

# FACILITIES SERVICES MEETING MINUTES

Facilities Services Conference Room

Monday, September 7, 2020

*\*\*Meeting not held this week\*\**

## Kevin Cloos

- Door2Door will install a replacement exterior door at Maytum 101, replacement doors at Grissom 310B student room and 101 bathroom on Friday, 9/11
- I will be out of the office during the afternoon on Tuesday, 9/8

## Mark Delcamp

- I'm working with ESS to prepare the Park Place apartments for additional quarantine space for students

## Orion Purslow

- Working on work orders and PM's
- Received new breaker for the Village Center/ will change it out this week
- Working on some fire alarm issues
- Helping Bison elevator (our new elevator company) around buildings

## Tim Bentham

- Continue working on issues with the Campus Energy Metering project. MLP Mechanical and BECC Electric completed the relocation of the BTU Meter in University Commons
- Working with Facilities Planning on Fuel Tank Replacement Project, Mason AHU Phase 5 Project, Houghton Fit Out, Solar Array, I.T. Emergency Power and UPS Replacement and Reed Library Exterior Rehab
- JCI/Simplex completed the update to the Mass Notification computer
- Working with All State Fire and Sprinkler on repairing the sprinkler system fire department connection
- Working on repairs to the TEKWORX automation system in RAC Addition
- R.F. Peck is scheduled to be onsite this week Thursday, 9/10 to repair the Phoenix air valve that serves room 210 of the Science Center

## Tim Lillie

- We have very limited staff working today. Emphasis will be on bathrooms and sanitizing surfaces throughout the buildings today
- Working to set up interviews for the three open positions that were approved
- Spending a lot of time in Hendrix turning over spaces
- Rich is off Thursday and Friday

## Rich Newton

- General campus maintenance, (mowing, weed eating, cleaning sidewalks of debris)
- Collecting trash from containers and picking up loose litter
- Trimming bushes and weeding beds as needed
- Work orders as they come in

**Jim Kuras**

- Working on the leak in Zoar 104
- Working on various work orders, PM's and roof PM's

**Gary Hardy**

- Continue working with Feedwater Treatment Systems on cooling towers treated. Cleaned and retested Maytum, Mason and Incubator cooling towers
- Working on UP AC unit
- Working on C-Store walk-in freezer leak
- PM's and work orders

Campus Calendar	
11/20	Last day Face-to-Face instruction
11/23-11/27	November break
11/30	Classes begin-remote instruction
12/4	Last day of classes
12/7-12/11	Remote final exams

Custodial Supervisor Schedule for 9/7-9/13								
	#	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Tim Lillie	65	8 a-4:30 p	8 a-3 p	8 a-4:30 p	8 a-4:30 p	8 a-4:30 p	Off	Off
Darlene Miller	51	6 a-2:30 p	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	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
Nick Valentine	32	3:30 p-12 a	Off	3:30 p-12 a	3:30 p-12 a	3:30 p-12 a	Off	Off
Rich Logan	62	3 p-11:30 p	3 p-11:30 p	3 p-11:30 p	Off	Off	Off	Off

Heating Services Schedule for 9/7-9/13							
Shift	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
<b>1st 7 am-3:30 pm</b>	No Coverage	G. Hardy G. Tucker H. Farner S. Carutis	G. Hardy G. Tucker H. Farner S. Carutis	G. Hardy G. Tucker H. Farner S. Carutis	G. Hardy H. Farner S. Carutis	H. Farner	G. Tucker
<b>2nd 3 pm-11:30 pm</b>	D. Halas	D. Halas M. Hill	D. Halas M. Hill	D. Halas M. Hill	M. Hill	M. Hill	D. Halas
<b>3rd 11 pm-7:30 am</b>	K. Szklenski A. Jagow	A. Jagow K. Szklenski	A. Jagow K. Szklenski	K. Szklenski	K. Szklenski	A. Jagow	A. Jagow

Residence Director Staff—Fall 2020				
Residence Hall	Area	RD	Apt.	Office
Alumni	A	Tracy Halloran	3262	3261
Chautauqua	A	Anissa Scharborough	3412	3411
Disney	B	Leanna Hess	3516	3515
Eisenhower	B	Christopher Shirley-Brown	3518	3517
Gregory	A	Patrick Toscano	N/A	3491
Grissom	B	Richard Sanders	3512	3511
Hemingway	B	Adrian Vega Bautista	3566	3565
Igoe	B	Megan Hanrahan	3562	3561
Kasling	B	Alyssa Stephens	3514	3513
McGinnies	A	Ally Sievers	3352	3351
Nixon	A	Fatihath Assani	3432	3431
Schulz	B	Terron Brown	3564	3563
University Commons	A	Patrick Toscano	3679	3678
University Village	A	Dan Goodwin	4981	4982

Residence Hall Coverage Schedule		
Monday, 9/7 from 9 am through Monday, 9/14 at 9 am	Area A Adrian Vega Bautista	679-8524
Friday, 9/11 from 5 pm through Monday, 9/14 at 9 am	Area B Megan Hanrahan	673-5024

Anniversaries— Thank you and Happy Anniversary!!	
Phil DiFrancisco has started his 9 <sup>th</sup> year Matt Walters will be starting his 11 <sup>th</sup> year Chip Riewaldt will be starting his 7 <sup>th</sup> year	Gerald Polvino will be starting his 28 <sup>th</sup> year Steve Kosierb will be starting his 11 <sup>th</sup> year

cc:  
Facilities Services Staff  
Judy Langworthy  
Katharine Bixby  
Kevin Kearns  
Brent Isaacson

Geoffrey Braun  
Kathy Forster  
Eric Hadley  
Scott Martin  
Brian Studley

Cedric Howard  
Markus Kessler  
Marc Levy  
Jerry Fisk  
Dan Goodwin

Sarah Laurie  
Denise Szalkowski  
Betty Gossett  
Ben Miller  
Don Scott

Stephen Rieks  
Aaron Parkhurst  
Kevin Hahn  
Michael Metzger  
Mark Suida