



## MINUTES

### FACILITIES COMMITTEE MEETING

Wednesday, August 21, 2024, at 10:00 A.M.

Administrative Office, 1<sup>st</sup> Floor Community Room

138 S. Brandon Rd., Fallbrook CA 92028

In accordance with California Government Code Section 54953 teleconferencing was used for this meeting. Board members, staff and members of the public were able to participate in the webinar.

#### 1. CALL MEETING TO ORDER/ROLL CALL –

In attendance: Directors Jennifer Jeffries and Barbara Mroz, CEO Rachel Mason, Community Health & Wellness Center Administrator Theresa Geracitano, Administrative Officer Judith Oswald, Executive Assistant Raquel Williams, Property Manager Roy Moosa.

#### 2. PUBLIC COMMENTS – ANNOUNCEMENT

None

#### 3. DISCUSSION ITEMS

##### Ongoing/Completed Projects at the Community Health & Wellness Center

- a.) SiteLogiQ Update – CEO Rachel Mason shared that there is a potential wrinkle with the MedPlus Urgent Care property line. Director Mroz inquired as to when the project will commence. Groundbreaking is scheduled for November.
- b.) Building A: Room 2 - Encinitas Design Group- Demonstration Kitchen Design Review – CEO Mason started the discussion on the additions that are being planned for building A, there is a bit of a challenge for the design due to the roof line. Signage will be added to remediate the issue, and a steel façade is planned and with this choice of materials the cost will come down. Discussion ensued.
- c.) Building B: Education Rooms 3-6 Conversion and Exterior Restrooms- arch 5 design  
CEO Mason shared that this project is an internal improvement the restrooms will be gutted and updated to be ADA compliant. Storage area and potential nursing room will also be added.
- d.) Zoom Rooms Update – Administrative Officer Judith Oswald shared that the technology has arrived, and the installation date is forthcoming.
- f.) Capital Improvement Budget  
Painting the Admin Building- CEO Mason opened the discussion and asked the committee to move up the timeline on the improvements being planned for the admin building shrubs in front of the building will be removed and the whole building will be power washed in preparation for fresh paint. The goal is to have both sites have the same paint colors for branding purposes. The elevator is currently out of service it needs a new motherboard. The elevator company is in the process of trying to find a replacement part. Discussion ensued. CEO Rachel Mason briefly shared on the

improvements for the Community Health & Wellness Center many of those are to be determined.

**4. BOARD MEMBER COMMENTS AND FUTURE AGENDA ITEMS-**

Property Manager Roy Moosa suggested that we investigate a modern type of elevator and there are now newer options.

**5. ADJOURNMENT -**

There being no further business the meeting was adjourned at 10:57 am.

A handwritten signature in blue ink, reading "Raquel Wilkins". The signature is fluid and cursive, with a horizontal line drawn underneath it.

Executive Assistant/Board Clerk