MEMORANDUM

TO: University Facilities Planning Board: Nancy Cornwell - Chair, Walt Banziger - Vice Chair, Kurt Blunck, Allyson Brekke, Jeff Butler, ASMSU President, Anne Camper, Glenn Duff, Michael Everts, Chris Fastnow, Greg Gilpin, Mandy Hansen, Carsten Kirby – ASMSU, Terry Leist, Robert Marley, Martha Potvin, Fatih Rifki, Tom Stump, Julie Tatarka, Jim Thull, Brenda York

FROM: Victoria Drummond, Assoc. University Planner, Planning, Design & Construction

RE: December 3, 2013, meeting of the University Facilities Planning Board to be held in the Facilities Meeting Quonset at 3:30 pm

ITEM No. 1 – APPROVAL OF NOTES
No notes to be approved.

ITEM No. 2 – EXECUTIVE COMMITTEE REPORT
Report on the Executive Committee’s approval to upgrade the Molecular Beam Buildings.

ITEM No. 3 – CONSENT AGENDA
No items.

ITEM No. 4 – RECOMMENDATION – 2013 MSU Pre-Disaster Mitigation Plan Update
Presenters – Victoria Drummond and Daphne Digrindakis

ITEM No. 5 – INFORMATIONAL – LEED Campus Master Site
Presenter – Walt Banziger

HORIZON ITEMS
- External Building Signage Policy
- Seminar Materials
- Master Planning Issues
- Revisit and Update Policies
- HBO5 Amendment for lab Facility

VCD/lk
PC:
President Cruzado ASMSU President Becky McMillan, Auxiliaries Services
Jayson O’Neill, President’s Office Heidi Gagnon, VP Admin & Finance Julie Kipfer, Communications
Maggie Hammet, President’s Office Jennifer Joyce, VP Student Success Jody Barney, College of Agriculture
Allen Yarnell, President’s Office Linda LaCrone, VP Research Office Susan Fraser, College of Agriculture
Lisa Duffey, Provost Office Bonnie Ashley, Registrar Robin Happel, College of Agriculture
Diane Heck, Provost Office Robert Putzke, MSU Police JoDee Palin, College of Arts & Arch
Victoria Drummond, Facilities PDC
ITEM # 4  Recommend the 2013 Pre-Disaster Mitigation Plan

PRESENTERS:

Victoria Drummond, Associate University Planner

PROJECT PHASE:  PLANNING X SCHEMATIC

NOTIFICATION INFORMATION:

**STAFF COMMENTS:**

In 2007, FEMA approved MSU’s first Pre-Disaster Mitigation Plan for the Bozeman campus. The PDM Plan is a useful resource to assist with disaster mitigation planning. As a community stakeholder process, it enabled the university core committee to collaborate with emergency responders, public agencies, and disaster planners of the greater community in drafting the updated PDM Plan. If the PDM Plan is approved by FEMA, MSU will be again qualified for certain FEMA grants, and without the PDM Plan would not be eligible.

Facilities Planning applied for a $33,333 grant with FEMA. In 2012, MSU received a $25,000 grant from FEMA for the PDM Plan update. MSU was required to provide a 25% match and was able to surpass the match requirement with in-kind contributions.

The consultant, Tetra Tech, Inc. managed a website [www.universitypdm.com](http://www.universitypdm.com) of the plan development process. It included public meeting information as well as sections of the draft document for review. Since early fall 2013, the final draft PDM Plan document has been on the website - available for review and comments. The review period closes in December 2013.

The PDM Plan is just one of the disaster planning tools MSU is working on. It includes strategies and goals to mitigate damage to facilities and reduce personal injury during events.

<table>
<thead>
<tr>
<th>COMPLIANCE:</th>
<th>YES</th>
<th>NO</th>
</tr>
</thead>
<tbody>
<tr>
<td>MSU POLICIES</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>COMMITTEE OR APPROPRIATE REVIEW</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>MASTER PLAN</td>
<td>X</td>
<td></td>
</tr>
</tbody>
</table>

**BOARD ACTION REQUIRED:**

Recommend approval as presented.