

The ??????????????????

Official Newsletter of The Facilities Services Department of The University of Tennessee, Knoxville

<http://www.pp.utk.edu>

Vol. I, Issue 1

May 5, 2003

<p><u>Help Name This Thing!!!</u> Please send any suggestions to Tracy Ridings See some suggestions on the next page.</p>	<p><u>What needs to be in This Thing?</u> Please send any suggestions to Tracy Ridings. Anybody want to be a regular submitter for this thing?</p>	<p style="text-align: center;"><u>Shakeup</u></p> <p>In case you've been asleep and haven't heard, things are a changin' in the department. First, Mike Sherrell has been named Executive Director. Second, the Assistant Directors and Shop assignments are being moved around. Harry Moore will now be responsible for the Air Conditioning, Electric, Carpenter, and Plumbing Shops in the new Construction & Repairs Division. Leo Pedigo will still have Administrative Services and Central Supply, with added responsibility for the Computer Services group. Leo's area will still be titled the Administrative Services Division. Bob Caudill will have Building Services, Arena, Grounds, Pest Control, Preventive Maintenance, Sign Shop, and Key Shop. This group will be called the Operations Division. Terry Ledford will have Architectural and Engineering Services, and the Steam Plant. These changes are a result of one of the recommendations of the task force study of the Facilities Services Department.</p>
<p><u>New Position Created for Recycling Coordinator</u> A new position has been created, and the search is now underway for a Recycling Coordinator. This person will be responsible for coordinating all recycling activities on the Knoxville campus. This person will also work to train the campus community in recycling opportunities in order to increase the amount of recycling we are able to attain.</p>	<p><u>New Equipment Being Purchased for Facilities Services</u> Funds have been made available to purchase some much needed new equipment. An extend-a-boom forklift was purchased by Grounds. Forklifts were also purchased for Central Supply, Steam Plant, and the Arena. Scissor lifts with trailers are being purchased for the A/C Shop, Electric Shop, Plumbing Shop, and Steam Plant. A new bucket truck is being purchased for the Electric Shop, the old truck will go to Grounds allowing the oldest truck to be surplus. Pm is ordering a new duct cleaning machine to help with indoor air quality concerns. <u>Computers</u> are also being purchased from these funds. The additional computers will put computers in the hands of more people that need access to our data bases plus allow us to network fire alarm systems and cooling tower water treatment systems.</p>	<p style="text-align: center;"><u>Budget Happenings</u></p> <p>The Facilities Services Department will be living with \$706,000 less next fiscal year as a result of budget cuts mandated by the Governor's budget. Funds were able to be taken from landscaping and other operating accounts to make up this amount without any layoffs; we did lose one vacancy. We will, however, still have to do the same amount of work just as if we were receiving the full funding. This is, of course, still dependent on what happens at the Legislature and with the Board of Trustees.</p>
<p><u>Energy Conservation</u> If you have ideas on ways to conserve energy and/or resources such as water please let Terry know. We are especially looking for things we can do with very little cost that will give significant savings</p>	<p>SAFETY IS UP TO ALL OF US</p>	
<p style="text-align: center;"><u>Physical Plant Task Force</u></p> <p>As you have probably heard by now, a task force was assigned the task of studying how the Physical Plant does business, and how it might improve. Following are some of the items from the study that have been or are being implemented:</p> <ol style="list-style-type: none"> 1. Change the name to Facilities Services to better reflect our mission. 2. Internally restructure the organization – see <u>Shakeup</u> above. 3. Move PM, Lock Shop, and Computer Services – see <u>Shakeup</u>. 4. Create a web-based system to initiate and track workorders and projects. This is being implemented. See our web site (noted above) 5. Improve employee communications. This newsletter is one way of accomplishing this. Other ways are being worked on. 6. Establish an Advisory Board – this group has been created and will be tasked to help develop communications and better relationships with the campus community. 7. Establish an energy conservation program – this is just getting started. See <u>Energy Conservation</u> above. 8. Make individual Assistant Directors and Shops accountable for their budgets. In the past these budgets have been addressed more centrally. 9. Create a computerized preventive maintenance system to help standardize PM functions. Data entry for campus equipment has been started. <p>There are several more recommended items that will be considered in the future.</p>		
<p style="text-align: center;"><u>Fixtures</u></p> <p>Ray Noe, David Latham, and Glenn Simerly recently completed 35 years of service with the University, and Larry Fox, Juanita Hardcastle, Rodney Jackson, Barbara Lane, Stuart Mitchell, Barbara Moore, Benny Rayfield, and Ken Wolfenbarger have completed 25 years of service. Congratulations and thanks.</p>		
<p style="text-align: center;"><u>Congrats</u></p> <p>Congratulations to Jeff Miller for finishing 2nd in a recent fishing tournament and good luck to Chuck Silvey who will be bowling in the national tournament.</p>		
<p style="text-align: center;"><u>Shorts</u></p> <p>The Knoxville Campus of The University of Tennessee is comprised of 213 buildings totaling 12.7 million square feet, on 556.4 acres. The amount of trash sent to the sanitary landfill has been reduced from 17,059 tons in 1992 to 8,061 tons in 2001. This is the result of recycling and alternate landfill sites such as construction debris landfills. From July 2001 through June 2002 the total utility bill for the Knoxville campus was \$18.8 million.</p>		
<p><u>Doin' what "they" said couldn't be done.</u> Don Holbert & Chuck Baker prepare the outdoor pool cooling tower for use. "They" said it wouldn't cool the pool.</p>		
<p style="text-align: center;"><u>New Faces in Town</u> (Since 9/1/02) By Jennifer Hatcher</p> <p>Central Supply – Melissa Leek (actually a previous face what came back) Steam Plant – Sue Carr (another comebacker), Jerry Miller, Dale Becker, Ed Jeter Carpenter Shop – James Hill PM – Mike Beeler, Rony Buckner, Donnie Lowery, Billy Hodges, Tracy Williams (comebacker), Austin Beeler, John Rogers, Donald Lequire, Rick Tamplin, Mike Rowsey, Roger Webb (comebacker) Building Services – Donna Norris Grounds – Duane Kemp, Darrell Norris, Matthew Slaughter, William Bolinger</p>		

