE 01: VISIONING AND VALUES

September - October

- ✓ ~~Lead Sustainability VALUES Workshop~~
- ✓ Host listening tours, focus groups and open forums with campus community
- ✓ ~~Benchmark Energy Data for all campuses~~
- ✓ Create Campus Building Profiles

PHASE 02: PRIORITIES AND GOALS

November - January

- ✓ Synthesize the top VALUES for the District
- ✓ Establish priorities and discuss goals for short, mid and long-term
- ✓ Develop cost models around goals

PHASE 03: ACTION PLAN AND IMPLEMENTATION

February - April

- ✓ Document long-term vision and goals
- ✓ Identify short-term, mid-term and long-term initiatives to meet district goals.
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PHASE 04: FINAL PLAN AND APPROVALS

May - June

- ✓ Final presentation adoption and approval
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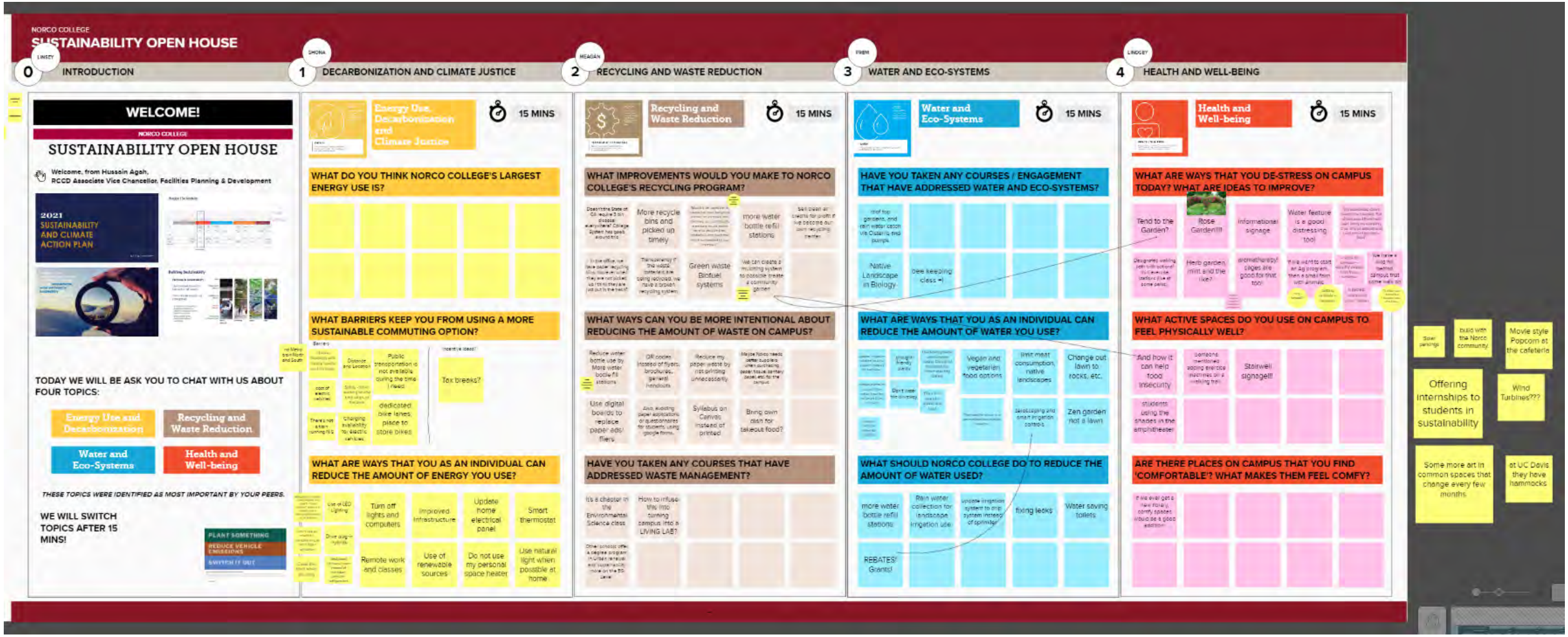
- ✓ Visualize Monitoring Dashboard of the Plans
- ✓ Fine tune and update the dashboard

Norco College – OPEN HOUSE!



