FM moves into new work spaces

FM Shop Support & Office Building opens

Multiple Facilities Management work groups started moving into the newly constructed FM Shop Support and Office Building (formerly referred to as Leake II) in mid-January. The building — which is located at 1490 Leake Drive, just west of the Leake Building toward Lacy Hall — is substantially complete, with final punch list items and furniture delivery continuing throughout the month of February.

The groups that are relocating into the new building on a staggered schedule include: Environmental Resources, Office for Sustainability, Human Resources & Training, Geospatial Engineering Services, Occupational Health and Safety and staff members from the Utilities and Power and Light teams.

All staff members who are relocating will maintain their same email addresses and phone numbers.

The new building will also include a total of four conference rooms available for use by all FM employees.

See NEW WORK SPACES on page 2

Introducing FM’s On Grounds

With the start of a new year, we’re introducing a new newsletter! The changes to the Facilities Management newsletter are the result of a committee charged with examining FM’s publications and suggesting improvements. Newsletter Committee members included Garth Anderson, Steve Bunch, Jane DeGeorge, Nina Morris and Jennifer Watson. The committee, which was advised by Rebecca Leinen, met multiple times in 2015, presenting its recommendations in the fall to the CFO Office and FM Directors for approval.

The newsletter’s former name, Perspective, was the result of a 1991 contest open to employees. In an effort to involve input from FM, a similar contest was hosted in May 2015 requesting submissions from staff. While no single entry suggested the name that was eventually chosen, On Grounds evolved from considering all of the submissions so we thank you for your thoughtful ideas. The committee felt this name was the best fit due to its tie-in to UVA culture and its relevance to FM’s work at the University.

See ON GROUNDS on page 2
Power and Light teams illuminate Grounds

Power and Light teams continue to install new and replacement street lights along walkways all over Grounds, including most recently along Newcomb Road South, Copeley Road and Massie Road.

Close to $1 million in high-priority lighting improvements were completed during the past fiscal year, with even more extensive work to be completed during the current year, with Phase II improvements worth $1.25 million and Phase III work worth $1.33 million currently in the works.

These extensive UVA-wide improvements are being completed with the help of Programs & Informatics, the Office of the Architect, the Senior Vice President for Operations and the Security and General Safety Committee. Areas in need of lighting improvements were initially identified from a study performed by a group of graduate students who walked around Grounds at night measuring light. In addition to enhancing safety, these improvements have reduced light spillage and night sky light pollution as well as removed lights that were less energy efficient.

Some of the next street lights to be installed are near parking areas for many FM staff members. New street lights will soon be installed along a stretch of Alderman Road East and West, including along the E1 parking lot and the University Cemetery, as well as McCormick Road North along the Astronomy building and the Hospital Drive parking lot.

ON GROUNDS (Continued from page 1)

Here’s an overview of the rest of the changes:

• **Publication frequency.** In an effort to provide more up-to-date, relevant information to employees, the newsletter will transition from a quarterly schedule to a bimonthly schedule, publishing during the beginning of the following months: February, April, June, August, October and December. The *Fast Facts* double-sided flyer will also be published bimonthly during: January, March, May, July, September and November.

• **Design and layout.** We’re introducing a new color scheme, eye-catching headlines and lead photos. The goal is to present a cleaner, less-crowded layout.

• **Rotation of departments featured.** We have created an advanced schedule of FM departments to be featured in each issue in order to better ensure coverage of all of FM.

• **Cornerstones section.** The newsletter contains a new section (on page 4) called Cornerstones, which will feature content regarding FM’s four core initiatives of respect, safety, sustainability and diversity. Content regarding these topics will be featured on a rotating schedule with three out of four of the topics featured in each issue.

Comments or suggestions? Contact Jane DeGeorge by e-mailing jad2tm@virginia.edu or calling 982-5846.
Projects in Progress & Recently Completed

**Project Services trades renovate Hotel A**

The upcoming renovation of Hotel A, which is located on the West Range, will bring the building up to modern-day standards. The building — which will be renovated by Project Services from February-August — was constructed in approximately 1822.

It was originally used as an eating house for students, later housing the offices of *The Virginia Quarterly Review* from 1928-2011 before becoming the home of the Center for Global Inquiry and Innovation, who will reoccupy it following the renovation.

The project will replace the mechanical, plumbing, and electrical systems, install a central air system and a new restroom that will serve the building occupants in addition to guests attending events at the University Chapel, which is a popular location for weddings.

Other improvements include a new elevated walkway in the rear of the building that will provide ADA access, new IT/data infrastructure and the creation of offices in long unused space in the cellar.

Project Services crews started demolition within the historic structure in late November, working primarily in the cellar. In January, work in this area was halted to allow Rivanna Archaeological Society staff members to process the space and preserve any historic items. One potentially historic artifact found within the basement’s dirt floor included pieces of a porcelain plate, although it was unclear if these items had originated in this location or elsewhere.

Facilities Planning & Construction Historic Preservation Project Manager James Zehmer and Project Services Project Manager Jesse Kidd are managing the project.

**McCormick project extends utilities tunnel**

The winter phase of the McCormick Road Utilities Tunnel project included the extension of the underground tunnel from Hancock Drive to Alderman Road by Faulconer Construction. Completion of the project, which was originally scheduled to take place during UVA students’ four-week winter break, has been delayed due to inclement weather. McCormick Road is estimated to reopen on February 8.

