

Olentangy Facilities Committee Meeting
August 5, 2020 @ 6:00 p.m.
HYBRID Meeting- Held On-Site and Virtually via Microsoft Teams

In attendance for the Facilities Committee were:

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| <input type="checkbox"/> Blythe, Chuck | <input checked="" type="checkbox"/> McCaughey, Kevin |
| <input type="checkbox"/> Bryant, Angie | <input type="checkbox"/> Owens, Mark |
| <input checked="" type="checkbox"/> Eisenhower, Frank | <input type="checkbox"/> Rogers, Greg |
| <input type="checkbox"/> Fuller, Robert | <input type="checkbox"/> Scott, Mark |
| <input checked="" type="checkbox"/> Hart, Bob | <input type="checkbox"/> Smith, Wesley |
| <input checked="" type="checkbox"/> Jurawitz, Sharon | <input checked="" type="checkbox"/> Troxell, Joe |
| <input checked="" type="checkbox"/> Lawrence, Dan | <input checked="" type="checkbox"/> Yanka, David |
| <input checked="" type="checkbox"/> Lowry, Alyssa | |

Also in attendance were Mindy Patrick (Virtual/BOE), Dave King (On-Site/BOE), Emily Hatfield (Virtual/OLSD), Melissa Griffith (Virtual/OLSD), Jeff Gordon (On-Site/OLSD) and Michelle Murphy (On-Site/OLSD).

Sharon Jurawitz called the meeting to order and asked for a motion to approve the agenda and the minutes from the June 10, 2020 meeting.

Dave Yanka moved and Dan Lawrence seconded the motion to approve the agenda. Motion carried.

Frank Eisenhower moved and Dan Lawrence seconded the motion to approve the minutes of the June 10, 2020 meeting. Motion carried.

Air Quality

Jeff Gordon shared with members that the district had been researching methods to control the air quality in its buildings specific to COVID-19. UV light usage and bi-polar ionization are two methods that have been identified to have some effectiveness indoors in removing COVID-19 virus particles from the air.

UV light equipment has been shown to potentially kill COVID-19 particles that fly past it in the air. However, particles must pass by the UV light (and for a specified amount of time) for the COVID-19 virus particles to be eradicated. Additionally, UV light has the potential to burn human skin and to breakdown or destroy anything that is not metal. The equipment also takes up significant space within the HVAC system, making it difficult to retrofit. As a result, the logistics, harm and destruction that the UV light could cause may outweigh the virus killing benefits that it possesses.

Utilization of bi-polar ionization may prove to be beneficial for use in combating COVID-19 virus particles within buildings. This technology releases ions that attack virus particles floating within an air space. It is cheaper than UV light equipment and appears to be effective in the small-scale studies completed to date. It is also smaller in size than UV light equipment, making it easier to

retrofit within the current HVAC systems. However, it remains untested in large-scale settings. Additionally, its long-term effects have not yet been identified. As a result, it would be very difficult to implement in school buildings at this time (until the technology is further refined and vetted).

Jeff Gordon consulted with member Frank Eisenhower (who is a mechanical engineer) and asked what actions he sees his clients (OSU and Ohio University) considering/implementing within their facilities. Frank shared that at this time his clients were primarily focused on the installation of MERV 13 rated air filters (or greater) within their buildings. These filters are not hospital grade filters, nor are they standard HVAC filters for dust/allergies. He explained that the MERV 13 filters fall somewhere mid-range on the spectrum and are recommended for COVID-19 filtration. They are dense air filters designed to catch and trap small particles (to include viruses) from the air as they pass through the HVAC equipment. Additionally, his clients are maximizing the amount of fresh air drawn into the buildings by the HVAC equipment from the outdoors. The exchange of fresh air into the buildings from the outdoors is recommended frequently to maintain healthier air quality. However, this method does pose some challenges when the outdoor air is hot and humid.

Mr. Gordon thanked Mr. Eisenhower for his update and his expertise. He shared with members that at this time the district is focusing on the following practices to lower the potential for COVID-19 within its buildings:

- Installation and use of MERV 13 rated air filters in its HVAC equipment. (All except for four of the district's school buildings were already using MERV 13 filters.)
- Drawing large amounts of outdoor air into OLSD buildings through the HVAC equipment.
- Utilization of disinfectants and disinfectant wipes throughout the buildings.
- Providing/requiring face masks to be worn by students and staff.
- Use of plastic and fabric barriers at desks, cafeteria tables and workstations to obstruct the spread of viral particles in the air.
- Implementation of water bottle fillers (and shut down of conventional water fountains).
- Limiting personal items brought into classrooms by instructors to reduce the volume of items requiring daily cleaning.
- Flushing of building water systems and raising the temperature of the hot water heating devices to 140 degrees to eliminate any bacteria/substances that may have developed in the water system while the buildings were not in regular use.

