



**FACILITIES WRITTEN MASTER PLAN
2016-2020**

Main campus

Minden Campus, Shreveport, LA

Branch Campuses:

Mansfield Campus, Mansfield, LA
Shreveport Campus, Shreveport, LA

**Instructional Service
Centers:**

David Wade Correctional Center, Homer, LA
Caddo Correctional Center, Shreveport, LA

NORTHWEST LOUISIANA TECHNICALCOMMUNITY COLLEGE
FACILITIES WRITTEN MASTER PLAN 2016-2020

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NORTHWEST LOUISIANA TECHNICAL COMMUNITY COLLEGE

FACILITIES WRITTEN MASTER PLAN

Introduction

As a part of Northwest Louisiana Technical Community College's overall plan to improve its facilities and service to students and the communities it serves, the college has developed a 2016 assessment including growth projects and strategies, future renovations proposals, and replacement. The primary goal of this master plan is to provide a tool that will assist NLTCC with its decision regarding ongoing and emergent facilities development issues in order to promote and advance student access.

This document will also support the requests for capital outlay funding. The capital budget provides funding for all Post-Secondary Colleges and Universities to maintain and preserve state-owned facilities, upgrade spaces to meet the changing needs of students, local communities and business, and construct new facilities to accommodate growth and accreditation requirements.

As part of the Capital Outlay process, colleges are required to submit capital requests that support their most critical needs. These requests may be for acquiring land, building, equipment, or other properties or their preservation, development, or permanent improvement with minimum cost of \$350,000.00, in accordance with La. R. S. 39:2(8). Following approval by the Chancellor, the Chief Facilities Officer will compile and submit requests to the LCTCS Office of Finance and Facility Planning (Agency) for review and approval by the system President and LCTCS Board of Supervisors. Once approved by this board, it goes before the Board of Regents who will prioritize the projects and send to the division of Administration FP&C. Finally, requests go before the State Legislature for final approval and funding.

There is significant competition for state funding among applying colleges.

Therefore, it is imperative that this master plan accurately reflects the needs of the college and receives the full support of students, faculty, staff, and the communities we serve, as well as local and state political leaders.

Northwest Louisiana Technical Community College, formerly NWLTC, was established in its present form as a part of the reorganization of Louisiana's postsecondary technical education system mandated by Act 506 of the 2006 Louisiana Legislature. It consists of its main campus in Minden, Louisiana and two branch campuses in Mansfield and Shreveport; instructional service centers at David Wade Correctional Center and Caddo Correctional Center. The mandate positioned the college to deliver essential and urgently needed postsecondary education programs and services to the citizens of Northwest Louisiana. In doing so, lawmakers set NLTCC on a course to change not only the economic well-being and individual lifestyles of local residents, but also the economic development of the nine parishes to be served by the college and, perhaps the state and beyond.

The college is located in northwest corner of Louisiana, with Arkansas 30 miles to the north and Texas 15 miles to the west. NLTCC Shreveport Campus is the second oldest technical community college in Louisiana having been established on July 9, 1936. The Shreveport Campus has been at its current location since January 1, 1966. Comprising 26.7 acres, it is considered the largest technical community college facility in the state.

Although the other two campuses serve a more rural population, they serve a vital mission in their communities. Most students and many parents see the technical community colleges primarily as the spring board to employment: they want job-related courses that lead to employment and career and social mobility. Many policy makers in the state and local area view the technical colleges as a spur to collegial economic growth, and they urge targeted education and training that responds to local workforce needs. Business leaders seek graduates who have learned the basic skills training in order to be successful in the work environment.

NLTCC students manage part- or full- time jobs and family community responsibilities while enrolled in college. In many cases, these same students require remediation in math, writing, and reading to ensure their chances of success. Many seek

childcare services, financial aid, developmental education, and a variety of other support programs in order to stay in and complete their diplomas and degrees. In today's ever changing environment, NLTC students demand relevance in their education. They expect high quality training and an education based on real world needs.

- **Mission**

Northwest Louisiana Technical Community College is committed to providing quality workforce training and transfer opportunities to students seeking a competitive edge in today's global economy.

- **Vision**

Northwest Louisiana Technical Community College is a valued and integral partner in a prosperous and vital region.

