



# Voices for International Business and Education

## Facilities Committee Meeting

November 2022

### Date and Time

Wednesday November 16, 2022 at 5:30 PM CST

Voices for International Business and Education [http://public.boardontrack.com/VIBE\\_1](http://public.boardontrack.com/VIBE_1)

### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>5:30 PM</b>
Opening Items			
<b>A.</b> Record Attendance and Guests		Sarah Olivier	1 m
<b>B.</b> Call the Meeting to Order		Sarah Olivier	1 m
<b>C.</b> Approve September 7, 2022 Minutes	Approve Minutes	Sarah Olivier	2 m
<b>II. Committee Business</b>			<b>5:34 PM</b>
<b>A.</b> Review of 2022-2023 Goals for Facilities Committee	Discuss	Sarah Olivier	10 m
1. To identify a new facility			

	Purpose	Presenter	Time
2. To maintain the current building.			
3. To ensure that facility-related decisions align with the Reimagine Grant and are sustainable.			
<b>B. Facilities Report / Major Projects Update</b>	FYI	Rhonda Smith	10 m
1. Discuss monthly facilities report and triage list.			
2. Discuss the coming month's priorities and goals.			
<b>C. IHSNO Facility Needs</b>	Discuss	Sarah Olivier	10 m
<b>III. Other Business</b>			<b>6:04 PM</b>
<b>A. Next Meeting Agenda</b>	FYI	Sarah Olivier	1 m
1. Next Meeting: January ____, 2023, at 5:30 P.M.			
<b>B. Public Comment</b>	Discuss	Sarah Olivier	2 m
<b>IV. Closing Items</b>			<b>6:07 PM</b>
<b>A. Adjourn Meeting</b>	Vote	Sarah Olivier	

# Coversheet

## Record Attendance and Guests

**Section:** I. Opening Items  
**Item:** A. Record Attendance and Guests  
**Purpose:** FYI  
**Submitted by:**  
**Related Material:** VIBE-FC-Monthly Report 2022 - Nov 16 (2).docx



## VIBE FACILITY COMMITTEE MEETING MONTHLY REPORT

**November 16, 2022**

### TICKETING SYSTEM

- ✚ Cariina ticketing system is working well. The challenge is that some staff still are sending requests via emails and I have to put the request in Cariina in order to create the ticket, assign it, and track the ticket.

# Tickets Open: 60

# Tickets Closed: 59

% Closed: 98.3%

Avg. Completion Time: 48 hours

### COMPLETED PROJECTS

- ✚ Old kitchen in the basement has been refurbished and is now used for storage
  - It was considered for the Media Center but the pipes and other equipment makes it difficult
  - Future use is being considered

## BEFORE



## AFTER



✚ LDOE Site Visit included the cafeteria and no violations were found during that visit

✚ 3<sup>rd</sup> inspection conducted by DHH with Non-Critical Violations

- Non-food contact equipment not in good repair
  - Ice Maker
  - Serviced by Heritage Service Group
  - Cost of repair is \$1400
  - Replacement is being considered
- Floors in the kitchen are not smooth and easily cleanable
  - Floor beneath shelving unit
  - Corrected by Facilities Team
- Walls/ceilings in the kitchen are not in good repair
  - Wall behind the shelving unit
  - Corrected by Facilities Team



**STATE OF LOUISIANA  
DEPARTMENT OF HEALTH  
OFFICE OF PUBLIC HEALTH**

**Retail Food  
Notice of Violations**

Routine/Renewal

Permit Number 36-0004849	Permit Name INTERNATIONAL HIGH SCHOOL OF NEW ORLEANS (School Food Service)		
Name of Establishment INTERNATIONAL HIGH SCHOOL OF NEW ORLEANS			
Address 727 CARONDELET ST NEW ORLEANS, LA 70130	Date 10/24/2022	Time 10:20 AM	

**LAC TITLE 51 PART XXIII**

NON-CRITICAL ITEMS: These items should be corrected by the next regular inspection or according to the compliance schedule (see below) established by this office.		
Category	Code Reference	Description of Violations
UTENSILS/EQUIPMENT/SINGLE SERVICE	2101	67 - 2101.1 - Non-food contact equipment is not maintained in good repair.
STRUCTURAL/DESIGN/MAINTENANCE/PLUMBING	3701	105 - 3701.1 - Floors are not smooth and easily cleanable.
STRUCTURAL/DESIGN/MAINTENANCE/PLUMBING	3703	106 - 3703.4 - Walls/ceilings or attached equipment are not in good repair.

