

AD HOC TASK FORCE TO REVIEW THE
ROSSMOOR GENERAL PLAN REPORT

REGULAR MEETING
MONDAY, JUNE 29, 2015, AT 9:00 A.M.

A regular meeting of the Ad Hoc Task Force to Review the Rossmoor General Plan (Task Force) was called to order by the Chairman, Donald J. Liddle, at 9:00 a.m. on Monday, June 29, 2015, in the Board Room at Gateway Complex.

Present, in addition to the Chairman, were Mary Hufford, Vice Chairman, Carol J. Edlund, Secretary, Christine A. Bertrand, F. William Dorband, Alice S. Lau, Alan W. Swanson, and Robert D. Kelso, GRF representative and ex-officio member. Also attending were Warren T. Salmons; CEO; Dennis Bell, Public Safety Manager; Christopher Preminger, Mutuals Customer Service Manager; Joseph Bruzdinski, Information Technology Supervisor; and several residents.

Attendance

No residents spoke during the first Residents' Forum.

Residents'
Forum/
Technology
Present-
tation

Mr. Preminger, Mutuals Customer Service Manager, explained his responsibilities with work orders, handyman services, and managing the 18 mutuals. He told the Task Force that the Jenark database is used for accounting, public safety records, and building maintenance. However, Jenark has limitations so the following ad hoc data bases are needed: alterations, resales, escrows (membership transfer fees), share loans (cooperatives), member records (in testing phase), and a cost-coding system which looks at jobs associated with buildings and entries in Third Walnut Creek Mutual. He also explained that he is developing an intranet system for MOD use which will be viewable only by staff to centralize and update information. He also spoke about Crystal Reports, a report writing program, and said that he would like to see a "quick-glance" program to more readily access information. Scanning is used to make work order procedures more efficient (over 30,000 work orders are processed yearly), and vendors also benefit from digitization by tracking work orders. Mr. Preminger concluded by saying that his department is hoping to create a Microsoft Outlook system for calendaring and mobile computing for field staff and technicians.

Mr. Bruzdinski, Information Technology Supervisor, said that his department is designed to support all other departments, e.g., maintain security data for GRF, and assist staff in providing information to the Board and residents. He reviewed what has been accomplished, what is currently being done, and future plans. He also reported that network infrastructure has changed as follows: replaced the server storage racking and battery systems, installed video surveillance in the computer room, continued a relationship with technology consulting firms, upgraded Jenark, and moved the DVR security camera storage server from the entry gate to the IT Department. Currently being installed are a new hardware firewall, antivirus detection, and wireless intrusion detection programs. In the future, the department hopes to install new fiber boosters and wireless access

points, replace older network switches, and set up backup servers for disaster recovery. Regarding telecommunications, he reported that a new phone system will perform robo-calls.

Mr. Bell, Public Safety Manager, discussed his duties which include managing the Securitas contract and emergency preparedness. He also discussed the gate access system (e.g., bar codes and statistical reporting), cameras (at Gateway, the Event Center, entrance and exit lanes), emergency backup power (gate generator), incident report and guest listing, and CERT (a family radio service network). In the future, he said he would like to see electronic reporting to Mutual Presidents.

The Chairman discussed upcoming meetings and possible conflicts with adhering to the Task Force's normal every-other-Monday schedule, and announced that the Task Force will have an additional meeting on August 31st. He then proposed that the Task Force have only one meeting in September – on the 28th.

Upcoming
Meetings
Discussed

Mr. Salmons passed out a July 6, 2015, report for the Task Force to consider in its general plan discussions.

Report
from CEO

No residents spoke during the second Residents' Forum.


Residents'
Forum/

The next regular meeting of the Task Force will be held on Monday, July 6, 2015, at 9:00 a.m. in the Board Room at Gateway Complex.

Next Mtg.
7/6/15

The meeting was adjourned at 10:40 a.m.

Adjournment



Donald J. Liddle, Chairman

Ad Hoc Task Force to Review the Rossmoor General Plan