

Letter from the Associate Vice Chancellor for Facilities Management

Dear Facilities Team,



The New Year brings new challenges and new opportunities for our organization. First, the good news - the University and our department will continue to grow over the next several years. We are in the process of standing up a new zone - "Zone 7" at Kannapolis to do maintenance and housekeeping on two buildings at the North Carolina Research Campus (NCRC). These two buildings have over 225,000 square feet of research space and will house researchers from five different Universities in the UNC System. Initially, we expect to have about five maintenance and five housekeeping positions in Zone 7. Keep an eye out for these job opportunities if you are interested.

This coming summer, two new buildings will open on campus – the Bioinformatics Building on

the Charlotte Research Institute (CRI) campus and the new Student Union on Craver Road. Watch for potential opportunities in the Spring as we add positions to support these facilities. Everyone will have an opportunity to compete for those positions as well as the Kannapolis positions. The jobs will be advertised on the UNC Charlotte Human Resources web page at <https://jobs.uncc.edu/> along with other university jobs.



**Bioinformatics - Project Manager: Steve Fichter
 Construction Manager: Jen Evans**

Construction will start this summer on three more new buildings – the Center City Classroom Building at 9th and Brevard Street in Uptown Charlotte, the Energy Production and Infrastructure Center (EPIC) on the CRI campus, and Residence Hall Phase IX on the site of Parking Lot 24 just down the street from the Facilities Management/Police building. Within this calendar year, we will also begin construction on a new parking deck (Deck H) on the site

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EMPLOYEE OF THE QUARTER

Congratulations to David Allen, Housekeeping (second shift), who was honored with the “Associate Vice Chancellor’s Employee of the Quarter” award. At right, Phil Jones presents the plaque to David at the quarterly All Employees Meeting on January 22, 2009.

This award is presented to an individual with exceptional performance above and beyond expected duties, exhibits outstanding customer service, and demonstrates creativity and initiative resulting in outstanding measurable outcomes during the quarter.

In March of last year, David Allen became a member of the FM Housekeeping Team and was quickly recognized as being an exemplary employee, being nominated for four Customer Service Awards for the Quarter spanning April through June. For the Quarter spanning July through September, David was nominated for the Award for Excellence by David Smith of Zone 4. For the last Quarter of 2008, spanning the months of October through December, David was once more nominated for the Award for Excellence by Paula Gross in the McMillan Greenhouse, gaining David the ‘Employee of the Quarter’ award.

After the death of his mother and the loss of his job in Wilson, NC, David decided to come to Charlotte arriving with only the shirt on his back and a bus ticket in his hand. David had the experience of being homeless for a short period of time and began taking jobs with a Temp agency until he was hired here at UNC Charlotte as a Housekeeper. In his interview for the Housekeeping position, David assured “Miss Bonnie” that he was not looking for a “hand out” but a “hand up” and has continually performed over and above his job duties.



His four customer service nominations came from four different shops within Facilities Management. Margaret Sawyer, now in Zone 6, stated, “David goes beyond expectations keeping the shop area, outside parking lot and offices clean.” Michelle Edwards in the key shop nominated David because “David has been professional, courteous and concerned about our needs since day one on the job.” She was especially impressed about how he keeps the restrooms so clean and he even mops!

Patricia Teal, now in Zone 5, commended David on his great personality, how he makes good use of his time, and how it reflects through his job performance. Finally, David Roman in Zone 4 stated, “Since Mr. Allen started servicing our area, it truly shines. He is dedicated and thorough in his duties. This is one of your shining stars.”

His cheerful attitude and excellent work ethic led to the nomination by David Smith, and “both his work performance and his charming, yet professional personality” were part of the nomination

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TEAM OF THE QUARTER

Congratulations to Howard Jaecks, Joe Cannon, James Mechum, and James Gilberti, (Steam Plant); Bob Frias, John Renwick, Rick Bohling, (Renovations) Lance Anderson, Dan Mullins, Terry Eudy, John Garst, John Lattin, Dennis Campbell, Charles Schindler, Bill Pastor, Tarick Brittingham, Dee McFadden, Tom Gunther, Joe Coleman, Paul Taylor, Greg Barnes, Joey Johnson, and Carolyn Hinkle (Zone 1) 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.

In the very early morning hours of Thursday, October 30, Cone Center (& King) experienced a rupture in a steam line. This caused a major leak with overhead flooding within the Office of Student Activities (OSA), as well as serious concerns about the adjacent mechanical room electric panel boxes, etc. On Friday morning, I met with Mike Burriello, Lance Anderson, Howard Jaecks, and Bob Frias. A cross-zone plan of action and a timeline to perform the necessary steam line repairs to put the OSA offices back together was developed and implemented as outlined below.

The Central Operations and Zone 1 staffs worked together to insure a smooth restoration process on Thursday, October 30 and Friday October 31. The boiler rooms staff began the exhaustive investigation into the problems. They were assisted by Bob Frias department



staff members. A legion of Zone 1 staff persons began to immediately supplement the work the overnight Cone staff had done to protect equipment. They aided these efforts by continuing to cover all of the computer equipment, desks, and added fans to aid the drying process. They also carefully removed all of the damaged and falling apart ceiling tiles, while taking the time to cover the floors with plastic to prevent further damage to the carpet. The Zone 1 electricians came in to insure the safety aspects of the flooded light fixtures (and checked at the end of the project that they all worked).

