

FACILITIES SERVICES MEETING MINUTES

Facilities Services Conference Room

Tuesday, September 6, 2022

No meeting today

Kevin Cloos

- Preparing the campus for Inauguration on 9/9
- ASI will paint the campus directory along Academic Avenue at Fenton Hall

Mark Delcamp

- Met with Pucci's to review work that needs to be completed in Steele Hall stairwell. The treads need to be removed and new ones will be installed asap. This is likely to happen over Fall Break
- Thompson Hall cafe flooring project continues to be delayed. GP Flooring is waiting on materials to arrive
- Staff is working to clean student rooms in Hendrix and to also prepare for Dr. Kolison's Inauguration
- Colvin Draperies completed the install of shades in Mason 2162 and the Emmitt Christian Art Gallery. They also completed repairs in RAC dance studios to the electronic shades
- I will be meeting with Pucci's this Friday to review the need for blinds in several spaces at the Williams Center Campus Life office

Orion Purslow:

- We have A&S electric helping with repairs to the electrical panel feed in RAC
- Working on work orders and PM's

Tim Lillie:

- Preparing for the President's Investiture
- Changed lights in the Natatorium again this week

Tim Bentham

- Working with Facilities Planning on capital projects
- Working with JCI/Tyco on cameras and card access projects on campus
- Working on quotes to replace the air conditioning units for Facilities Planning Offices
- Working on scheduling Ahlstrom Schaeffer for the DATA Improvements Project at the Lanford House
- Working on future DIFR and MCM projects

Rich Newton

- Grounds is focusing on a big push to clean up the exterior landscaping of the Lanford House, as well as preparing for the Inauguration Ceremony and events

Nelson White

- Two washing machines and two dryers have been installed at Village Center and are ready to use
- The new laundry center in the RD apartment at the townhouses have been installed and are ready to use
- New hot water tank has been installed at Rockefeller Arts Center. It may take a day to heat water in the system
- Having contractors camera the sanitary discharge line at the Children's Center this week to find out what is causing the backups
- Working on work orders and PM's as they come in

Jim Kuras

- Working on many key requests
- Working with Huber on the ELDH project
- Making some repairs at the Alumni House
- Will finish painting the 8th floor of Maytum Hall
- Still installing new banners on light poles throughout campus
- Various work orders

Gary Hardy

- JCI was on site this week last week with their factory rep looking at the cause of the Houghton Hall compressor failures. We are waiting for the report of what they found
- Supply fan speed drive is bad at the Incubator
- Working on replacing seals on Andrews Complex heating pumps
- I will be out for training on Friday
- The Rockefeller generator has been repaired, but the switchgear will now not transfer back to utility power. They still need to come back to follow up. We are still waiting on batteries for the switchgear
- The RAC Addition generator has a bad head gasket and needs to be replaced. Cummins will be doing this when it comes in. As of 8/31/22 the gaskets are still on backorder. The generator is still operable at this time
- Working on PM's and work orders as they come in

| Campus Calendar 2022 | |
|----------------------|-------------------------|
| 10/6-10/7 | Fall Break (no classes) |
| 11/21-11/25 | Thanksgiving Break |
| 12/9 | Last Day of Classes |
| 12/12-12/16 | Final Exams |
| 1/19/23 | All Campus Meeting |
| 1/19 & 1/21 | Move In |

| Building Inspection Schedule | | | |
|---|------|---------|---------------------------|
| Tuesday | 9/6 | 1:15 pm | Alumni & Nixon |
| Wednesday | 9/7 | 11 am | Houghton & Science Center |
| Tuesday | 9/13 | 1:15 pm | Schulz & Hemingway |
| Wednesday | 9/14 | 11 am | LoGrasso |
| <i>The building that is listed first on the schedule each day is where the inspection will begin. Meet in the main office area of all buildings</i> | | | |

| Custodial Supervisor Schedule for 9/5-9/11 | | | | | | | | |
|--|----|---------|-------------|-------------|-------------|-------------|----------|--------|
| | # | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday | Sunday |
| Tim Lillie | 65 | Holiday | 8 a-4:30 p | 8 a-4:30 p | 8 a-4:30 p | 8 a-4:30 p | Off | Off |
| Darlene Miller | 51 | Holiday | 6 a-2:30 p | 6 a-2:30 p | 6 a-2:30 p | 6 a-2:30 p | Off | Off |
| Art Franklin | 43 | Holiday | Off | Off | Off | Off | Off | Off |
| Nick Valentine | 32 | Holiday | 3:30 p-12 a | 3:30 p-12 a | 3:30 p-12 a | 3:30 p-12 a | Off | Off |
| Rich Logan | 62 | Holiday | 3 p-11:30 p | 3 p-11:30 p | 3 p-11:30 p | 3 p-11:30 p | Off | Off |

