

# Facilities Services Weekly

September 3, 2019

ADMINISTRATION • FACILITIES OPERATIONS • ZONE MAINTENANCE • ADMIN. & SUPPORT  
COMMUNICATION & INFO SERVICES • UTILITIES • DESIGN • CONSTRUCTION



Facilities Services is hosting food drive to benefit Smokey's Pantry. Canned goods and personal hygiene items are being collected through September 30th. Donations can be dropped off with Veronica in Special Projects. Please see the flyer at the end of this newsletter for more information.

You're Invited to the  
**Big Orange  
Birthday Party!**

Tuesday, September 10  
11:30am - 2:30pm



**Where:**

Humanities and Social  
Sciences Building  
(1115 Volunteer Boulevard)

**What:**

Celebrate 225 Years of UT with  
cake, games, carnival rides,  
prizes & more!

## Big Orange Birthday Party Shuttle Schedule -

10:45 a.m. - Conference Center

11:00 a.m. - Facilities Services Complex

11:15 a.m. - Ag Campus

\*All those on campus, make your way to HSS.

### ADMINISTRATION

### FACILITIES OPERATIONS

Special Projects:

- "Continuity gives us roots; change gives us branches, letting us stretch and grow and reach new heights."  
- Pauline R. Kezer

Building Services:

- Congratulations to Marianela Cruz, an employee with Custodial Athletics, on receiving her United States Citizenship on August 26th!
- Providing Stadium support to Athletics for before, during and after game cleaning.

FS OPERATIONS CONTINUED ON PAGE 2

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COMMUNICATION & INFO SERVICES • UTILITIES • DESIGN • CONSTRUCTION

## **FS OPERATIONS CONTINUED:**

- Over 90 Building Services employees are involved in home football cleaning activities.
- Window cleaning complete at the theaters.

## **Lock & Key Services:**

- Neyland/Thompson – replace file lock.
- HPER – install exit device.
- Student Health Center – repair lock.
- Jessie Harris – unlock cabinet.
- Alumni Hall – change batteries in combination lock.
- Veterinary Medicine – set up (3) padlocks.
- Food Science – replace core.
- Music Center – repair lock.
- Plant Biotech – install locks on cubicles.
- 11th Street Garage – repair lock.
- JIAM – repair lock.
- Communications – repair/adjust multiple outside doors.
- Football Security – changing locks.
- Facilities Services – setting up multiple padlocks.
- University Housing – many recores and repairs.

## **Sanitation Safety:**

- Worked on monthly building interior PMs.
- Worked on bi-annual building exterior PMs.
- We have rodent control ongoing at Thompson-Boling Arena and Neyland Stadium.
- Pest Control football gameday support at Neyland Stadium.
- Pest Control actions at Reese Hall.
- Completed on-demand Pest Control work requests.

## **UT Recycling:**

Recycling Totals for August 25 through August 31:

- Bottles and Cans: 1,220 lbs.
- Paper: 0 lbs.
- Cardboard: 11,680 lbs.
- Glass: 0 lbs.
- Manure: 0 lbs.
- Compost: 0.00 lbs.
- Weekly Totals: 12,900 lbs./6.45 tons

Recycling Totals for Fiscal Year 2019:

- Bottles and Cans: 29,220 lbs./14.61 tons

- Paper: 54,720 lbs./27.36 tons
- Cardboard: 84,580 lbs./42.29 tons
- Glass: 0 lbs./0 tons
- Manure: 45,000 lbs./22.50 tons
- Compost: 0 lbs./0 tons
- Fiscal Year Totals: 213,520 lbs./106.76 tons
- Pallets: 0 lbs.

## **ZONE MAINTENANCE**

### **Zone 1:**

- We are working to stay ahead of work orders.
- There was a short water outage over the weekend at Reese Hall to replace a valve.

### **Zone 2:**

- Maintaining environmental equipment.
- Addressing work order issues.
- Hesler Greenhouse 4 ridge vent repair.
- Generator logging.
- Compile information for biweekly newsletter.
- Austin Peay scheduled terrazzo floor repairs on hold.