Roles and Responsibilities

District Sustainability Committee

- ✓ Center of the Engagement Universe
- ✓ Champion is FPD
- ✓ Monthly Milestone Workshops
  - ✓ Participate
- ✓ Sub-Committee Work:
  - ✓ Data Gathering
  - ✓ Goal Setting
  - ✓ Metric Setting
  - ✓ Action Planning
- ✓ Prioritize and Elevate Recommendations around the District's Short-term, Mid-term, and Long-term Strategies
- ✓ Advocates for the Plan

District Office
- Hussain Agah - Associate Vice Chancellor
- Mehran Mohtasham - Director of Capital Planning
- Bart Doering - Facilities Development Director
- Marisa Yeager - Director, Government Relations
- Myra Nava - Classified Representative

Moreno Valley College
- Fabian Biancardi – Professor, Academic Senate
- Kemari Wofford – Student Representative, College Students Association
- Majd Askar - Interim Vice President, Business Services
- Ron Kirkpatrick - Director, Facilities M&O
- Pending – Classified Representatives

Norco College
- Maxwell Murphey - Associate Faculty, Academic Senate
- Isaac Nunez - Student Representative, College Students Association
- Michael Collins - Vice President, Business Services, Business Services Office
- Steven Marshall - Director, Facilities M&O
- Andy Aldasoro - Classified Representative

Riverside City College
- Garth Schultz – Associate Professor, Faculty Association
- Tonya Huff – Assistant Professor, Academic Senate
- Jordyn Villanueva - Student Representative, College Students Association
- Albert Jaramillo – Student Representative, College Students Association (Alternate)
- Chip West - Vice President, Business Services, Business Services Office
- Robert Beebe - Interim Director, Facilities M&O
- Peter Lomas - Classified Representative