Additional, practices and procedures have been sent out to the staff via email.

New Facility Planning

Jeff Gordon commenced with an update regarding the district's Elementary #16 project. At this time most of the horizontal foundation work is complete and the vertical walls will commence later this week or early next week. The underground plumbing is also installed. Progress on the project to date is good, despite the delayed start that was experienced. It is believed that the project can still be completed by 7/8/2021. However, any setbacks or delays could still dramatically impact the estimated completion date for the project at this time.

Mr. Gordon shared that Middle School #6 is in the design phase. Fanning Howey has met with OLSD teachers and staff and is addressing some of the concepts requested during the meetings.

Design work for the facility will be shared with the committee once it is available for preliminary review.

Mr. Gordon advised that Elementary #17 will be the same (or very similar) to the design for Elementary #16. As a result, very little design work will be needed for the Elementary #17 project. The district is still hopeful that the Curve/Sweeney Road site will work for this project. A meeting with Delaware County has been scheduled for next week to discuss the site. Additional information will be shared as it becomes available.

Mr. Gordon reminded members that soon it will be time to determine/name the CMR for the Elementary #17 and Middle School #6 projects. The district would like to continue to monitor Robertson's progress on the Elementary #16 project. Their performance has been solid to date. The construction manager that Robertson brought out of retirement to work on the project has been a tremendous asset to the Elementary #16 project to date. His scheduling and trouble-shooting abilities have been very strong and the staff has been good to work with. The Robertson staff has adapted well to all of the challenges that 2020 has brought to this project.

Enrollment Planning

Mr. Gordon shared that when school returns it will operate on a hybrid schedule (with both in person and distance learning). Approximately 5,000 students have signed up to distance learn five-days per week for the first part of the school year. The balance of the students will rotate their days in and out of the school buildings based upon the hybrid instruction schedule established for the district.

It is unknown at this time how the distance learners will be reflected on the district's enrollment reports. The long-term impact that the distance learners will have on the district's overall enrollment count is also unknown.

Regardless, it is known that social distancing creates a need for more instructional and related space within the district. At this time, it is also likely responsible (for the purposes of enrollment projections) to look at the total number of students in the district (as opposed to separating out the number of distance learners).

Chairperson Sharon Jurawitz voiced a preference to continue enrollment calculations using the same enrollment model used to create last year's reporting. She shared that it would make sense to calculate enrollment for the district as if COVID-19 did not exist. She believes the housing market to still be steady and to meet the calculations criteria established for the housing model used to create the enrollment projections last year. As a result, she would like to use this model again this year to create the reporting.

Treasurer Emily Hatfield shared that the enrollment reporting produced by the Facilities Committee is used for budgetary purposes in addition to enrollment and space planning purposes. Ms. Hatfield would like to present her last BOE forecast to the BOE on October 22, 2020 for approval in November of 2020. As a result, enrollment reporting would be needed from the Facilities Committee prior to the October 22, 2020 date.

After reviewing the calendar, Sharon Jurawitz advised that the enrollment reporting could likely be completed by the first week in October and ready for Facilities Committee review and recommendation at the October 7, 2020 monthly meeting. Unfortunately, with the delayed start to the school year, reliable enrollment data may not be available until mid-September. This will only provide for a couple of weeks to compile and finalize the enrollment reporting data for the year. This will be a fast turn-around for the reporting, but should be able to be accomplished because the modeling formula will not need to be changed.

General Business

When asked, Facilities Committee members voiced that both the in person and the virtual meeting platforms have been effective for meeting purposes. Moving forward it is the preference of the committee members to meet in person at the district's Administrative Offices, but to keep the option to view the meetings remotely via Microsoft TEAMS for those who elect to.

Board member Dave King thanked Jeff Gordon for the good air quality information shared at the start of the meeting. He is appreciative and plans with Mindy Patrick to share the information with the balance of the Board members.

Influencers Update

No influencer's (other than COVID-19) were identified at the evening's meeting.

Sharon Jurawitz called for a motion to adjourn the meeting.

Dan Lawrence moved and David Yanka seconded the motion. Motion carried.

The Facilities Committee meeting adjourned at 6:48 p.m.

The next tentatively scheduled meeting is for Wednesday, September 2, 2020 at 6:00 pm. The meeting will be held both on-site at the district's Administrative Offices and virtually via Microsoft Teams (unless announced otherwise).

Respectfully submitted,
Jeff Gordon