### **Zone 3:**

- Hodges Library: West machine room air-handlers one, two, three, and four have been greased and belts have been checked. South machine air-handlers one, two, three, four, and five have been greased and belts have been checked. We changed filters on our liebert unit in systems.
- Melrose Hall: Cleaned all A/C filters in G-section, and changed water fountain filter in G-section.
- Haslam Business: Assisted Dean's office in locating advent material for wall prints. We replaced a faucet on the 6th floor and removed large shattered glass whiteboard.
- SMC: Hung whiteboards on various floors, pictures and mirrors were hung on various floors, we assembled rolling whiteboards, and conducted induction unit repairs.

ZONE MAINTENANCE CONTINUED ON PAGE 3

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COMMUNICATION & INFO SERVICES • UTILITIES • DESIGN • CONSTRUCTION

## **FS OPERATIONS CONTINUED:**

### **Zone 4:**

- Replacing water fountain in PCB.
- PM all air handlers for Dining Halls.
- PM all exhaust systems for Dining Halls.
- Cleaning freezer and cooler coils for Dining Halls.
- Check boiler systems in Dining Halls.
- PM dish conveyors in Dining Halls.
- Rebuild disposals Dining Halls.
- Treating drains and using drain maintainer in Dining Halls.
- Replacing lighting in Dining Halls with LED.

### **Zone 5:**

- At Regal Soccer, we checked and made needed repairs after exhibition games.
- At Parking Services, we replaced outside lighting.
- At Neyland Stadium, we are continuing to convert to LED lighting and made final preparations for season opener.
- At Neyland Stadium, we checked and adjusted chemicals in pools and checked field lights.
- At Allan Jones, we checked and adjusted chemicals in pools.
- At South Stadium, we worked on AH 2, changed belt s and greased it.
- Through out the zone, we are conducting general building maintenance.

### **Zone 7:**

- SERF: General Maintenance, filter changes, belt alignment, replace ceiling tiles, replace lights, check outside doors, fix door latch, diagnose condensate pump issues, and replace switch.
- Min Kao: General Maintenance, mounted tv, hung two white boards, moved shelving, and prepared for the game.
- Ferris Hall: Conducting walkthroughs, repairing fan coil 330, replacing belts, and servicing roof top vent fans. Checking exterior doors serviceability.
- Perkins: Conducting walkthroughs, checking for mold,

replacing ceiling tiles, and checking exterior doors serviceability.

- Dougherty, went room to room cleaning, and spot-checking a/c units. Changed out some lights, fixed water leaks. Checking doors, and windows getting building ready for game.
- Tickle, cleaned chiller, fixed some lights. General building maintenance.
- Senter hall worked on green house doors, checked roof leak.
- Jessie Harris Unstopped mop sink, rebuilt toilet flush valve.
- Fiber composite changed A C filter.
- AMB; Cleaning of machine rooms, changing over to LED lighting in Machine Rooms, cleaning out of chilled water lines and coils of AC units, Day to Day Maintenance and inspections of outer doors and locks.

### **Zone 8:**

- We will be working on our daily, weekly, and quarterly work.
- Our team will be checking our heating systems to ready ourselves for cooler temperatures.
- Leaves are starting to fall. This prompts us to focus on roof drains, guttering, and drywells.
- We continue to work on LED lighting in Plant Biotech.
- One Call has been busy with the return of our customers. They will be responding to calls and assisting with lighting upgrades.

## **COMMUNICATIONS & INFO SERVICES**

### **Communications & Public Relations:**

- I need your photos and stories! As the new Communications Coordinator for Facilities Services, one of the best parts of my job is getting to know this team, but with hundreds of people spread out over several shifts, I haven't had a chance to meet all of you yet! That's where I need your help. If you hear a particularly positive comment from a team member or notice a job well done, snap a photo of that person and send that story to [sjones80@utk.edu](mailto:sjones80@utk.edu). It doesn't

COMM & INFO CONTINUED ON PAGE 4

# Facilities Services Weekly

September 3, 2019

ADMINISTRATION • FACILITIES OPERATIONS • ZONE MAINTENANCE • ADMIN. & SUPPORT  
COMMUNICATION & INFO SERVICES • UTILITIES • DESIGN • CONSTRUCTION

## COMM & INFO CONTINUED:

have to be more than a sentence or two. I want to help our followers get to know the faces behind Facilities Services, and I need your help to tell those stories!

