



MINUTES

FACILITIES COMMITTEE MEETING

Wednesday, June 19, 2024, at 10:00 A.M.

Administrative Office, 1st Floor Community Room

138 S. Brandon Rd., Fallbrook CA 92028

In accordance with California Government Code Section 54953 teleconferencing will be used for this meeting. Board members, staff and members of the public will be able to participate by webinar by using the following link:

1. CALL MEETING TO ORDER/ROLL CALL

In attendance- Director Jeffries CEO Rachel Mason, Community Health & Wellness Center Administrator Theresa Geracitano, Administrative Officer, Judith Oswald, Executive Assistant Raquel Williams, Property Manager Roy Moosa.

Director Mroz was absent

2. PUBLIC COMMENTS - ANNOUNCEMENT

NONE

3. DISCUSSION ITEMS

Ongoing/Completed Projects at the Community Health & Wellness Center

- a.) Building A: Room 2 - Encinitas Design Group- Walkthrough meeting is scheduled for this week. EDG are reviewing the Taylor design concepts to be able to keep the plans as close to the original concepts as possible. Director Jeffries commended CEO Mason for being able to keep the bridges and communication open with the Taylor Design Group.
- b.) SiteLogiq update – CEO Mason shared that after the Board voted to approve the change order on the parking lots it's been signed and sent off to SiteLogiq for counter signature. It has caused an extension to the start date since they have added work to it.
- c.) Building B: Education Rooms 3-6 Conversion and Exterior Restrooms- arch 5 design. arch 5 design sent out their consultant to do a redo on as builds due to these alterations to the buildings only one of the restrooms can be fully ADA compliant and the other will be ADA accessible
- d.) Zoom Rooms Update – Administrative Officer, Judith Oswald shared that the Admin office Zoom Room will be installed this month. The Wellness Center will be after that.
- e.) IT Upgrade: Microsoft and Cloud based server migration- CEO Mason shared with the committee that Go Daddy has served its purpose and the need to go cloud based is upon us. CEO Mason says this IT upgrade will be most beneficial for the CH&WC staff as they will not need to go through the net extender to utilize the server. Chair Jeffries asked about the budget. CEO Mason explained that since we are still in FY 23/24 it may mess up the line item there. Some may come in under FY 24/25 or expensed on the balance sheet. Plans to have a separate capital improvements budget in addition to the operations budget. Chair Jeffries asked for FY 24/25 if the committee can have a

list of long-term maintenance predictions perhaps 3-5 years out. CEO Mason concurred and informed the committee that it is in the works.

4. BOARD MEMBER COMMENTS AND FUTURE AGENDA ITEMS-

Community Health & Wellness Center Administrator Theresa Geracitano shared that the signage at the CH&WC has been put in and they are a great help with directing people around the property. Mr. Roy Mossa asked if the County was asking for anything extra. CEO Mason says No.

5. ADJOURNMENT -

A handwritten signature in blue ink, appearing to read "Rachel Wilkins". The signature is fluid and cursive, with a horizontal line drawn underneath it.

Executive Assistant/Board Clerk