



Project Advisory Team (PAT) Meeting Minutes
DeBakey High School for Health Professions

MEETING NO.: 010

LOCATION: DeBakey High School for Health Professions

DATE / TIME: November 21, 2013, 5:00 pm

ATTENDEES: Agnes Perry, Principal; Barbara Williams, Faculty; Marie Belamowicz, Teacher; Mary Hayes, Faculty; Bernice Shargey, Dean; Marti George, Staff; Lana Hayes, Library Media Specialist; Ilba Castro, Teacher; Natalie Abrameit, Assistant Principal; Princess Jenkins, HISD Facilities Planning; Clay Clayton, HISD Facilities Planning; Kedrick Wright, HISD Facilities Design; Steven Gee, Program Manager, TCM; Greg Papay, Architect, Lake Flato; Adrianna Swindle, Architect, Lake Flato; Mary Le Johnson, Architect, WHR Architects Program Management

PURPOSE: The purpose of this meeting was to provide a Schematic Design status update for DeBakey High School for Health Professions.

AGENDA:

- Schematic Design Update
- Questions and Answers
- What to Expect at the Next PAT Meeting

NOTES:

Discussion

1. Progress drawings were reviewed with the PAT. Comments from the update include:
 - a) Principal Perry asked where the history of the school might be illustrated on the building. The Architect indicated that there are options at both the east and the south entry and that this will be developed further during the Design Development phase. He also noted the possibility of graphics about DeBakey HSHP being incorporated into the fence design.
 - b) It was noted that the front green space should be more ground cover or planting rather than a grass lawn.
 - c) Proposed exterior building materials include precast concrete, metal panels and curtain wall.
 - d) The west atrium stair will connect from the ground floor to the fifth level. The east stair will travel only to the 4th floor.
 - e) The atrium is about 40' wide x 120' long.
 - f) There is a required setback of 50 feet at the Presser Street side of the building and most of the building is located another 50 feet back from the street.
 - g) Level 1 Administration – there were a number of concerns expressed regarding the administrative spaces. The team proposed meeting next week to review the preferred stacking and adjacencies for the administrative functions. Comments include:
 - i. The Attendance Office needs to be close to the front reception.
 - ii. The Police/Security Office may not be required to be located right off the lobby and also needs to be in a place where there can be private conversations with students.
 - iii. It is preferred to have the Counselor's Suite on the first floor since they have to interact with both students and parents.
 - iv. It is preferred to have the at least one administrator on each floor (2-4).
 - h) The 2 Flex Labs on Level 1 should be divided with an operable partition. The exterior exit should be removed from the floor plan.
 - i) The IT storage should have a doorway from the atrium to allow for long term flexibility of the space.
 - j) The storage under the Grand Stair was proposed to hold a portable stage as well as furniture for the Dining Commons. It was suggested that a retractable stage could be used so that set up of the Commons for presentations is simplified. The Architect will investigate whether this can be accomplished.
 - k) An arrangement was suggested by the PAT to increase collaboration and integration of Career and Technical Education (CTE) Learning Centers. Faculty also covers multiple classes and having them side by side would be

Customer Focused . . . Always Responsive!

more convenient. On Levels 3-4, CTE Learning Centers would be placed on the atrium and east side of the building with Learning Centers on the exterior walls of the building allowing for a "neighborhood" mix. The Preceptorship Lab will be swapped with a learning center on Level 2 so it can be closer to the Health Science locker areas.

- l) The Gymnasium will require further development to incorporate the desired adjacencies of gymnastics and fitness areas. A criterion for gymnastics was requested by the Architect and subsequent to the meeting was provided.
- m) The school has requested student lockers. The Program Manager requested that the PAT determine the number and size needed as well as identifying locations for them. HISD leadership has requested that lockers be designed so that they can be easily removed and the space repurposed should lockers not be needed in the future. A suggestion was made to use some of the Flex Lab space so they could later convert them if lockers are removed.

What to expect at the next meeting:

1. WHR/ Lake Flato Architects will review the Schematic Design submittal with the PAT.

ACTION ITEMS:

- 10-01 DeBakey HSHP faculty and staff will meet to determine the number of lockers needed, size of the lockers and possible locations. (PAT).
- 10-02 Program Manager will schedule a meeting to discuss the administration office area floor plan. Attendees will be Program Manager, DeBakey Administration Staff, and Architects (HISD – Program Manager).

NEXT MEETING: December 16, 2013, 2:00pm – 3:30pm.

Please review the meeting minutes and submit any changes or corrections to Steven Gee.
After five (5) days, the minutes will be assumed to be accurate.

Sincerely,

Steven Gee

Program Manager
HISD – Construction & Facility Services
3200 Center Street, Houston, TX 77007
Phone: (713) 556-9261
Email: sgee@houstonisd.org

Customer Focused . . . Always Responsive!

Office: 713-556-9299

Fax: 713-676-9582