- Sam Ledford

- Staff members are invited to attend the Big Orange Birthday Party on Tuesday, September 10 from 11:30a-2:30p at the Humanities & Social Sciences Building (1115 Volunteer Blvd). Come celebrate UT's founding with treats, games, carnival rides and door prizes! The shuttle schedule is listed on the first page of this newsletter.
- 9/18 – Flu Shot Clinic & HR Road Show – Coming up on September 18, Student Health will be on hand from 1p-3:30p offering flu shots to all staff. Flu shots will be free to employees who are enrolled in the State's health insurance plans AND bring a copy of their Caremark prescription card with them. Otherwise flu shots will cost \$25 payable in cash or check. Employees must bring a copy of their Caremark prescription card, fill out the attached Vaccine Administration Form, and complete the Shot-Waiver Form (prior to the event) if they intend to receive their flu shot at the Facilities Services Complex. The form has been emailed out to all employees. Hard copies can be found with Sam Ledford.
- In addition, UT Knoxville's Human Resource Team will be at the Facilities Services Complex September 18 from 11a-2p for an HR Road Show. During these visits, employees can stop by to meet with an HR representative for a standard annual checkup that includes updating beneficiary information across benefit packages, reviewing retirement savings options, discussing educational assistance, updating personal information and leave balances, and connecting with counseling services.
- The 2019 Annual Report is coming together. Information is still needed from: Information & Technology and Zone Maintenance. Please be sure to send information in as soon as possible.
- You can find the recent issue of The Facilitator by visiting: <https://fs.utk.edu/facilitator/>
- The electronic employee comment box can be found at [tiny.utk.edu/fscommentbox](https://tiny.utk.edu/fscommentbox).
- Help us nominate our next Facilities Services Employee of the Month at [tiny.utk.edu/fseom](https://tiny.utk.edu/fseom).
- Help us to nominate our next Facilities Services

Exceptional Team at [tiny.utk.edu/exceptional](https://tiny.utk.edu/exceptional).

## Employee Training & Development:

### Upcoming Training:

- Two ATV training sessions have been scheduled with EHS. An afternoon session will be held on September 4 at 3:00p and a morning session will be held on September 5 at 9:00a in FSC 101.

### Training News:

- We have two new employees in New Employee Orientation this week.
- We will celebrate the completion of PSTCC Cohort 07 this Friday.
- We will host an HR Roadshow on September 18 at 11 a.m. Benefits chats with HR will also take place at this time. Benefits Chats will be offered at 10 p.m. on September 18 for 2nd/3rd shift employees.
- Congratulations to our Training Specialist, Beth O'Neill, on being awarded as the September Employee of the Month! Thanks, Beth, for all that you do here at Facilities!

## UTILITIES SERVICES

### Electrical Services:

#### Fire Alarm/ Security:

- Security group worked on the upper and lower gates at the Steam Plant in preparation for the game.
- Security group worked several trouble calls.
- Fire Alarm - monthly test at Fraternity Park.
- Fire Alarm - monthly fire pump test.
- Fire Alarm - worked with Simplex at Neyland Stadium to correct deficiencies.
- Fire Alarm - answered alarms that came in.
- Fire Alarm and Security – manned and worked the Football Game at Stadium 8/31/19.

#### High Voltage:

- Worked with night shift and finished up lot 9 parking lot light fixture change over to LED fixtures.
- Worked with KUB conducting switching at Main Substation.
- Prep work for the game at Neyland Stadium field lights.
- Set up power at Circle Park and Humanities for portable

UTILITIES CONTINUED ON PAGE 5

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**September 3, 2019**

**ADMINISTRATION • FACILITIES OPERATIONS • ZONE MAINTENANCE • ADMIN. & SUPPORT  
COMMUNICATION & INFO SERVICES • UTILITIES • DESIGN • CONSTRUCTION**

## **UTILITIES CONTINUED:**

toilets (Friday night) with Heavy Equipment.

- Manned and Worked football game Saturday 8-31-19.
- Manned and worked the temporary power for the portable toilets at both locations. Pick up power after the game (8/31/19) from the portable toilets.

### **Secondary Electrical:**

- SMC - worked on light in room 402-402D.
- A&A - worked on outlets.
- Thornton Athletics - assist A/C with AHU1.
- Vet. School - repair 1000 amp brk.
- Sigma Phi Epsilon - worked in trip brk.
- Student Aqu. Center - 5 pole lights on outdoor deck.