Help Name This Thing!!

Some folks got a sneak preview of the newsletter and have submitted the following suggestions:

BOULEVARD BULLETIN	TRACKSIDE TRIBUNE
FACILITIES FACTS	SERVICES SENTINEL
STRUCTURALLY SPEAKING	STRUCTURALLY SOUND
HARDHAT HEADLINES	STEEL TOED SHOE DIARIES
STEEL TOED HEADLINES	STEEL TOE INFO
HARDHATS & STEEL TOES	FACILITIES SERVICES NEWS (FSN)
STRANGER THAN FICTION	LOOSE TALK
READ AT RAY'S	MABEL'S MESSENGER
WHASSUP	SPITS & SPURTS
SERVICES SOUND OFF	SERVICES SOUNDER
THE SCUTTLEBUTT	THE LIGHTHOUSE
SERVICES NEWS AND FACILITIES UPDATE (SNAFU)	
THE FACILITIES SERVICES RAG	THE FIVE W's (who, what, when, where, why)
THE MAINTENANCE MIND	THE CHATTERBOX
THE MAINTENANCE MESSENGER	THE MAIN FRAME
FACILITIES FOCUS	AFFIRMATIVE FOCUS
THE INFORMER	WHISPERS
THE HORSE'S MOUTH	THE ORDER OF THINGS
FS PRESS	THE NAIL & HAMMER
FACILITY SERVICES DISPATCH	FAC(T) SERVICES NEWS
THE GRAPEVINE	PHYSICAL FACTS
PHYSICAL NEWS	PHYSICAL NEWS
OUR NEWS	SHOPS TALK

If you see the hands (and other body parts) of Phil Sise and Kyle Crisp in these suggestions, you are very perceptive. Other ideas were submitted by Tracy, Jennifer, Harry, and Chip. Please still send any other ideas you may have to Tracy.

Reminder – Lunches with the Executive Director are scheduled for the last Tuesday in each month from 12 noon until 1:00 PM for folks on first shift, and at 5:30 PM for folks on second shift.