On Sunday, November 2, Howard Jaecks came in and turned on the summer boiler so Food Service would not be affected by the steam shut down. He then shut off the steam to allow a cool off period to make the repairs to the line. The next day, Howard and his staff completed the steam line repairs with a safety-watch assist by Bob Frias and his staff and with Lance Anderson and his staff on stand by if needed.

Tuesday, November 4 and Wednesday, November 5, the Zone 1 staff began to put the ceiling tiles back and checking the area for damages, etc. This was a huge job because almost all of the ceiling tiles had to be replaced

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FOCUS ON STAFF

SAFE TEAMS OF THE YEAR

(Statistical Information provided by UNC Charlotte Safety Office)

THE FOLLOWING TEAMS HAD NO ACCIDENTS JANUARY—DECEMBER 2008



FIRST SHIFT: Pictured left to right: Andy Lavoie (Key Shop), James Manley (High Voltage/Fire Alarms), Gaynell Williams (Housekeeping - North Area), Lee Arnold (Recycling), David Skor (Renovations), and Tommy Pressley (Zone 2)



SECOND AND THIRD SHIFT: Picture left to right: Darryl Steele (Housekeeping - West Area), Crystal Mason (Housekeeping—Charlotte Research Institute Area), Clara Crawford (Housekeeping-Woodward Area)

SAFE TEAMS OF THE QUARTER

(Statistical Information provided by UNC Charlotte Safety Office)

THE FOLLOWING TEAMS HAD NO ACCIDENTS OCTOBER—DECEMBER 2008

Maintenance & Operations

High Voltage/Fire Alarms, Key Shop, Renovations, Zone 1, Zone 2, Zone 4, and Zone 5

Housekeeping & Recycling

Housekeeping: Charlotte Research Institute Area, East Area, Friday Area, Kennedy Area, Library Area, North Area, South Area, West Area, Woodward Area and Recycling

Congratulations to the entire Housekeeping Section with no accidents in any area this quarter!

FOCUS ON STAFF

INDIVIDUAL AWARDS FOR EXCELLENCE

- *Kelly Freshcorn - Recycling; pictured below Larry Howell, Director of Maintenance and Operations, presents Kelly with her Award for Excellence. Kelly was nominated by Rhona Jackson in Facilities Business Office for creating an efficient form to aide the uniform ordering process.*



"Success is not to be pursued; it is to be attracted by the person you become."
-- Jim Rohn, Author

TEAM AWARDS FOR EXCELLENCE

- *Steve Tillman, Neal Eudy, Tom Pressely, Jim Kay - Zone 2 (Ben Craig Renovation)*
- *Raymond Duckett, Hashime Wright, Linwood Sanders, Kennedy Williams, Tomasa Bonilla, Sara Brooks, Robert Carey, Robert Ussery, Yan Yim - Housekeeping - Charlotte Research Institute Area (Motor Sports Event)*
- *Lee Arnold, Kelly Freshcorn, Luis Alvarado, Henry Bennett, Bill Cavelli, Tonya Day, Wal-*



Housekeeping - Charlotte Research Institute Area

The following employees received an applause card:

Individuals:

*Tomasa Bonilla - Housekeeping
Marisa Elston - Design Services*

Teams:

*Phil Meacham and David Huntley - Zone 5
Kathy Fisher, Larry Lane, John Conn - Automotive*

**You Deserve A
Round of Applause**



FOCUS ON STAFF

Congratulations to our Unsung Heroes and Heroines!

This **peer award** was presented to non-managerial and non-supervisory employees who, throughout the year, have been someone who could **truly be depended upon** in every aspect of the job, but may not have done anything out of the ordinary boundaries of the job. The employees listed below are seen by their peers as persons with the reputation of being at work everyday (excluding vacation), who do not use excessive sick leave, always perform his or her duties exceptionally well, and is a **trusted team player**.

Our unsung heroes were recognized at the All Employees meetings. This honor will be noted by their supervisors in their next annual performance review.

Automotive - Robert Robinson

Business Office - Sonia Perez

Central Operations - Christopher Moose

Grounds - Dan Barrier

Housekeeping - Charlotte Research Institute Area - Hashime Wright

Housekeeping - Colvard Area - Mario Moore

Housekeeping - East Area - Pauline Simuel

Housekeeping - Friday Area - Lee Alsbrook

Housekeeping - Kennedy Area - Steven Patterson

Housekeeping - Library Area - Hamp Brown

Housekeeping - North Area - Beverly Starcher

Housekeeping - West Area - Karl Scott

Housekeeping - Woodward Area - Wilfride Joline

Maintenance & Operations Admin - Jessica Deal

Planning - David Jones

Recycling - Luis Alvarado

Zone 1 - Terry Eudy

Zone 4 - Pete Crainshaw

Zone 6 - Eric Walcott



****FRIENDLY***

REMINDER*

Compensatory time earned for the quarterly Employee Awards Program must be used within 90 days of receipt (*by April 22, 2009*).

