

FACILITIES SERVICES MEETING MINUTES

Facilities Services Conference Room

Monday, May 11, 2020

Meeting not held this week

Kevin Cloos

- Thank you to everyone for the continued great work on campus

Mark Delcamp

- Working with Facilities Planning and School of Music to prepare offices for their upcoming HVAC project in Mason Hall
- Staff is working in Steele Hall on the hockey locker room rubber floors
- Staff recently completed the window treatment and mattress assessment throughout the residence halls
- Staff continue repairing headboards within the residence halls
- Staff continue working in the basement of LoGrasso Hall following the report of a fire code violation
- On May 18th, all third shift staff are scheduled to begin working Monday-Friday from 3 pm-11:30 pm until further notice
- The last of the furniture relocation in Reed Library was completed last week
- Detail work in unoccupied student rooms continues

Orion Purslow

- Working on work orders and PM's

Tim Lillie

- Rosch stage sealing was completed last week
- Darlene is off this week
- We have many moves scheduled in Mason for the air-handling project this week
- We continue to work through the academic and residential buildings sanitizing and cleaning high touch surfaces
- RAC cleanup from the concrete saw cutting is almost complete

Tim Bentham

- Continue working on issues with the Campus Energy Metering project
- Rockefeller underground water leak has been repaired, AW Farrell Roofing completed the duct work
- Trane is scheduled for Wednesday to repair Maytum Hall Chiller
- Continue working on MCM projects
- Working with Facilities Planning on Mason AHU Phase 5 Project, Houghton Fit Out, and Reed Library Exterior Rehab
- JCI/Simplex will install the new Fire alarm panel in the Butler building as soon as it arrives
- Working on repairing our sprinkler system deficiencies
- Working on installing washer and dryer in University Commons and Chautauqua Hall Residence Director apartments

- Working on scheduling contractors at Reed Library for the HVAC Upgrade Project
- JCI/Simplex will start the annual Fire Alarm Testing on May 26th

Rich Newton

- Stumps were ground at Lot 13 and near the Erie pit
- We will be mowing and weed whacking this week as well as
- We will be starting weed spraying around campus next week as weather permits

Nelson White

- Water service has been restored at RAC
- Still working on CHAUT and U.C RD apt upgrades
- Still working on drinking fountains at KASLING and GRISSOM HALLS
- Working on work orders and pm work as they come in

Jim Kuras

- Continue working in RD apartments of Chautauqua and UC
- Painting various locations in Thompson Hall
- Repairing the front wall of room 1002 of Mason Hall
- Various work orders
- Floor tile repair in Tim Horton's (Thompson)
- Painting bathroom ceiling in E119W Thompson
- Preparing the ARCR reports
- Working on ADA bathrooms in LoGrasso Hall
- Installing fire place in the Williams Center

Gary Hardy

- Shutting down any unused equipment to help save maintenance and energy costs
- PM's on cooling equipment to get it ready for the season
- Refrigerant monitor from Thompson Hall has been sent back to Trane for repair under warranty still waiting for it to be returned
- Working on PM's and WO's. Working on items that allow social distancing

Campus Calendar	
5/11-5/15	Final Exams
8/8 (revised)	Commencement
8/20	All Campus Meeting
8/21	Orientation & Registration
8/22	Res Halls open
8/24	First Day of Classes
9/7	Labor Day – No Classes

Custodial Supervisor Schedule for 5/11-5/17								
	#	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-4:30 p	8 a-4:30 p	Off	Off
Darlene Miller	51	Off	Off	Off	Off	Off	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	11 p-7:30 a	11 p-7:30 a	11 p-7:30 a	11 p-7:30 a	Off	Off	11 p-7:30 a

Heating Services Schedule for 5/11-5/17							
Shift	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
1st 7 am-3:30 pm	G. Hardy G. Tucker S. Carutis A. Jagow	G. Hardy G. Tucker H. Farner K. Watrous S. Carutis A. Jagow	G. Hardy G. Tucker H. Farner K. Watrous S. Carutis A. Jagow	G. Hardy G. Tucker H. Farner K. Watrous S. Carutis A. Jagow	G. Hardy H. Farner K. Watrous S. Carutis A. Jagow	H. Farner K. Watrous	G. Tucker
2nd 3 pm-11:30 pm	D. Halas	D. Halas M. Hill	D. Halas M. Hill	D. Halas M. Hill	M. Hill	No Coverage	No Coverage
3rd 11 pm-7:30 am	K. Szklenski	K. Szklenski	K. Szklenski	K. Szklenski	K. Szklenski	No Coverage	No Coverage

Residence Hall Coverage Schedule		
Monday, 5/11 from 9 am through Monday, 5/18 at 9 am	Areas A & B: Tracy Halloran	679-8524

Anniversaries—Thank you and Happy Anniversary!	
Bob DeGolier has started his 23 rd year	Don Dillenburg has started his 21 st year
Ramona Padua has started her 21 st year	Jim Kuras will be starting his 25 th year
Tim Bentham will be starting his 22 nd year	Kathy Stempkowski will be starting her 20 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