

*Letter from the Associate Vice Chancellor for Facilities Management*



**New Front Entrance - Photo taken by Wade Bruton, University Photographer**

As another academic year draws to a close, I want to thank the entire Facilities Management Team for the great job you are doing in planning, building, operating and maintaining UNC Charlotte. The year has been fast paced and dynamic. Together, we have faced and overcome numerous challenges. I commend you on your perseverance and hard work.

It has been said that adversity can make a person either “bitter” or “better” – you choose. Facilities

Management has chosen to become a better organization. I believe we are a learning organization that works hard to improve all aspects of our service to students, faculty, and staff, as well as to take care of our employees. Just think, we have added **82** new employees to our ranks in the last 18 months. Let us make them feel welcome and a part of our growing Team.

The year ahead will prove no less challenging than the last. Growth at UNC Charlotte continues to accelerate. During the next year, we will complete the reorganization of Maintenance and Operations into a full Zone maintenance operation. I believe this will make us better by improving our customer focus and efficiency. It will allow craftsmen to take ownership of their zone of campus and really provide the preventative maintenance and attention to detail that our facilities and our customers deserve. It will also allow our best trained technicians to take on a stronger leadership role in their new shops.

Soon, we will open the new Front Entrance. This iconic “gate” to the campus will greatly enhance  
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**Student Union - Photo taken by John Neilson, Capital Projects**

## EMPLOYEE OF THE QUARTER



***Congratulations to Beulah Shankle, Housekeeping, who was honored with the “Associate Vice Chancellor’s Employee of the Quarter” award.***

April 18, 2008 was a very special day for Beulah Shankle. Not only was it the birthday of one of her three daughters, it was also the day she was awarded the “Employee of the Quarter” in the Facilities Management All Employees Meeting and two certificates of “Best Attention to Detail” from the Black Student Union. Having been nominated for the Employee of the Quarter award by a student, it seems obvious that those students who come into contact with Beulah on a regular basis hold her in high regard.

As Housekeeper for the first floor of the Storrs building, Beulah is a highly visible part of the daily activities of the College of Architecture, its staff, students, and projects. When the new students start coming into Storrs, Beulah’s warm and caring attitude reaches out to those who might be feeling apprehensive, lonely, or who just simply need help. Having had one of her daughters go far away to school, she understands how it can feel to a young person leaving home for the first time and she goes out of her way to make that young person feel that someone cares. The students quickly learn that Beulah is always there with a kind word and a helping hand, particularly when they are in the

throes of an architectural project and making a big mess somewhere on the first floor. They oftentimes show their respect for Beulah by making an effort to clean up after themselves but, even if they don’t, Beulah maintains her loving attitude and gets everything back up to her high standards as soon as possible.

When asked to comment on Beulah’s awards, Ann Bennett, Office Manager for the College of Architecture replied that she was not surprised to learn of these awards. In her opinion Beulah perfectly fits the description of “housekeeper” in the dictionary and treats their building as “home” and the staff and students as “family”. Beulah stays abreast of what is going on and takes extra pride in making everyone look good during the many special functions.

Beulah’s high standards came from being part of a large and close knit family and occupying the role as supervisor of a warehouse distribution center for CB Drugs for 25 years. She wanted those whom she supervised to always be fair in their interactions not only with each other, but also with their clients; she wanted the job done right. This has always been Beulah’s lifestyle.

The students at the College of Architecture are very fortunate to have someone model for them the characteristics of attention to detail and overall quality and, along with the staff, look forward each day to her smiling face and cheerful greeting. Facilities Management is proud to have someone with Beulah’s standards as a representative to the academic population of UNC Charlotte.

**By: Carolyn Hinkle  
Zone 1**

## TEAM OF THE QUARTER



***Congratulations to Lance Anderson, Jim Campbell, Danny Dang, John Garst, Anthony Horn, John Godfrey, Bob Lewis, and Dewey Lilly who were honored with the “Associate Vice Chancellor’s Team of the Quarter” award.***

*This award is presented to a team with exceptional performance above and beyond expected duties; exhibits outstanding customer service with fellow workers, and the university staff; and demonstrates creativity and initiative that results in outstanding measurable outcomes during the quarter.*

This team was nominated for an Award of Excellence by Dane Hughes, College of Education. Dane’s nomination stated, “On Tuesday, February 26 at 9:45 a.m. we had a power outage that affected every server room and telecom room in the COED building.

