



## MINUTES

### FACILITIES COMMITTEE MEETING

Wednesday, September 18, 2024, at 10:00 A.M.  
Administrative Office, 1<sup>st</sup> Floor Community Room  
138 S. Brandon Rd., Fallbrook CA 92028

In accordance with California Government Code Section 54953 teleconferencing was used for this meeting. Board members, staff and members of the public were able to participate by webinar.

#### 1. MEETING TO ORDER/ROLL CALL

In attendance: Directors Jennifer Jeffries, CEO Rachel Mason, Community Health & Wellness Center Administrator Theresa Geracitano, Administrative Officer Judith Oswald, Executive Assistant Raquel Williams.

Director Barbara Mroz was not in attendance.

#### 2. PUBLIC COMMENTS – ANNOUNCEMENT

None

#### 3. DISCUSSION ITEMS

##### Ongoing/Completed Projects at the Community Health & Wellness Center

- a.) SiteLogiQ Update – CEO Mason opened the discussion with the challenges that are occurring at the Administration site. Most of the parking lot at Admin was sold to Med Plus Urgent Care Dr. Skeough. The boundaries of both the Urgent Care and Crestwood will need to be resurveyed.
- b.) Building A: Room 2 - Encinitas Design Group- Demonstration Kitchen Design Review  
CEO Mason shared that a kitchen specialist was brought in to draft new design drawings and they came back with an amazing clarity of the concept. The project timeline may be pushed back. Director Jeffries asked that Director Mroz be informed of the update. Discussion ensued.
- c.) Building B: Education Rooms 3-6 Conversion and Exterior Restrooms- arch 5 design.  
CEO Mason says the rooms are nearly complete it is almost time to choose color palettes for paint, flooring and finishing touches.
- d.) Zoom Rooms Update – CEO Mason shared that the new Zoom technology/equipment was installed yesterday, and we have gone through some tests and the usability is going to be great, we are looking forward to seeing what all it can do by the next Board meeting.
- e.) Capital Improvement Budget
  - Painting the Admin Building – TBD- CEO Mason proposes that this project be put in this year's budget cycle instead of next year. With the construction being done to the parking lot it's a good time to make those improvements.
- f.) Admin Elevator- CEO Mason shared with the committee that the elevator needs a new brain and that it is being replaced and the elevator company dropped the ball on

reporting our elevator issues to the state and the District was fined over \$600.00. Judith is working with them to see if the elevator co. will pay that fine that they caused. Discussion ensued.

**4. BOARD MEMBER COMMENTS AND FUTURE AGENDA ITEMS- None**

**5. ADJOURNMENT –**

There being no further business the meeting was adjourned at 10:27 am.

A handwritten signature in blue ink, reading "Raquel Wilkins". The signature is written in a cursive style with a large initial "R".

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Executive Assistant/Board Clerk