

Meeting Minutes 015



State Center Community College District- West Fresno Campus

SIM-PBK Project Number: 18-14

Date and Time 09/12/2018 at 2:30
Meeting Subject CTC- AutoT ER/EP
Meeting Location CTC
Meeting Facilitator Alan Stilts/Raleigh Sullivan
Attachments: Plans & markups from meeting;

Attendees:

George Cummings George.cummings@scccd.edu
Becky Barabe becky.barabe@fresnocitycollee.edu
Alan Stilts Alan.stilts@pbk.com
John Smith jsmith@sim-pbk.com
Raleigh Sullivan rsullivan@sim-pbk.com
Marty Kamimoto CTC Instructor
Tim Hunter CTC Instructor

Distribution:

Attendees listed with e-mail, Kiesha Oliver, Brian Speece, Cliff Whittingstall, Scott Adams
Submitted By: Raleigh Sullivan

Items Discussed

The group discussed the plan and started talking about the kind and size of needed equipment. Also, the fact that the plans need to be reduced in square footage to meet budget.

- 1) Eliminating the two classrooms at the front of the CTC building is ok as long as one of the remaining classrooms is provided with infrastructure for computer testing.
- 2) Marty would rather loose 2 auto bays than a one truck bay. Both Marty and Tim agreed to loose two car bays.
- 3) SIM-PBK to investigate using mezzanines for long-term storage
- 4) Equipment needs- the instructors were asked to provide a list of needed equipment.
 - a. There will be six total disk break lathes (2 from time and 4 from Marty)
 - b. 5 wheel balancers, two (new) smart weight ones, and 3 road force ones from Marty.
 - c. 4 Tire changers; 1 existing from Tim and 3 existing from Marty.
- 5) A 2'-6" x 12'-0" work bench will be needed at each bay. The best place appears to be at the head of each bay. Placing the bench here will require that the centralized storage and offices are moved. This will be less convenient in some ways but overall will serve the purposes of the program better.
- 6) Provide a rollup counter pass thru door with a counter on the inside of the storage room, to help with passing out tools to students.
- 7) Could the smog inspector be eliminated from the program?
 - a. Now that students can't work for the inspector and the rent doesn't go to the program it doesn't make as much sense to continue having the inspector in the same building.
- 8) All additional notes are on the attached markup.

END OF MINUTES

cc: File (015)



