

# **FACILITIES SERVICES MEETING**

Office of Facilities Services Conference Room

Monday, November 16, 2009

Kevin Cloos, Director Mike Jackino, Assistant Director Mark Delcamp, Assistant Director Steve Siragusa, Plumbing Supervisor	Mike Wygant, Assistant Director Bob Lawson, Assistant Director Shannon McKoon, Clerk II
--	---

**Next Meeting: Monday, November 30, 2009 @ 9:45 a.m.**

## **Kevin Cloos:**

- We will not be meeting next week
- Westfield Nursery will be done with the plantings and mulching for the Japanese Garden this week. They are also doing a water treatment
- D & S Glass is finishing the doors at Steele. They will also be taking care of the caulking and electric for the door operator at Thompson
- Per Union Builders, the special studs have arrived for the 3<sup>rd</sup> floor fan room at RAC
- Kraftwerks will be delivering the folding partitions for S104 of the Williams Center tomorrow. They may be installing them next week
- I will be in Labor Management Training tomorrow and Wednesday in our Conference Room
- Still looking for submissions for the Chancellors Award for Excellence. Nominations are due by January 8
- **Next Week:**
  - Professional Furnishings will be working on the Dods gym bleachers next week Tuesday and Wednesday
  - Contractor Luncheon is being held next Monday
  - I will be off from Tuesday-Friday next week
  - The office will be closed on Thursday and Friday next week
  - Heating Services will be closed from Thursday-Saturday next week. Emails and requests will be checked on a regular basis during this time
- **Events for this week:**
  - Student recitals in Rosch today and tomorrow
  - Today~Delta Chi is holding a pageant in the Williams Center MPR
  - Tuesday~Red Cross Blood Drive on Tuesday in the Williams Center MPR from 9 am-5 pm
  - Tuesday~Health Center is holding a H1N1 vaccine clinic for students from 11 am-4:30 pm
  - Tuesday~Dinner at Alumni House in the evening
  - Wednesday~On Stage Youth Series in Marvel from 10 am-11 am and 12:30 pm-1:30 pm
  - Wednesday~Academic Leadership Meeting in the Bob Steele Room from 1 pm-3 pm
  - Wednesday~Student Chamber Music Concert in Rosch from 7 pm-10 pm
  - Wednesday~Belly Dancing in Igoe Lobby from 7:15 pm-8:30 pm
  - Thursday~CPR/AED training in the Bob Steele Room from 12:30 pm-3:30 pm
  - Thursday~Battle of the Bands in the Williams Center MPR from 5:30 pm-11 pm
  - Thursday & Friday~On Stage for Youth Series

- Friday & Saturday~Men's Hockey from 7 pm-10 pm
- Friday & Saturday~NYSSMA at various areas
- Saturday~Varsity Swim Meet on from 1 pm-3 pm
- Saturday~Youth Hockey
- Sunday~Black Watch Soccer Club from 12 pm-4 pm on the synthetic turf field

- **Events for next week:**

- Friday~Basketball and hockey practices
- Saturday~Women's basketball

**Mike Jackino:**

- Doors at the Incubator are now controlled by ADT. Staff cards have been programmed for the front and back doors only. If you try to use another door, the alarm will sound
- Installed a computer in the RAC custodial break room
- ADT has installed the hardware and conduit at the Japanese Garden
- Will not have to logoff your computers on the Monday's during Thanksgiving and Christmas breaks. You may shut them down

**Mark Delcamp:**

- Corporate Floors will be working on the stair treads from the Natatorium lobby to the pool area next Monday
- Building inspections will be in Eisenhower and Jewett, The Building inspection that was postponed for University Commons will now take place on Thursday, 11/19
- The weekend staff will be working after Thanksgiving as normally scheduled
- Hired Richard Logan to backfill for Jim Michaels who has accepted the Janitor position at the Incubator. Richard will be working 3rd shift in Athletics 11p-7:30a until 12/25.
- Lake Erie Blinds and Shades will be doing a blind repair in the 400 House of Gregory this week
- I will be attending the Labor Management Training tomorrow and Wednesday. Kurt and Dominic will be covering
- Tom Herman is installing the new system in Gregory next Monday and Thursday. He will also be putting the new system in at the Incubator and installing auto flushers on toilet and urinals in Steele Hall.
- I will be working Monday-Wednesday of next week
- Staff will be fluctuating next week due to the Thanksgiving Holiday

**Steve Siragusa:**

- We raised and repaired many hydrant valves last week
- Soccer field has been drained
- Will be shocking the lap pool next Wednesday. The lap pool will be closed until the following Monday, but the diving pool will remain open during this time
- Hydrant replacement is scheduled for next Monday. There will not be any water at the Williams Center

