


<b>Meeting Minutes</b>	
<b>Committee:</b> County Facilities Plan Steering Committee Phase 4.0	<b>Date:</b> 10/7/2021
<b>Location:</b> teleconference	<b>Meeting Sequence 117</b>
<b>Committee Voting Members in Attendance:</b> Jim Tarantino, Adam Stehly, Peter Nilles, Tim Christian, Vera Westphal, Erica Goblet, Shawn Sullivan	

1. Approval of CFP meeting minutes

**Action:** A motion to approve the meeting minutes from the September 23, 2021 meeting was seconded, motion passed unanimously.

2. County Facilities Plan System Update (informational only)

No items.

3. County Facilities Plan Project Requests

a. 2021-024 – DAS-FMD Kathy's House storm sewer easement

**Action:** A motion to recommend approval of the easement, contingent on review of the legal description by AE&ES, was seconded, motion passed unanimously.

4. County Facilities Plan Strategy Updates (informational only)

a. Coggs reinvestment strategy

The Office of Sustainability will be hosting a meeting with Coggs tenants in the near future to gather input on sustainability issues and sustainability elements that the tenants would like to see incorporated in the project. The DHHS administrative space design consultant has provided a report listing opportunities for improvement related to accessibility, and is preparing a cost estimate to address those items.

b. Admin Space Strategic Facility Plan Recommendations

The DAS Procurement Division has been asked to provide a list of facility management related contractors and vendors, with which the CFP Steering Committee can begin looking for opportunities to take advantage of economies of scale, develop common performance measures and increase business opportunities for minority and women owned businesses.

5. New Business (informational only)

No items.

6. Tabled Topics & Projects

No items.

7. Announcements

- a. Rhonda Jacobson from DAS-Economic Development will be leaving the County. Her last day will be October 22.

8. Adjournment

DRAFT