Deliverables

VALUES, CCCCO BOG Policy

SCAP

at district level

STARS

at district level

energy, water, carbon

IEMP

at campus level

why

X, Y, Z.. are important to us

how

discovering ways to achieve the why

what

deciding on strategies that work

when

timeline to implement strategies

who

resources needed to lead & champion strategies

outcomes

reporting progress on achievements

TCO

at district level

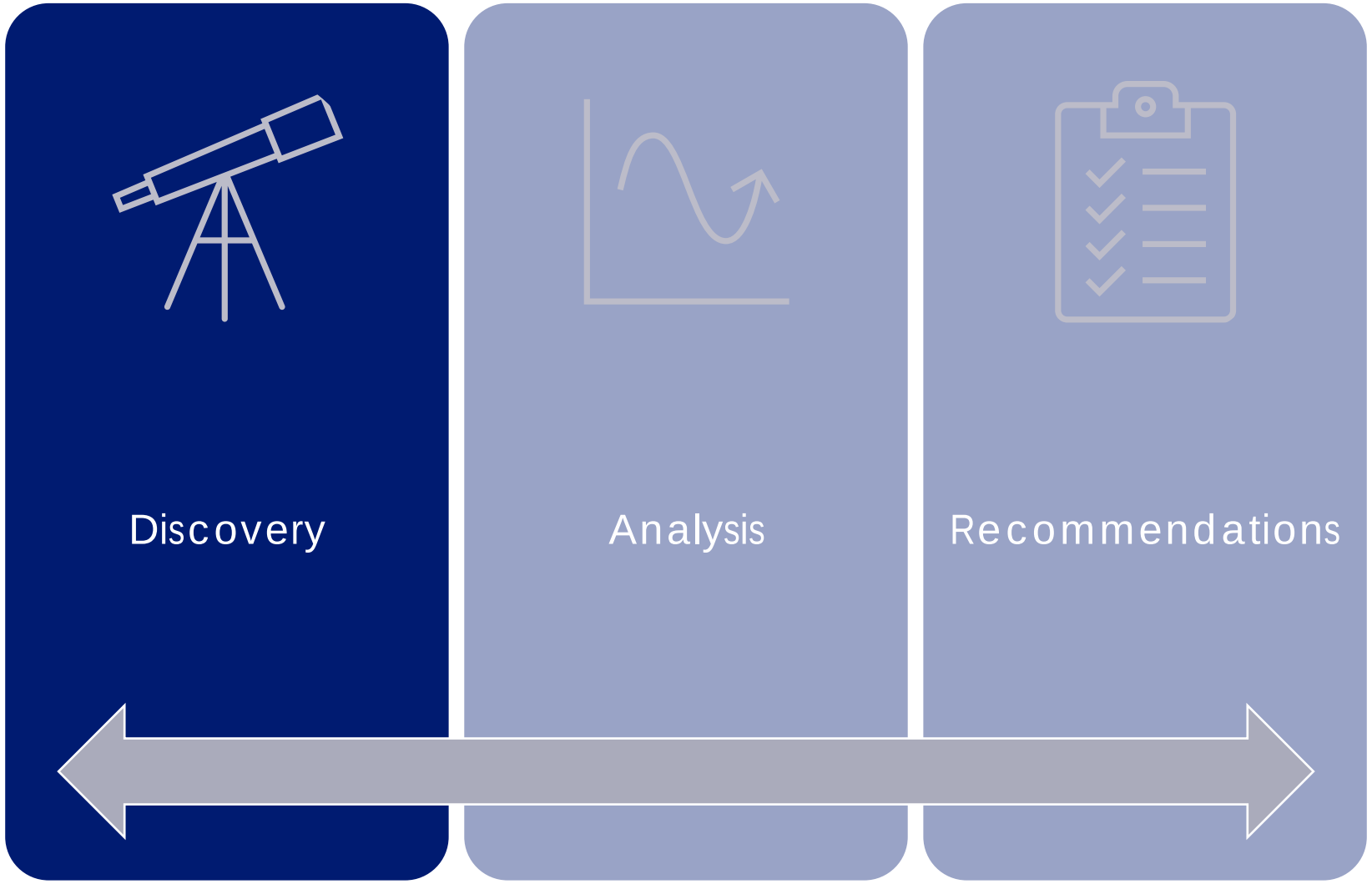
at campus level

02

IEMP Update

Integrated Energy Master Plan

- a long-term strategy of achieving significant reductions in energy, water, greenhouse gas emissions.



Integrated Energy Master Plan

- a long-term strategy of achieving significant reductions in energy, water, greenhouse gas emissions.

Discovery

Data Points

- ✓ Electricity Bills
- ✓ Gas Bills
- ✓ Water Bills
- ✓ Facility Manager Interviews
- ✓ Site Walkthrough

Integrated Energy Master Plan

- a long-term strategy of achieving significant reductions in energy, water, greenhouse gas emissions.

Discovery

Data Gaps

- Meter Assignments
- Facility Manager Verification

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Integrated Energy Master Plan

- a long-term strategy of achieving significant reductions in energy, water, greenhouse gas emissions.

Discovery

Observations

- Envelope
  - Mostly single glazing
  - Mostly minimal or no insultation
- Lighting
  - Mostly LED Lighting
  - Some Vacancy Sensors
  - No Daylight Harvesting
- HVAC
  - Central Plant
    - Chillers at end of life
    - Non-condensing boilers using natural gas
    - VFDs on most pumps
  - Roof mounted air handling units
    - Mixed air units
    - Reheats at zone level
    - No CO2 Control
    - Using MERV 13 Filters throughout

Integrated Energy Master Plan

- a long-term strategy of achieving significant reductions in energy, water, greenhouse gas emissions.

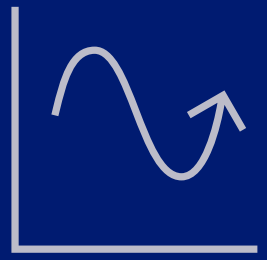
Discovery

Observations

- Operations
  - Close to 24 hr operation, 6 days per week
- Controls
  - Automated Logic in need of modernization
  - No ability for global setpoint changes
- Metering
  - Campus main meter only
  - N building level and central plant level meters
  - Submeters desired to monitor energy by end use

Integrated Energy Master Plan

- a long-term strategy of achieving significant reductions in energy, water, greenhouse gas emissions.



Analysis

Outcomes (In Progress)

- Electricity Utilization Benchmarking
- Gas Utilization Benchmarking
- Water Utilization Benchmarking
- Operations Analysis
-
- Building Characteristics Profiles