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

FOCUS ON STAFF

PROMOTIONS

Zone 1 Maintenance

Paul Taylor; Maintenance Mechanic IV



NEW HIRES

Capital

Larry Nelson; Facility Electrical Engineer II

Housekeeping – 2nd Shift

Sam Coleman; Housekeeper
Cindy Douglas; Housekeeper

Design

Drew Averitt; C&R Design Technician II
John Boal; Facility Architect II

Housekeeping – 3rd Shift

Brenda Hamilton; Housekeeper
Erin Pernick; Housekeeper
Robin Lawrence; Housekeeper
Azariah Williams; Floor Maintenance
Assistant

Zone 4 Maintenance

Rebecca Hefti; Administrative Support
Associate

FACILITIES TWENTY YEAR CLUB

This award is given to each employee who has served in **Facilities Management** for 20 consecutive years. The state of North Carolina and the University of North Carolina at Charlotte recognize employees for every five years of service; however, we have employees who have made a long-term commitment within Facilities Management.

The employees who reached the 20-year marker by the end of 2008 are:

*Hamp Brown (left), Housekeeping
James Brown (right), Housekeeping*



FOCUS ON STAFF

Perfect Attendance 2008

Personnel who were employed January 1 - December 31, 2008 and used no sick leave

Automotive

- Kathy Fisher

Business Office

- Noella Paquette

Capital Projects

- Al McCool
- John Neilson

Design Services

- Steve Burt

Facilities Planning

- Peter Franz

Grounds

- Joey Cochran

- Gary Edwards

- Isaac Nelson*

High Voltage/Fire Alarm

- Anthony Horn
- Lewis Jackson

Housekeeping

- Lee Alsbrook
- James Brown
- Katherine Humphries
- Sherby Price
- Essie Spears

Recycling

- Kelly Freshcorn

Steam Plant

- Billy Poston
- Ted Tucker

Zone 2

- Bob Smith

Zone 4

- Pete Crainshaw

Zone 6

- Jimmy Keller

*Congratulations to Isaac Nelson, Grounds, with **five consecutive years** of perfect attendance effective 2008.

Excellent Attendance 2008

Personnel who were employed January 1 - December 31, 2008 and used 16 hours or less of sick leave

Design Services

- Essa Dossary

Grounds

- Arnulfo Arqueta
- Virgil Torrence

Housekeeping

- Elizabeth Browne
- Salvador Garcia
- Regina Goodridge
- Subhash Pandya
- Danica Pauler
- Franjo Pauler

Recycling

- Kathleen Boutin-Pasterz

Zone 1

- Charles Schindler

Zone 4

- Steve Reis

Zone 6

- Robert Fitzgerald
- Adam Thompson

Annual Attendance Breakfast

Employees with perfect and excellent attendance received a certificate and were invited to attend a buffet breakfast on February 4 in Cone University Center.

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of Parking Lot 26 adjacent to the Facilities Management/Police Building and the Grounds compound. We are already making plans for increasing our staff to support these new facilities. While this continued capital construction seems out of sync with the economic downturn, if you think about the positive economic impact these projects have for our region, it makes sense that the State would continue to fund these initiatives.

On a more somber note, we are facing a tough budget year. Our operating budgets for this fiscal year (July 2008-June 2009) and next fiscal year (July 2009-June 2010) will be significantly constrained. I ask that everyone be good stewards of the taxpayer's money. Spend only what you absolutely need to get the job done. We can expect fewer informal construction projects (under \$500,000) this year and next due to the tight budgets. **At this point in time, we do not anticipate having to cut positions from our organization.** However, in these turbulent times, there are no guarantees. Our hope continues to be that the University will have enough new money from enrollment increases to cover our share of the State deficit. The budget situation is very fluid and will seem confusing at times with many ups and downs. State tax revenues are hard to predict. To add to the confusion, the University has seen an increase in student applications as more people decide to go to school rather than stay in the job market. Stay flexible. Charlotte will weather this storm as will America. And we will be stronger for it.

It is important in these tough times that we continue to improve our preventative maintenance (PM) program. PM helps extend the life of our equipment and saves money in the long run. I ask supervisors to push hard to get the PM program up to a level of excellence. Additionally, in these times, we must insure we are fairly and

reasonably charging our reimbursable customers for the work we do for them. Earning labor services dollars is critical to paying the salaries of 39 FM employees whose jobs are funded through this program. A robust PM program is a major part of earning these reimbursements.

We are in the process of implementing many of the fifteen specific recommendations the three Task Forces designated to work on improving employee satisfaction. The Task Forces made recommendations for improvement in **“Training and Promotion Opportunities”, “Communication and Teamwork”, and “Race and Gender Equal Treatment”**. Several of the recommendations overlapped between Task Forces (great minds think alike!). Look for the following specifics “coming soon”:

- FM Code of Conduct
- FM Policy Statement on written, verbal and email communication
- An FM Leader Development program
- Publication of career progression guidelines for Facilities Maintenance Technician - Mechanical Trades (Electrician). What qualifications you need to progress from contributing to journey to advanced in this career field. This is a pilot. Guidelines for other bands will follow.