| Heating Services Schedule for 9/5-9/11 | | | | | | | |
|--|---------|--|--|--|---------------------------------------|---------------------------|-----------|
| Shift | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday | Sunday |
| 1st 7 am-3:30 pm | Holiday | G. Tucker H. Farner R. Linnechke | G. Hardy G. Tucker H. Farner R. Linnechke | G. Hardy G. Tucker H. Farner R. Linnechke | G. Hardy H. Farner R. Linnechke | H. Farner R. Linnechke | G. Tucker |
| 2nd 3 pm-11:30 pm | Holiday | D. Halas M. Hill | D. Halas M. Hill | D. Halas M. Hill | M. Hill | M. Hill | D. Halas |
| 3rd 11 pm-7:30 am | Holiday | K. Szklenski A. Jagow | K. Szklenski A. Jagow | K. Szklenski | K. Szklenski | A. Jagow | A. Jagow |

| Custodial Weekend Coverage Friday, 9/9 – Sunday, 9/11 | | | | |
|--|-----------------|---------------|---------------------|-------|
| Friday | Athletics | 6 pm-2:30 am | Derek Case | 16-03 |
| Saturday | Athletics & WC | 6 am-2:30 pm | Richelle Steward | 16-06 |
| | Mason | 6 am-2:30 pm | Nick Stolinski | 61-05 |
| | RAC & Athletics | 6 am-2:30 pm | Pete Privitere | 04-04 |
| | UC & WC | 3:30 pm-12 am | Dan Schrader | 74-03 |
| Sunday | RAC & Athletics | 6 am-2:30 pm | Candy Nolan | 17-03 |
| | Mason & WC | 7 am-11 am | Liz Kujawa | 83-02 |
| Residence Halls | | | | |
| Sunday | Alumni | 7 am-3:30 pm | Bryan Miller | 20-02 |
| | Nixon | | No OT | |
| | Disney | | Elly Irizarry | 24-02 |
| | Eisenhower | | Carmen Vazquez-Ruiz | 24-03 |
| | Gregory | | Jessica Brown | 06-02 |
| | Schulz | | Elizabeth Meadows | 33-02 |
| | Grissom | | Zach Schober | 35-02 |
| | Hendrix/Floater | | Fred Babar | 35-01 |

| Residence Director Staff | | | |
|--------------------------|----------------------|--------|------|
| Residence Hall | RD | Office | Apt. |
| Alumni | Kayla Makosiez | 4056 | 4057 |
| Chautauqua | Donna Good | 4058 | 4059 |
| Disney | Luca Vukelic | 4060 | 4061 |
| Eisenhower | Autumn Hobel-Furrer | 4062 | 4063 |
| Gregory | Jacob Steinhoff | None | None |
| Grissom | Kyle Piscitelli | 4065 | 4066 |
| Hemingway | Adrian Vega Bautista | 4067 | 4068 |
| Kasling | Natalie Rivera | 4073 | 4074 |
| McGinnies | Ronny Nissen | 4054 | 4055 |
| Nixon | Heather Williams | 4075 | 4076 |
| Schulz | Grace Breen | 4077 | 4078 |
| University Commons | Jacob Steinhoff | 4081 | 4082 |
| University Village | Jill Swanson | 4981 | 4084 |

| Residence Hall Coverage Schedule | | |
|---|-----------------|----------|
| Monday, 9/5 from 9 am through Monday, 9/11 at 9 am | Kyle Piscitelli | 679-8524 |
| Friday, 9/9 from 5 pm through Monday, 9/11 at 9 am | Kayla Makosiej | 673-5024 |

| Anniversaries—Thank you and Happy Anniversary!! | |
|---|---|
| Gerald Polvino will be starting his 30 th year | Matt Walters will be starting his 13 th year |
| Phil DiFrancisco will be starting his 11 th year | Chip Riewaldt will be starting his 9 th year |
| Robert Rivera will be starting his 5 th year | |

cc:
Facilities Services Staff
Judy Langworthy
Katharine Bixby
Brent Isaacson
Ken Schmitz

Geoffrey Braun
Kathy Forster
Eric Hadley
Scott Martin
Brian Studley

Naomi Baldwin
Markus Kessler
Marc Levy
Jerry Fisk

Sarah Laurie
Betty Gossett
Ben Miller
Don Scott
Aaron Parkhurst

Kevin Hahn
Michael Metzger
Mark Suida
David Starrett