

Meeting Minutes	
Committee: County Facilities Plan Steering Committee Phase 4.0	Date: 2/14/19
Location: 633 West Wisconsin Ave., CR 633 Room 907	Meeting Sequence 60
<p>Committee Voting Members in Attendance: Stu Carron, Aaron Hertzberg, Greg High, Peter Nilles, John Westrich, Jeanne Dorff, Erica Hayden, Shawn Sullivan</p> <p>Other Attendees: Johanna Jimenez, Kyle Mack, Rolf Kemen, Vince Masterson, Pam Bryant, Justin Rodriguez</p>	

Approval of February 5, 2019 CFP Meeting Minutes

Action: A motion to approve meeting minutes was seconded, motion passed unanimously.

1. County Facilities Plan System Update
 - a. System Development, Training, and Tools Overview
 - i. MAC workflow
Informational only, no action taken.
 - ii. List of 2018 CFP projects
Informational only, no action taken.
2. County Facilities Plan Requests
 - a. Property Management
No items.
 - b. Move Management
 - i. 2018-012 - RPS relocation
Informational only, no action taken.
 - c. Property Improvements
No items.
 - d. New Footprint
 - i. 2018-041 - Center for Forensic Science and Protective Medicine
Informational only, no action taken.
 - ii. MPM-Domes master planning
Informational only, no action taken.
 - iii. Courthouse Complex Planning
Informational only, no action taken.
 - e. Contractual Obligations

No items.

- f. Centralized Facilities Management Process Improvements
 - i. 2018-042 - DHHS administrative space analysis
Informational only, no action taken.
- 3. New Business
 - a. 2019-003 – MCW parking lot lease amendment
 - i. **Action:** A motion to recommend approval of the lease amendment, contingent upon review of lighting, security and current insurance requirements, was seconded, motion passed unanimously.
 - b. 6th and State parking lease to be updated
Informational only, no action taken.
- 4. Tabled Topics & Projects
 - a. Active Projects Pending
 - i. Senior Centers strategic facilities plan
No update.
- 5. Announcements
No items.
- 6. Adjournment