- **Values**

The beliefs that guide our actions, activities, and decisions as a college:

Innovation: Encourage and reward new ideas, proactive thinking and use of evolving technology

Collaboration: Work cooperatively in a supportive environment; make the best use of our resources by working collaboratively with community, business, education, economic, and nonprofit partners

Accountability: Maintain effective and efficient programs and services; accept responsibility for our actions and follow through on our agreements

Respect: Foster trust, courtesy and open communication; create an inclusive college community where all students and employees feel welcome and supported in achieving their goals

Excellence: Focus on quality in programs and services; use both qualitative and quantitative data in making decisions

- **Goals**

The primary goals of the 2016-2020 Facilities Master Plan are to support the college strategic plan through the physical development of its campuses.

- **Objectives**

- Plan for future development
- Increase and maximize the efficiency of student space

- Plan buildings to showcase programs
- Investigate the need for roofing projects and funding

Summary

In the Greater Northwest area, the technical community colleges are vital access points for first generation college students. The more rural campus, Mansfield, is uniquely qualified to provide the educational programs and services to motivate and support these often less academically prepared and less financially able students. The Minden, and Shreveport, campuses are located in more urban areas and reach a large cross section of the local population. Providing access is more than just opening doors. It also includes providing adequate and appropriate facilities conducive to learning and a full range of programs that meet workforce education and training demands.

This Facilities Master Plan 2016-2020 contains information regarding the facility status of each campus. The plan also contains recent Capital Outlay and Deferred Maintenance requests as submitted for Louisiana Community and Technical College System Board of Supervisors approval in 2014.

The Master Plan 2016-2020 will also include what the college would like to achieve in the next three years by the way of new construction, site development and improvements, property acquisition, new and renovated space needs, and infrastructure upgrades. The main objective of the plan is to promote and advance students access by creating appropriate facilities.

Achieving this vision will require concerted effort and action by all stakeholders of the college. The college trusts that efforts to gain adequate facilities for delivery of a full range of educational programs and services will respond to the needs in our college. Achieving this vision will also require an annual evaluation of the plan. Each year the College Administrative Staff will review the mission and major projects, determine new goals, report on achievement of goals from the previous year, and put forth new proposals. This process will help the campuses create a balanced budget where the human, physical, and financial resources are in alignment, and ensures that faculty and staff has adequate resources (within fiscal limitations).

The world is complex, interconnected, and more dependent on through, relevant workplace knowledge and skills than ever before. If our college is to be competitive, we

must create learning environments appropriate to the full range of instructional needs.

Master Plan for Student Success

Goals

- This document reflects the unique needs and interests of each of the three NLTC campuses and surrounding communities
- Develop building and facility improvement plans to directly support the mission, vision and values of Northwest Louisiana Technical Community College
- Promote unity of the college while respecting the unique characteristics of the three campuses
- Provide appropriate space to expand and support the delivery of technical and skills training, opportunities for increased socialization and interaction of the students and faculty to improve retention and promote student success
- Increase space for appropriate educational technology throughout the college
- Provide appropriate space for outreach and interaction with local community
- Develop a creative logical incremental plan that provides direction for institutional growth for a ten-year time period.

Contemporary Education and Cultural Issues

Fundamental changes in the content and delivery of technical college education and training and the changing mix of students served influence when, where, and how services are offered. Collaborative services provided to meet student needs demand broader and deeper cooperative efforts among faculty and staff. Faculty increasingly uses a variety of instructional methods to ensure student success. Students are expected to assume more responsibility for learning through active participation, peer-to-peer interaction and coaching from faculty. Today's students bring different expectations, skills and cultural values to the classroom, which differ significantly from their predecessors. These new paradigms require non-traditional classroom space and alternative learning environments and resources to accommodate the needs and demands of the changing student body.

NLTCC is poised to provide the citizens of Northwest Louisiana with the educational opportunities to change their lives. To do this, however, appropriate facilities are essential. The 2016-2020 Facilities Master Plan supports both the creation of new space on existing campuses and modification of existing space to facilitate the vision and mission of the college. Renovations proposed to make efficient use of existing college resources. Providing an appropriate balance between the need for new facilities and the suggested renovation to existing space is important for the college's continued growth and its overall fiscal management.

Student Success and the Proposed Facilities

The space concepts developed in response to current and projected growth of NLTCC should support real and anticipated needs for the all of the campuses. Space currently available and unused space on Mansfield Campus should be transformed to address needs of potentially new programs being proposed according to the community needs.