03

TCO Update

Total Cost of Ownership

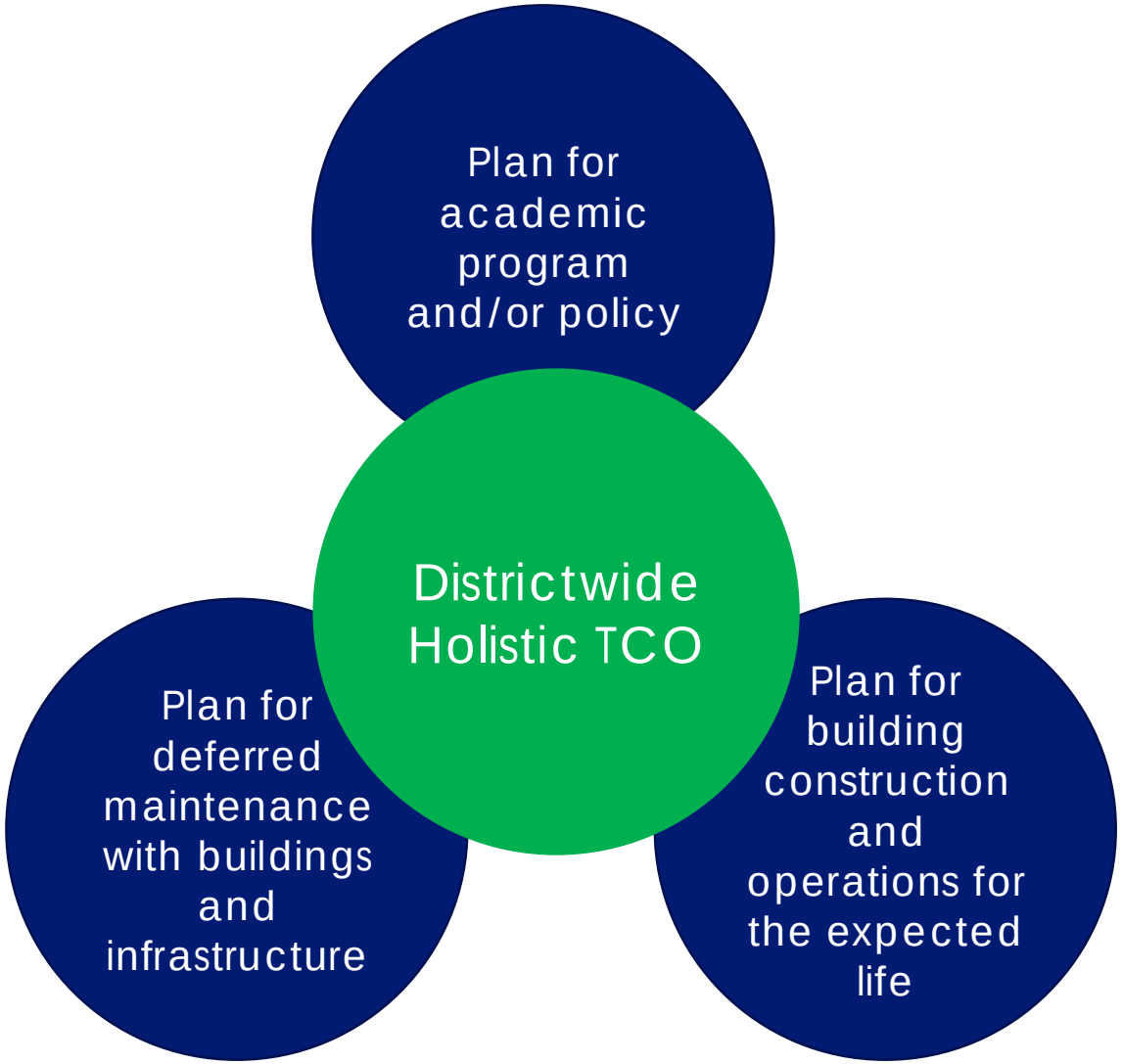
Initial Cost

+

Operational Cost

(including human resources and technology needed)

TCO is a requirement for Accreditation as well as Bond Measures



Total Cost of Ownership

TCO Current Best Practices	TCO Focus	TCO developed by	TCO developed when
Norco College	Academic Program planning & Building	College Departments & Facilities	New program need identified, new construction
Moreno Valley College	Building Operations and Maintenance planning	Facilities maintenance and operations	Capital planning
