



**SACRAMENTO
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The WELL Advisory Group Meeting
December 7, 2016
The WELL, 2nd Floor, Shoreline Room
Sacramento State

Minutes

1. Call to Order - 7:33 a.m. Chandler Bender

Members present: Chandler Bender, Elena Larson, Becky Mejia, Mark McGushin, Brittani Gustinell, Kindra Begley, Ann Leber. Also Present: Jill Farrell, Leslie Davis, Bill Olmsted, Kate Smith, Tori Butler

Absent: Karen Dhillon, Lindsay Vampola, Trinity Jackson, Kyle Wakeland, Josh Allen, Jessica Swart

2. Consent Calendar:

- A. Approval of Advisory Group Minutes for October 26, 2016
- [MSP: Begley / Mejia]

3. Old Business

A. Expansion Update: Olmsted and Smith

- Olmsted shares a presentation, which takes us through the WELL expansion programming planning. He states that they have been working with a planning architect over last several months and anticipates that an RFP [request for proposal] will be sent out in spring 2017 for architects and contractors to bid on the project. The presentation shows the direction that the project is headed in. He notes that the colored areas of slide that was being shown reflect additional spaces, and other bolded areas reflect areas which will be renovated.
- The Student Health & Counseling Services (SHCS) side of the facility will get much needed renovations. There has been a lot of give and take and back and forth which will effect budget. Davis adds that the SHCS is willing to hold off on some of their construction if their budget does not allow them to complete everything at this time. Smith also adds that the SHCS is funding their own renovation, so our fee increase will not change if they don't complete their renovation at this time.
- Olmsted states that the current Cabana locker room is being reconfigured, and that within women's locker room we will be keeping 2 cabana spaces. Since members were only using the lockers in the locker room but actually changing in bathroom stalls, we're adding new dressing stalls to the locker room. Similar to a dressing room.
- We are also adding a lactation room or "Mother's Room". Smith explains that it will have a

comfortable couch with pillows, electrical access and more of a private door rather than a dressing stall door which has an opening at the top and bottom. Davis adds that the Union Mother's Room is very popular, so we expect this feature at the WELL to be popular and useful as well.

- Olmsted continues to show new men's locker room which has no detail at this time, but the footprint has been established. The architect and their team will determine the details such as lockers, showers, etc.
- The back of house door will be moved, but the door to loading dock remains as-is. The new area includes an additional elevator, equipment storage, and we're putting in another equipment desk which will be staffed while building is open so that we have supervision towards the back of the building. A couple of offices and restrooms will be added. We're also adding lounge and/or team gathering areas, which will be open areas. Another feature being added is an exit off of the Gym Box which will be useful for events so that we can set up a registration table, rather than have participants and spectators enter through the front doors. Farrell asks if people who enter through this Gym Box entry would have to go through the gym to get to the locker rooms? Olmsted uses the slide to illustrate the path where people would have to go to get to locker rooms and adds that we will have the ability to separate locker room for special events.
- Olmsted proceeds to explain that we will be turning the staff locker room into a staff break room. Smith adds that we will have to change the direction of the stairs in that area which will result in losing some viewing area for the MAC court. But Smith notes that we don't typically fill up that space.
- Olmsted continues to the front of the building, for the free weight and fitness area, we will be removing a wall to open up the space. We are also adding lots of mirrors along the walls so that members can view their form. The details of the outdoor patio area are yet to be determined.
- In the SHCS, "The Cove" is getting expanded into existing office space to make it larger. Offices across the hall area also being expanded to open up and reconfigure spaces to accommodate more people. The plan is to rotate the current nurses' station in urgent care. Currently, their triage space does not work for them whatsoever, so that area is being redesigned to fit the model that they work within right now. Olmsted refers to the slide to show where the current outside edge of the building is pushing out, and notes that they are adding conference and meeting space. Smith reiterates that they are funding their own construction. They have the highest utilization on campus when considering the number of students coming through their facility, so their renovation focuses on being able to accommodate their current business needs. Olmsted continues to explain that a big part of their space on the first floor is for athletic training space. Bender adds that he's in a sport club and he personally knows that the athletic trainers are always booked up, so he is sure that they can use the space. Olmsted notes that currently the SHCS is using WELL meeting space for their meetings and functions, so they will benefit from having their own meeting space. Mejia refers to the slide being shown and asks what "med storage" is and asks if that relates to pharmacy since she hasn't heard anything regarding pharmacy. Olmsted explains that "med storage" just refers to medical storage, but that the pharmacy functions well and will not be changing.
- Olmsted moves on to the 2nd floor of the plan. The upper part of the addition involves reconfiguring of stairs and making modifications to existing group fitness studios. Above the new locker rooms are new fitness studios which can be used as one large room or walls can be dropped down and turned into two separate rooms. Additional lockers outside of fitness studios are being included. Additional meeting/conference space is being added along with added storage, restrooms, and lounge areas. The connection piece of the building requires a reconfiguration of the existing stairs due to corridor placement and air handling areas. Bender asks what the fitness rooms will entail. Smith answers that it will be fitness space but will also include free-weights. Begley asks if the room will have temperature control to accommodate different types of yoga. Smith adds that we don't foresee providing "hot yoga" but the setup