The Shreveport Campus is planning to reorganize the departments based on related programmatic needs. This reorganization will better utilize space and provide new program offerings as a result of the move of Bossier Parish Technical School in the fall of 2015.

The recently constructed infrastructure of the Main Campus is an asset to the community. An additional building has been constructed to provide more opportunity for growing workforce needs in Northwest Louisiana. The space is functional and flexible so changes to the learning environment can be made quickly and easily to accommodate a variety of learning methods. The space is equipped with educational equipment and tools that match the needs of the curriculum and learning styles. The campus is aesthetically pleasing and appropriate to a college environment. Spaces created to encourage student and faculty dialogue enhances the development of these important skills. More technical community colleges serve the community by sharing space to host educational meetings, community conferences, and social activities. Such events often help to build important linkages which lead to community education programs and training programs for business and industry.

Changes in training needs and requirements may demand alternative delivery methods and the college must be ready to make immediate changes to accommodate

them. New space is required in the college at some of the campuses to offer allied health programs and technical programs such as welding, automotive services, culinary arts and carpentry. These spaces are expensive to create and maintain; however, the space is essential to meet demands.

Trends Impacting the Future of Northwest Louisiana Technical Community College

As Northwest Louisiana Technical Community College looks to the next decade, it must be sensitive to the changing environment and its impact on programs and services, if it is to be responsible to the needs of the citizens and communities it serves. With this in mind, the following information illustrates and supports the need for appropriate facilities for the college.

Enrollment Shifts and Patterns

As NLTCC promotes its programs and services throughout its college through expanded recruitment and website exposure, enrollment should increase significantly. The college anticipates a dramatic increase as the college looks forward to becoming the institution of first choice for many recent high school graduates. Moreover, as the requirement for higher education increases, particularly for two-year technical education degrees, technical diplomas, and certificate programs, and retraining

becomes commonplace for upgrading skills and enabling mobility, enrollment should increase in the non-traditional are groups as well.

Enrollment is expected to grow significantly as the college constructs appropriate facilities to offer technical and vocational training programs required in the college.

Overall enrollment should continue to grow in both credit and non-credit programs. High school enrollment will experience an incline as Carl Perkins linkages are developed and implement. Campus enrollment will continue to grow as the college increases access for students currently underserved by the four-year universities.

The college hopes to become a gateway of access for traditional and non-traditional age students who might not have considered attending a technical community college in the past. As a result, the base of students attending college in our college will grow and possibly increase the number of students who will continue their education to four-year colleges and beyond.

Through effort to provide incumbent worker training, customized to fit specific

employer needs; short-term and accelerated technical programs conveniently offered; customized curricula focused on packages of skills developed for employability and mobility; and opportunities for student socialization, developing team building, critical thinking skills, encourage lifelong learning, and preparing students to embrace change as a way of life, expects to experience adult student growth. Linear city business/industrial growth along the Interstates 20 and 49 corridors will increase the need for more strategically located in this area.

Growth Opportunities Objective and Strategies

Shreveport Campus will continue to offer outreach programs to incarcerated students at the Caddo Correctional Center with TCA Certificate programs such as Welding, and Carpentry. Future plans are to offer Air Conditioning and Refrigeration. The college is developing plans to broaden partnership in outlying areas in order to offer expanded dual enrollment programs.

Northwest will explore the possibility of offering an Associate Degree in Technical Studies courses. This will benefit employees as well as attract new students. Videoconferencing is on each of the campuses. Using and expanding the benefits of this capability will greatly enhance learning on each campus.

There will be continued development of web-based classes from each of the campuses. A distance learning committee will be formed to coordinate the development and offering of these classes.

By continuing to stay abreast of new technology and its benefit to appropriate learning, both students and faculty will experience improved outcomes. Increasing opportunities for student socialization and interaction to enhance student learning will be critically important. These experiences can be offered through Student Government Associations and Skills USA as well as other campus activities. Providing adequate space for student interaction is of utmost importance to college administration. Enrollment will increase by utilizing new Perkins dual enrollment funding mandates to collaborate with area secondary systems in the development of dual enrollment MOU's. Additionally, summer enrollment will be increased by developing innovative short term training programs to attract these high school students.