Riverside City College	Space, Project Delivery, Operations, Capital Asset Management	Physical Resources Advisory Group (PRAG)	Board approval for capital outlay

What's missing?

Infrastructure level planning

Program or policy level planning

Total Cost of Ownership

Our Goal

Develop a comprehensive and consistent TCO framework for the District for all planning needs

- Retrofit Project
- Improvement Projects
- Capital Renewal / Replacement
- Life-cycle Plan

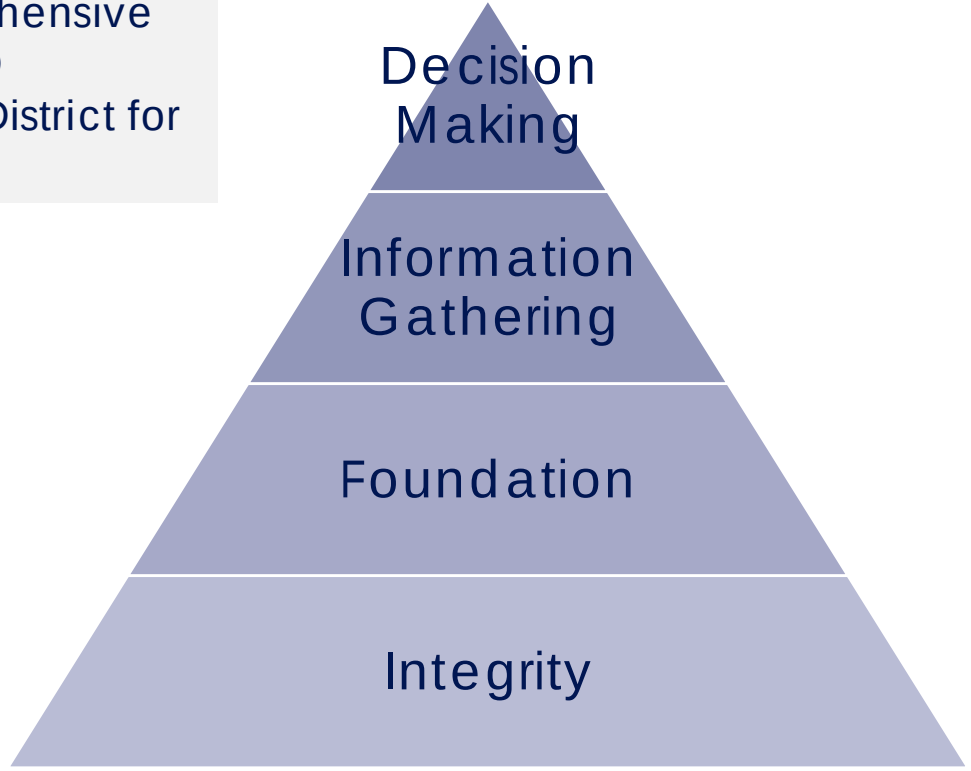
- Work Hours / Human Power Needs
- Materials / Supplies Needs
- Equipment / Tools Needs
- Systems / Process Needs
- Energy & Utilities Plan

