



Union WELL Inc. Board of Directors
Wednesday, November 18, 2020, 7:30am
Zoom meeting

Minutes

1. The meeting was called to order at 7:33 am by Ethan Shaw, Chairperson

Members Present: Ethan Shaw, David Rolloff, Franky De La Torre, Shubh Kaur, Trinh Pham, Bill Macriss, Ed Mills, Lovepreet Kaur, Missy Anapolsky, and Justin Reginato

Also present: Bill Olmsted, Andrew Singletary, Kate Smith, and Tori Butler

2. Public Comment: None

3. Seat New Members: (MSP: Anapolsky, L. Kaur)

- a. Olmsted introduces new members Franky De La Torre and Trinh Pham, both Union Advisory Group student representatives, and then everyone introduces themselves.

4. Consent Calendar: (MSP: Anapolsky, S. Kaur)

- a. Approval of Board of Directors Meeting Minutes, September 16, 2020
- b. Approval of Executive Committee Meeting Minutes, October 14, 2020

5. Old Business:

a. WELL Expansion Overview: **Information**

- i. Olmsted provides the background and an overview of the WELL Expansion project for new members. He shares progress photos of the back side of the building where the steel structure and decking on both floors is in place for the expansion on the recreation side, and where the footprint of the health center expansion can be seen as that area is prepped for the foundation to be poured.

- 1. Anapolsky asks what will be on the west side of the building. Olmsted states that the decision on what to do with the space has been left up to the team but there is no solid plan yet. It is slated as future expansion space, but may be used for vendor parking near the loading dock in the meantime.
- 2. Macriss asks when the anticipated completion of the project is. Olmsted answers that, as of a few weeks ago, the estimated completion is end of 2021. He adds that the team is currently checking the feasibility of rearranging the project schedule to complete as much work as possible between now and the start of fall 2021 to take advantage of the closure.
- 3. Macriss asks if the pathway to the stadium grandstands that is currently blocked will be cleared by next fall. Olmsted confirms that the exterior work should be complete by then.

b. Outdoor Recreation Overview: **Information**

- i. Olmsted shares photos of the WELL's outdoor recreation setup, which recently expanded and moved to a dedicated space in the first floor of PS3 (Parking Structure 3).
- ii. Smith explains that the goal of moving outdoor fitness to PS3 was to provide a sustainable option for in-person service. She acknowledges that it was a risky decision but notes that the team is happy with the decision since the county just moved back to the purple tier, which prohibits indoor

operations. She adds that UC Berkeley has to shut down indoor operations after only being open a couple of days, and UC Davis was open for sixteen days and now has to close; both situations validated the direction that was chosen. Smith shares a diagram of the layout which is secured by fencing that is screened to protect from elements and offer privacy. Between November 10-16th there were 648 reservations and 434 check ins, which is double the participation of previous outdoor fitness offerings. She adds that the response has been positive and students are very grateful. Programming will be offered throughout the 2021 spring semester.

1. Anapolsky asks what the temperature is in the space. Smith acknowledges that it is cool, but notes that the concrete structure offers better protection from elements for members than a tent and participants warm up quickly once they start working out.
- iii. Olmsted expands on the decision to focus on outdoor programming instead of indoor operations, stating that the intention is to offer a consistent presence, regardless of what happens in the county. He adds that yesterday was the first rain test, which revealed vulnerabilities that staff moved quickly to address. In preparation for rain, pallets of sandbags were ordered to place around the perimeter of area. Smith adds that equipment was moved away from water, some equipment was tarped for the time being, and the layout will be rearranged to avoid water.
- iv. Olmsted states that the decision was made to provide a code for 2-hour parking and cover the cost of parking for students who make reservations for fitness and for swimming, which addressed a barrier for participants since students are not on campus and do not have parking passes. The financial impact remains to be seen, but the budget model considers worst case scenario and full participation at all hours.
- v. Smith adds that security was a concern, so the WELL partnered with campus police who are providing overnight security during the week and 24-hours on weekends. At night, equipment is locked up and larger equipment is tarped. She discusses the cleaning precautions in place, and the cleaning schedule which includes CSG, the custodial contractor for both buildings, cleaning in the morning and evening with hydrostatic sprayers as well as mopping flooring and cleaning the turf. Throughout the day, staff attendants wipe down equipment and wipes are available for participants to wipe down equipment before and after use.
 1. Macriss asks if restrooms are available for participants. Smith explains that the WELL lobby is open and restrooms are available, as well as water bottle filling stations.
 2. Pham asks if heating lamps could be offered in the winter. Smith states she was told recently that patio heaters are hard to come by, but she can look into it. Olmsted adds that it is surprising to see participants in short sleeves and shorts, but in talking to people they say they hardly notice the cold once they start working out.
 3. Mills thanks the team for the thoughtful work that went in to planning, and agrees it was a good decision. He acknowledges that Smith and Olmsted did a great job presenting to President Nelsen and thanks them for their efforts.
 4. Shaw comments that he has been working on campus throughout the closure and it was inspiring to see the progress of the space coming together.