Training:

The following people have recently completed training as follows:
Bobby Atchley, Richard Petree, Steve Hunter – Liebert Large Systems
Chuck Baker, Laymon Gossett, Dana Howard, Wally Beets – Water Chemistry for Swimming Pools
Luke Hanley, Troy Jones, Larry McBee, Jerry Rutherford, Darryl Ford – EPA Smoke School
Tony Haynes – NFPA Fire Alarm Code
Tim Tomlinson – NFPA National Electric Code
Bob Caudill – APPA Facilities Institute - Graduated
We are hoping to restart in house group training in the fall with OSHA electrical safety training.
We are also open to any ideas you might have. Please let Terry know any ideas.

Facilities Services Vacancies:

Tech. Svcs. – Program/Resource Specialist
Admin. Svcs. – Dispatcher
Engr. Svcs. – CAD/Design Operator, Estimator, Mechanical Engineer
Steam Plant – Mechanic
Central Supply – Sr. Matl. Control Clerk
Carpenter Shop - Supervisor
Electric Shop – Crafts Assistant, Electrician
Plumbing Shop – Steamfitter
Preventive Maintenance – Maint. Specialist
Building Services – Floor Cleaner (4), Custodian, Recycling Coordinator, Quality Assurance Clerk
Grounds – Laborer (3), Lawn Gardener ((2), Sr. Truck Driver, Sr. Hvy. Equip. Operator
Arena – Custodian (4)

Bob Evans and John Parker Memorial Scholarships

have been established to help dependents of Facilities Services employees, retirees, and survivors to defray some of the costs of attending The University of Tennessee, Knoxville. Applications for these scholarships are due by February 1 of each year for the following fall semester. See Beth Atkins for applications.

Sick Leave Bank

Enrollment for the Sick Leave Bank is during April, May, and June. See your Shop Clerk for forms.

Chuck Thompson Award

It is not too early to be thinking of who to nominate for the Chuck Thompson Awards. These will happen in August and September.

Movin' Around (Since 9/1/02)

By Jennifer Hatcher
Mike Sherrell to Executive Director
Beth Atkins to Sr. Admin. Svcs. Assistant
Tracy Ridings to Acct. Payable Specialist
Tommy Oakley to Sr. Steam Plant Mechanic
Tom Anderson to Sr. Buyers Assistant
Jimmy Blair to Carpenter
Jason Hughett to Crafts Assistant
James Reno to Sr. Locksmith
Tony Hearon to Steamfitter
Guy Bayless to Plumbing Foreman
Garrett Johnson to Sr. Steamfitter
Harold Raby to Sr. Electronics Technician
Tammy Hoadley to Maintenance Specialist
Brian Day to Sr. Maintenance Specialist
Don Holbert to Sr. Maintenance Specialist
Tim Hanson to Quality Assurance Clerk
Sandra Slusser to Custodial Foreman
Jimmy Helton to Heavy Equipment Mechanic
Don Taylor to Grounds Foreman
Donnie Patterson to Steam Plant Operator
James Yarber to Steamfitter
Mark Ford to Maintenance Specialist

Folks A' Movin' On

(Retirees Since 1/1/03)

By Jennifer Hatcher
Eleanor Houser retired 1/1/03
Jean Lowe retired 1/24/03
Paul Norman retired 3/4/03
Francis Dyer retired 3/5/03
Margaret McGinley retired 3/31/03
Jackie Prater retired 4/30/03
George Bull is retiring 6/30/03

Upcoming Events:

The Annual July 4 Picnic will be held on Thursday, July 3, 2003, at 12:00 Noon on the G7 Parking Garage on the corner of Andy Holt and Volunteer Boulevards.

Holiday and Closing Schedule:

Memorial Day – May 26
Independence Day – July 4
Labor Day – September 1
Thanksgiving – November 27-28
Christmas – December 22-26

Scorecard:

Chargeable projects completed to date; and cost – 310; \$3.533M
Current number of open projects; and cost – 322; \$7.059M
Current number of open maintenance projects; and cost – 91; \$4.945M
Chargeable workorders completed to date; and cost – 4,257; \$1.535M
Maintenance workorders completed to date; and cost – 2,280; \$0.962M