- Additions
- Additional Buildings / Facilities
- Space Plan
- Property Expansion

Total Cost of Ownership

Our Goal

Develop a comprehensive and consistent TCO framework for the District for all planning needs



Asset Decision
Asset Annual Funding
Asset Comprehensive Plan

Asset Costing
Asset Inspection
Asset Performance

Managed Assets & Asset Inventory
Global Location Hierarchy
Asset Classification

Asset information sharing
Asset Reporting
Data Management & Verification

TCO Principles that provide a comprehensive approach to balance both the financial management and facilities management of an organization

04

VALUES Sessions Overview and Outcomes

20 mins

Comprehensive Sustainability Language

Viewing Architecture through the Lens of User Experience & Sustainability

VALUES Sessions

8 SESSIONS TOTAL

Norco College

- Resources Sub-Committee
- Associated Students

Moreno Valley College

- Resources Sub-Committee
- Associated Students

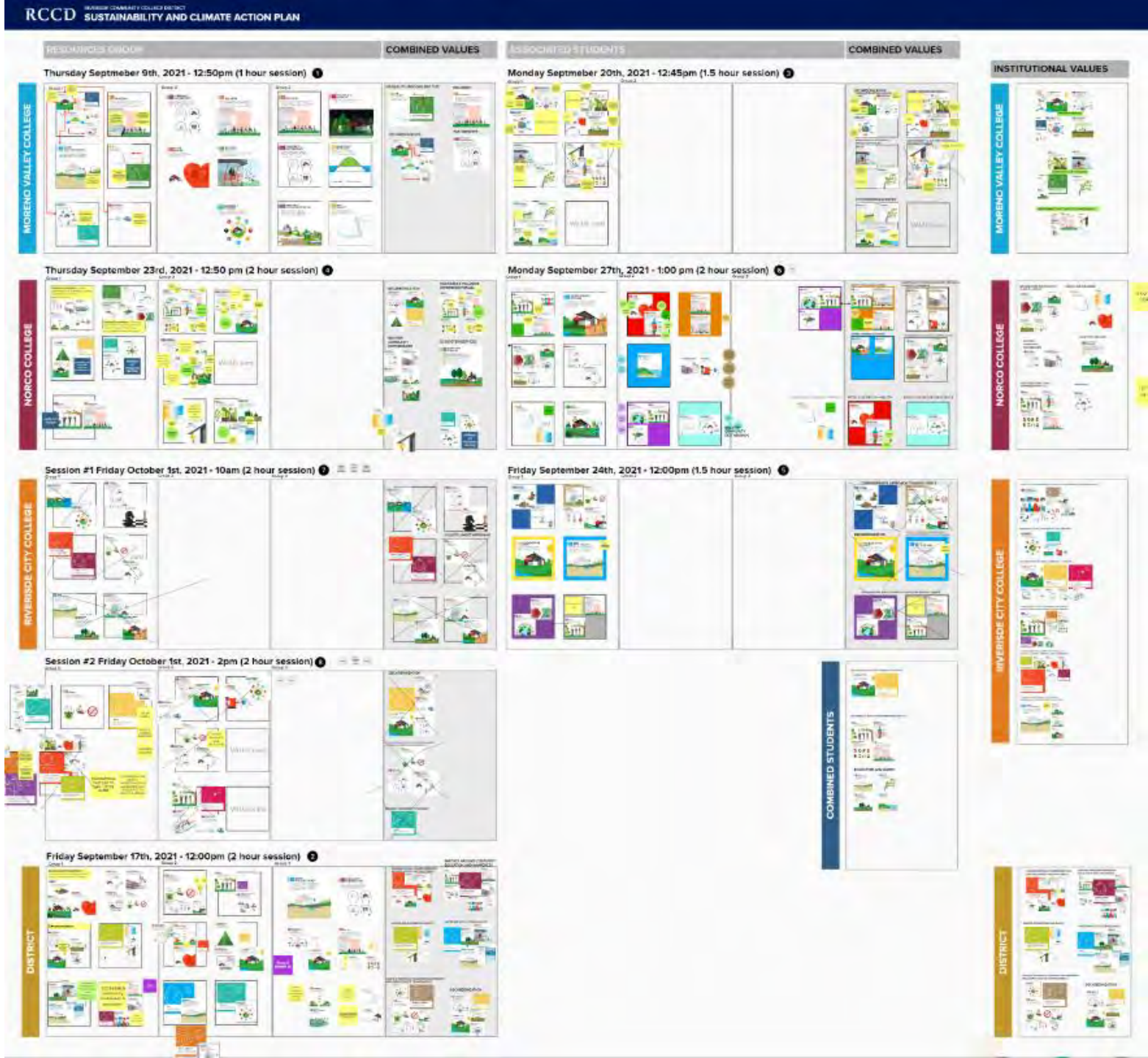
Riverside City College

- EPOC, RD+AS, Resources Sub-Committee, Sustainability Committee (x2)
- Associated Students

District Sustainability Committee

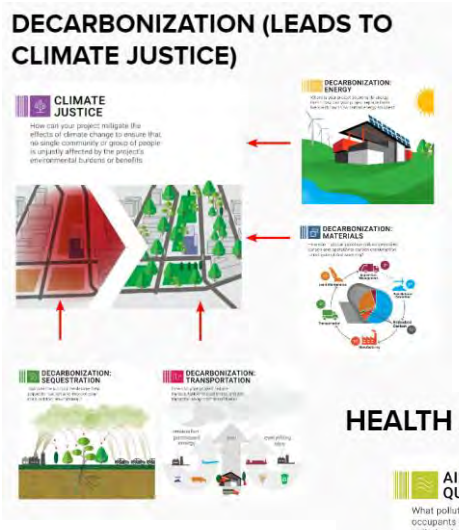
Assembling the top VALUES

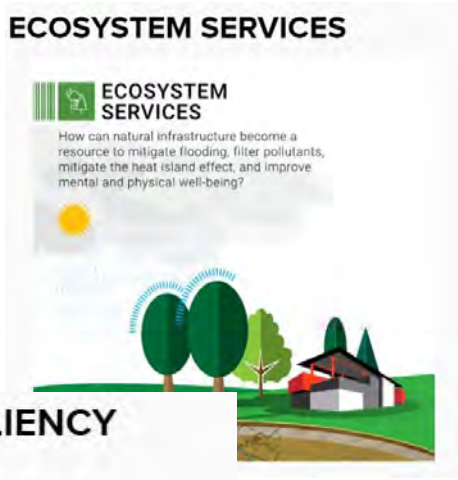
- What were the obvious front-runners?
- What are the topics we may want to combine?
- What felt important even if it wasn't obvious?
- What is missing that we were surprised about?
- Are they included, influenced, or reinforced by the S-CAP?



