

Meeting Minutes



SCCCD FIRST RESPONDERS CAMPUS

State Center Community College District

SIM-PBK Project Number 19-53

Date and Time 10.09.19, 3:00 PM – 4:00PM; 4:00 - 5:00 PM

Meeting Subject Programming Meeting 1

Meeting Number 003

Meeting Location Fresno Pacific University North

Meeting Facilitator Mark Graham

Current Phase Programming, Schematic Design

Attendees

See scan

Distribution

George Cummings, SCCC

Raleigh Sullivan, SIM-PBK

Becky Barabe, FCC

Submitted By Luis Perez

Items Discussed

A. Fire - Meeting opens

- a. Jon Anderson kicks off meeting, notes that we are still in the information gathering phase of the project and as such we are not presenting layouts, floor plans, etc. but clarifying the needs of the project.
- b. Mark Graham goes through brief presentation to provide clarity on the design process, breakdown of program components and our current place in the schedule.
 - i. Notes that the following meetings will be very fast paced @ only 1 hour per academy.

B. Mark moves on from presentation to direct questions to the group regarding programmatic questions that arose from either questionnaire responses or from room breakdown provided by Becky the prior week.

- a. Entrance
 - i. Is EMT/Paramedic a direct part of fire or is it separate? Should directors be in close proximity?
 1. Yes it is a part of fire and all admin should be close together to help with communication.
 - ii. There will an overall clerical site administrator along with each academy

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- reception, office assistants and student workers.
- iii. It is critical to plan for additional offices as the program grows.
 - 1. Transitional workspaces, cubicles, hotel spaces for outside agencies are extremely beneficial as well. 2ea. for fire and police.
- iv. Fresno Fire notes the Ventura student-to-outside agency interface was nice and provided a look into the future w/ability to talk to actual professionals.
- v. Becky notes that FCC as a college does not provide adjuncts with offices.
 - 1. Per Fresno FD – A single dedicated space would be ideal, classroom and a standard office. Only the City of Fresno Fire Department asked for an office space.
 - 2. Small conference rooms/multi-person areas. Estimates for 3 of these to accommodate interviews, discussions, etc. w/outside agencies.
- vi. Disciplinary actions will happen in director offices/closed offices.
- b. CPAT testing
 - i. Ventura has indoor/outdoor space however because of our climate Fresno would need something more controlled to account for extremes in Summer/Winter.
 - ii. This will also try to force the issue of getting a localized testing center for the valley instead of forcing people to travel or postpone due to limited availability in Sacramento, Livermore or Orange.
 - iii. Full testing is preferred.
- c. Mock Fire Station (MFS)
 - i. How will it be used? What is entire intent of space?
 - 1. While there is no intent to make it a permanent station it would like to be used as a wildland job are to actually staff when cadets graduate as a type of feeder system.
 - 2. Having the station as standalone would be preferred to it attached to main facility.
 - ii. There are 7 apparatus to actually be in the station. Storage bay/building would be for the hopeful addition of the fire mechanic program.
 - 1. This could be an additional bay and part of the apparatus bay/mock station.
 - iii. The idea would be for the apparatus bay to have a connected portion being the MFS, there would be no overnight stay, no typical bunk room as that could trigger various further DSA/code requirements.
 - iv. The MFS would be a secondary item re: budget. Apparatus bay could be designed with the future MFS portion for future phase.
 - v. Apparatus washing inside the bay or outside on apron.
 - 1. Currently happens outside due to lack of space. If drainage, space, etc. could be accounted for inside would be much better.
 - vi. Idling in app bay currently just to warm up tanks/air brakes.

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- d. Currently have SCBA Bauer filler as part of this building.
 - e. In house washer/dryer + extractor would be wanted in separate room (NFPA) however in the mock station.
 - i. As extractors are expensive and somewhat limiting, larger commercial washer/dryer could be a better purchase.
 - f. Ladder storage is currently horizontal on beam, this is fine, preference to be in app bay, close by always better.
 - g. PPE to be in App Bay/ MFS. Likely to have 40 sets in app bay.
 - i. All new equipment. Gear grid type as in Alan Hancock. If the building/site can be locked up then the racks don't need to be locked.
 - h. Driving pad could be shared with police. Preferred to allow for all routines set up at once rather than requiring breakdown between.
 - i. Future tower
 - i. Preference to be similar to the Draeger Phase 5 @ Alan Hancock. Mark notes this as being an 80' x 80' footprint.
 - j. Kidde mobile 53' tower Currently uses onboard tanks. Shore power + propane inground box would be good for future development allowing direct connection.
 - k. Drafting pit; not used often, could be remote.
 - l. Dumpster prop doesn't have to have specific place and preferably not by itself as that is a waste of space. Near building would be fine/in village.
 - m. Rubble pile vs dirt pile
 - i. Currently offsite for large + wildland. This is fine.
 - n. Confined space/trench rescue
 - i. Capacity for future, not as intricate as Alan Hancock.
 - ii. Digging above ground trench is adequate, no real need for built in.
 - o. Classroom orientation
 - i. Academy class could be front entry for late shaming.
 - ii. AOT/Further education could be rear entry so as not to disrupt
 - iii. EMS classes have 2 walls w/breakout rooms and 1 teaching wall, nondisruptive wall should have doors.
- C. Fire Meeting Ends - 4:00PM
- D. Police Meeting Begins – 4:05PM
- a. Mark + Jon again go through where we are currently in regards to design/programming and what our progression will be in the next 2 months.
 - b. Mark again goes into questions that arose due to discussion and questionnaires.
 - c. Academy Classrooms
 - i. Separate spaces for each program
 1. Cadet C.R. for about 45-50 students. Flat, re-arrangeable furniture
 2. Circular/semicircular desk with 5-6 students per desk.
 3. AOT and STC would have 30-36 students.