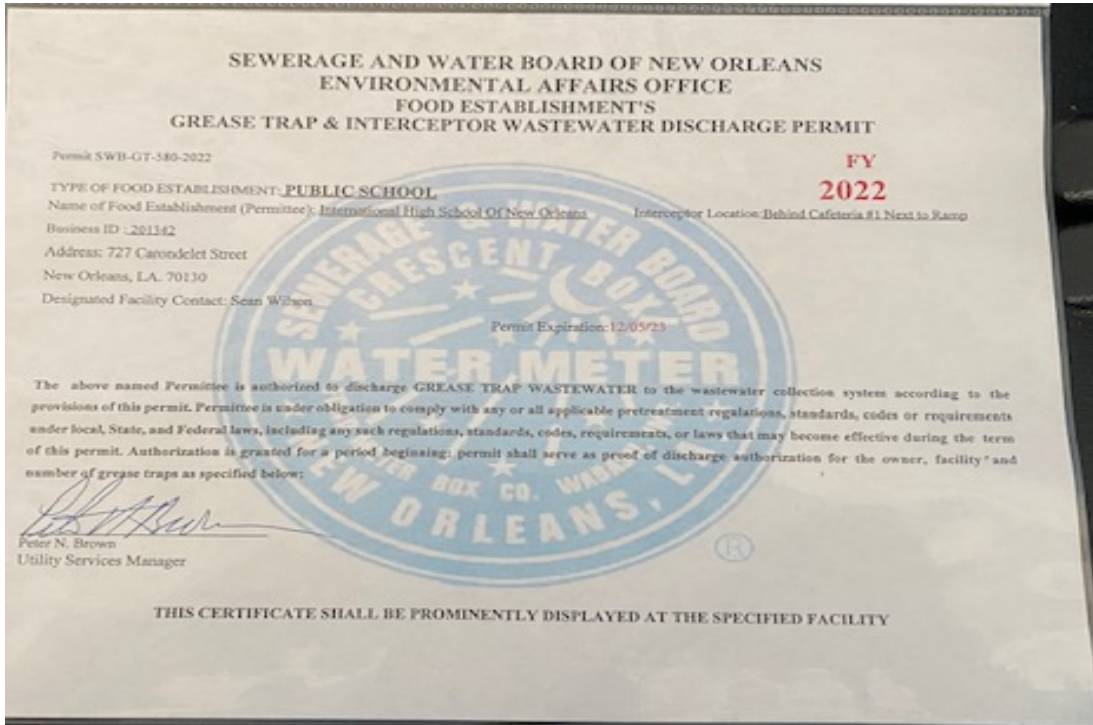
- ✚ Cafeteria has received its permanent Permit to Operate (previously working on a temporary permit)
  - Expires 6/30/2023



○



- Renewed the FOG Permit (release of fats, oils, and greases) for the kitchen
  - Expires 12/05/2023



## UPCOMING

- Windows in the Courtyard on the first floor
  - Request for a quote to replace the bottom half with laminate clear panes

## COURTYARD WINDOWS

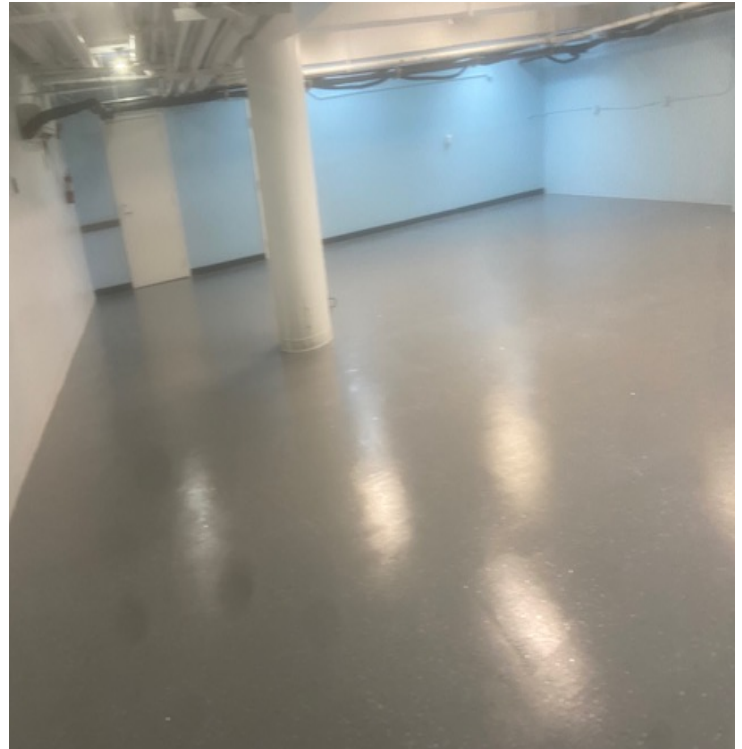


- ✚ Future plans to install a wire mesh over the glass area of the door and side windows of the auditorium front door facing Carondelet; removable, not permanent
  