## **Plumbing Services:**

- Clement Hall: Leak in ceiling and stopped up drain.
- Strong Hall: PVI repaired.
- HPER: New bottlefiller and sink.
- West Skybox: Cleaned strainers.
- JIAM: Leak in hallway.
- Massey Hall: Leak in wall on shock stop.
- Dougherty Engineering: Replaced drain line.
- Reese Hall: Leak in ceiling on valve.
- Orange Hall: Repaired irrigation water line.
- Massey Hall: Leak in wall on shock stop.
- Makeup water for testing at Steam Plant.
- Repair number 1 condensate pump at Haslam.
- Replaced steam regulator at Vet School.
- Repaired condensate pump at SERF.
- Stadium West side: Leak in women's first floor restroom.
- Morgan Hall: Installed 3 - 6" water valves and new fire hydrant.
- Fabricate new man covers for Recycling.
- Repipe and rebuild mixing valves in training room.
- Cleaned storm drains at BESS.
- Fire hydrant testing.
- Clement Hall: broken shower valve.
- Repaired lesions at Neyland Stadium.

### **Steam Plant:**

- Started installing new line to return boiler water recirculation line to make water return to DA instead of

condensate tank.

- Painted stairs going to basement.
- Started installing insulation on 6" polisher line.
- Cleaned Eye-Hye probes on number 3 boiler.
- Installed new LED lighting at number 4 boiler.
- Placed number 3 boiler back in service after tube repair and cleaning.

## **CONSTRUCTION SERVICES**

- Art & Architecture: Modify office 229.
- Bailey Education: Power for monitor.
- Baker Center: Carpet 123, 202, 204, 205, 207-208 and corridors.
- Biosystems Lab Building: Renovate classrooms 199A and 199B.
- Brehm Animal Science: Convert 2 receptacles to 208 Volt; Electric circuits connected to emergency power 160 and 435.
- Campus: Window replacements Hoskins, Jessie Harris, Ferris, and Perkins; Eyewash replacements in several labs; Replace steam line sections and valves; Security locking for classrooms; Pressure washing.
- Claxton: Power for monitor.
- Communications: ADA opener on door near Dean's office; Paint carpet, etc., 48, 52A, 52B, 61, 62; Connect old generator to UPS on 1st floor; Water bottle fillers on 1st and 4th floors; Replace dimmer control in studio 46; Paint 107J and 107S.
- Conference Center Building: Paint and carpet in 2nd floor suites 209, 215, 224, 230, 231.
- Dabney Buehler: Repair acid drains.
- Delta Tau Delta: Replace louvers in doors.
- Dougherty Engineering: Paint 210; Plumbing for MO16; Carpet 502.
- Dunford Hall: Paint 2629; Signage on 1st floor; Divide room 149 into 2 rooms; Renovate 2423; Paint 2347, 2348, 2309; LVT in 2nd floor common spaces.
- Early Learning Center: Remove tire mulch from playground (Lake Ave.).
- Fab Lab (Jewel Building): Replace glass store front; Electrical connections for CNC router; electric connections for jointer.

**CONSTRUCTION CONTINUED ON PAGE 6**



# Facilities Services Weekly

September 3, 2019

ADMINISTRATION • FACILITIES OPERATIONS • ZONE MAINTENANCE • ADMIN. & SUPPORT  
COMMUNICATION & INFO SERVICES • UTILITIES • DESIGN • CONSTRUCTION