Zone personnel were onsite within 7-10 minutes, high voltage staff arrived shortly thereafter. They had identified the problem and by noon had a plan, had requested a new transformer, and were already working on getting our power panel rebuilt. We were fully restored by 11:00 on Thursday.

I am especially pleased to say that everyone understood the magnitude of the problem and simply jumped in, rolled up their sleeves and began to work toward a common solution.”

## SUPERVISOR OF THE QUARTER

### ROBERT SEEDOFF

***Congratulations to Robert Seedoff who was honored with the “Supervisor of the Quarter” award.***

*This award is presented to a supervisor who demonstrates excellence in the leadership; leads their section/shop in accomplishing extra ordinary tasks; creates a pleasant and productive work environment for his/her staff, and encourages departmental support toward FM’s strategic goals and organizational values.*



Robert was nominated by Shari Thompson, Darrell Steele, Roger Forney, Gina Tellus, Cynthia Campbell, Gregory Towne, Roberto Reyes, Michael Brown, and Lyvie Alvinzy, who said, “Our supervisor, Robert Seedoff, goes above and beyond the normal duties of a supervisor. He has the thoughts of his fellow employees at heart.” Please read page 10 for the full article on Mr. Seedoff, One for the Team.

## FOCUS ON STAFF

### SAFE TEAMS OF THE QUARTER

*(Statistical Information provided by UNC Charlotte Safety Office)*

**THE FOLLOWING TEAMS HAD NO ACCIDENTS JANUARY—MARCH 2008**

#### Maintenance & Operations

Automotive, Electrical, High Voltage, HVAC, General Services, Key Shop, Preventive Maintenance, Renovations, Steam Plant, and Zone 2

#### Housekeeping & Recycling

CRI Area, East Area, Friday Area, Kennedy Area, Library Area, North Area, South Area, West Area, Woodward Area, and Recycling.



**First Shift Safe Team Awards**— pictured left to right Charles Kraus, Zone2; Andy Lavoie, Key Shop; Bill Cavelli, Recycling; Jerome Crawford, Automotive; Arzella McCain, Housekeeping-South; Robert Braun, Renovations; Jack Hartsell, Electrical; Tim Smith, General Services - Carpentry; Dewey Lilly, High Voltage; Tim Smith, HVAC; Gaynell Williams, Housekeeping - North; James Mechum, Steam Plant; and Jim Gilberti (Steam Plant) who accepted for Preventive Maintenance.

#### **\*FRIENDLY REMINDER\***

Compensatory time earned for the third quarter Employee Awards Program must be used within 90 days of receipt (*by July 25, 2008*).

**If you do not use it, you will lose it!**

*To view all awards photos and read detailed descriptions of nominations, please visit our web site at:*

<http://fmbld02.uncc.edu/Awards/default.asp>

## FOCUS ON STAFF

### INDIVIDUAL AWARDS

#### *Customer Service*

*(nominated by Campus or Internal Customers)*



**Bernetta Lee**

- \* Yves Byron, Housekeeping
- \* Bernetta Lee, Housekeeping
- \* Nelly Lezama, Housekeeping
- \* Bobby Robinson, Automotive (two awards)
- \* Beulah Shankle, Housekeeping
- \* Mary Smith, Housekeeping
- \* Beverly Starcher, Housekeeping

#### *Awards for Excellence*

*(nominated by Facilities Management Staff)*



**John Conn**

- \* Cynthia Campbell, Housekeeping
- \* John Conn, Preventive Maintenance (two awards)
- \* Paul Dilgard, Housekeeping
- \* Larry Lane, Automotive

### TEAM AWARDS

#### *Customer Service*

*(nominated by Campus or Internal Customers)*

- \* Yves Byron and Mary Smith
- \* John Garst, Lance Anderson, Jim Campbell, Dewey Lilly, Danny Dang
- \* Chris Shores, Ken Cranford, Bob Fitzgerald, John Conn, Robert Gray
- \* James Williams, Armando Vazquez-Montalvo, Ron Hobson, David Williams, Gene Gurganus, Parasram Gobin, Tim Smith
- \* Paul Dilgard and Roger Forney



