



Meeting Minutes 2012 Bond Project Advisory Team (PAT) Meeting #10 Sam Houston MSTC

PAT MEETING #: 10

LOCATION: Sam Houston MSTC (Rm. 707)

DATE / TIME: August 31, 2015, 3:30pm

ATTENDEES: (those marked with a check were present)

Present ?	NAME	ORGANIZATION / ROLE	Present ?	NAME	ORGANIZATION / ROLE
✓	Rupak Gandhi	Principal		Lajuan Harris	CFS Facilities Planner
✓	Ada Rivera	Dean of Students	✓	Christel Coleman	CFS Program Manager
✓	Ryan Hutchings	Dean of Students	✓	Mel Butler	CFS Program Manager
	Lt.C. Jessie Washington	Teacher, ROTC	✓	Bob Myers	CFS Design Manager
✓	Nicole Harris	Teacher, PE	✓	Steve Parker	Stantec Architecture
✓	Roshanda McClain	CATE, Cosmetology		Taryn Kinney	Stantec Architecture
✓	Rodney Dotson	Assistant Principal		Jennifer Henrikson	Stantec Architecture
✓	Diana Vasquez	Parent	✓	Raul Pinol-Mart.	Stantec Architecture
✓	Tamyia Curtis	9th Student		Tracy Eich	Stantec Architecture
	Jesus Parales	10th Student			
✓	Harold Trotter	JROTC			

AGENDA:

- Welcome & Introductions
- Schematic Design Plan Development Review by Stantec
 - a. Review Administrative Personnel & User Group Comments
- Next Steps
- Questions / Open Discussion
- Next PAT Meeting – Monday, September 14, 2015 / 3:30pm



DISCUSSION:

1. The meeting opened with Christel Coleman, HISD Program Manager, welcoming the PAT and introducing the Stantec Architecture team to begin their presentation.
2. Principal Gandhi mentioned that new members would be added to the PAT since some of the members were no longer at Sam Houston MSTC due to, for example, graduation.
3. Stantec began the presentation by reviewing the site plan. A study of the entry/egress for the Quad (courtyard) was completed and discussed by the Stantec team. A section of the building was also separated to form a two story Transportation Building which houses the Collision and Machining CTE programs.
4. Principal Gandhi asked if every single entry/egress to the building was accessible with a handicap ramp.
 - a. Tracy Eich, Stantec, confirmed "Yes."
5. Principal Gandhi also asked if the walkways between buildings would be covered.
 - a. Stantec responded "Yes," all the exterior walkways between buildings would be covered.
6. The Stantec design team continued to review floor plans for all levels and discussed any modifications that had been completed as a result of the User Group meetings held. The primary change is adjusting spaces in the music department to accommodate the program needs.
7. A meeting with Sheri Stice, HISD Athletics, is set for this week to discuss the desired layout for the Athletics locker rooms, offices & storage. Steve Parker, Stantec, mentioned that the supervision of the locker rooms needs to be addressed by moving some of the offices in the locker room areas to provide better supervision, and whether or not there is to be one large locker room with smaller spaces for each sport or several small areas is to be determined and finalized at the next PAT meeting.
8. Nicole Harris, PAT member, asked how many lockers there currently were in the locker rooms.
 - a. Raul, Stantec, responded with the following: 295 Athletic, 175 Football, 428 Girl's P.E., and 428 Boy's P.E.
9. Stantec then reviewed the distribution (or location) of Administrative personnel dispersed throughout the school with the PAT. Principal Gandhi and the PAT accepted the layout. Principal Gandhi also mentioned that every Assistant Principal or Dean did not need their own conference room.
10. The PAT mentioned that demonstration tables would be needed in the IT classrooms.
11. A PAT member asked where the GO Center was located.
 - a. Stantec responded that there is not one central library location, but there are Learning Common's areas that will be designated GO Centers.
12. The PAT will confirm for Stantec how many stacks (hardcopies/volumes) are required.
13. Stantec asked what locations will need access to printers.
 - a. The PAT confirmed that Student Tech Print areas dispersed throughout each neighborhood would be essential.
14. Mel Butler, HISD Program Manager, asked how many elevators there were in the building.
 - a. Stantec responded that there are 4 elevators.
15. Principal Gandhi asked what could be the potential fire drill locations.
 - a. Stantec suggested that the parking lots and fields would still be good muster points.
16. Stantec showed a few proposed exterior views of the building to show the PAT the design direction they were headed. The PAT had no negative feedback.
17. Stantec challenged the PAT to think of 3 items that represent Sam Houston MSTC and could be used as key design elements, or themes.
18. The meeting adjourned.



ACTION ITEMS:

- 1-1 A/E to update plans according to feedback from User Groups and PAT.
- 1-2 PAT to think of 3 items about SHMSTC that can be used as key design elements.

NEXT PAT MEETING: (Mtg. #11) – Monday, September 14, 2015, 3:30 pm, at SHMSTC / Rm. 707

WHAT TO EXPECT AT THE NEXT PAT MEETING:

- 1. A/E review of schematic design.

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

Best regards,

Christel Coleman

Program Manager

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