## CONSTRUCTION CONTINUED:

- Ferris Hall: Renovate 207.
- First Impressions Contest: 10 Projects for contest winners.
- Food Science: Replace door 305; Lab cabinet additions 306.
- Greenhouse #10: Electric work for autoclave.
- Haslam Business: Make an office in 515; Change door and lock in 436; Divide 329 and 330 into 3 offices; Paint 606, 620 and 621.
- Hearing and Speech: Wall repair 203 and 205; Tuck point south wall.
- Henson Hall: Remove sink in 403.
- Hodges Library: Renovate classroom 253; Make private offices G016; All Restrooms-wall protectors at hand dryers, cover towel receptacle; Patch and paint 309.
- HPER: Divide room 136C.
- Jessie Harris: Extend 209 & 242 into storage rooms; Paint, carpet and lighting in several rooms; Paint and blinds 332.
- JIAM: Install booster pump 258.
- Lambda Chi Alpha: Floor drains in basement.
- Laurel Hall: Paint interior.
- Lindsey Nelson Stadium: Add curbs around bull pen; New staircase on right field line.
- McClung Museum: Remove wall and renovate 64B; Additional cabinets in 64.
- Middlebrook Building: paint several areas; First floor-new wall board, paint and carpet.
- Min Kao: Electric work in 117 and 119; Electric work in 339.
- Morgan Hall: Renovations per POCA; Paint and carpet 302I and 314B.
- Mossman Building: Electronic door lock override switches; Replace door to 131A.
- Neyland Stadium: Repair concrete.
- Nielsen Physics: Tuck point parapet wall; Replace spline ceilings on 6th floor; New flooring in 210 and 207.
- Nuclear Engineering: Projector screen and painting.
- Nursing Building: Remove wall 240A.
- Pratt Pavilion: Convert men's restroom to women's.
- Presidential Court: Repairs on ground floor and dining area.
- SMC: Removable handrail at loading dock; Carpet and paint 304, 314, 607, 617, 618; Paint and electric 436.
- Senter Hall: Access control exterior doors.
- Strong Hall: Replace door lock switches; Install donor plaques.
- Student Health: Renovate space.
- Student Union: Signs for various areas; Lights and painting in Vol Shop; Emergency locking; Shelving in 107 K and J.
- Taylor Law: Carpet ground floor of library; Door operators 137, 138.
- Thompson-Boling Arena: Corrections to fire doors.
- Tom Black Track: Add water line at main gate; Raise drain to ground level.
- TREC: Renovate studio 8/10; Add door to 204; Replace carpet with artificial turf 222; Refinish wood floors; Replace damaged floor tile in corridors.
- Tyson Alumni House: Carpet the stairs.
- UT Culinary Institute: Concrete pad for weather station.
- Vol Hall: Replace brick at patio.
- Vol Shop Cumberland: Install door between Vol Shop and Restaurants.
- 1610 University Avenue: Reconfigure cubicles.

## Join Facilities Services on Social Media



@utkfacserv



@utfacilities



@UTFacilitiesServices

FS WEEKLY CONTINUED ON PAGE 7

# Facilities Services Weekly

September 3, 2019

ADMINISTRATION • FACILITIES OPERATIONS • ZONE MAINTENANCE • ADMIN. & SUPPORT  
COMMUNICATION & INFO SERVICES • UTILITIES • DESIGN • CONSTRUCTION

## THE COMMENT BOX

*The following comments/questions were submitted to the FS comment boxes. Below each comment/question is the response from Associate Vice Chancellor Dave Irvin.*

*If you have a question about one of Dave's responses, please email him at [irvin@utk.edu](mailto:irvin@utk.edu).*

**Comment:** We keep losing people and not replacing them. We keep getting work orders and constantly work overtime. We get almost no days off. I feel as if we are going to outsource. Does anyone even care about Building Services anymore.

**Response:** *I hear the tired frustration in your question. You had several comments so let me answer each one.*

*"We keep losing people and not replacing them." - This not accurate. In just the last month we have welcomed 26 new employees to our Facilities Services family with 19 of those joining Building Services.*

*We all agree, however, that we still have more vacancies than we would like. We want all of our authorized positions full as we need more hands on deck. That is why we are actively advertising for a new Facilities Services Recruiter - a position dedicated to recruiting, mentoring and retaining new employees for our department. Hopefully, that individual will start soon and help increase our team.*

*"We get almost no days off." - Unfortunately, I know that has been true, particularly during this time of year, as students and faculty return, classes begin and the many activities*

*occur all across campus - not the least of which is football and accompanying Game Day. When you add the new buildings, more extensive landscaping, more activities and longer hours, I know we have asked A LOT from all of our team. As I noted above, we're working hard to get more employees on our team so we can go back to more normal routines (understanding that at this time of year we always have extensive overtime).*

*"I feel as if we are going to outsource." - COMPLETELY AND TOTALLY FALSE!!! Vice Chancellor Cimino has come out publically, repeatedly, against Outsourcing! Chancellor Plowman has come out publically, repeatedly, against Outsourcing! And President Boyd has come out publically, repeatedly, against Outsourcing! We have NO plans to Outsource!! PERIOD!! To anyone who still believes otherwise, you have not been listening to all that has happened on campus and the battles we have won the past two to four years.*

*"Does anyone even care about Building Services anymore?" - Absolutely!! That's a big reason why we are adding a Facilities HR Recruiter. That's why we added 19 Building Services employees just this month. It's a major motive behind us pushing for an \$800/year across the board raise for those earning under \$40,000. It's why we worked hard to adjust Building Services salaries to be at the same level of their Housing counterparts. It's why we are working on understanding how to increase training and how we improve communication particularly with 2nd, 3rd and 4th shifts. As noted in the question below, it is*