**Roger Forney and Paul Dilgard**

#### *Awards for Excellence*

*(nominated by Facilities Management Staff)*

- \* Gary Edwards, Randy Walter, Lanny Caudle, Tom Eudy, Phil Leonard, Dan Barrier, Tim Smith
- \* Phil Meacham, Anthony Horn, David Smith, David Huntley, William Snyder
- \* Bernetta Lee, Leonia Baker-Davis, Madia Smith, Annette Anderson, Kathy Thomas, Steven Patterson, Chikina Barden, Linwood Sanders, Kennedy Williams, George Miller, Macien Jean-Gille
- \* John Neilson, David Love

**Teamwork Makes the Dream Work**  
**- John C. Maxwell**

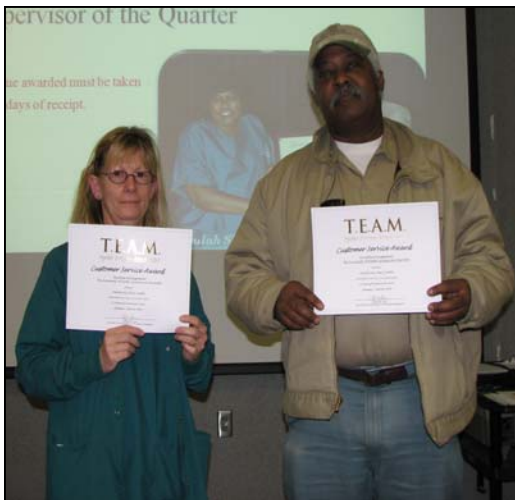
## FOCUS ON STAFF



**Larry Lane (Automotive) receives an Award for Excellence.**



**David Love (Design) and John Neilson (Capital) receives a T.E.A.M. Award for Excellence for putting in long hours on the job with a positive attitude.**



**Mary Smith and Yves Byron (Housekeeping) receives the quarterly T.E.A.M. Award for Excellence.**

"Customer Service is a function of how well an organization is able to constantly and consistently exceed the needs of the customer."



**Beverly Starcher (Housekeeping) receives a Customer Service Award**

**Strive for Excellence!**

## FOCUS ON STAFF

### PROMOTIONS

#### Electrical

Marvin Mackey; Electrician II

#### Housekeeping

Gaynell Williams; Housekeeping Supervisor II

Gloria Suarez-Chalco; Housekeeper

### NEW HIRES

#### Electrical Department

Joseph Nowinski; Electrician

#### Facilities Business Office

Wanda Alhizer; Administrative Support Associate

Rhona Jackson; Administrative Support Specialist

Sonia Perez; Administrative Support Specialist

#### Facilities Information Systems

Hai Dang; IT Technical Support Analyst I

#### General Services

Patricia Teal; Administrative Support Associate

#### Grounds

Charlie Austin; Grounds Worker

Nora Carothers; Grounds Worker

John Surace; Grounds Worker

Pitone Taosoga; General Utility Worker

#### Zone 1 Maintenance

Dee McFadden; Electrician I

#### Housekeeping

Salomie Davie; Housekeeper

Elvia Salvador; Housekeeper

#### Housekeeping – 2<sup>nd</sup> & 3<sup>rd</sup> Shift

David Allen; Housekeeper

Reginald Caldwell; Floor Maintenance Assist.

Dale Cutts; Housekeeper

Tammie Farr; Housekeeper

John Graham; Housekeeper

Waide Redwood; Housekeeper

Yan Yim; Housekeeper

#### Maintenance & Operations

Michael Burriello; Facility

Maintenance Manager II

(Central Operations)



*Second and Third Shift's All Employees Meeting Photo  
April 24, 2008*



## *Dorothy Knotts Retires*

By: Brian Guns  
Director of Housekeeping and Recycling

*After* over seven years of dedicated service to Facilities Management Housekeeping, Ms. Dorothy Knotts retired on February 29, 2008. Dorothy was hired by Confort Al-Arashun on February 12, 2001 as a day shift housekeeper. Dorothy worked in Smith, Old Facilities Management, Receiving and Stores, Grounds, Cafeteria Activities Building (CAB), Auxiliary Services, and the McMillian Greenhouse while she was on day shift. She also covered many other buildings on the north side of campus when Confort's crew was short handed.

