

Operational Services Council

Meeting Minutes

Friday, March 13, 2026

2:30 pm – 3:45 pm

Attendees: Fernaundra Ferguson, Byron Jamison, Lisa Evans, Carla Pullen, Liz Greaney, Adam Reid, Anna Hamilton, Kateema Lee, Jona Colson, Angela Dawson, Craig Benson, Charlotte King

Absent: Gloria Barron, Rabbia Akbar, Rozeta Momeni

Guest(s): Yvette Taylor

Welcome and Call to Order

Chair, Fernaundra Ferguson called the meeting to order at 2:34 pm. She welcomed everyone and confirmed that we had a quorum should we need to vote on any Council business. Chair confirmed that we have a quorum.

Roll Call and Approval of Minutes

Secretary-Lisa Moore Evans took roll and asked if there were any additions or corrections to the February 13, 2026 OSC meeting minutes. Hearing none, the minutes were accepted.

Constituent Concerns

Byron Jamison-None to Report

Chairs Report

- Fernaundra Ferguson asked that each member of the OSC invite three people to one of our meetings as guests.
- The Chair reminded the OSC that our Council goal this year is to participate in the Spiffy Clothing Closet. This was a student led initiative and remains student-run.
- The Spiffy Closet is located on the Rockville Campus/SV Building (room 316).
- They are open on Tuesday, Wednesday and Thursday 11am-3pm.
- Donation drop off times are Tuesday-Friday, 10am-4pm.
- Spiffy Clothing Closet (resource for students), is looking for additional volunteers to man the location to allow the location to expand it open hours.
- Angle Dawson (OSC member) shared a flyer with details about the Spiffy Clothing Closet during the Chairs presentation.
- Chair Ferguson shared information about the Mobile Market which is held on all three campuses. Mobile Market occurs all year long.
- Check your emails for the dates and time and if you are able to volunteer, please reach out as volunteers are also needed and welcomed.

Unfinished Business

None Reported

New Business

Chair- reminded all to participate in any Middle States (reaccreditation) survey and questionnaires that they receive to please participate in the process if they can.

Council Resource Officials Reports

Liz Greaney: Montgomery County's Executive will announce his budget on March 13, 2026 at Richard Montgomery High School. Liz will attend this meeting being held this afternoon.

- As we close in on the end of the fiscal year, Liz's area is in the process of setting up three (3) virtual educational webinars to help everyone to understand how the College Community can help her office to close out the fiscal year with accurate financial records.
- Liz will send a memo out to the college the week of March 16, 2026 to provide the dates and time of the virtual webinars.
- Liz's area provides support to Carla in Facilities to re-imagine the service delivery model at the College from a fiscal perspective

Adam Reid shared that his area is working on 3rd grant with the grants office on helping to build out the infrastructure in the dispatch center.

- Tuesday, 3/31/2026 Annual Active Assailant Drill will be held which will be conducted after 5pm to better focus on our evening staff and students so that they also have exposure to the drill activities. A memo will go out to the College the week of 3/16/2026.
- Adam's Parking and Transportation Manager, Leticia Dorsey is looking in to the concern regarding bus-stop timing and she working on ironing out the bugs in scheduling. Adam will circle back with the OSC to provide an update.

Carla Pullen: Shared her presentation after Constituent Concerns to allow for extra time to discuss the Facilities Master Plan (FMP). This is a fairly lengthy report; thus, an abbreviated information highlight version appears in these meeting minutes. To view the College's Facilities Master Plan, see the attached link:

<https://www.montgomerycollege.edu/offices/facilities/capital-planning-design-and-engineering/index.html> (Under Facilities Master Plan"), click current FMP to access the document.

- MC is required to submit an FMP to the State every ten (10) years, and it is the guiding document that tells us how facilities is going to support the College.
- The FMP is data-driven and looks at areas such as: enrollment projections, space utilization, the types of programs offered at the college.
- All of the above help to project and establish what facilities priorities are going to be with their capital budget going forward.
- All projects that seek state funding must be included in the FMP.

- The capital budget is funded through the county government, and the state of MD also provides funding.
- Facilities is seeking funding to: begin design on the Germantown Campus Student Services Center and renovation for the Rockville Theater Arts Building
- There is a feasibility study for a new full-campus in East County.
- Funds for deferred maintenance includes all of the things that facilities have not been able to do to keep the building systems up-to-par (i.e. HVAC systems, roofing, elevator modernization, looking at the building shell and to ensure that the buildings are energy efficient. Most of the systems/services have a twenty (20) year life span.
- Ideally, facilities should be working on some of these projects every year to stay ahead of the curve

Anna Hamilton

Signed out of the meeting early.

Evaluation Discussion Request from Chair: Three questions (an assessment), were presented to the OSC members with the purpose being better able to gauge the effect that the participatory governance process has across the college. The three (3) questions presented for members to answer/discuss were:

- **Where do you feel governance voices are being heard and included in conversations about the College?** Charlotte King replied that voices are being heard in the council meetings. Kateema Lee replied that information is shared in (some) department meetings.
- **Where might there be opportunities to strengthen how governance input is shared or considered?** Jona Colson replied that we might be able to generate more participation by sending out one or two emails per semester. Craig Benson agreed that there is not a lot council information being shared more than once a month. He recommends that information be shared on a more frequent basis. Consider all modes of communication, in person, via Zoom and in addition to communicating via email. Yvette Taylor references the governance website which has all governance meeting schedules listed for all councils. There is also an annual governance report which lists the items covered over the year. Byron Jamison suggested that the governance website list an easy -to-locate governance up-date on current topics and issues being addressed and resolved. Chair Ferguson suggested that we put messaging on the scrolling teleprompters
- **What helps governance recommendations have the most impact?** Time ran out and the council will circle back to answer this question in an upcoming meeting.

Adjourn: Motion to adjourn by Chair Fernaundra Ferguson, properly seconded. The meeting was adjourned at 2:41 pm.

The next OSC meeting will be held on Friday, April 17, 2026 from 2:30 pm-3:45 pm