Top VALUES by College

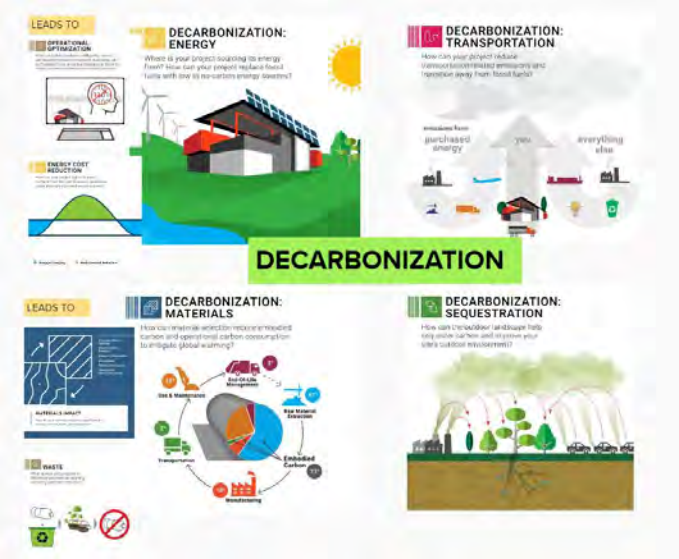
Norco College

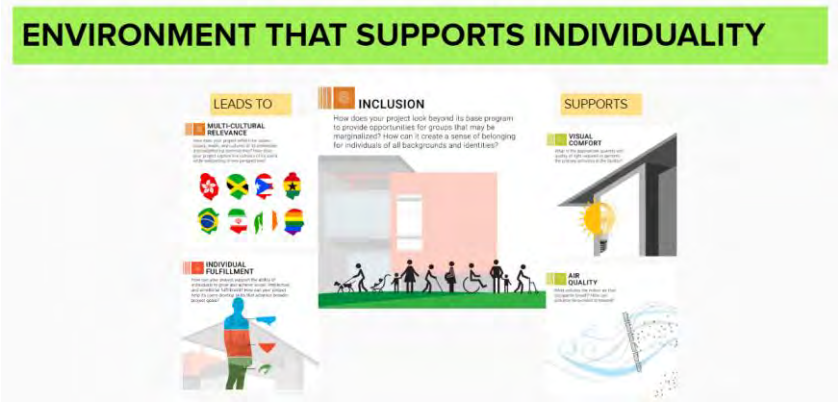




Top VALUES by College

Moreno Valley College





Top VALUES by College

Riverside City College

TRUST AND TRANSPARENCY IN WASTE, PROCUREMENT AND OPERATIONS

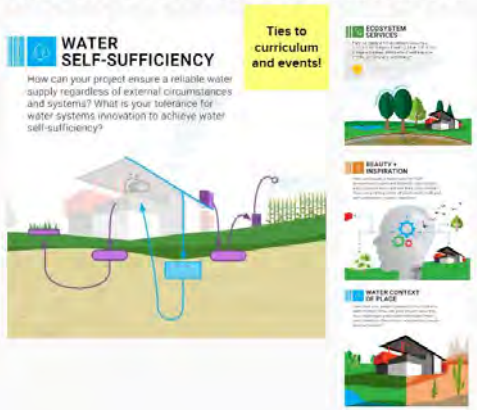
RESILIENCY TO BETTER ADDRESS THE UNKNOWN

DECARBONIZATION TAKES COMMUNITY SUPPORT

HEALTH AND WELL-BEING OCCURS AT ALL SCALES - HUMAN, CAMPUS, AND COMMUNITY

WHEN EQUITY IS AT THE CENTER, INLCUSION, SOCIAL AND CLIMATE JUSTICE ARE POSSIBLE

THINK OF WATER AS A SYSTEM AND RESOURCE - SUPPORT BEST-PRACTICES!

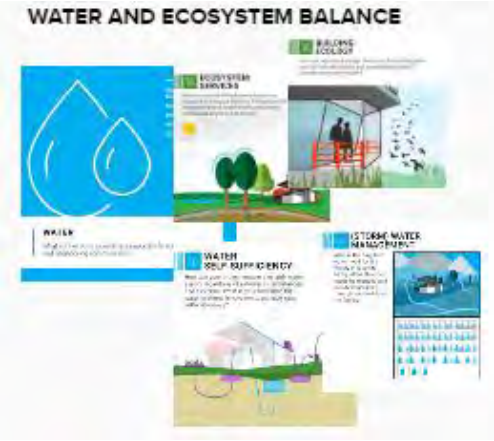


Top VALUES for Students

Students

Top VALUES for you!

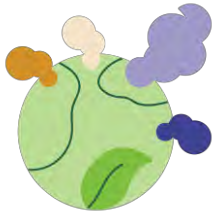
District Sustainability Committee



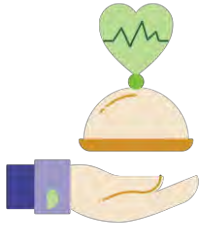
Organizing the VALUES + Reflection from the group

Included

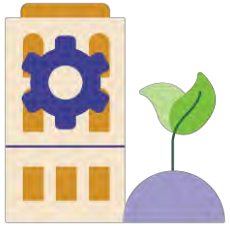
Includes the creation of goals and metrics within the S-CAP



Decarbonization and Climate Justice



Health and Well-being



Eco-systems / Water

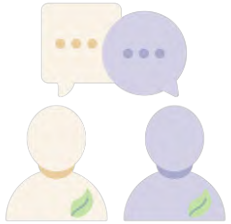
Waste / Procurement

Resiliency

Influenced

Would be included in an update with a sustainability lens / new plan

Academics



Engagement

Trust and Transparency

Reinforced

Planning and metrics already exist in other plans

Community Partnerships

Equity and Social Justice

05

Sub-Committee Work

Strengths, Weakness, and Opportunities

50 mins

Sub-Committee Rosters

Academics/Curriculum

1. Garth Schultz
2. Max Murphey
3. Fabian Biancardi
4. Student
5. Tonya Huff
6. TBD Classified Rep (MVC)
7. Student

1

Operations

1. Bart Doering
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3. Steven Marshall
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6. Hussain Agah
7. Peter Lomas
8. Michael Collins
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12. Myra Nava
13. Albert Jaramillo
14. Marisa Yeager

Engagement

1. Tonya Huff
2. Kemari Wofford
3. Myra Nava
4. Albert Jaramillo
5. Student
6. Steven Marshall
7. Max Murphey
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9. Fabian Biancardi
10. Garth Schultz

2

Planning/Admin.