Dorothy remained on day shift until housekeeping started to add new buildings on third shift in 2002. Dorothy volunteered to change to third shift which helped the housekeeping operation transition from day time cleaning to night time cleaning. On third shift, Dorothy was assigned to Burson, Robinson Hall, and Colvard buildings as her regular assignments and travelled to numerous other buildings with her team to do project work.

When asked about her retirement plans, Dorothy stated that she will continue her work with Jehovah's Witnesses where she has been an Auxiliary Pioneer for many years. She will also continue to do some babysitting for a family that she has been helping out. Now that she has more time to devote to her church, Dorothy hopes that through her work as a part-time Auxiliary Pioneer, she can become a Full Time Pioneer.

We wish Dorothy peace and tranquility in her retirement. Thank you for seven years of service to UNC Charlotte and Facilities Management Housekeeping.



Pictured left to right: Greg Kish, Housekeeping Administrator, Dorothy Knotts, and Brian Guns, Director of Housekeeping and Recycling.

## *JOHN FAISON RETIRES*



John Faison (above left) and James Manley, High Voltage, (above right).

On March 19, Facilities Management and campus community bid Mr. John Faison a fond farewell with a reception in the Prospector Faculty and Staff Dining Room.

John, the Director of Facilities Information Systems, retired April 1, 2008 after 11 years of service with the department. He had been employed in Facilities Management since March 10, 1997. During that time he has served as a key leader and made many significant contributions to UNC Charlotte and our Department.

*Best wishes, John!*



# S.T.A.R.



## ‘Value-added’ Behaviors

### Successful-Teams-Achieving-Results

- ☆ Take personal responsibility – be proactive.
- ☆ Promote cooperation and collaboration.
- ☆ Learn about others who may appear different – seek the good in others.
- ☆ Focus attention on positive goals.
- ☆ Don’t feed the rumor mill. Feed the ‘wolf’ you want.
- ☆ Enhance personal skills and abilities.
- ☆ Participate in activities and conversation that promote goals.
- ☆ Balance personal and professional life.

*Juanita Coston*  
*J. L. Coston and Associates*



**Pictured left to right:**  
Brian Guns, Juanita  
Coston, and Phil Jones  
during the Night All  
Employees Meeting on  
April 24.

See anyone you know??

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**Campus Clean Up 4/9/08**

# ONE FOR THE TEAM

## Your Jeopardy answer:

*"A man who hails from Rockford, Illinois and stands on the principle, 'We succeed as a team or we fail as a team'."*

## Your Jeopardy question:

*Who is Robert Seedoff?*

Robert Seedoff, second shift Housekeeping Supervisor, was so humbled and happy to be nominated and named as the "Supervisor of the Quarter." Robert stated when he joined the Facilities Management Housekeeping team in January 2007, he recognized he had been given a brand new opportunity to pull together a brand new team to service the needs of some brand new work spaces. Has it been a challenge? Absolutely, and he has enjoyed it every step of the way. Robert says he gets his motivation from his team. And he is quick to say, "I have good lead people and a good team of people." The teams he supervises service the housekeeping needs of the Health and Human Services, Woodward and College of Education buildings. They have worked very hard over the past year and a half to increase customer satisfaction by building team spirit. Robert believes that this is the key to their success. So much so that other zones are moving toward the team approach used by the 2<sup>nd</sup> shift Housekeeping staff.



**Robert and Tiffany Seedoff at the 2007 Facilities Management Picnic.**

When asked what makes him such a stellar supervisor, Robert said that he never

forgets where he came from. He moved to Charlotte three years ago from Illinois where he spent many years working as a custodian and moving into the supervisory level primarily in the public school district. Robert recalls his early days in the field when he worked as the second shift custodian in Spring Creek School in Rockford. He was trying so hard to impress his boss with his thoroughness and speed. The school principal was thrilled with Robert's custodial skills, but was less impressed by the fact that Robert called the principal to come in three different times in one night because he had locked his master key in a room. As a gesture of forgiveness, the principal finally laughed and gave Robert three new master keys and instructed him to put one in each of his pockets.

Generally an easy going man, Robert does get a little annoyed when one of his team members or any member of Facilities Management is falsely accused of taking valuables. Robert says that so many times when things come up missing people seem to point at Facilities Management personnel. He went on to say that Facilities people are usually very honest and very careful about this sort of thing because we know we'll be the first ones people look at. He reminds us that there are a whole lot of other people outside of Facilities who have access to buildings on campus.