6. New Business:

- a. TBU01 & TBU04 Additional Funding Request and Updates: **(MSP: Anapolsky, L. Kaur)**

- i. Olmsted refers to the TBU01 and TBU04 project lists in the packet and provides an overview of the accounts for new members. He notes that one adjustment was already made to the Union chiller condenser pump project in the amount of \$7,400 for a repair that needed to be addressed immediately, which did not allow time to present to the board or executive committee. Singletary explains that a part broke in the process of repairing the condenser pump, which needed to be addressed in order to proceed.
- ii. Olmsted states that the request is to move the projects highlighted in yellow, which are future projects that would be extremely disruptive, into the current year to complete while the buildings are closed to the public. He discusses the projects beginning with the Union west restroom upgrade feasibility study in the amount of \$8,700, which involves hiring an architect to identify exactly what needs to be done to bring the plumbing infrastructure up to date. Also, the WELL lighting control upgrade in the amount of \$757,300, which was budgeted for 2021-22 as a stand-alone project. He explains that the expansion contractor plans to retrofit the entire existing building during construction to match the scope of the new project, which would result in potentially significant savings. Lastly, the impact of taking out the entire storefront on the floors and walls for the Union south automatic door replacement is now understood, and requires additional engineering and additional cost of \$51,000, for a total of \$219,500. Olmsted adds that funds in TBU01 and TBU04 are flexible as projects get moved around, and assures that the financial resources are available to absorb the budget increase.
 1. Mills asks if the Union south door project will be finished prior to fall 2021. Olmsted confirms, adding that he is confident the project will be done prior to students coming back on campus.
 2. Mills asks about the timing of the Union restroom project. Olmsted explains that part of the study is to identify every aspect of what is not functional and what needs to be brought up to code, and the results of the study will determine the timeline. He adds that he is confident in the number of restroom facilities that will still be available in the building.
 3. Pham asks how often the Union automatic doors broke down. Singletary says too often and explains that the challenge is with age of the doors and getting parts being very difficult. He adds that the project will bring the entire entryway up to ADA code, and he is looking to standardize all sliding doors with the same manufacturer to contract a relationship for service and parts. Pham then asks how long new doors should last and Singletary states he is hoping for at least twenty years.
- b. Strategic Planning & Budget Timeline: **(MSP: Anapolsky, S. Kaur)**
 - i. Olmsted refers to the timeline included in the packet and explains that the budget process and timeline is reviewed every year and there are no major changes.
- c. Wage Scale Changes: **(MSP: Anapolsky, L. Kaur)**
 - i. Olmsted explains that the California minimum wage will increase \$1.00 every year through 2022 and the wage scale is updated every year to reflect the increase. He notes that one change was made to the program supervisor category as IT program supervisors had to be separated because of being a different work comp code. He also adds that positions in gray do not have an automatic increase due to being specialty positions with pay rates based on the market, so there is no change there.
- d. Committee Assignments (tabled in September): **Information**

- i. Olmsted shares the rosters of all Union WELL Inc. committees and groups, including staff advisors, noting that there are only a couple of unfilled positions on the University Union Advisory Group.

7. Reports and Comments

- a. Board Members
 - i. None
- b. Executive Director
 - i. None
- c. University Union
 - i. Olmsted provides the Union report. The Union has held very few events, and those that have occurred were approved as events that supported a necessary effort of campus or state and local government. SHCS pharmacist and staff continue to hold campus flu clinics a few days a week, in the brown bag area. Unique continues to offer virtual programming with weekly Nooners, Thursday night events, and has hosted speakers and concerts with significant attendance. The annual Wish Upon a Star gift drive benefitting families impacted by HIV/AIDS is being offered virtually this year.
- d. Facilities & IT
 - i. Singletary summarizes current projects in both buildings including the Union's chiller condenser pump project, flooring projects, and freight elevator LED upgrades. And for the WELL, adding Wi-Fi connectivity for the outdoor recreation area in addition to additional security cameras.
- e. The WELL
 - i. Smith states that a lot of focus has been on setting up PS3, adding that a program pass for faculty, staff and alumni is being developed since memberships are currently suspended. Virtual classes are still being offered and prerecorded workouts are still available. Recreation therapy continues to be offered by Certified Recreational Therapist Gok, who has also been collaborating with SHCS, Pride Center and other departments on campus for virtual programming. Smith shares the current operating hours and notes that offerings and hours will be evaluated for December.
 - 1. Pham asks if weekend hours will be offered if programming is successful. Smith says yes, noting that participation will be assessed as well as interest in weekend hours from current participants and through social media to reach those not currently participating.

8. The meeting was adjourned at 8:58am

Respectfully Submitted:

Ethan Shaw

Ethan Shaw (Feb 17, 2021 10:56 PST)

Authorized Signature

Feb 17, 2021

Date