- ✚ Athletic Room/Gym
  - Floor has been painted
  - Future plans are in the works

#### BEFORE (Athletic Room)



#### AFTER (Athletic Room)

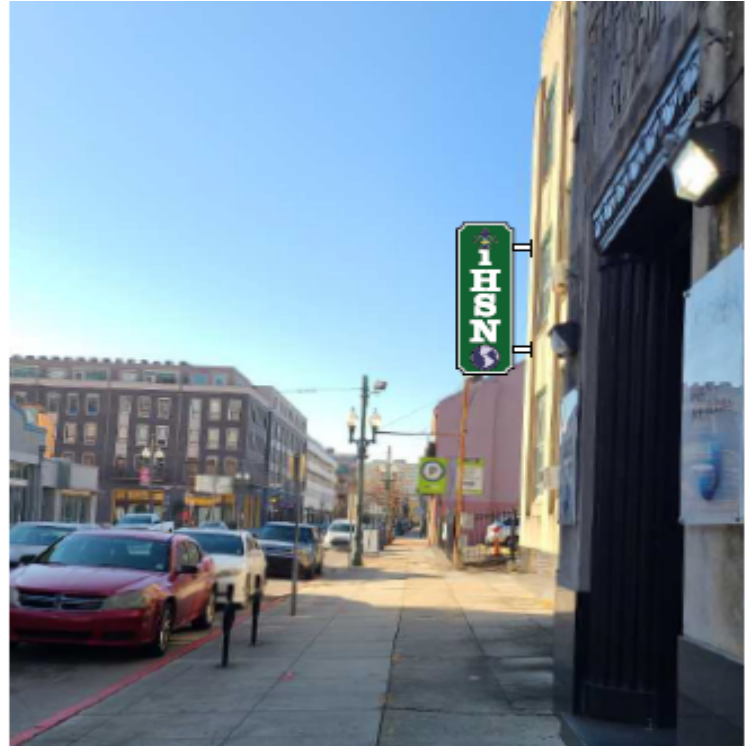


- ✚ Media Center
  - Plan to build out a Media Center in the basement (23.5 x 19.4)
  - This will require a Facility Alteration Request with NOLA PS
  - Requires altering our woodshop area and building out a hallway for egress



## ✚ Exterior Signage

- Submit a Request for Alteration Form to NOLA PS
- Requires plans and approval with NOLA PS Building Inspector (Eric Trosclair)



## ONGOING PROJECTS

### ✚ SFPP (School Facilities Preservation Program)

- NOLA PS Site Visit for 1<sup>st</sup> Year Capital Planning
- Walkthrough held on 10/5/22
- Spaces visited consisted of Chiller Pad, Boiler Room, and Roof
- Project Managers/Manning APC:
  - Ray Lauga (Program and Construction Manager)
  - Ben Lacher (Senior Project Manager)

Discipline	Building System	Condition Rating	Priority Rating	Adjusted Cost Estimate
<b>VERTICAL CIRCULATION</b>	B1015 Exterior Stairs and Fire Escapes	1	10	\$80,631
<b>GLAZING</b>	B2021 Windows	2	9	\$1,669,545
<b>DOORS</b>	B2032 Solid Exterior Doors	2	9	\$142,746
<b>PLUMBING</b>	D2091 Gas Distribution	0	8	\$281,576
<b>HVAC</b>	D3021 Boilers	0	8	\$885,360
<b>HVAC</b>	D3031 Chilled Water Systems	0	8	\$1,106,700
<b>HVAC</b>	D3060 Controls & Instrumentation	0	8	\$189,522