Outside of campus life, if you really want to get Robert talking just mention on word - - NASCAR! Who's his favorite? He's a huge fan of renowned No. 24, Jeff Gordon and the whole Hendrick Motor Team. But when asked to tell about his greatest joy in life, Robert did not hesitate to say it's his wife of almost three years, Tiffany. He says he is



*(Continued on page 12)*

(Continued from page 1)

the way we present UNC Charlotte to the outside world. Further, within the next year, we will open the new Student Union and the Bioinformatics Building. Facilities Management will add **30 employees** to support Bioinformatics and **22 employees** to support the new Student Union.

We will begin construction on the Center City Classroom building in Uptown Charlotte, thus expanding significantly the impact the University has on our city and its people. Design will be well underway on the Energy Production and Infrastructure (EPIC) research building to be built on the Charlotte Research Campus, on the next residence hall to be built on the site of Parking Lot 24, and on the next parking deck to be built on the site of Parking Lot 25.

Many new programs will be added to the academic offerings and research portfolio of the campus, creating an even greater need for renovations of existing buildings. We can expect at least 200 new renovation projects to keep Design Services and the Renovation shop busy this next year. All and all, by the end of the coming academic year, Facilities Management will have once again changed the face of our campus. I am proud of all you do to make our campus a great place to live and work! I look forward to working with each of you as we continue to live up to our motto of **“Creating a Campus of Distinction”**.

Philip M. Jones, Associate Vice Chancellor



**“Frequently, the difference between success and failure is the resolve to stick to your plan long enough to win”**  
- David Cottrell

(Continued from page 11)

proud of their relationship and that he absolutely ADORES her.

I speak for all of Facilities Management in saying congratulations and thanks Robert for all you do that makes you honored as the Facilities Management Department’s Supervisor of the Quarter.

## Did You Know?

**In 2006-2007, UNCC Recycled 1.3 Million Pounds. It’s easy and everyone can play a role.**

**So, Just find a bin and drop it in!!!**



# HOMETOWN HEROES

## Big Kids Helping Little Kids!

This is Adam. He is 4 years old and has been diagnosed with Wilms Tumor stage IV. He is a happy boy fighting a very tough battle. With your help Hometown Heroes can help Adam and his family with their needs associated with their child who will be in the hospital for an extended period of time. There are many children in the area who need our help. Just link your MVP card today to Hometown Heroes and you can help Adam and other children and families in similar situations.



To link your MVP Card; go to the Food lion website at [WWW.FOODLION.COM](http://WWW.FOODLION.COM).

Follow the steps: Click in the Community / Register MVP card / Select the Organization/

City and State: Monroe, North Carolina / Hometown Heroes / enter your MVP card number along with your name and email address.

**Together we can all make a difference!**

Submitted by: Jessica Deal, Maintenance and Operations

## ***CPR and First Aid Class Schedule May - October 2008***

### **CPR**

*May 21/22*

*June 18*

*July 23*

*Aug 20*

*Sept 17*

*Oct 22*

### **FIRST AID**

*May 28/29*

*June 25*

*July 30*

*Aug 27*

*Sept 24*

*Oct 29*

***Classes are held from 8:00 a.m. until 12 Noon in the Maintenance and Operations Conference Room.***

**Supervisors: Please submit names to Jessica Deal in advance.**

**Reminder:** CPR has to be taken before First Aid if employees have not had it (CPR) before. If you have any questions, please contact Jessica at 7-2155.



# DID YOU KNOW?

## 131 Uses for Vinegar

Listed below are a few tips for using vinegar. View the following link for many more tips: <http://www.angelfire.com/cantina/homemaking/vinegar.html>

### GARDEN:

- ☞ Grow beautiful azaleas: Occasionally water plants with a mixture of two tablespoons vinegar to one quart water. Azaleas love acidic soil.
- ☞ Kill grass on walks and driveways. Pour full strength on unwanted grass.
- ☞ Increase soil acidity. In hard water areas, add a cup of vinegar to a gallon of tap water for watering acid loving plants like rhododendrons, gardenias, or azaleas. The vinegar will release iron in the soil for the plants to use.
- ☞ Freshen cut flowers. Add 2 tablespoons vinegar and 1 teaspoon sugar for each quart of water.