1. Michael Collins
2. Majd Askar
3. Chip West
4. TBD Classified Rep (MVC)
5. Jeffrey Arnold Buch
6. Marisa Yeager
7. Peter Lomas
8. Hussain Agah
9. Kemari Wofford
10. Ron Kirkpatrick
11. Bart Doering
12. Mehran Mohtasham

Round One: 20 mins

Academics/Curriculum

Operations

SHARE OUT!

Round Two: 20 mins

Engagement

Planning/Admin.

SHARE OUT!

06

Next Steps

10 mins

Project Schedule

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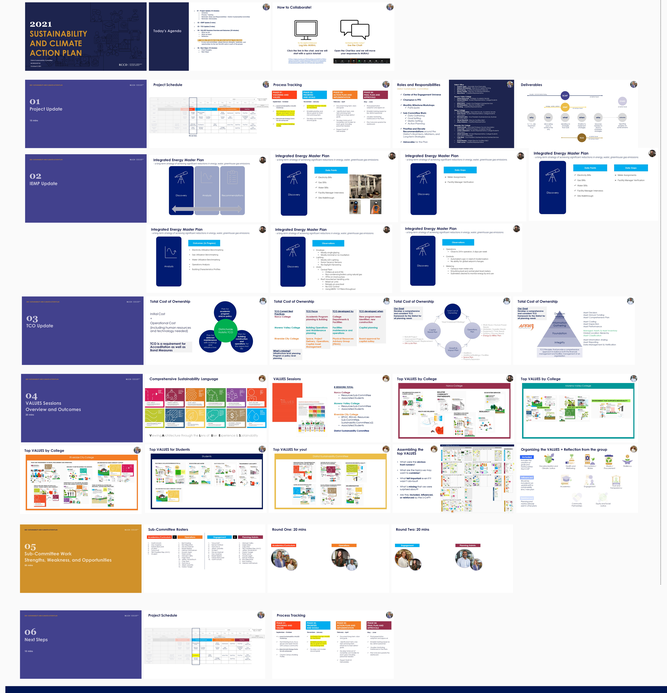
RCCD RIVERSIDE COMMUNITY COLLEGE DISTRICT

DISTRICT SUSTAINABILITY COMMITTEE

1 WORKSHOP 02: SLIDE DECK



2 LEARNING MURAL

3 SUB-COMMITTEE WORK

TOP VALUES

- Decarbonization and Climate Justice
- Health and Well-being
- Eco-systems / Water
- Waste / Procurement
- Resiliency

What's missing from this list?

tbd | tbd | tbd | tbd | tbd | tbd

Sub-Committee Rosters

1 OPERATIONS LENS

Looking at your top VALUES from an OPERATIONS lens, what are your current strengths and weaknesses, and future opportunities?

Decarbonization and Climate Justice

- **CONTINUE:** CURRENT STRENGTHS
- **STOP:** CURRENT WEAKNESSES/ THINGS TO IMPROVE
- **START:** OPPORTUNITIES FOR CHANGE - *What are your ideas?*

Health and Well-being

- **CONTINUE:** CURRENT STRENGTHS
- **STOP:** CURRENT WEAKNESSES/ THINGS TO IMPROVE
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Eco-Systems / Water

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Waste / Procurement

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- **STOP:** CURRENT WEAKNESSES/ THINGS TO IMPROVE
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Resiliency

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- **STOP:** CURRENT WEAKNESSES/ THINGS TO IMPROVE
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ACADEMICS LENS

Looking at your top VALUES from an ACADEMICS lens, what are your current strengths and weaknesses, and future opportunities?

- Decarbonization and Climate Justice
- Health and Well-being
- Eco-Systems / Water
- Waste / Procurement
- Resiliency

CONTINUE: CURRENT STRENGTHS

Green the curricula!

Learning Modules about sustainability

Communicate that the sustainability lens is shared

Submitted to sustainability degrees/ APPROVED

PAPEN LESM Online and digital!

Student Leadership Collaborative Cohort

Student Leadership Collaborative Cohort

STOP: CURRENT WEAKNESSES/THINGS TO IMPROVE

START: OPPORTUNITIES FOR CHANGE - *What are your ideas?*

Make Sustainability Fun

Make Sustainability Fun

Sustainability Ambassadors

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