

# The Facilitator

Official Newsletter of The Facilities Services Department of The University of Tennessee, Knoxville  
<http://www.pp.utk.edu>

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## Rep View

By Roger McDonald

DO YOU KNOW WHO'S GETTING YOUR MONEY?  
DO YOU KNOW WHO YOUR BENEFICIARY IS?

DURING YOUR EMPLOYMENT AT THE UNIVERSITY MANY  
THINGS IN YOU LIFE CAN CHANGE!

- NEW SPOUSE!
- NEW CHILD!
- NEW GRANDCHILD!

KEEPING YOUR BENEFICIARY UP TO DATE IS VERY  
IMPORTANT!

TO CHECK ON YOUR BENEFICIARY FOR THE FOLLOWING!

- INSURANCE 974-5251
- RETIREMENT 974-4341
- UT DEATH BENEFIT 974-1927

THESE ARE SOME OF THE TOPICS THAT ARE DISCUSSED IN  
YOUR EMPLOYEE REPRESENTATIVE MEETINGS. PLEASE  
SUPPORT YOUR EMPLOYEE REP. HE/SHE WORKS VERY HARD  
TO VOICE YOUR CONCERNS. MEETINGS ARE HELD ON THE  
FIRST TUESDAY OF EVERY MONTH!

**IF NOTHING IS EVER SAID, NOTHING WILL EVER BE  
HEARD!**

## Christmas Baskets

By Chip Rayman

There was a lot of variety in our giving this past Christmas. Each shop made their own determination of how and whom to help.

Air Conditioning and Sheet Metal helped a Seymour family whose house caught fire December 8. The house was a total loss except for the basement. There are three children ages 2, 4, and 6. The father was burned as he tossed the children out the window to their waiting mother.

Administration took up money for the relative of an employee.

Administrative Services also helped a relative of one of their employees. The family member is a single head of household with a teenager and two young children at home. She is paralyzed from the waist down and has to undergo kidney dialysis.

Building Services, Grounds, and Pest Control helped eight children whose parents are in prison, plus a Maryville family whose mother underwent surgery that did not go well. They have a 3 and 5 year old.

Carpentry and Key Shop prepared three Christmas baskets. Two were for employees, and one was for a single mother.

Electrical Services helped a person who is disabled and has no other income.

Plumbing Services and Engineering combined to help one a retired employee who is terminally ill.

Preventive Maintenance gave money to one of their employees to send a "care package" to their son in Iraq. PM also sent some money to Second Harvest Food Bank.

**GOOD JOB EVERYONE!!**



Ackron is a fillin' up!! From Christmas Employee Appreciation Day

## Budget

Our budget proposal for 2004-05 has been submitted. Various fixed cost increases were requested for elevator maintenance, water and sewer, paper products, natural gas, waste collection, Grounds personnel for the new Johnson-Ward Mall, vehicle rental, and radio service on the County's E-911 system. The total request for fixed costs were about \$700,000.

Also requested were funds for new department initiatives. In our case, these requests were for restoring programs that had been cut in the past such as full custodial services, painting, and various deferred maintenance items. Additional personnel were also requested to enable us to keep up with an ever increasing project workload. These requests totaled about \$5.7M.

The budget proposal also included projected scenarios for the possibilities of a 2.5% increase, or reduction, in funding.

**BLEED ORANGE BLOOD DRIVE is going on this week. We need to beat those Nashville folks. See flyers on bulletin boards for locations.**

## Campus Chest

By Chip Rayman

Knoxville Volunteer Emergency Rescue Squad

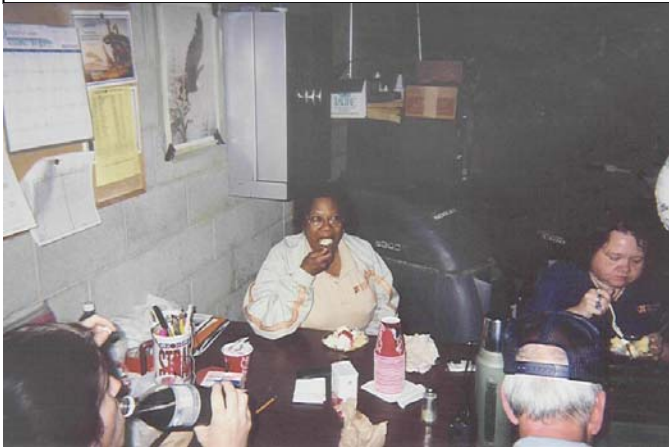
The squad has been making the news a lot lately looking for the little girl who drowned at Concord Park and murder/suicide tragedy with little Will Brown and his father at the South Knoxville Bridge. Understandably, this agency is one of our favorites insofar as donations to Campus Chest are concerned. This agency is only partially funded by the United Way.