### HEALTH & BEAUTY:

- ☞ Dampen your appetite. Sprinkle a little vinegar on prepared food to take the edge off your appetite.
- ☞ Soothe a bee or jellyfish sting. Dot or douche the irritated area with vinegar and relieve itching.
- ☞ Relieve itching by using a cotton ball to dab mosquito and other bug bites with Vinegar straight from the bottle.
- ☞ Relieve sunburn by lightly rubbing it with vinegar. You may have to reapply.
- ☞ Treat sinus infections and chest colds. Add 1/4 cup or more vinegar to the vaporizer.
- ☞ Remove fruit stains from hands. Rub with vinegar.

- ☞ Relieve arthritis. Before each meal, drink a glass of water containing two teaspoons Apple Cider Vinegar. Give it at least three weeks to start working.



### IN THE KITCHEN:

- ☞ A mixture of salt and vinegar will clean coffee and tea stains from chinaware.
- ☞ Freshen vegetables. Soak wilted vegetables in 2 cups of water and a tablespoon of vinegar.
- ☞ Marinating meat in vinegar kills bacteria and tenderizes the meat. Use one-quarter cup vinegar for a two to three pound roast, marinate overnight, then cook without draining or rinsing the meat. Add herbs to the vinegar when marinating as desired.
- ☞ Deodorize the kitchen drain. Pour a cup down the drain once a week. Let stand 30 minutes and then flush with cold water.
- ☞ Eliminate onion odor by rubbing vinegar on your fingers before and after slicing.

### LAUNDRY & OTHER CLOTHES CARE:

- ☞ Get rid of lint in clothes and brighten fabric colors. Add 1/2 cup of vinegar to the rinse cycle.
- ☞ Freshen up the washing machine. Clean the hoses and unclog soap scum. Once a month pour one cup of vinegar into the washing machine and run the machine through a normal cycle, without clothes..
- ☞ Remove tough stains. Gently rub on fruit, jam, mustard, coffee, tea. Then wash as usual.
- ☞ Remove perspiration stains from clothes by applying one part vinegar to four parts water, then rinse.

**Disclaimer:** All tips, hints, and ideas on this page are provided by persons who posted to the message board of the link mentioned in the article. **Use at your own risk.** If you use vinegar for cleaning, it doesn't matter what kind you use, except Brown (cider) Vinegar will stain porous materials. So use vinegar wisely!!

# HEALTH & SAFETY ZONE



## PERSONAL SAFETY TIPS

*Submitted by: Lt. Jeffrey Mulholland  
UNC Charlotte Campus Police*

- ☞ If alone, call UNC Charlotte Police Department's free safety escort service at 7-2200.
- ☞ You can call for emergency help by dialing 911 on a CAMPUS phone OR by programming UNC Charlotte Police Department's phone number into your cell phone....704-687-2200.
- ☞ On campus, use any of approximately 300 "Blue Light" emergency phones to call for urgent help (for medical, criminal, fire or other safety emergencies) or to report suspicious activities. You may also use a "Blue Light" phone to request a safety escort.

- ☞ Walk/jog/bike in groups of three or more in well-lighted and well-traveled areas. Avoid walking too far ahead or behind your group, which makes it difficult for your companions to see or hear any person or situation you may encounter.
- ☞ Avoid using headphones, cell phones, and iPods, which are popular robbery items.
- ☞ Avoid wearing flashy or expensive jewelry. Wait until you are inside a safe place/event to put it on.
- ☞ Keep doors and windows closed and locked at all times. When someone knocks on your door, do not unlock the door until you can positively identify the person. Do not open or even unlock your door to strangers.
- ☞ Carry only the money you will need on a particular day.
- ☞ If you carry a purse, carry it close to your body, preferably in front.

***Immediately report suspicious persons to the police as well as to on-duty security officers and landlords.***



# HEALTH & SAFETY ZONE

## OSHA QUICK CARD™

### Protect Yourself Heat Stress



When the body is unable to cool itself by sweating, several heat-induced illnesses such as heat stress or heat exhaustion and the more severe heat stroke can occur, and can result in death.

#### Factors Leading to Heat Stress

High temperature and humidity; direct sun or heat; limited air movement; physical exertion; poor physical condition; some medicines; and inadequate tolerance for hot workplaces.

#### Symptoms of Heat Exhaustion

- Headaches, dizziness, lightheadedness or fainting.
- Weakness and moist skin.
- Mood changes such as irritability or confusion.
- Upset stomach or vomiting.

