**Operations & Facilities Council**

Grays Harbor College ❑ Thursday, February 13th, 2020

**Day 1: Thursday, February 13th, 2020 – Location Schermer Building**

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| **Time** | **Activity** | **Location** |
| 7:00-8:00 | Sign-in, Breakfast, Greetings, Introductions, and Housekeeping | Schermer Building |
| 8:00-8:15 | Welcome to Grays Harbor College – President or VPA? |  |
| 8:15-8:45 | E&AS Updates – Janet Jansen DES |  |
| 8:45-9:00 | Break |  |
| 9:00-11:30 | Progressive Design Build – Attorney Robynne Thaxton – guest of DES |  |
| 11:30-12:00 | Directline and Capital Project Management  Patty McCray-Roberts and Dave Ernevad |  |
|  |  |  |
| 12:00-3:00 | Working Lunch  Progressive Discipline Process  Kelly M. Woodward OFM |  |
| 3:00-4:00 | Dirctline update – Inventory Scanning – Cheryl Bivens |  |
|  |  |  |
| 4:00-4:30 | Building Tour – |  |
| 6:00ish to whenever | OFC Networking Dinner – No Host | ? |

**Operations & Facilities Council**

Grays Harbor College ❑ Friday, February 14th, 2020

**Day 2: Friday, February 14th, 2020**

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| **Time** | **Activity** | **Location** |
| 7:00-8:00 | Meet and Greet, Networking - Breakfast | Schermer Building |
| 8:00-8:45 | Infrastructure Survey – Steve Lewandowski |  |
| 8:45-9:30 | Adjusting Minor Works Projects and Program Project Request Form – Steve Lewandowski |  |
| 9:30-10:00 | OFC Business Meeting – John Gillette   * Welcome and Introductions * Call to Order – John Gillette * OFC Report & Announcements * Secretary – Brent Palmason Approve Agenda & Minutes * Treasurer – Gordon Durham Treasurer report * Chair – John Gillette * BAC Rep – John Gillette (next BAC meetings are)   February 20-21, SBCTC  April 23-24, Centralia  May 28-29, South Puget Sound |  |
| 10:00-10:30 | * Break |  |
| 10:30-11:30 | Committee Reports   * OFC Website – Secretarty * Capital Planning Project Management (CPPM) Standardization System – Dave Jungkuntz * OFC 101 Need New Chair? * DES Collaboration – Marty Mattes/Time Petta |  |
| 11:30-12:30 | OFC Work Plan – OFC Group |  |
| 12:30-1:00 | OFC Executive Session (OFC Members Only) – Box Lunch Provided) |  |
| 1:00 | Adjourn |  |
|  |  |  |
|  |  |  |
|  | **HAVE A WONDERFUL WINTER EVERYONE – SEE YOU IN MAY** |  |

Next OFC:

Big Bend Community College

Moses Lake, WA

May 7-8, 2020