

IOWA VERTICAL INFRASTRUCTURE ADVISORY COMMITTEE

**March 13, 2008
Meeting Minutes**

The Governor's Vertical Infrastructure Advisory Committee met at the Anamosa State Penitentiary in Anamosa, Iowa.

Call to Order, Introductions and Roll Call

Committee Members Present:

Les Holland, Acting Chair

Eve Palmer

Terry Slinde

Dan Prymek

Gary Benshoof

Mary Krier (Via conference call)

Committee Members Absent:

Dennis Bennett

Others in attendance for all or a portion of the meeting included:

Randy Bengard, Dept. of Corrections and Dept. of Human Services, Clarinda Treatment Complex (Via conference call)

Mickel Edwards, Dept. of Corrections

Kelly Glassgow, Dept. of Corrections and Dept. of Human Services, Clarinda Treatment Complex (Via conference call)

Karalyn Kuhns, Dept. Of Human Services (Via conference call)

Jim Borwey, Iowa Workforce Development (Via conference call)

Kathy Shannon, Dept. of Human Services (Via conference call)

Greg Wagner, Anamosa State Penitentiary

Lisa Oswald, Anamosa State Penitentiary

Patrick Callahan, City of Anamosa

Jerry Burt, Anamosa State Penitentiary

Dean Ibsen, Dept. of Administrative Services, General Services Enterprise

Nick Smith, Dept. of Administrative Services, General Services Enterprise

Ray Walton, Dept. of Administrative Services, General Services Enterprise

Call to Order

Les convened the meeting at 10:09am

Jerry Burt gave an introduction welcoming everyone to the institution. He gave some background information also saying that there were 216 lifers out of the 1265 inmates that Anamosa currently houses. The institution is supposed to only hold 915 people. Durrant has studied the Anamosa needs, but he says major renovation is quite a ways down the road.

Roll Call Questions and Comments from Committee Members

There were no questions or comments from the committee. However, Ray Walton asked Jerry Burt to describe the institution. Jerry said that the institution is made up of about 1400 acres total and houses approximately 1290 inmates plus about 50-70 at the Luster Heights work camp.

Approval of Minutes of Previous Meetings

Dan Prymek moved for approval of the meeting minutes for November. Eve Palmer seconded the motion. Motion carried unanimously.

Eve Palmer moved for approval of the meeting notes for February. Dan Prymek seconded the motion. Motion carried.

Old Business

There was no old business at this time.

Code Required Elevator Upgrades

Dean Ibsen gave a brief introduction to the recent code change. He then introduced Jim Borwey from IWD who joined the meeting via conference call. Jim described a 1971/1972 code requirement for safety bulkheads that was adopted by the state in 1975. In 2000 the Iowa code was changed to require this for hydraulic elevators installed prior to 1975.

Dan Prymek asked about how many elevators would need to be updated. Dean said that he and Nick were sending out information to the agencies and were asking them to provide a count of hydraulic elevators that would need to be upgraded. Dean said this may not be a large number, but we should be prepared nonetheless and may consider a competitive bidding process to complete the work. He said Jim will be invited again to the May meeting.

Les asked how many elevators an inspector could inspect in a year. Jim responded by saying that 500-700 could be done in a year by a single inspector. Les also asked how many elevators had accidents in a given year. Jim responded by saying that there had not been any in Iowa that he is aware of.

Ongoing Issues/Staff Reports

Routine and Major Maintenance, ADA: Kathy Shannon joined the meeting via conference call and gave a roofing update. She said that the results just got updated for the roofs and that some of the projects are in need of more money. Dean asked for a count and she said she is working on 58 projects with 35 different contractors for roofing/tuck pointing.

Dan asked if grouping the bids caused more contractors to bid. Kathy said that she thought that the roofing packages had created a better response by contractors. Ray asked if there were any state wide roofing companies and she said there were a few. Les asked if there were any prequalification requirements for contractors. Kathy said that they all have to be licensed with the State and have appropriate insurance. Kathy said she would track the status of the project that came in \$100,000.00 under bid to see if the contractor would try to issue change orders.

ADA Status Report: Dean said that the transition plan for the Capitol Complex had been updated and that he and others would be meeting with Tim Ryburn review needs on the Capitol Complex. He said the ADA Advisory Committee would meet on March 25 to discuss other ADA needs around the State and develop funding recommendations.

Inventory and Assessment Update: Dean brought information about the 1999 survey with him, including examples of the survey forms that were used. He said he believes that in order to do a new survey we should start with the institutions, agencies and buildings that were not included in the initial assessment and then establish other priorities in a phased approach. Dan asked if state employees would be part of this new project team. Dean said that a DAS Project Manager would be assigned to the project but would probably spend only a limited time in the field with the consultants. Dean also said the money would be carved out of the major maintenance appropriations.

Database Update: Dean said that the inventory and assessment update would include updating of the database.

Staff/Training Jobs: Dean said that the Management Analyst 2 position is currently being signed off on and that it would be posted on the web in the coming weeks. This person will help with keeping standardization of procedures and reporting on results.

Consent Calendar

Les thought that it would be best to look at the consent calendar items as a block and then vote on them as a block if no one had a problem with them. Les said he didn't have a problem with any of them but he did have a question about item #4 which is the sally port gate at Mt. Pleasant. Dean explained the item, describing the purpose of a sally port and the gate. Terry Slinde moved to accept the consent calendar as presented. Gary Benshoof seconded the motion. Motion carried.

Legislative Update

Mark Johnson joined the meeting via conference call and said that major maintenance money is something that becomes tempting to the legislature during the session. So far, they haven't touched it but it is possible that they will. Mark said that the legislature made some commitments last year such as Medicaid, school teacher pay, etc.

The committee asked Mark how secure the major maintenance money is and Mark said he was reluctant to say that it was fairly secure. He also said that the legislature is aware they will need to put additional funding into the new office building.

Governing Magazine Grading the States

Dean explained that when the first Grading the States report was issued, Iowa received a B- for the infrastructure category, and received a B last time. This year however, Iowa received a C+ for this category. He said the summary report suggested that the problem was the limited maintenance funding for roads, bridges and horizontal infrastructure. Dan and Les wanted to know if the legislature was even aware of this study and Dean said he wasn't sure.

Review Definitions and Procedures for Major Maintenance and Routine Maintenance

Routine Maintenance definitions and procedures: The only changes will probably be to the appropriation language since funding is expected to be less than the \$5 million of FY2008. Major Maintenance definitions and procedures: Dean suggested the definitions can also stay the same except for the appropriation language. Les suggested that if funding is reduced from \$40 million to \$32 million in FY2009 we might need to reshape the major maintenance procedures and definitions.

Dan asked where demolition falls in these definitions. Dean said he wants to discuss this at the April meeting and also suggested that DAS could propose the inclusion of demolition in the appropriation language for major maintenance.

Other Business

Questions and Comments: Mary Krier said she would like to meet at Ft. Madison. Terry asked about the firefighters and whether they would be able to train during the demolition of buildings. Dean said he was working on figuring this out.

Upcoming meetings: Next meeting will be held at the Iowa Juvenile Home in Toledo.

Adjourn

Les Holland moved to adjourn meeting. Terry Slinde seconded the motion. Motion carried. Meeting adjourned for lunch at 11.57.

After lunch, City Manager Patrick Callahan briefly described some of the cooperative efforts between the City and the facility. The committee then toured the Anamosa State Penitentiary.

Prepared by Nick Smith and Dean Ibsen

4/7/2008