With challenge comes opportunity. Take advantage of those opportunities that come your way in the New Year - whether that is training, career progression, service to others or something in your personal life that makes you better. We truly do live in the greatest country on earth – the land of opportunity. Keep thinking **TEAMWORK, CUSTOMER SERVICE, and CONTINUOUS IMPROVEMENT** while **“Creating a Campus of Distinction.”**

Philip M. Jones
Associate Vice Chancellor for
Facilities Management

HOLIDAY PARTY

On December 11, 2008, close to 200 employees of Facilities Management gathered at the SAC Salons for the annual Facilities Management Holiday Luncheon. Guests included retirees Gracie Caldwell (Housekeeping), Peggy Brown (Housekeeping), and Terry Pennel (Grounds). The meal was prepared by Chartwells, and included turkey, roast beef, mashed potatoes, and salad. Hosts for the event were Jim Kay, Zone 2, and Jen Evans, Capital Projects. Entertainment for the event was provided by Gene Gurganus (guitar), Lee Arnold (guitar), Sylvester Steele (electric bass), and John Renwick (dulcimer).

Door prizes, provided by both vendors and sources on campus, were numerous and included t-shirts, coffee mugs, gifts cards, and tools. Oh, did I say t-shirts. Everyone present received a gift.

Prior to lunch, we held the second annual parade of carts contest. The winners were: First place - P76 Christmas Bling!! by Zone 2; Second Place - P6 The 49er Football Wish Theme by Facilities Planning; and Third Place - Z30 Granny Got Run Over by a Reindeer by Zone 1.

All in all, a very successful event for Facilities Management.

By: Bob Fitzgerald, Zone 6



HOLIDAY PARTY

A Note From the Emcees:

Jim Kay and I would like to send out a *special thank you* to all who helped make the Holiday Party a great success! As a first time party go-er, I had a wonderful time, not only helping host the event but mingling with all of my coworkers and getting to know a few folks that I hadn't met before.

Ticket sales were relatively good this year, but the Holiday Party Committee noticed at least 20% of those who could have attended from our Facilities Management family did not attend the function this year. Because we want everyone to not only be included but to feel included, we would like to know your reasons for not attending. If you did attend, but feel that things could have been better, we want to hear from you as well.



Phil Jones, Jen Evans, and Jim Kay

If you chose not to attend the event this year, please send Beverly Imes an anonymous letter stating why you didn't attend.

If you did attend, we would love to hear what you thought of the event. If you would, please answer the below questions, then send it to **me, Jen Evans, in Capital Projects**, anonymously through our inter-office mail system.

1. Please rate the menu and quality of the food catered by Chartwells (excellent, very good, good, fair)
2. Please rate the flow of the program outline (excellent, very good, good, fair)
3. Please rate the Entertainment (excellent, very good, good, fair)
4. What would you add to the festivities?
5. What would you remove from the festivities?
6. What can we do to improve the next party?

Please include any detailed comments to help us plan better in 2009.



Please send your responses no later than February 20th. Once again, thank you to all who worked behind the scenes to make this event a success!!! We hope to see all you at our Spring Picnic this year!

Jen Evans, Capital Projects

SAFETY PIN AWARDS

Recognizing Housekeeping, Recycling, and Maintenance Personnel with no accidents in 2008

Automotive	Don Ramsey	Julie Deese	Lisa Miller
John Barden	Roosevelt Speaks	Deborah Deese	Carolean Minor
John Conn	John Surace	Paul Dilgard	Mario Moore
Kathy Fisher	Pitone Taosoga	Rosilyn Douglas	Elzy Neely
	Virgil Torrence	Johnnie Doyle	Galina Neyfl'd
Fire Control	Randy Walter	Ray Duckett	Jorge Nuno
Lewis Jackson	Ryan Widenhouse	Sara Duncan	Alene Owens
James Manley	Paul "Eddie" Yost	Cannise Evans	Uma Pandya
		Reginald Fils-Aime	Subhash Pandya
Grounds	High Voltage	Rena Foster	Joyce Parks
Arnulfo Argueta	Jim Campbell	Salvador Garcia	Diana Parks
Charlie Austin	Danny Dang	Regina Goodridge	Steven Patterson
Dan Barrier	John Godfrey	Brian Guns	Danica Pauler
Nora Carothers	Anthony Horn	Beverly Hancock	Franjo Pauler
Lanny Caudle	Dewey Lilly	Lakisha Hannah	Radmilla Pavlovic
Hermino Chirino		Mae Harris	Joann Pearson
Joey Cochran	Housekeeping	Katherine Harris	Bonnie Peoples
Gary Edwards	David Adams	Savararia Harrison	Erin Pernick
Thomas Eudy	Lee Alsbrook	Katherine Humphries	Sherby Price
Cristhian Gonzales	Lyvie Alvinzy	Macien Jean-Gilles	Terry Robinson
Alexander Guion	Annette Anderson	Ming Jin	Shariffe Samuels
David Haigler	Gladys Baquero-Vasquez	Sintanis Joline	Linwood Sanders
Dana Harris	Chikina Barden	Wilfride Joline	Velton Singletary
Stephen Jackson	Horace Blakeney	Lucille Jordan	Madia Smith
Robert Kennedy	Tomasa Bonilla	Annie Joyner	Dwight Smith
Michael Klemmer	Hamp Brown	Greg Kish	Essie Spears
Joe Leahew	James Brown	Michele Kohan	Jontavis Stacey
Phillip Leonard	Willard Brown	Bernetta Lee	Tommie Stafford
Melissa McLaughlin	Elizabeth Browne	Nelly Lezama	Beverly Starcher
Frank Milone	Yves Byron	Walky Louis	Sylvester Steele
Warren Monk	Robert Carey	Sandra Luckey	Darrell Steele
Robert Murray	Sara Chie	Clozel Macena	Michael Stewart
Ralph Necaise	Candis Clemons	Crystal Mason	Gloria Suarez-Chalco
Isaac Nelson	Sam Coleman	Debra Mayfield	Anthony Thomas
Jose` Palacios	Ruth Cook	Arzella McCain	Shari Thompson
Steve Plott	Clara Crawford	Lillie McDuffie	Lee Ann Tisdale
Dave Poplawski	James Crump	Steve McMiller	

