

Meeting Minutes

Subject	Capital projects Executive Leadership Review	Date	March 26, 2010
Facilitator	Spencer Moore	Time	1:00-2:00
Attendees	Carl Carlucci, John Antel, Dave Irvin, Ed Hugetz, Craig Ness, Spencer Moore, Melissa Bellini		
Location	E. Cullen 226 Conference Room		

Key Points Discussed		
No.	Topic	Action Items
1.	Facility Infrastructure Assessment Update	<p>CRDM – Melissa Bellini</p> <p>The Capital Renewal and Deferred Maintenance plan guidelines, process, committee members, and major issues were presented. Concern was noted regarding the low level of available funds considering the magnitude of the pending CRDM issues across campus.</p>
2.	Project Overview Update	<p>Spencer Moore presented a review of various projects. Presentation is attached.</p>
3.	Plant Operations Strategy and Fee Update	<p>M. Bellini and S. Moore presented issues related to Facilities Management and Facilities Planning and Construction strategy and fee reimburseme. Specific areas included:</p> <ul style="list-style-type: none"> • Strategic Initiatives • Project Delivery Issues • FPC Fees • Funding Deficit/Declaration Process • TAP Fee increase • Operational Improvements • Departmental Funding Issues • Non – Functional Personnel billed to TAP Fee <p>Action Item Pursue allocation of additional funding for Facility Management to fund items currently funded by the TAP Fee. If unable to secure additional funding, TAP fee increases will be implemented.</p>



This represents the discussions held and decisions reached concerning these issues. Should there be any noted error or discrepancies please bring them to the attention of the writer for inclusion in the record.