



July 1, 2009

**MEETING MINUTES NO. 02
McKINLEY SCHOOL SITE COUNCIL MEETING
LPA PROJECT NO. 29044.10**

DATE: May 20, 2009
TIME: 3:30pm
PLACE: McKinley School

This report of the meeting's events, if not corrected within seven days of transmittal, shall be acknowledged as accurate and deemed as if accepted in writing by the addressee(s).

PRESENT

Marisa Sarian, Principal
School Site Council, PUSD
Jon Mills, LPA
Rick Musto, LPA
Gary McFarland, K1

DISTRIBUTION

All Present
Steve Brinkman, PUSD
Gerald Schober, PUSD
Jim Kisel, LPA

CONSULTANTS

(as indicated)

DISCUSSION ITEMS

ACTION

ITEM NO.

Info 2.01 The purpose of this meeting is to provide an update to the electrical issues and concerns raised at the previous Site Council meeting. LPA introduced Gary McFarland from K1 Electrical Engineering, a consultant to LPA. Mr. McFarland distributed a draft site observation report based on his site visit that occurred May 7, 2009, (Final report is attached).

Info 2.02 Mr. McFarland summarized electrical conditions as follows:
1. The distribution of the electrical loads, as originally constructed no longer serves the needs of this school site. Lighting circuits have more than adequate capacity due to the reduced power consumption of modern light fixtures. Circuits for power outlets and air conditioning are not adequate and will need to be addressed in the modernization scope.
2. The oil filled fuses are antiquated technology and need to be replaced. These fuses need to be maintained properly to avoid potential hazards. The oil filled fuse located within the Kindergarten Building "B" should no longer be accessible to students or staff.
3. The local area network (LAN) racks as installed in the portable classroom buildings require a small "muffin" fan for air circulation. It is believed that the fire that occurred in a similar type LAN rack at this site was due to excessive heat build up from a lack of air circulation.
4. Recommendation is made to have a qualified high voltage service technician perform a maintenance analysis for the electrical equipment including the oil filled fuses and wiring.



ACTION	ITEM NO.	
Info	2.03	Site Council expressed their concern regarding current safety of the electrical system, especially the oil filled fuses. Mr. McFarland stated that he saw no visual evidence of any imminent safety issue and a qualified high voltage service professional must look at the system.
Info	2.04	LPA will forward a final electrical report to Mr. Steve Brinkman will emphasize the importance of conducting the electrical maintenance analysis.
LPA	2.05	The site council also stated that water quality is a concern. LPA replied that the infrastructure such as the domestic water pipes will be assessed for replacement.
Info	2.06	LPA will attend the next Site Council meeting scheduled for June 10, 2009 and will present the results of our educational program analysis.

Submitted by Rick Musto, LPA, Inc.