

**Rural Health Science Institute  
Building Committee Meeting  
March 18, 2008 at 10:00 a.m. – 11:00 a.m.  
COS Boardroom**

**Present:** Jeff Cummings, Barry Russell, Gerri Fedora, Karen Tedsen, Bethany McWilliams, Larry Glenn, Richard Blalock, Jaimie Dillard, Nancy Shepard, COS; Dan Prideaux, Parsons; Wesley King, NMR Design; Ronny Kagstrom, KMM Services; Gene Masserini, GME;

**Topics of Discussion:**

1. **Phase I**—Site work hasn't started yet. The land transfer agreement and a permit to extend Campus Drive are being finalized with the city of Yreka. The contractor has proposed compressing the schedule to complete site work by July 20.
2. **Phase II**—Bids are due April 1. A job walk took place today (March 18). Design work can begin before July 20.
3. **FF&E Clarification**—The FF&E budget of \$200,000 given at the last meeting was only for furniture. The technology budget is \$400,000. There is some flexibility, but funds won't be adjusted until bids come in and technology parameters are prioritized. The bond will be audited at the end of the project. Auditors will want to know the bond money has been spent on long-lasting material. Using 1-2% of the cost of the construction effort on FF&E has never been questioned in an audit. Overages need to be justified.
4. **Define Technology Needs**—The USDA Rural Development Grant is for distance learning and telemedicine. The RHSI and ESTC are eligible for the grant. Rooms 121 and 134 in the RHSI will be set up with the infrastructure and equipment for video conferencing. Rooms 126, 127, and 148 will have the video conferencing infrastructure. The grant will pay for these five rooms in the RHSI and for two rooms in the ESTC. The infrastructure will be put in place and equipment can easily be moved from room to room. We can ask for up to \$500,000 from the grant. We also need to look at what the required match funds will be spent on. The match needs to be spent on the same type of equipment as the grant.
5. **Data/AV Design Update**—Sim lab equipment can be purchased with grant money because scenarios can be sent in and out of the lab via cameras and data output. Gerri will write a paragraph describing this process to include with the grant application. The sim lab will be set up for distance learning in lieu of another distance learning classroom.

Room 121 will be set up with high-end equipment. The ceiling height limits the size of the projector screen, so the consultants will look at using left/right screens that could drop down as needed. A document camera, pan-tilt zoom camera, and floor box will be put in to capture a six-foot area for simulator demonstrations.

Infrastructure will be put in for a projector screen in the hospital ward. A 60" fixed screen can be installed on the left side of the room behind the nurses' station above the headwall. A camera will be installed at the foot of all 12 beds. Touch-panel control and audio will be included.

6. **Furniture Layout and Design**—The consultant will have some ideas ready for the next meeting. The look of the furniture needs to be coordinated with the podium design.