#### Symptoms of Heat Stroke

- Dry, hot skin with no sweating.
- Mental confusion or losing consciousness.
- Seizures or convulsions.

#### Preventing Heat Stress

- Know signs/symptoms of heat-related illnesses; monitor yourself and coworkers.
- Block out direct sun or other heat sources.
- Use cooling fans/air-conditioning; rest regularly.
- Drink lots of water; about 1 cup every 15 minutes.
- Wear lightweight, light colored, loose-fitting clothes.
- Avoid alcohol, caffeinated drinks, or heavy meals.

#### What to Do for Heat-Related Illness

- Call 911 (or local emergency number) at once.

While waiting for help to arrive:

- Move the worker to a cool, shaded area.
- Loosen or remove heavy clothing.
- Provide cool drinking water.
- Fan and mist the person with water.

For more complete information:

**OSHA** Occupational  
Safety and Health  
Administration  
U.S. Department of Labor  
[www.osha.gov](http://www.osha.gov) (800) 321-OSHA

OSHA 3154-07R-06



# HAPPY BIRTHDAY!

- 5/2 Boutin-Pasterz, Kathy
- 5/2 Towne, Gregory
- 5/2 Vang, Kao
- 5/3 Tillman, Steve
- 5/6 Arnold, Lee
- 5/6 Lilly, Dewey
- 5/6 Pauler, Danica
- 5/7 Barnes, Greg
- 5/8 Shankle, Beulah
- 5/8 Hyatt, Joshua
- 5/12 Dang, Hai
- 5/13 Cannon, Joe
- 5/16 Robinson, Bobby
- 5/17 Tisdale, Lee
- 5/19 Yost, Paul
- 5/21 McCain, Arzella
- 5/21 Munson, Dot
- 5/21 Walter, Randy
- 5/22 Byron, Yves
- 5/23 Kish, Greg
- 5/24 Deese, Julie
- 5/27 Fitzgerald, Bob
- 5/28 Eudy, Terry
- 5/29 McLaughlin, Melissa

- Recycling
- Housekeeping
- Design
- Zone 2
- Recycling
- High Voltage
- Housekeeping
- Zone 1
- Housekeeping
- Electrical
- FIS
- HVAC
- Automotive
- Housekeeping
- Zone 2
- Housekeeping
- Recycling
- Grounds
- Housekeeping
- Housekeeping
- Housekeeping
- Prev Maint
- Zone 1
- Grounds



***"I take nothing for granted. I now have only good days or great days."***  
***—Lance Armstrong***



- 6/1 Fisher, Kathy
- 6/2 Luckey, Sandra
- 6/2 Reis, Steve
- 6/4 Lee, Bernetta
- 6/6 Snyder, Carolina
- 6/7 Patterson, Steven
- 6/9 Campbell, Jim
- 6/10 Whisnant, Robert
- 6/11 Imes, Beverly
- 6/11 Joyner, Annie
- 6/13 Pastor, Bill
- 6/14 Eudy, Jarrett N.
- 6/14 Fessler, John
- 6/14 McMiller, Steve
- 6/14 Pickler, George
- 6/15 Widenhouse, Justin
- 6/16 Anderson, Lance
- 6/18 Witherspoon, Melanie
- 6/22 Sawyer, Margaret
- 6/23 Price, Sherby
- 6/25 Dang, Danny
- 6/25 Foster, Rena
- 6/26 Carey, Robert
- 6/27 Braun, Robert
- 6/27 Monk, Warren
- 6/28 Burriello, Mike
- 6/28 Stewart, Michael
- 6/29 Stafford, Tommie
- 6/30 Mullins, Dan

- Motor Fleet
- Housekeeping
- Electrical
- Housekeeping
- Electrical
- Housekeeping
- High Voltage
- HVAC
- AVC Office
- Housekeeping
- Zone 1
- Zone 2
- Capital
- Housekeeping
- HVAC
- Grounds
- Zone 1
- Business Office
- HVAC
- Housekeeping
- Electrical
- Housekeeping
- Housekeeping
- General Services
- Grounds
- M&O
- Housekeeping
- Housekeeping
- Zone 1