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COMMUNICATION & INFO SERVICES • UTILITIES • DESIGN • CONSTRUCTION

## THE COMMENT BOX

*also why we are adding another supervisor to help with all of Building Services.*

*Building Services is the largest part of our team and you are vital to our success!*

**Comment:** Seven years ago, when Dave Irvin and Gordon Nelson came, we had a night time supervisor who did a great job, but it was said he wasn't needed. My question is, after all this time, why have they put someone in charge again? Are they really necessary?

**Response:** *In the last seven years, we have increased the square footage for which we are responsible; student, faculty, staff and public traffic through the buildings has soared; more buildings have longer hours with several running 24/7; and campus demands on our department have exploded. In response, the size of our team has jumped (although as I noted above we need to still add more). Because of these changes, we now need additional supervisors - particularly for 2nd and 3rd shifts. We feel adding this position will allow better coordination and increased communication with all of our team. We hope the position will allow employees another way to forward their concerns, receive guidance and training, and be more connected to all of Facilities Services.*

**Comment:** If all employees that are issued FR uniforms are required to wear their FR shirts in FSC, why doesn't the general electrical group wear their FR shirts?

**Response:** *They are required to wear their*

*FR uniforms as well. In meetings this week all were reminded including their supervisors.*

**Comment:** Get rid of FR uniforms. The whole idea is overkill. If we have to get into a panel, we are "supposed" to wear suits, gloves, shields etc. I'd love to see the office personnel leave the air conditioned office wearing FR and doing labor and re-evaluate wearing them in the summer. Although I appreciate the reasons behind wearing them, there needs to be a better solution. Thanks.

**Response:** *While I appreciate your view and where you are coming from, I must respectfully disagree. FR uniforms are required by codes and OSHA. They are also needed for the safety of our employees.*

## FACILITIES SERVICES Employee Comment Box Locations:

- Facilities Services Complex Break Room
- Facilities Services Shop Area
- Hodges Library outside room 171a (new)
- Steam Plant (near time clock)
- Steam Plant Hill Breakroom (new)
- Neyland Biology Annex near room 128
- Ellington Plant Science room 4
- SERF outside of room 426
- Former Sanitation Safety (Pest Control) Area at Facilities Services Volunteer Blvd. Location
- The electronic employee comment box can be found at [tiny.utk.edu/fscommentbox](http://tiny.utk.edu/fscommentbox).



# Facilities Services Food Drive benefiting

**September  
3 - 30**



**Drop Off  
Items with  
Veronica**

**Smokey's Pantry opened with a focus on serving those in need; whether students, faculty, or staff. They are located in the Tyson House (824 Melrose Place) and hold distributions each Tuesday from 4 to 6 p.m.**

## **Non-Perishable Items**

- Peanut Butter • Jelly • Oatmeal • Pasta • Macaroni & Cheese (Cups)
- Rice (Packaged) • Ramen Noodles • Instant Potatoes • Nuts
- Breakfast Bars • Microwave Popcorn • Tea • Granola Bars
- Pasta Sauce (Non-Glass) • Cereal • Pop Tarts • Crackers • Cookies
- Trail Mix • Coffee • Juices • Sugar • Mayonnaise/Miracle Whip
- Mustard • Tofu • Ketchup • Salt & Pepper • Seasonings

## **Canned Items**

- Tuna • Chicken • Fruit (or cups) • Beans • Chili • Vegetables • Soup

## **Personal Care Items**

- Toothbrushes • Toothpaste • Dental Floss • Soap/Body Wash
- Shampoo/Conditioner • Brushes/Combs • Deodorant • Razors
- Shaving Cream • Feminine Hygiene Products • Hand Sanitizer
- School Supplies • Binders • Pencils • Paper

## **Miscellaneous Items**

- Toilet Paper • Paper Towels • Kleenex • Laundry Detergent • Dish Soap
- Sponges • Ziploc Bags • Cleaning Supplies • Vitamins • Reusable Bags
- Can Openers

**Questions? Contact Veronica at [vhuff@utk.edu](mailto:vhuff@utk.edu) or Sam at [sjones80@utk.edu](mailto:sjones80@utk.edu)**