If you ever meet Squad Chief John Yu, you would be impressed. He has been on TV a lot lately. He almost lost his arm in a wreck. The rescue squad helped save his arm, so he has dedicated his life to this agency.

The rescue squad provides emergency vehicle and water rescues services for Knox County plus specialized rescue service such as cave, trench, heavy rescue, and search services. It is one of the few designated "heavy rescue" units in the south.

**Facilities Services Vacancies:**

Engineering – Estimator, Mechanical Engineer, Architect, Senior Secretary, Drafter  
 Steam Plant – Steam Plant Trainee  
 Carpenter Shop – Carpenter  
 Electric Shop – Electrician  
 Preventive Maintenance – General Maintenance Craft Worker  
 Bldg Services – Floor Cleaner (2), Sr Custodian (2), Service Aide II (3)  
 Grounds – Sr. Hvy. Equip. Operator, Laborer  
 Key Shop – Senior Maintenance Specialist  
 A/C Shop – Senior Secretary



No, it wasn't Mary's birthday, just ask her. But she sure did enjoy the cake and ice cream!!

**Governor Bredeesen's Budget Proposal**

The Governor's budget proposal has been presented to the State Legislature. It includes:

A much needed pay raise for employees. The exact amount for UTK is not known for sure but should be at least 2%.

Funding for Capital Maintenance projects for:

Elevator Upgrades Phase 1 and 2. These projects are for state mandated code upgrades plus additional safety improvements.

Steam Plant Equipment Replacement Phase 2. This is the 2<sup>nd</sup> phase of projects to replace outdated and obsolete equipment to maintain reliability.

Masonry Repairs Phase 2. These projects are for restoring structural integrity to the exterior of buildings where age and expansion are resulting in failures.

Roof Replacement. We keep roof repair projects on the capital maintenance funding list all the time as roofs are a continuing need.

Chiller Replacement Phase 7. This project will establish additional capacity in and distribution piping from the plant being installed as part of the Hesler Biology renovation. This plant will serve most of the Hill area.

Humanities Complex HVAC Improvements. This project will convert the Humanities/McClung Tower complex to 4-pipe allowing for year round cooling and heating which will eliminate problems in transitional seasonal periods.

The Ag Campus also has projects on the capital maintenance list for greenhouses, Cherokee Animal Facility, and Plant Sciences.

In addition to the capital maintenance projects the Governor has also included funding for Glocker, and relocation of the Dairy Farm.

**New Faces in Town**

By Jennifer Hatcher

Mike Cain – Preventive Maintenance  
 Jacky Corbin – Plumbing Services  
 James Ezell – Building Services  
 Gordon Harbin - Grounds  
 Travis Henry – Electrical Services  
 Tara Johnson – Grounds  
 James Lethco – Preventive Maintenance  
 David McClendon – Carpentry Services  
 Rick Meister – Carpentry Services  
 Steven Moyers – Carpentry Services  
 Daniel Webber – Preventive Maintenance

**Training**

The electrical safety classes are now in full swing. You may see some of the folks taking this training out taking pictures. These folks are actually creating teaching modules that will be used to train the rest of us.

Leo Pedigo, Darrell Lawhorn, Carolyn Underwood, and Bill Gann have just completed training at APPA's Institute for Facilities Management. Congratulations to Leo, he has now completed all four weeks of the training and has graduated. The other three just completed their rookie year. This training is put on by the Association of Physical Plant Administrators. Attendees receive training from how an HVAC system works, to budgets, to personnel management, to project management, and more. We are looking forward to these three continuing their training, and to sending others as the opportunity arises.

**Movin' Around**

By Jennifer Hatcher

Harlan Kinkead – Foreman – Key Shop  
 Charles Burton – Steam Plant Mechanic – Steam Plant  
 William Miracle – Senior Carpenter – Carpenter Shop  
 Pryor Gossett – Supervisor – Preventive Maintenance  
 Larry Shoopman – Service Aide II – Building Services  
 Barry Belcher – Service Aide II – Building Services  
 Daryl Roe – Quality Assurance Clerk – Building Services  
 Donna Norris - Quality Assurance Clerk – Building Services  
 Bobby Brown – Sr. Maintenance Worker – Arena  
 David Brown – Service Aide II - Arena

**Upcoming Events:**

**Holiday and Closing Schedule:**

Spring Holiday – April 9, 2004  
 Memorial Day – May 31, 2004  
 Independence Day – July 4, 2004  
 Labor Day – September 6, 2004  
 Thanksgiving – November 25-26, 2004  
 Christmas – December 24-30, 2004  
 New Years – December 31, 2004

**SAFETY  
IS IT IN YOU??**

**Scorecard:**

There have been 303 new chargeable projects generated since 7/1/03 at an estimated cost of \$4.2M.

There have been 95 maintenance projects generated since 7/1/03 at an estimated cost of \$6.6M.

We currently have 225 open non-maintenance projects on the books with an estimated cost of \$13.7M.

**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.