

Date: April 16, 2020

Time: 8:00 am – 10:00 am

Location: Zoom

Meeting: Furniture, Fixtures & Equipment (FF&E) Taskforce

Attendees:

Michael Renzi	Denee Pescarmona	Candice Whitney
Veronica Martinez	Kyle Billups	Saul Salinas
Jeff Gopp	Ozzy Zamora	Erik Medina
Matt Kennedy	Carol Anderson	Stephanie O'brien
Rob Barthelman	Brian Capelli	Benedetta Del Vecchio

Charge: To provide recommendations to the Superintendent/President on the selection and standardization of the furniture, fixtures and equipment to be purchased with Measure X bond funds. Taskforce members are to disseminate information to their constituents and bring any concerns back to the taskforce.

Agenda:

1. Review Charge
2. Elect Chair
3. Introduction of Dovetail to Members
4. Review Dovetail Decision Criteria Process™
 - a. Overall concept – criteria versus product selection
 - b. Goals and objectives of process
 - c. Performance Specifications
 - d. Application of selections
5. Begin group process
 - a. Define key issues by department/program
 - b. Develop criteria statements
 - c. Review ranking procedure
6. Review next agenda meeting date, topics
7. Close Meeting