Elliott HVAC Renovation Steering Committee
August 23, 2012

NEXT MEETING: Friday, September 21 at 8:30 a.m.

Attending: Tom Holman, Harrison Boateng, Karen Schultz, Linda Boeckner, Bob O'Neill, Gary Hergert, David Ostdiek, Jerry Schledewitz, Rick Patrick

Discussion Points

Kickoff meeting: Actions and minutes were reviewed. Minutes from the kickoff have been placed on the website. Will now be four hume hoods that will be replaced rather than six.

Relocation sites: Reviewed by Karen Schultz and Tom Holman. Scotts Bluff County Extension will need about 1000 sq ft. Possible sites being considered/investigated: Masterton building, Workforce Development , State office building.

Relocation to Lionel Harris: painting and cleanup continues; new window dressings will be obtained; tile will be placed on floor where carpet had been.

College of Nursing: Jerry Schledewitz indicated they are waiting for more clarification about the scheduling of work.

Faculty Relocation: Gary Hergert is planning for a faculty session on 9/20. Floor plans will be reviewed with faculty and determination of offices during relocation will be planned. Following faculty discussion there will be presentation to entire staff and determination of electrical, equipment, and operational needs identified.

IT: Harrison is continuing to look at possible Internet providers. Vista Beam appears best option but also exploring Viaero. Possibility of updating the server during the relocation time is being explored.

Technical Needs: Rick Patrick reported on questions from the technical staff. Research priorities during the relocation time will be needed from the researchers. Question raised about access to distilled water, moving precision equipment, chemical storage availability and care take related to potential freezing temperatures.

Communications: Dave Ostdiek will bring a proposed communication plan to the next meeting

Assignments:

Communication plan (Ostdiek)
Organize faculty relocation discussion (Hergert)
Continue to identify possible relocation sites for county extension (Holman and Schultz)