

FACILITIES SERVICES MEETING MINUTES

Facilities Services Conference Room

Monday, November 18, 2019

Kevin Cloos, Director Mark Delcamp, Assistant Director Orion Purslow, Supervising Electrician Tim Lillie, Head Janitor	Tim Bentham, Assistant Director Rich Newton, Head Grounds Supervisor Nelson White, Plumbing Supervisor Gary Hardy, PUE II
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Next Meeting: Monday, December 2, 2019 @ 9:45 a.m.

Kevin Cloos

- I will be leaving at 12 noon Wednesday, 11/20/19
- The office will be open 8:30 a.m. to 12:00 p.m. on 11/27
- The office will be closed on 11/28 and 11/29 for the Thanksgiving holiday
- Heating Services will be closed on 11/28 for the Thanksgiving holiday
- I will be out of the office Wednesday – Friday the week of Thanksgiving

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

<https://events.fredonia.edu/>

Mark Delcamp

- Working to schedule walkthroughs of Hemingway Hall stairwells for upcoming project
- Reviewing Alumni 235 to establish materials and labor quote for closets and potential flooring upgrades
- I will be off Wednesday Nov.27th at 12 noon through December 1st

Orion Purslow

- Working on data and installing electrical wiring in e-Sports Lounge
- Have all the lights for stairwells in Disney/Eisenhower
- Working on work orders and PM's
- Prep work for break projects continue

Tim Lillie

- There are several interviews scheduled for this week
- I am leaving at noon on Thursday and will return to work on Tuesday to train our new employee, Erin Ransom
- We will be trying out a new floor protector in Tim Horton's next week. Please let us know if you have any work scheduled in there during break
- The Kasling and Grissom lobby and kitchenettes will be detailed next week. We are using a different scrub machine and brush to try and clean the grout

Tim Bentham

- Working with Facilities Planning on the Campus Energy Metering, Mason Hall Air Handling and Houghton Hall renovation projects
- Working with Sarah Laurie on the IAQ testing at RAC Addition

- MLP Mechanical is onsite this morning to finish the work of the air conditioning systems for the eSports lounge
- MLP Mechanical completed the replacement the glycol heat exchanger tube bundle at the Natatorium
- Working with Siemens on the installation of the new Desigo System. Also working with RF Peck on the new server for the Phoenix Control system at the Science Center
- Continue working on getting MCM projects ready for bid

Rich Newton

- Finishing any remaining clean up from the snow storm last week
- As snow melts, clean up any sod damage, and go back to working on cleaning up leaves
- Trim grasses back at Lanford House and start on remaining clean up in all locations as weather and snow melt permits
- Finish setting snow markers on corners and curbs
- Close off selected outdoor stairs for the winter
- I will be leaving early on Friday, 11/22 to pick up my daughter from Brockport and also to meet with HGS of that campus to see what kinds of equipment they have to operate with
- Putting together a draft of a Snow Removal procedure and priority policy to present to the campus for public awareness of operations

Nelson White

- Still working out some issues on new DHW heaters at McGinnies Hall. Have contractors coming back during Thanksgiving break to make some adjustments
- Soccer stadium facility has been winterized
- Waiting for new gas regulator that has been ordered for Rockefeller to come in to replace malfunctioning one
- Bottle filling station on 7th floor of Maytum Hall is up and operating
- Trench drain grates came in for Andrews quad. We will install when we get a chance (weather permitting)

Gary Hardy

- Waiting for PUE-1 posting to close
- Welcome Matt Hill to the HVAC-R Team he will be working 3:00 pm to 11:30 pm after OJT
- Working on heating issues as the come in
- Working on PM's and WO's
- Still attempting to cover as many shifts as we can in the heating plant for after hours and weekend coverage with our current staff

Campus Calendar	
11/25-11/29	Thanksgiving Break
12/13	Last day of classes
12/16-12/20	Final exams
1/17/20	All Campus Meeting
1/19	Res Halls open
1/21	Orientation & Registration

Custodial Supervisor Schedule for 11/18-11/24								
	#	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Tim Lillie	65	8 a-4:30 p	8 a-4:30 p	8 a-4:30 p	8 a-12 p	Off	Off	Off
Darlene Miller	51	6 a-2:30 p	9 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	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	11p-7:30a	11p-7:30a	11p-7:30a	3:30 p-12 a	Off	Off	11 p-7:30 a

Custodial Weekend Coverage Friday, 11/22-Sunday, 11/24				
Athletics	Saturday	6 am-2:30 pm	Keshia McCloskey	16-06
		8 pm-2 am	Phil Collier	09-01
	Sunday	7 am-11 am	Barb Barreca	02-02
Mason & WC	Saturday	10 am-4 pm	Jorge Rosa	24-02
RAC	Saturday	12 pm-4 pm	Iris Rosa	05-01
University Commons & WC	Saturday	3:30 pm-12 am	Dan Schrader	74-03

Heating Services Schedule for 11/18-11/24							
Shift	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
1st 7 am-3:30 pm	G. Hardy G. Tucker S. Carutis M. Hill	G. Hardy G. Tucker H. Farner K. Watrous S. Carutis M. Hill	G. Hardy G. Tucker H. Farner K. Watrous S. Carutis M. Hill	G. Hardy G. Tucker H. Farner K. Watrous S. Carutis M. Hill	H. Farner K. Watrous S. Carutis M. Hill	H. Farner K. Watrous	G. Tucker
2nd 3 pm-11:30 pm	D. Halas	D. Halas	D. Halas	D. Halas	OT	OT	D. Halas
3rd 11 pm-7:30 am	OT	K. Szklenski	K. Szklenski	K. Szklenski	K. Szklenski	K. Szklenski	OT

Residence Hall Coverage Schedule		
Monday, 11/18 from 9 am through Monday, 11/25 at 9 am	Areas A & B Jill Swanson	679-8524

Residence Director Staff				
Residence Hall	Area	RD	Apt.	Office
Alumni	A	Tracy Halloran	3262	3261
Chautauqua	A	Jalen Wright	3412	3411
Disney	B	Kyle Piscitelli	3516	3515
Eisenhower	B	Hayley Guild	3518	3517
Gregory	A	Patrick Toscano	N/A	3491
Grissom	B	Richard Sanders	3512	3511
Hemingway	B	Jill Swanson	3566	3565
Hendrix	B	Anissa Scharborough	3568	3567
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	Pilar Nelson	3564	3563
University Commons	A	Patrick Toscano	3679	3678
University Village	A	Dan Goodwin	4981	4982

Anniversaries—Thank you and Happy Anniversary!!	
Kitty Pencek will be starting her 11 th year Rafael Santiago will be starting his 6 th year	Tim Lillie will be starting his 18 th year Ellie Irizarry will be starting her 6 th year

cc:
Facilities Services Staff
Paul Agle
Judy Langworthy
Katharine Bixby
Kevin Kearns
Dennis Hefner

Geoffrey Braun
Kathy Forster
Eric Hadley
Scott Martin
Brian Studley
Brent Isaacson

Cedric Howard
Markus Kessler
Marc Levy
Jerry Fisk
Dan Goodwin
Mark Suida

Christine Givner
Sarah Laurie
Denise Szalkowski
Betty Gossett
Ben Miller

Stephen Rieks
Aaron Parkhurst
Kevin Hahn
Michael Metzger
Don Scott