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Gregory Towne	Walter Edwards	Zone II	Kirk Kirkstein
Robert Ussery	Kelly Freshcorn	Wade Ward	Marvin Mackey
Linda Wiley	Devin Hatley	Joe Gibbs	Phil Meacham
Kennedy Williams	Dot Munson	Charlie Kraus	Samuel Moore
Gaynell Williams	Rhonda Renwick	Steve Tillman	John Morris
Jennifer Winder	Pat Smith	Jim Kay	Mark Neel
Hashime Wright	Lucille White	Tommy Pressley	Daniel O'Donnell
Candlace Young		Neal Eudy	Chris Shores
Latoia Young	Steam Plant	Kathy Brown	Patricia Teal
	Reid Castor	Bob Smith	Donald Teate
Renovations	James Gilberti		Robert Whisnant
Rick Bohling	Howard Jaecks	Zone IV	
Robert Braun	James Mechum	Bill Adams	Zone VI
Robert Gray	Billy Poston	Mike Camp	Pete Altman
John Heck	Ken Starcher	Jack Hartsell	Buchanan Calvin
Jim Krupa	Ted Tucker	Wayne Pickler	Ken Cranford
Chip Lawrence		Steve Reis	Bob Fitzgerald
Kenny Leazer	Zone I	David Roman	Ron Hobson
John Renwick	Lance Anderson	David Smith	Jimmy Keller
David Skor	Greg Barnes	Tim Smith	Chris McKinney
Jerome Steele	Dennis Campbell	William Snyder	Tim Overcash
	Joe Clay	D. J. True	Mark Paterniti
Recycling	Joe Coleman	Armando Montalvo-Vazquez	Margaret Sawyer
Luis Alvarado	Terry Eudy		Steve Singer
Lee Arnold	Joey Johnson	Zone V	Adam Thompson
Henry Bennett	Dan Mullins	Eric Boice	Eric Walcott
Kathy Boutin-Pasterz	Charles Schindler	William Clark	Dave Weimer
Bill Cavelli	Dave Smith	Eugene Gurganus	James Williams
Tonya Day		David Huntley	Tony Williams

CPR and First Aid Class Schedule

February - April 2009

Location: Maintenance and Operations Conference Room 124D

Classes are held the on the following dates: February 26, March 27, and April 30

CPR from 8:00 a.m. until 12 Noon; First Aid from 12:30 p.m. - 4:30 p.m.

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.

Facilities Information Systems introduces David Champion...



David Champion is the newest member of the Facilities Information Systems team. He came on board January 5, 2009 as a Technology Support Analyst. David is responsible for JAVA and Oracle database development and support for Archibus in addition to all other Facilities Management web applications and systems.

David comes to us from Wachovia where he previously worked as a Systems Analyst Programmer and a Software Programmer. David received his A.A.S. in Computer Programming from Central Piedmont Community College.

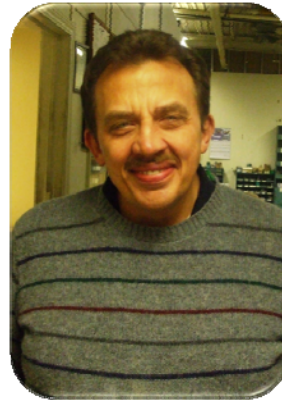
David and his wife, Wendy, have lived here in the Charlotte area for twelve years. They have two sons. Prior to working in the Information Technology field, David was a licensed Plumbing Contractor for over nine years.

We believe that David's Systems Analyst skills in addition to his facilities maintenance knowledge gained as a plumber will prove to be extremely valuable as our Facilities Management and Information Systems operations continue to grow.

Please welcome David the next time you see him. He is located on the second floor in Room 237 of the Facilities Management/Police Building.

Pamela Duff
Facilities Information Systems

Stanley Trulove joins the Maintenance & Operations Team...



Please join Maintenance and Operations in welcoming **Stanley Trulove** as the new Zone 6 Supervisor. He comes to us with 20 years of experience as Senior Engineering Manager with Lincoln Harris Company, Operations Manager with Trammell Crow and Director of Operations of Stone Restoration of America. Prior jobs include various property management companies in which he worked his way up from general mechanic to HVAC mechanic supervising a crew.

He came to Charlotte in 1980 seeking employment. He lives on the southeast side of Charlotte with his wife of 15 years, Barbara. He hopes to bring his wealth of field knowledge and supervisory experience to this campus to improve operations and maintenance.