**Can you name everyone in the photos ???**

*Give it a try!*



- |                                |                  |
|--------------------------------|------------------|
| 7/1 Bell, Ronnie               | Key Shop         |
| 7/2 Cavelli, Bill              | Recycling        |
| 7/2 Joline, Sintanis           | Housekeeping     |
| 7/3 Owens, Alene C.            | Housekeeping     |
| 7/6 Clawson, Betty W.          | Housekeeping     |
| 7/7 Stutts, Thomas             | Capital          |
| 7/8 Henderson, Marcia          | Business Office  |
| 7/9 Alvarado, Luis             | Recycling        |
| 7/9 Suarez De Chalco, Gloria   | Housekeeping     |
| 7/10 Deal, Jessica             | M&O              |
| 7/11 Pandya, Uma               | Housekeeping     |
| 7/13 Duckett, Raymond          | Housekeeping     |
| 7/14 Conn, John                | Prev Maint       |
| 7/14 Young, Lotoia             | Housekeeping     |
| 7/15 Dilgard, Paul             | Housekeeping     |
| 7/15 O'Donnell, Daniel         | HVAC             |
| 7/15 Thompson, Shari           | Housekeeping     |
| 7/17 Garcia, Salvador          | Housekeeping     |
| 7/17 Taosoga, Pitone           | Grounds          |
| 7/18 Kirstein, Kirk            | HVAC             |
| 7/20 Tellus, Gina              | Housekeeping     |
| 7/21 Griffin, Larry            | Zone Maint       |
| 7/21 Vazquez-Montalvo, Armando | General Services |
| 7/22 Lane, Larry               | Prev Maint       |
| 7/22 Neel, Mark                | HVAC             |
| 7/24 Young, Candlace           | Housekeeping     |
| 7/25 Brown, Kathy              | Zone 2           |
| 7/26 Chie, Sarah               | Housekeeping     |
| 7/26 Weston, Kerin             | Planning         |
| 7/27 Conder, Steve             | General Services |
| 7/28 Torrence, Virgil          | Grounds          |
| 7/30 Gobin, Parsram            | General Services |

**Learn to enjoy every minute of your life. Be happy now. Don't wait for something outside of yourself to make you happy in the future. Think how really precious is the time you have to spend, whether it's at work or with your family. Every minute should be enjoyed and savored.**

*Earl Nightingale*

**7<sup>th</sup> Annual Picnic**  
**May 16 at 11:30 a.m.**

(by CRI Walkway & the batting cages)

**Come join in the fun and fellowship!**

*Hotdogs, Hamburgers, and Sweet Sausages.  
Tennis, Chipping/Golf, Horse Shops, and  
Venture Teambuilding activities.*



**Land of Promise**  
**Holy Land Tour**

**February 19 - March 2, 2009**

If anyone is interested in a two-week tour of the Holy Land, please contact Art Sutherland, Zone 1, at 704-687-6993

**ALL EMPLOYEES MEETINGS**

**FIRST SHIFT**

July 17 at 10:00 AM  
CONE CENTER, McKNIGHT HALL

**SECOND & THIRD SHIFT MEETING**

July 24 at 10:00 PM  
Cameron Applied Research Center Room  
101

**REMINDER**

**Planned Campus Wide  
Power Outage**

**May 26**  
**7:00 a.m. until 1:30 p.m.**

This outage will affect most buildings on campus with either limited power or no power.

This is a normal workday; therefore, employees are expected to account for time by either working, making up hours later in the week, using leave, or compensatory time for the normal number of work hours during this week.

Supervisors, please discuss options with your employees in advance.

*Facilities Focus* is a [communication tool](#) for the benefit and enjoyment of all Facilities Management employees. Your ideas are welcomed and appreciated for future issues.

Staff: Beverly Imes, Elizabeth Haddock, Michele Kohan, and Casi Shepardson

Proofreaders and Reporters: Kathy Fisher, Elizabeth Haddock, Denise Brown-Hart, Carolyn Hinkle, and Michele Kohan

Photographers: Paul Dilgard, Brian Guns, Carolyn Hinkle, Beverly Imes, Michele Kohan, Noella Paquette, and Kao Vang

Others made contributions, but names were not given at the time of printing. Please provide the names and we will gladly list the names in the next issue. **Thank you!!**

Please look online for the newsletter at: <http://fmbld02.uncc.edu/AVC/Newsletter/default.asp?link=Issue25.pdf>