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- d. Skills Lab
 - i. Are there any differences in activities/needs.
 - 1. CPR is likely the most cumbersome activity.
 - ii. Preferred to be a 20' x 20' space for 6/7 students
- e. Driving simulation
 - i. Currently no simulators but the expectation is for 4.
- f. FAS simulator
 - i. Virtual 360 system octagon would take up $\frac{3}{4}$ of the room w/tables at edges to accommodate/orient students while they wait.
- g. Storage
 - i. Are individual scattered storage or centralized preferred?
 - 1. Per director: A centralized storage would be much better. Currently things are scattered and inventory is difficult as things get stored in different places each time.
 - 2. Any items/equipment that wouldn't need climate control/weather protection could still be stored outside/containers.
- h. Vehicle Maintenance
 - i. Inhouse or vendor?
 - 1. All maintenance would like be either at main campus or through a vendor.
 - 2. A request for an air compressor for tire filling would be very beneficial however.
 - 3. Drive through double bay is optimal, but not necessary.
- i. Driving pad
 - i. Ok to be shared
 - ii. Current routines are felony stops, traffic stops, intersection, accident investigation
- j. Car storage closer to main building is better for instructor/classes to go out to a driving class.
- k. Scenario Village
 - i. At least (1) 2-story home. Stairs are crucial to practice for cadets. Exterior stairs included.
 - ii. Mock cells (2-3 preferred) + day room would rather be in village than in the tower
 - 1. Even more beneficial as the tower is not a phase 1 item.
 - 2. Lighting for night scenarios (POST req)
 - 3. Sewer scenario would be nice if there is enough funding but not a priority.
 - iii. Restrooms at village/driving would be beneficial and could be a multiuse structure.
 - iv. Agility course surfacing could be track @ points of wear. The running

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track/lanes themselves could be integrated such that POST requirements of constant line of sight are met while minimizing single-use space.

- v. Village will be planned to have 12-14 buildings including relocatables and the framed 2-story residence.
 - 1. 4 new relocatables will be moving to site. Additional 7 are dependent on condition and contractor willingness to move. If these cannot move the additional buildings will become a budget item and potentially impact other portions of project.
 - a. This could be relieved with further grants, donations, etc.

I. Mat Room

- i. Removable mats, cleanable and replaceable on walls and floors of a multipurpose room would be preferred.
- ii. Typically all students are out at once doing various technique training rather than having multiple staggered groups
- iii. Santa Rosa size was good and allowed for multi0use or expanded large group. A space large enough to be split for 50 individuals on one side would be adequate.
- iv. Rollup doors are nice, however the full glass could pose an issue re: heating/AC use here and thus are not necessary.

m. Other items:

- i. Quantity of offices could be too small. Common issue heard at site visits was by move in they had already outgrown office spaces. Planning for the future growth is crucial.
- ii. Recruiters + outside agencies would be collocated in the building, there will be functional space for them and other visitors however no anticipated hard spaces.
- iii. Cubicle workspaces/hotel spaces for POST/agencies could work however breakout conference rooms are necessary to accommodate certain discussions/interviews/etc.
- iv. Police could potentially need larger offices than the standard set by the state re: office and classroom space.
- v. Police substation for SCCC CD police as a defined space is not necessary however they will need access to entire facility/grounds in order to maintain presence/do evening checks.
 - 1. No fulltime officer will be present.

E. Meeting Ends – 5:10 PM

The preceding summation is our interpretation of the items discussed at the referenced meeting. Any persons desiring to add to or otherwise correct the minutes are requested to put their comments in writing to the project manager on or before the next meeting. Otherwise, the minutes will stand as written.

Meeting Minutes



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Luis Perez
Architectural Intern

END OF MINUTES

cc: File (002)