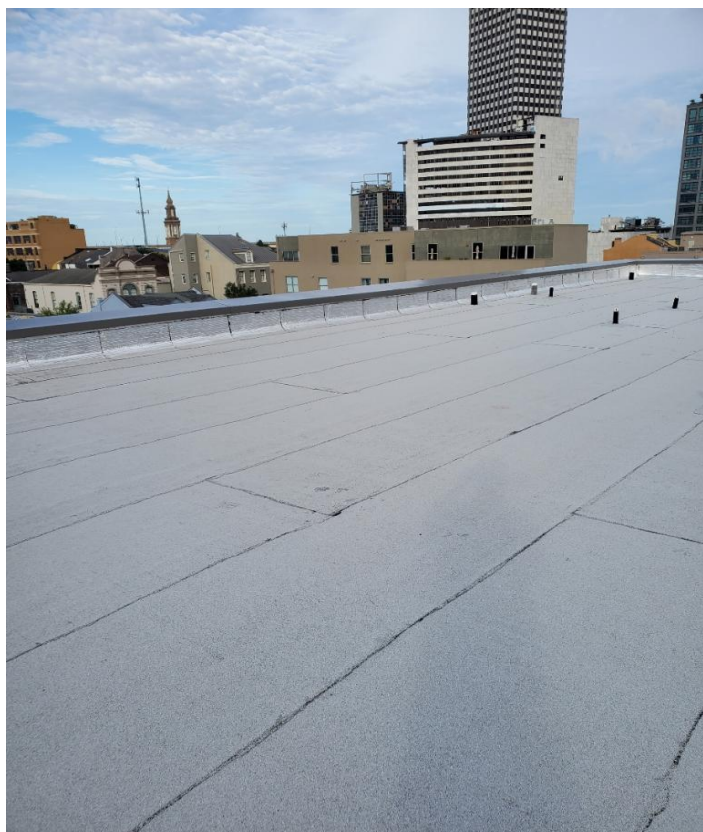
### CHILLER PAD



## BOILER ROOM



## ROOF





# Coversheet

## Approve September 7, 2022 Minutes

**Section:** I. Opening Items  
**Item:** C. Approve September 7, 2022 Minutes  
**Purpose:** Approve Minutes  
**Submitted by:**  
**Related Material:** Minutes for VIBE Facilities Committee Meeting on September 7, 2022



**APPROVED**



# Voices for International Business and Education

## Minutes

### VIBE Facilities Committee Meeting

September 2022

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#### **Date and Time**

Wednesday September 7, 2022 at 5:30 PM

#### **Location**

IHSNO Community Room

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Voices for International Business and Education [http://public.boardontrack.com/VIBE\\_1](http://public.boardontrack.com/VIBE_1)

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#### **Committee Members Present**

K. Dwyer, S. Olivier

#### **Committee Members Absent**

*None*

#### **Guests Present**

A. Berger, C. Jones (remote), J. Lampton, R. Smith

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#### **I. Opening Items**

##### **A. Record Attendance and Guests**

##### **B. Call the Meeting to Order**



S. Olivier called a meeting of the Facility Committee of Voices for International Business and Education to order on Wednesday Sep 7, 2022 at 5:36 PM.

**C. Approve June 7, 2022 Minutes**

Postponed. K. Dwyer and C. Jones did not attend the June 7 meeting.  
Will be approved at the October board meeting

**II. Committee Business**

**A. 2022-2023 Goals for Facilities Committee**

1. To identify a new facility
2. To maintain the current building.
3. To ensure that facility-related decisions align with the Reimagine Grant and are sustainable.

**B. Vote on 2022-2023 Goals for Facilities Committee**

K. Dwyer made a motion to Accept the three goals as listed above.  
S. Olivier seconded the motion.  
The committee **VOTED** unanimously to approve the motion.

**C. Facilities Report / Major Projects Update**

Rolling out Carrina ticketing system. Direct way to communicate back to those who opened the tickets. Closed 44/45 tickets during August within 48 hours of ticket opening.

Metal detector for front entrance is in place. Getting processes in place has taken time. Still working on a quicker time getting students in.

Cooking in Kitchen. Vendor is cooking in kitchen. Passed DHH inspection. Focused on different items since we are cooking.

Added new hot water tank in restrooms. Upgraded lights in basement. Transformed room for Jazz Empowers, with shelves for instruments, wall outlets, and carpeting for sound.

Upcoming: media center needs to be built out of larger room. Need facility alteration request with NOLA-PS. Need to build walls and a hallway for evac purposes. May need fire alarm speakers. May need fire marshall approval.

Ongoing: Preservation funds - want a 45 minute kick-off meeting to review the scope of work, timeline, and meet project managers.

Reviewed scale and priority ratings.

Year 1 will concentrate on HVAC system based on scale and priority rating.

#### **D. IHSNO Facility Needs**

Reimagine Grant:

- Need to provide a material amendment to let them know where we will house additional students
- LAPCS said they can help us with connections with other schools. Ideas:
  - partner with another school for classroom space.
  - find a business downtown to give a space to convert to two classrooms
  - trailers? need permission from DDD
  - Permanent options
    - finding building that exists
    - building that will be built.
    - Going to another parish
- Weigh options of 6th or 8th grade. Both have their advantages and disadvantages. It makes more sense to go with 8th grade so that we can stay in the current building.
- There is a decrease in the number of students in the parish but as a type 2, we can get students from other parishes.

#### **E. Designation of Facilities Committee Member for HOS Evaluation Committee**

Newly established HOS Eval committee. One member from each committee. Sarah as chair will be on HOS Eval committee.

### **III. Closing Items**

#### **A. Adjourn Meeting**

K. Dwyer made a motion to adjourn the meeting.

S. Olivier seconded the motion.

The committee **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:21 PM.

Respectfully Submitted,

A. Berger