

October 20, 2009

VIA EMAIL  
(3) Pages Inclusive

Re: Joliet Junior College  
JJC Nursing Building – EMS and Fire Science  
**Meeting Minutes**  
Legat Project Number 209088.00/B3

Summary of the Meeting regarding Joliet Junior College, Nursing Building, EMS and Fire Science on Tuesday, October 8 at 10:00 am at Joliet Junior College. These notes record our understanding on items discussed and decisions made at this meeting. Please notify us within seven (7) calendar days of any necessary additions or corrections.

**Persons in Attendance:**

Duane Stanich .....	JJC
Mary Beth Luna.....	JJC
Michaelene Nash .....	JJC
Char Clark.....	JJC
Julie Kern .....	BSA
Marsha Meckel.....	BSA
Geoff Lisle.....	BSA
Larry Bacher .....	Gilbane
Michael Lundeen.....	Legat Architects

**Items Discussed:**

1. The group did introductions.
2. EMS and Fire Science has previously been under various departments and has recently consolidated under Nursing/Allied Health.

**EMS**

1. 31 adjuncts faculty for the EMS program. 20 courses with Fire Sciences.
2. Some courses are held off campus and will continue off campus. 90% plan to be on campus. 280 to 300 EMS students expected per semester. First responder, EMTBasic/Paramedic. Emergency Management, Emergency Medical Dispatch are the primary courses. Some are held at North, but it is preferred to offer courses at fire departments.
3. Continued Ed required for all areas. Need for higher levels for CPR, intensive care, emergency room nursing, etc. EMD continuing education.
4. Looking to add an Emergency Management Associate degree. 20-40 students. Perhaps could be a homeland security program.

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5. IDPH governing body.
6. Skill labs #1 – 28 students perhaps 24 students (at times the current room is used for 50 will use auditorium in the new facility). Room in center to seat 30 with 6 small rooms around the center area (Simulate a bedroom, living room, hospital, bathroom and a bar) – walls and doors – could have a window or be open to lab.) - Could have lectures in auditorium. Program 53 weeks 4 hours a day, twice a week. For now only in evenings. 24" x 72" fold-up tables with wheels. Testing ½ in break out rooms other ½ at tables or computer labs. Need area for washing equipment which can share if apparatus room is close.
7. 7. Skill Lab # 2 –28 students similar to above without break-out rooms. Practice various training. Room with 24x72 tables movable. Fold-up tables so that room can be used as demonstration area.
8. Storage for stretchers, montors, sim man, etc.
9. Stairs (fire stairs) could be used for training.
10. 10. Need an office for both Char/Duane shared, 2 future faculty shared, and secretary (Kim). Copy machine, fax, scanner, access/shared kitchen Need separate space for one adjunct and personal items. Open area for meeting (8) and small conference room (4). Kim is the secretary for EMS/Fire Science and Allied Health.
11. Need to discuss the organization of the offices relating to public corridor, students, labs, etc.

### Fire Safety

1. 600 students. Huge growth last few years. There are only 2 programs in the state of Illinois with an accredited degree. Program is certified and governed by the state fire marshal.
2. A burn tower was discussed, but is not part of this project.
3. The program anticipates receiving a donated engine and ambulance.
4. Do communications to practice dispatch with radios. Short range portable radios. Want an enclosed space to simulate a dispatch area, not face-to-face
5. (2) Classroom/Lab Space - (flexible Classroom/Lab space) for 28 students. Need to study how tactics work in teams of 4-5. Need 6 group areas for these groups. Rooms need to offer flexibility to move tables around. Will do demonstrations at front of the room. Largest equipment used may be a gurney. (This room is actually a skills lab).

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6. Apparatus Lab – want to be able to bring in ambulance, car or fire truck. Currently teach these skills outside. (Need to look at MEP issues and fire protection issues with gasoline, CO, etc?) This lab area could be utilized during an actual emergency for a tornado or other community disasters. (Could use computer lab as a command center) Key is an apparatus floor (lab) that can fit an engine and/or an ambulance. Control/dispatch area for communications. Possible loft storage. Want ceiling height to accommodate someone standing on top of fire truck.
7. Outdoor Lab - Need a Hydrant near an overhead door. Need to pump real water with a concrete apron. Will be teaching extrication courses in this area.
8. A computer lab is required or access to the lab in the Nursing program (preferred). It is thought that 1/3 of the course would be taught in the computer lab but time needs to be verified. Tactics software and Firesoft software are utilized. Need to accommodate teams of 5 students.
9. Office area can be shared with EMS program facility.
10. Need a storage area for apparatus room –
11. Need a storage for Class/Lab.
12. Need a method to dry hoses. Hose (tower 30' tall?) 9'x9'.
13. Faculty may want to visit a community college in Detroit which has a state of the art facility. Duane will revisit information to determine if we do a visit.
14. Ladder and rope training will not be done on campus but at Fire Department locations.

End of Meeting Minutes

Sincerely,



Michael Lundeen, AIA, LEED AP

cc: All attendees  
April Maifield, Legat Architects