Margaret Sawyer
Zone 6

Recycling Corner

Times are tough right now. The GDP (Gross Domestic Product) is shrinking, and unemployment is climbing. So, what can we do? Being conservative and thrifty is a start. For the thousands that work and go to school on campus, every little bit we can cut back can add up to a lot. Whether it's for the environment, or to just save dollars, it's a win - win proposition.

- If you are going to be out of a room for more than two minutes, turn off your lights. The actual "flipping on" of the light switch does use more energy in the very short run, but you can make up for it by turning it off.
- Turn off your computer when you leave work. An old wives tale stated that turning off your computer would cause it to degrade quicker. The fact is, it just uses more electricity.
- Reduce, reuse, recycle - This is simple enough. We pay to dump our waste, and our recyclables are taken for free. Think about it the next time you plan to toss that can or paper away by attaching an imaginary dollar sign to it.
- Report leaks to Devin Hatley at dlhatley@uncc.edu or 7-4283

Adopt - A - Spot program

The Office of Waste Reduction and Recycling is kicking off a new program in the spring called Adopt-A-Spot. Although our Grounds crew does a great job of maintaining our campus, they are responsible for many more duties, and too much area to cover. Adopt-A-Spot, will allow for student groups or faculty/staff to have a specific area on campus in which they will be responsible to help maintain. The group will get to choose an area of need and would be responsible for holding four cleanups per year. In addition, your group or department will receive an Adopt-A-Spot sign bearing your name. For more information, please contact Devin Hatley at dlhatley@uncc.edu or 7-4283.

Campus Tour

The Recycling Department along with the Sustainability Coordinator has developed an "Environmental" tour of campus. Some of the stops include our composting facilities, the construction and demolition bins, and the new (Bioinformatics) LEED certified building. Any suggestions for potential stops would be appreciated.

Mark your Calendar

Bi - Annual campus cleanup including staff will take place on Tuesday April 14th from 10am - 2pm. Earth Day will be held at the Belk Tower on Wednesday April 22nd from 10am - 2pm.

Devin Hatley
Environmental Educator-Office of Waste Reduction & Recycling

Capital Projects

Dorothy Vick
Capital Projects

In case you haven't noticed, there's a new sidewalk and lighting area that has been added between the Atkins Library and the Student Activities Center – perfect for International festivals, Greek events, football pep rallies (eventually) and just a great spot for chilling!



Sidewalk and Lighting Improvements Project
Project Manager: Casi Shepardson, Facilities Planning
Construction Managers: Al McCool, Capital Projects

Those of you who have been on campus a while and who have an adventurous spirit, may want to get a final ride on the remaining (original) Atkins Library elevator. One has been replaced (after 30+ years) and the second one will be changed out shortly. Better hurry!

One can't help but notice the evolution of the Student Union. Even though it won't be completed until July, it has become a prominent feature to the campus landscape. Just wait until it is finished! The Bioinformatics Center, which will also be completed in July is having the same effect on the CRI and Highway 29.

While all state agencies have taken budget cuts, the State Construction Office has pushed to minimize cuts to Capital projects as a means to help the economy. Although funding is on hold for the MotorSports Phase 2 building and the Science building which is slated to go on the corner of Craver Road and Cameron Blvd, we will continue with the En-

ergy Production Infrastructure Center (EPIC) building (CRI), Parking Deck H, located at the back of Parking Lot 26, and Residence Hall IX.

We have shortlisted the Designers for the Partnership, Outreach and Research for Accelerated Learning (PORTAL) building at the Charlotte Research Institute and we are in the design phase for a new Student Outdoor Recreational Facility located at the southeast intersection of John Kirk Drive and Mallard Creek Church Road. Construction will begin this fall on a 196 parking lot behind the Harris Alumni House. We will also, at long last, begin paving the gravel road behind the Facilities Management building. Goodbye mud puddles!



Housekeeping

Greg Kish, Michele Kohan
Housekeeping

LEED (Leadership in Energy and Environmental Design) Green Building Rating System is a voluntary rating system of national standards for developing high-performance, sustainable buildings. It is administered by the U.S. Green Building Council, which is made up of all segments of the building industry.

The Housekeeping Division has been using green cleaning products and equipment for many years and is in the process of documenting its green cleaning program. Housekeeping staff have been working with Recycling, Design Services and Capital to assist with obtaining LEED certification points. Housekeeping recently met with David Jones, who runs the Sustainability Program to discuss upcoming plans to conduct a Green Cleaning seminar here on campus. The seminar will be open to all staff and faculty will include topics centering around *What Green Cleaning Means* and how it affects the interworking of the campus.

For more information regarding the upcoming Green Cleaning seminar, or to register to attend, please contact Greg Kish at 704-687-2933.

HEALTH & SAFETY ZONE

Here's a good tip from a neighborhood watch coordinator.

"When someone is trying to get into your house, or if you hear a noise outside your house, " keep your car keys next to your bed on the night stand and just press the panic alarm on your car. It will go off from almost anywhere from inside your house and it will keep honking until your battery runs down, or until you reset it with the button on the key chain." A lot of burglars will cut your telephone line before breaking in so this is a real good idea. Could save your life.