By increasing liaisons with business and industry, donations of instructional

training equipment, instructional expertise and funding for high demand training will benefit the college.

The college will continue to improve its ability to utilize available funding to offer customized training to meet the needs of business and industry. Recruiting and keeping highly qualified faculty is of utmost importance for the college. This can be achieved by offering 12-month contracts whenever training demand warrants. The college will support system-wide initiatives to offer salaries and benefits competitive with business and industry. Maintaining a high moral through administrative support and interactive social events will also assist in retaining current employees.

Emphasize instruction as the most important expenditure of college funds by holding campus administrators responsible for maintaining budgets within SREB/NACUBO target levels.

Electronic storage of records will become the preferred methods of records management in all cases except where legal requirements demand alternative hard copies. The college will require a records retention and management system.

Improve communication with business and industry through personal contact from campus faculty and administration. This can be accomplished by utilizing the college Chief Workforce Development Officer; college and Campus Deans; college website; databases of employers for periodic mail outs; and by conducting workshops for employers.

NLTCC Chancellor expects new and continued partnerships and collaboration with local school boards, its sister community colleges and four-year universities, community groups, businesses, and support agencies to encourage and improve the delivery of educational services throughout the college.

Master Plan Principles

The NLTCC Facilities Master Plan will be a collaboration process that utilizes effective communication to develop capitol solutions in response to college needs.

Social Environment

- We believe NLTCC is about people.
- We will strive to create a campus environment that encourages social interaction

between students, staff, faculty, and community members.

- We will create physical spaces that can be used for social interaction, curricular activities, and outside events.

Instructional Space

- We will provide optimal space for quality teaching and learning environments that supports teaching innovations.
- The instructional, support, and community spaces will be:
- Accessible to the learning needs of students,
- Flexible to anticipate the changing needs of continuously evolving teaching methodologies and a growing campus and community,
- Adaptable for multiple purposes.
- Enhanced by technologies that encourage innovation teaching and service delivery.

Technology

- We will support emerging technology opportunities that enhance the learning environment for students, staff and faculty through appropriate infrastructure development and operations.

Accessibility/Safety & Security

- We will create and maintain building designs, public walkways, traffic flows, and parking that provide equal access to campus programs and services.
- We will provide optimal lighting and signage to enhance a safe and secure campus environment.
- We will strive to provide adequate parking with goal towards maintaining and improving the aesthetics of our campus environment.

Community/Outreach

- We will consider community needs as an integral part of our facilities master planning process for all our college locations.
- We will collaborate with the community and local industry to meet facility needs.

Master Plan Facilities

Prior to 2014, each Campus Dean was responsible for assessing needs applying for capital outlay funding. This Facilities Master Plan includes an assessment of existing physical conditions including the overall site, building, and infrastructure. It also includes projected space needs; a campus replacement; and alternative and repair plan for buildings, open space, parking and physical plant operations of the college. The plan will detail current deferred maintenance and capital outlay requests and their status as of this writing.

Existing Conditions

The main campus completed construction in 2013. This facility is an asset to the community. Buildings on four of the other five college campuses are approximately 40 plus years old. Therefore the infrastructure of these buildings is inadequate for today's standards. As money has been made available, some needed improvements have been made since 2003 such as roofing repairs, overlaying of parking lots, painting, replacing out-of-code water fountains, and Air Conditioning. However, there remains much to be done to assure quality facilities that are to code requirements. The objective of each campus dean is to provide clean, safe, aesthetically pleasing facilities, while also seeking to enhance the learning environment. Due to budgetary restraints in years past, this has been a challenging task for the administrative staff.

Campus Descriptions

NLTCC-Mansfield Campus

943 Oxford Road
Mansfield, LA 71052
Desoto Parish

Contact Person: Pam Hubier, Campus Dean

Contact Phone: 318-872-2243

Age: 1975
Acreage: 6 Acres in Section 21, T12N, R13W
Conveyance Instruments: 2
Buildings: 4
Total Floor Area: 20,772

Site Code: 7-16-001
Cost: \$25,000
Replacement Correction Cost: \$830,656
Facility Condition Index (FCI); (1-5) = 0.39 Poor Condition