**Mike Wygant:**

- The acoustic panels have to be removed from 1051 and 1053 Mason. Custodial staff will move them into storage
- Hillside Painting will be painting the Maytum flagpole today

- Please notify the office if any of your telephone or mailing address contact information has changed
- Grounds is continuing leaf pickup and tree trimming
- The AOC Gem garage is being started this week
- Will have limited staff next week
- The Christmas Party is being held on Friday, December 18

**Bob Lawson:**

- Demolition at the Heating Plant continues
- Site utilities for the new daycare is stalled due to scaffolding
- The tie-in will interrupt computer network connections to University Police, Res. Hall Directors offices and apartments, FSA, Career Development, EH&S, Facilities Planning, Igoe Photo Lab, LoGrasso Hall, and Erie Hall twice for 5 – 10 minutes

<b>Upcoming Highlights:</b>			
NYSSMA Area All Skate	11/20	4 pm-9 pm	209 McEwen
	11/21	8 am-5:30 pm	209 McEwen & King
Rock N Skate	11/23	7:30 pm-9 pm	Ice Rink
3rd Annual Aids Walk	12/5	8 am-4 pm	Fieldhouse
Section Six Track Meet	12/12 & 12/19	8 am-6 pm	Fieldhouse
High School Lacrosse Tournament	2/21/10	8 am-9 pm	Fieldhouse
Slush Rush	3/7/10	7:30 am-3 pm	Natatorium Upper Lobby
Niagara Swim League (Meet)	3/13 & 3/14/10	8 am-7 pm	Pool
Multi-Cultural Weekend	4/10/10	11 am-6 pm	Fieldhouse, Pool & Bob Steele Room

**\*\*View this website to see the current list of daily events scheduled on the campus: \*\***

<http://ww1.fredonia.edu/Calendar/BrowseEvents.aspx>

<b>Open House Schedule: 2009-2010</b>
<b>Various Locations</b>
February 15 (Open House)
March 27 (Accepted Student Reception)
<b>Saturday Visits:</b>
<b>McEwen 202 &amp; 209</b>
March 6 (Freshmen)
April 17 (Freshmen & Transfers)
June 12 (June Preview Day)

<b>Campus Calendar</b>	
November 23-27	Thanksgiving Break
December 14-18	Final Exams
January 4-15	J-Term 2010

<b>Building Inspection Schedule</b>		
Tuesday	11/17	Eisenhower
Wednesday	11/18	Jewett
Thursday	11/19	University Commons
<i>Inspections begin at 1:15 p.m. Meet in Lobby of Res Halls &amp; the Main Office of Academic Buildings where applicable</i>		

<b>Mandatory Training Schedule</b>				
Training	Date	Time	Staff	Location
Fit Respiratory	TBD	TBD	TBD	TBD
Lockout/Tagout	TBD	TBD	TBD	TBD
Work Zone	TBD	TBD	All Trades	TBD

<b>3<sup>rd</sup> shift grounds crew coverage~ (12/13/09 thru 3/19/10)</b>		
Sunday-Thursday 11 pm-7:30 am	Brent Kawski Wilfredo Fuentes	#95 #91
Monday-Friday 12 am-8:30 am	Rich Newton Matt Thies	#94 #82

<b>Custodial Supervisor Schedule for 11/16-11/22</b>								
Supervisor	#	Monday 11/16	Tuesday 11/17	Wednesday 11/18	Thursday 11/19	Friday 11/20	Saturday 11/21	Sunday 11/22
Sue Freitas	65	8 a-4:30 p	Off	Off	8 a-4:30 p	8 a-4:30 p	7 a-3:30 p	7 a-3:30 p
Dominic Crino	62	3 p-11:30 p	3 p-11:30 p	3 p-11:30 p	3 p-11:30 p	3 p-11:30 p	Off	Off
Wayne Dorler	85	5:45 a-2:30 p	Class	Off	5:45 a-2:30 p	5:45 a-2:30 p	Off	Off
Kurt Fabritius	51	7 a-3:30 p	7 a-3:30 p	7 a-3:30 p	7 a-3:30 p	7 a-3:30 p	Off	Off
Tony Marino	32	11 p-7:30 a	Off	11 p-7:30 a	11 p-7:30 a	Off	Off	11 p-7:30 a