- will allow for temperature control which will come in handy for different types of classes.
- Olmsted continues on second floor and makes note of the SHCS additional meeting/conference space and working offices. Currently staff is working out of exam rooms and even storage spaces, which demonstrates that they can really benefit from more space. On the stadium side of the 2nd floor there will be more offices and an additional elevator on SHCS side as well as larger training rooms and a replacement break room for one that is going away on first floor. There will also be added storage and electrical room.
- We are also getting additional exterior storage for our patio furniture. Farrell asks to clarify that the WELL will now have two additional elevators to be maintained. Olmsted confirms.
- Olmsted moves on to discuss the Union expansion and states that the physical demo will start during spring break. In the meantime, we are moving tenants and programs from spaces being effected by the construction. We have done build outs of the old WELL Café space, which will take in some displaced programs. Some may have heard that the State Hornet location is to be determined; the only space available was Folsom Hall but they don't want to go there. They are working with campus on determining a new location. We are unsure at this time how their program will function. Davis adds that, contrary to what may appear, we have been working with them [State Hornet] since March 2015 and trying to accommodate them but they are not telling all sides of the story. Olmsted asks that if anyone hears anything to the contrary, to please contact him.
- Olmsted proceeds to provide an update on the Union expansion. Construction fences will start being put up in January outside of Union to block off the pedestrian walkway off of Jed Smith Drive and will fence off all of lot 4. Begley asks if vehicles will be able to access Jed Smith Drive? Olmsted states that they will not and explains that deliveries will need to come down the side of the Union.
- Olmsted acknowledges that there will be a lot of chaos over the next 2 years starting in January, but this expansion will fill a much needed void. Mejia asks if lot 4 is being replaced. Olmsted states that it will not be replaced in the meantime. He notes that Lot 1 where parking structure 5 is going will close down, but the dates are unclear at this time amongst group. Leber asks where parking structure 5 will be? Olmsted replies that it will be by Athletics and Sac Hall, in front of campus. He states that there is also a new dirt lot outside of the theater.

4. New Business:

A. Program Price Proposal: Smith (Action Requested)

- Smith refers to the back page of the agenda packet which is a Program Price Proposal. She begins by explaining that the California minimum wage has been approved to increase over the next 5 years, up to \$15 per hour by the year 2022. We have been doing long range financial planning including a new wage scale where we have planned out pay for our staff over the next 5 years that was approved by the Board of Directors at the last meeting. With that said, we have reevaluated our pricing for programs. Smith explains that the top section of the page breaks down areas where we are looking at changing our pricing over the next 5 years. We figured that we would propose a price change for July 1, 2017 because we don't want to change mid-year, or even every year, to avoid any confusion. The next price change will be in 2019, and then finally in 2022. The bottom table shows what hourly wages are currently, as well as the increased hourly rates starting in January and extending over the next 5 years. The chart only reflects gross wages which does not include benefits or UEI fee. The reality is that \$15 per hour will actually cost us \$17.33 per hour by 2022. We used that cost to calculate charges to customers. Smith then offers the opportunity for questions from the group.
- Bender states that he just realized that on Saturdays you can bring in a guest work on the climbing wall. Smith explains that what he is referring to is our "Family Climb" program. Bender thinks that it is a great program and great opportunity to increase cost because a lot of other places charge much more than \$5 for climbing walls. Begley suggests advertising this program because she didn't know about it either, but she would definitely bring friends to use the wall for \$5. Leber asks how long one could climb for? Smith answers that you can only

climb during "Family Climb" program hours, which are 10am-3pm. Leber then asks if someone could bring their child in and have a birthday party? Smith replies that something like that would fall under the climbing wall group facilitation special program to ensure access to the wall. She also notes that there are particular insurance requirements that would have to be addressed for a birthday party type of scenario, and that some home owner's insurance companies offer the additional insurance policies.

•MSP: Larson / Begley

5. Reports and Comments

A. Executive Director: Davis

- Davis announces her retirement in February and thanks the group for their efforts and wishes best of luck to all. She adds that if anyone is free at 4pm on February 6th there will be an event to which she has no other details since the committee is keeping it a secret from her.

B. Associate Executive Director: Olmsted

- Olmsted states that his focus lately has been on the expansions which was covered in the presentation that was shown earlier in the meeting.

C. Director: Smith

- We have 3 students who competed in officiating a NIRSA flag football tournament and 1 was selected to return to officiate nationals.
- We had our Staff appreciation event this past weekend and 90 people attended.
- On December 16 & 17, campus is hosting CIF football championships
- We set the date for our 5K, which is being held on May 4th. Registration opens next week with a \$15 early registration fee. Leber asks what name of event is. Smith replies that it is the Sac State Annual 5k Fun Run, and this year's theme is the Mustache Edition.
- We will be bringing in our 3 final candidates for the Climbing Wall Coordinator position. We're hoping to bring them in for interviews before winter break.

D. Assistant Director: Swart (Absent)

E. Board members: None

6. Meeting was adjourned at 8:33am