07794 Main Building

Description: Brick masonry bearing walls with cast-in-place reinforced concrete slab on grade; built up roof, Central A/C; Fire Alarm
Use: Academic
CRV (Current Replacement Value): \$2,125,538.00 (2003)
Actual Cost: \$706,357.00
Cost Index: \$706,356.00
Move in Date: 1981
Floor Area: 18.588
Stories: 1 Flood
Zone: X
Construction Class: 4

07795 Metal Storage Building

Description: Metal Building, No HVAC, Poor Condition
Use: Storage
CRV: \$11,772.00
Actual Cost: \$2,690.00
Cost Index: \$2,090.00
Move in Date: 1981
Floor Area: 600.00
Stories: 1
Construction Class: 3

12298 Portable Classroom Bldg. "A"

Description: 2'X6' Floor Joists; 16" Centers; 5/8" Plywood floor; 2"X4" Walls 16" Centers: One piece galvanized roof; All wiring in Conduit; 8' ceilings
Use: Classroom
CRV: \$51,281.00
Actual Cost: \$34,263.00
Move in Date: 1996
Floor Area: 1,344.00
Stories: 1
Construction Class: 1

12297 Records Storage Building

Description: 2'X6' Floor Joists; Vaulted and Installed Roof; Portable Storage Bldg. 48" door; 2 Windows; Colored Metal Siding; On Skid Base
CRV: 41,795.00
Move in Date: 1996
Floor area: 240.00
Sorties: 1
Construction Class: 1

NLTCC – Minden Campus/Main Campus

9500 Industrial Drive
Minden, LA 71055 Webster
Parish

Contact Person: Earl Meador, Chancellor
Contact Phone: 318-371-3035

Age: 2013
Acreage: 40
Buildings: 4
Total Floor Area: 111944 SF Site
Code: 760020/2
Cost: \$15348062
Replacement Value: \$15348062
Requirement Correction Cost:
Facility Condition Index (FCI): New Condition Conveyance
Instrument:
Description: Use:
Academic/Technical/Workforce Dev.
CRV:
Move in Date: 06-01-13 / Workforce 10-26-16
Floor Area:
Stories: 2 Flood
Zone:
Construction Class: SBC

NLTCC – Shreveport Campus

2010 North Market Street
Shreveport, LA 71107 Caddo
Parish

Contact Person: Gerald Joshua, Campus Dean
Contact Phone: 318-676-7811

Age: 50
Acreage: 26.07 Acres
Building: 12
Total Floor Area: 204,277 Site
Code: 7-09-008
Cost: \$1,150,602
Replacement Value: \$22,577,175.00 (2003)
Requirement Correction Cost: \$4,358,000.00
Facility Condition Index (FCI): (1-5) = 0.19 Poor Condition
Conveyance Instruments: 9
07462 Building A

Description: The main building, constructed in 1965, two-story, rectangular office and classroom, brick and cast-in-place concrete veneer and a flat roof. Located near the middle of the west side of the campus.

Use: Academic

CRV: \$3,130,814.00 (2003)
Move in Date: 1965
Floor Area: 30,806 SF
Stories: 2
Flood Zone: C

Construction Class: SBC – Type IV
Elevators: Y-1

07463 Building B

Description: Constructed in 1968, one-story, rectangular shop and electronic classroom, brick veneer and a flat roof. Located near the middle of the west side of the campus.

Use: Academic
CRV: \$1,635,662.00 (2003)
Move in Date: 1968
Floor Area: 14,304 SF
Stories: 1
Flood Zone: C
Construction Class: SBC – Type IV

07464 Building C

Description: Constructed in 1968, one-story, rectangular HVAC and Collision Repair shop and classroom, brick veneer and flat roof. Located near the middle of the campus.

Use: Academic
CRV: \$1,812,791.00 (2003)
Move in Date: 1968
Floor Area: 15,853 SF
Stories: 1
Flood Zone:
Construction Class: SBC – Type IV

07466 Building D

Description: Constructed in 1970, one-story, rectangular shop and Welding, Computer, Machine Tool, and Diesel classroom, brick veneer and a flat roof. Locates near the northwest corner of the campus.

Use: Academic
CRV: \$3,843,189.00 (2003)
Actual Cost: \$520,266.00
Move in Date: 1970
Floor Area: 33,609 SF
Stories: 1
Flood Zone: C
Construction Class: SBC – Type IV

07467 Building E & Wood Storage Building

Description: Constructed in 1963, one-story, rectangular shop and classroom, concrete block veneer and a flat roof. Located at south side of campus.