<b>Custodial Weekend Coverage: Friday, 11/20 thru Sunday, 11/22</b>				
<b>Athletic Complex</b>	Friday	4 pm-2:30 am	Steve Gromala	16-01
	Saturday	7 am-5:30 pm	Melissa Buchanan	16-02
		4 pm-2:30 am	Steve Gromala	16-01
Sunday	7 am-5:30 pm	Melissa Buchanan	16-02	
<b>Mason</b>	Saturday	7 am-3:30 pm	George Wolfe	02-01
		3 pm-11:30 pm	Barb Barreca	02-02
Sunday	7 am-1 pm	Vince Chillemi	02-04	
<b>McEwen/Reed</b>	Saturday	7 am-3:30 pm	Rick MacKenzie	13-02
<b>RAC</b>	Saturday	7 am-3:30 pm	Randy Goodemote	04-03
		3 pm-11:30 pm	Robert Miller	04-02
<b>Weekend Trash Pickup</b>	Sunday	8 am-1 pm	Ron LaDolce, Lee Szalkowski, Tim Clarke, Mary Leckliter & Hector Figueroa	

<b>Residence Hall Coverage Schedule</b>		
Sunday, 7 pm- Monday, 5 pm	All Directors on Duty	Ext.
Monday, 5 pm- Tuesday, 5 pm	Area A: Dan Goodwin Area B: Allison Adams	3679 3514
Tuesday, 5 pm- Wednesday, 5 pm	Area A: Charita Jackson Area B: Jennifer Cinque	3432 3562
Wednesday, 5 pm- Thursday, 5 pm	Area A: Matt Foster Area B: Erin Ackerman	3412 3566
Thursday, 5 pm- Friday, 5 pm	Area A: Cate Schrum Area B: Matt Samuelson	3262 3512
Friday, 11/20 thru Sunday, 11/22	Area A: Matt Foster Area B: Erin Ackerman	3412 3566
<p><b>Duty Cell Phone Numbers:</b>  <i>Extensions listed in the right column above  should be called first.</i>  <b>Area A: 679-8524</b>  <b>Area B: 673-5024</b></p>		

<b>Residence Life Staff~Fall 2009</b>				
Residence Hall	Area	RD	Apt.	Office
Alumni	A	Cate Schrum	3262	3261
Chautauqua	A	Matt Foster	3412	3411
Disney	B	Ashley Dame	3516	3515
Eisenhower	B	Justine Herbold	3518	3517
Gregory	A	Dan Goodwin	3679	3491
Grissom	A	Matt Samuelson	3512	3511
Hemingway	B	Erin Ackerman	3566	3565
Hendrix	B	Rachel Hoff	3568	3567
Igoe	B	Jennifer Cinque	3562	3561
Kasling	B	Allison Adams	3514	3513
McGinnies	A	Frank Tierney	3352	3351
Nixon	A	Charita Jackson	3432	3431
Schulz	B	Dan Compo	3564	3563
University Commons	A	Dan Goodwin	3679	3678

<b>Heating Services Shift Coverage for 11/22-11/27/09</b>						
	<b>7 am-3:30 pm</b>	<b>#</b>	<b>3 pm-11:30 pm</b>	<b>#</b>	<b>11 pm-7:30 pm</b>	<b>#</b>
<b>11/22</b>	Carl Lanski	86	Gil Seekings	78	N/A	
<b>11/23</b>	Carl Lanski	86	Gil Seekings	78	Kirk Szklenski	34
<b>11/24</b>	Carl Lanski	86	Gil Seekings	78	Tom Loll	47
	Joel Polito	77	Tom Lillie	73	Kirk Szklenski	34
	Dan Snyder	42	Dan Halas	72	Kevin Watrous	47
<b>11/25</b>	Carl Lanski	86	Gil Seekings	78	Kirk Szklenski	34
	Joel Polito	77	Tom Lillie	73	Kevin Watrous	47
	Dan Snyder	42	Dan Halas	72		
<b>11/26</b>	CLOSED		CLOSED		CLOSED	
<b>11/27</b>	Joel Polito	77	N/A		N/A	
	Jaime Galarza	71				

<b>Heating Services Shift Coverage (Regular)</b>			
	<b>Days</b>	<b>Staff</b>	<b>#</b>
<b>Day Shift 7 am-3:30 pm</b>	Sunday-Thursday	Carl Lanski	86
		Dan Snyder	42
	Tuesday-Saturday	Joel Polito	77
		Jaime Galarza	71
<b>Afternoon Shift 3 pm-11:30 pm</b>	Sunday-Thursday	Gilbert Seekings	78
	Monday-Friday	Dan Halas	72
	Tuesday-Saturday	Tom Lillie	73
<b>Night Shift 11 pm-7:30 am</b>	Sunday-Thursday	Kirk Szklenski	34
	Monday-Friday	Kevin Watrous	47
	Tuesday-Saturday	Tom Loll	47

**Thought for the day:** "Success is often just an idea away." -- Frank Tyger

**Anniversaries~Congratulations and thank you!!!**

Bob Lawson will be starting his 16<sup>th</sup> year

Tim Lillie will be starting his 8<sup>th</sup> year