Mom's Plan

Anonymous

Mom, like superintendents or other Managers, has a responsibility to keep her people safe. A good example of this is Mom taking me on a trip to the playground. On her approach into the park she is scanning the entire area with her eyes. She notes that the swing is broken, there is a loose board at the top of the slide, and there is loose gravel by the basketball goals. She warns me of all of these hazards before setting me loose to play.

In her constant evaluation of the area while I am playing she cautions me of the boys who are playing rough and suggests that I stay away from them. Also that only one person should go on the slide at a time. In passing on this information she uses a tone in her voice to let me know that this is not an option.

Like most boys, and some workers, I refuse to listen to what she has cautioned me about and decide to do things my way. Mom, being the leader that she is takes control of the situation by taking me by the arm and sitting me down for one of those talks. Or it could be referred to as a little re-training. "Boy if you can't listen to me we will be going back home, or would you like me to tell your father how you wouldn't listen today". Mom is also not shy when it comes to others safety as well. I learned this when I heard her tell the boys that were playing rough, "If you boys don't settle down I am going to have a talk with your mothers."

The best part about Mom's plan was if I listened and did what I was told, we would have a talk of a different kind. She would always thank me for being good, and sometimes we would even stop for ice cream on the way home.

So you see Mom's safety plan is not much different then what everybody's should be. You just need to follow her basic steps. First evaluate the play/work site and warn others of the hazards. Second re-inspect continuously and make it clear as to what behavior you expect. Third if discipline is needed don't be afraid to take control of the situation. But the most important thing to remember is, reward the behavior that you want.

Happy Brrrrrthday

2/1	John Garst	Zone 7	3/15	Thomas Crainshaw	Zone 4
2/1	Elizabeth Frere	Planning	3/15	Dorothy Vick	Capital
2/2	Beverly Starcher	Housekeeping	3/17	Walter Edwards	Recycling
2/3	Wendell Brown	Housekeeping	3/18	John Godfrey	Zone 4
2/4	Savararia Harrison	Housekeeping	3/19	Kennedy Williams	Housekeeping
2/5	Joyce Parks	Housekeeping	3/21	John Castor	Zone 6
2/6	Christopher Moose	Central Operations	3/21	Arnold Tucker	Zone 6
2/7	Kelly Freshcorn	Recycling	3/21	Norman Johnson	Capital
2/8	Timothy Smith	Zone 4	3/22	David Love	Design
2/8	Candis Robinson	Housekeeping	3/22	Darrell Steele	Housekeeping
2/8	Wanda Alhizer	FBO	3/23	David Smith	Zone 6
2/9	Marvin Mackey	Zone 4	3/24	Allen, David G.	Housekeeping
2/9	David Poplawski	Grounds	3/26	John Heck	Renovations
2/11	Regina Goodridge	Housekeeping	3/26	Gladys Baquero-Vasquez	Housekeeping
2/11	Aida Jimenez	Housekeeping	3/26	Stephen Jackson	Grounds
2/14	Decartus McFadden	Zone 1	3/27	Pauline Simuel	Housekeeping
2/15	Salomie Davie	Housekeeping	3/29	Lucille White	Recycling
2/15	Peter Franz	Planning	3/29	Cleveland Johnson	Housekeeping
2/17	Dwight Smith	Housekeeping	3/31	Michael Klemmer	Grounds
2/18	Denise Brown-Hart	FBO	4/5	Karl Scott	Housekeeping
2/19	Mark Paterniti	Zone 6	4/6	Charles Kraus	Zone 2
2/20	David Jones	Planning	4/6	Lakisha Hannah	Housekeeping
2/20	Joseph Gibbs	Zone 2	4/7	Eugene Gurganus	Zone 5
2/21	Catherine Harris	Housekeeping	4/8	Ralph Necaise	Grounds
2/23	Thomas Sparks	Capital	4/9	Jack Hartsell	Zone 4
2/23	Steve Burt	Design	4/9	Nora Carothers	Grounds
2/23	Sherryl Ceallaigh	Capital	4/13	Johnnie Doyle	Housekeeping
2/24	Frank Milone	Grounds	4/14	Sam Hanna	Design
2/24	Kerry McDuffie	Housekeeping	4/14	Joseph Leahew	Grounds
2/24	Alton Haskin	Housekeeping	4/16	Shannon Caveny-Cox	Recycling
2/24	Rebecca Hefti	Zone 4	4/16	Jontavis Stacey	Housekeeping
2/26	Richard Bohling	Zone 5	4/17	Christopher Martin	Grounds
2/27	Jennifer Winder	Housekeeping	4/17	Billy Poston	Zone 6
2/28	William Buchanan	Zone 6	4/17	John Renwick	Zone 5
3/1	Andy Lavoie	Zone 5	4/18	Velton Singletary	Housekeeping
3/2	Robert Gray	Zone 5	4/18	Joey Cochran	Grounds
3/2	Azariah Williams	Housekeeping	4/21	Robert Murray	Grounds
3/4	Bonnie Peoples	Housekeeping	4/21	David Skor	Zone 5
3/4	Jeff Ross	Design	4/22	Adam Thompson	Zone 5
3/6	Marisa Elston	Design	4/23	John Barden	Automotive
3/6	Rob Herrington,	Key Shop	4/24	Bill Adams	Zone 4
3/6	Nelly Lezama	Housekeeping	4/25	Mary Smith	Housekeeping
3/7	Larry Howell	M & O	4/25	Herminio Chirino	Grounds
3/9	Michele Kohan,	Housekeeping	4/26	Mac Fake	Design
3/11	Stephen Plott	Grounds	4/26	Wilfride Joline	Housekeeping
3/12	Henry Bennett	Recycling	4/27	Mike Camp	Zone 4
3/14	Robert Ussery	Housekeeping	4/29	Gary Cranford	Zone 6
3/15	Wade Ward	Zone 2	4/30	Horace Blakeney	Housekeeping
3/15	Charles McKinney	Zone 4			