Use: Academic
CRV: \$658,552.00
Move in Date: 1963

Floor Area: 67,161 SF
Stories: 1

Flood Zone: C
Construction Class: SBC – Type IV

07468 Building F

Description: Constructed in 1979, one-story, rectangular shop and classroom, and a gabled, prefinished, standing-seam metal roof. Located near the middle of the north side of campus.

Use: Academic
CRV: \$3,618,949.00 (2003)
Actual Cost: \$ 738,810.00
Move in Date: 1979
Floor Area: 31,648 SF
Stories: 1
Flood Zone: C
Construction Class: SBC – Type III

07469 Building G

Description: Constructed in 1988, pre-engineered, one-story, rectangular office, shop and electronics classroom, and a gable, standing-seam metal roof. Located at the Northeast corner of the campus.

Use: Academic
CRV: \$855,910.00 (2003)
Move in Date: 1988
Floor Area: 7,485 SF
Stories: 1
Flood Zone: C
Construction Class: SBC – Type III

13166 Building H

Description: Wood frame, metal siding and roof, concrete slab

Use: Storage
CRV: \$18,197.00 (1994)
Actual Cost: \$7,000.00
Move in Date: 1994
Floor Area: 657 SF
Stories: 1
Flood Zone: C
Construction Class: SBC – Type

Circulation

- Pedestrians

Vehicles/Parking

Mansfield Campus

There is one building and the main entrance is clearly defined due to the size of the campus and adjacent parking areas. Vehicles enter the campus from the only entrance

on Oxford Road. This gated entrance is closed during after hours. There is an immediate entrance to the left onto the student and visitor parking or one could continue straight to the front of the main build where faculty and staff

Main (Minden) Campus

There are four buildings on the existing campus. Each building has multiple entrances. Building capacity and parking capacity are adequate.

Shreveport Campus

The developed part of the campus has pathways between buildings and other important campus spaces. Parking capacity is adequate.

Master Plan Future Development

Projects Requested for Funding

Shreveport Campus has requested funding to resurface the parking lot of the 26 acre campus. **Complete 2015**

Shreveport campus installed new air condition controls to better control the system during the year. **Completed 2016**

Mansfield had new roof installed. **Completed 2016**

Mansfield campus installed new parking lot. **Completed 2016**

Projects Completed Recently

Energy saving lighting has been updated for all campuses.

The main campus has completed construction of the new Workforce Development Center (2016).

Shreveport parking lot project was completed.(2015).

Roof repairs were completed at all buildings of the Shreveport Campus (2016).

Entire roofs were replaced at the Mansfield Campus (2016).

Mansfield Campus new parking lot completed (2016).

Bathrooms located at Shreveport and Mansfield Campus have been renovated. (2017).

Future Projects

Major renovation of the Shreveport Campus is needed to promote technical education training programs for a skilled labor force to new incoming employers.

Additional space is needed for Mansfield Campus to expand the training opportunities.

Mansfield Campus is in need of an electrical overhaul in the welding shop.

Mansfield Campus bathroom upgrades.

Mansfield and Shreveport campuses need LED Lighting installed.

Shreveport Campus Building B needs air conditioning unit replaced.

Pending Capital Outlay Request

Mansfield Campus – Construction: Parking lot upgrades. General repairs repaving, restriping, etc.

Shreveport Campus – Building Renovations and Repairs: Replace existing steel-framed exterior window assemblies with aluminum-framed, insulated units and safety glass for safety/security/energy issues; replace fencing, and upgrade electrical, sewer, and water systems.

Mansfield Campus – Building Renovation and Repairs: Conversion of existing 4500 sq. ft. of unused space into Health Occupation classrooms and clinical laboratories.

Shreveport Campus – Building Renovations: Renovations to Building G for carpentry. 2,485 sq. ft. existing building.

Shreveport Campus – Campus Construction: New Workforce Development Center. 28,000 sq. ft. building with classrooms and admin. Services on the existing campus.

Shreveport Campus – Campus Construction: New Health Occupations Center. A new 20,000 sq. ft. building with classrooms, practical labs, resource center, and administrative functions.

Revised December 12, 2019

Karen Nash
Chief Facilities Officer

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