(Continued from page 2)

submitted by Paula Gross, Assistant Director of Botanical Gardens. She further stated that she appreciates that her office floor is now cleaned every evening, that David does a “wonderful and consistent job throughout the greenhouse (which can get quite messy considering the nature of their business),” and “besides his great work ethic, he is an extremely friendly and polite person” without being chatty.

Because of his love for gardening, David has taken the opportunity to read many of the botanical literature lying around in the Greenhouse and can answer basic questions asked of him by visitors. However David is respectful not to overstep

his bounds and refers visitors to the Greenhouse staff.

David would like to continue his education by taking classes here at our University. His picture of the future includes continuing his employment here in ascending roles, eventually in management. David’s courageous spirit, his love of learning, his strong work ethic, and his winning personality can lead him to heights of achievement beyond his dreams.

For right now he is pleased to tell you he has his own apartment.

**Carolyn Hinkle
Zone 1**

(Continued from page 3)

and many cut to exact specs. As an extra precautionary measure, Bob Frias and his staff built a wall barrier in the ceiling and behind the wall that is shared with the mechanical room to prevent future such problems (or at least minimize the effects). The OSA occupants were able to move back in on November 6.

Carolyn Hinkle worked to keep me informed during much of this process, as did Lance. Everyone that worked on this project was professional and detailed. They also performed and communicated extraordinarily well.

Here are excerpts of an email received from Ted Lewis, Assistant Director of the Multicultural Resource Center, one of the temporarily displaced OSA employees. "Donna, I just wanted to let you know that I was very impressed by the quick turn around and amazing job the staff did on fixing the steam pipe issues in the Office of Student Activities here in Cone. I saw the damage last Thursday and it was quite extensive. I am now back in my office and it looks great! Everything is clean and with minimal damage to our office space and items on the walls and floor. They did a great job, a large job, and a clean job in a very short time."

As evidenced by the number of people included in this recognition letter, it took a huge contention of people and a great amount of communication and cooperation to repair the problems and restore the OSA whole office complex. A big thanks to Mike Burriello, Lance Anderson, Howard Jaecks, and Bob Frias for working together to make this happen in the least intrusive and best timeline possible. Thank you to everyone that worked on this project. It was a great job.

**Donna Merck
Cone Center**

Communications Corner

Rules of Tech Etiquette

EXCERPTS FROM THE ARTICLE BY JON CHASE



A solid 10-plus years into the mainstream use of cell phones, e-mail, texting and IM, and a half-decade into the phenomena of social-networking sites, we're still astounded on a daily basis at the unbelievably clumsy way some people communicate. While most of us have a pretty good idea how to behave in a civilized way in public, when it comes to electronic means of communication, an astounding number of us continue to act like the digital equivalent of cavemen.

Certainly every new technology brings about uncertainty and a rough period, but honestly folks, enough's

enough. To help us all get along a little better, and prevent future heartache, we ask you to take a look at a few rules for electronic life, and then take a look in the mirror and tell that person to change his ways.

1. **Does my friend have a right to get upset if I answer my phone in front of him?** Unless it's an important call you've been expecting, then yeah, big time. Think of it this way: You're at a party, talking with your friend, when someone else appears and you instantly ditch your friend to talk with the other person. It's a social snub that says your buddy rates second best.
2. **I'm perfectly capable of talking on the phone while paying for fast food -- what's the big deal?** First off, no one wants to hear your conversation. Take it outside or take the call later. Secondly, it's annoying to the already stressed counter person who has to figure out your order and whether you're talking to him or your caller, thus holding up the line for everyone else. It's big-time rude to speak on the phone in any public place where others have to be distracted by your loud conversation.

ALL EMPLOYEES MEETINGS - SPECIAL FORUMS

A topic to be selected - Details will follow

SECOND & THIRD SHIFT - April 23, 2009 at 10:00 PM

Cameron Applied Research Center; Room 101

FIRST SHIFT - April 24, 2009 at 10:00 AM

Cone Center, McKnight Hall

Please submit questions anonymously for Phil and the panel of managers to Beverly Imes (7-3154) or brimes@uncc.edu by April 17, 2009.

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: Denise Brown-Hart, Carolyn Hinkle, Elizabeth Haddock, Beverly Imes, Michele Kohan, and Casi Shepardonson

Proofreaders: Kathy Fisher and staff

Photographers: Paul Dilgard, Pamela Duff, Michele Kohan, Brian Kuglar, Al McCool, John Neilson, and Margaret Sawyer

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