The tunnel — including the main portion installed between Engineers Way and Hancock Drive in the summer of 2015 — includes new medium temperature hot water and chilled water lines for the planned renovations of the McCormick Road Residence Halls, Gilmer Hall and the Chemistry Building.

During this winter phase, FM Utilities staff worked with G&L Underground to install an underground chilled water line along Bonnycastle Drive, while keeping the road open with little disruption to vehicular traffic. The team used a horizontal directional drilling rig, which incrementally drilled an approximately 20-inch hole underground eventually grabbing onto pipe placed at the opposite end and pulling it back through the hole.

FP&C Senior Project Manager Steve Dempsey, Supervisory Senior Construction Administration Manager Richard Sergi and Project Coordinator Caitlin Murtaugh, and Utility Systems Distribution Manager Cameron Ratliff are managing the project.
In an effort to increase interest and education in construction and the building trades among young women, Facilities Management will host its first ever Girls Day set for Tuesday, June 14. This event will allow FM employees to bring guests (girls between the ages of 12-18) to participate in various planned activities to show off our work. Participants will get to see behind the scenes at FM and hear from our staff about what they love about their careers. This will be an all-day event including lunch and souvenirs.

Participating guests may be any girl you know including a daughter, niece, sister, friend’s daughter, etc. Those interested in participating in Girls Day are asked to complete this on-line survey. This non-binding survey will allow organizers to have a better idea of how many employees and young women are interested in participating in the event.

For more information about Girls Day, contact Caitlin Murtaugh at cm8nf@virginia.edu or 982-2956.

In addition, Building Services is providing free, miniature trash bins for non-recyclable and non-compostable contents that are the perfect size for a desktop. Office occupants then empty these mini trash bins into a centralized container, which encourages more conscious efforts to reduce waste and decreases use of plastic trash can liners.

And, to add a splash of fun, the tiny trash bins, which are only a little over four inches high, come in assorted colors — including green, blue, orange and pink.

If you want to exchange your trash can for a tiny bin, call the housekeeping supervisor for your building or send a request via email to Sandra Smith, sas7rs@virginia.edu.

For more information about the Green Workplace Program, click here.

Free mini trash cans (left) are available from Building Services. OFS Sustainability & Energy Engineer Erick Gomez (right) empties an apple core into one of the counter-top compost bins now located in FM area kitchenettes.

Composting & mini trash bins expanded across FM

Facilities Management continues to reduce the amount of items sent to landfills by improving its trash diversion efforts.

Whereas FM employees used to have to bring compostable materials — like food waste and fruit peels — down to one large compost bin outside the FM Annex, there are now 15 counter-top compost bins available in kitchenettes in the trailers, Leake Building, Lacy Hall and the FM Shops. Since composting is easier than ever, we are seeing more compostable material get diverted from the landfill than ever before.

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Sustainability

Respect

Ed Brobbey named Respect Champion

Utilities Plumber Steamfitter Ed Brobbey has been named a Respectful Workplace Champion through University Human Resources’ Respect@UVa program. Ed, who has worked at FM for almost 10 years, was nominated for intervening between two employees who were involved in an altercation.

“I am grateful for your outstanding efforts to promote a respectful workplace, as well as your genuine concern for and interest in the welfare of your colleagues and the community. Because of your efforts, the University is a safer and more welcoming place for everyone,” according to a letter from Senior Vice President for Operations Colette Sheehy.

Ed was honored to receive the award but felt his behavior was nothing out of the ordinary. “I always step in and say, ‘No, you don’t need this,’” said Ed. “Everybody is responsible to step in if you see something wrong.”

The Respectful Workplace Champions program recognizes individuals who make an exceptional effort to show genuine concern for their colleagues as well as demonstrating interest in the welfare of their community. For info about the program, please visit the Respect@UVa website.

In each issue, the Cornerstones section features a selection of content about three of FM’s four core initiatives of respect, safety, sustainability & diversity.

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Recognition & Accomplishments

Best Wishes for a Long & Happy Retirement

Leonard “Spike” Weeks of Project Services retired December 1 after over 32 years. Spike first started at FM in the warehouse, moving up to a supervisor and later a buyer. He eventually became a planner in Renovations and then a contract administrator in Work Management, which later evolved into his most recent position as senior project services manager in Project Services overseeing the management of many of FM’s in-house construction projects. Spike said he enjoyed working with staff from all over the University and preferred the summer months when there was a lot of activity. “I like being slammed, I like to stay extremely busy,” he said. In his retirement, Spike is planning to ride his motorcycle frequently, including a three month trip across the U.S.

Doug Morris of Project Services retired December 1 after over 31 years. Doug first joined FM as an HVAC Apprentice in 1984, graduating in 1988. He eventually took on the role of business manager & scheduler for Project Services. Over the 20 years that Doug worked on in-house construction projects at FM, the department has grown from completing about $8 million of construction per year to $40 million. In addition to his everyday duties, Doug was heavily involved with planning FM’s volunteer work at Camp Holiday Trails on the annual Day of Caring. The longtime employee said that his favorite part of his job was working alongside all of the wonderful people here at FM.

Don Crosby of Finance retired January 22 after almost 20 years. Don first joined FM in 1996 as a senior auditor, later becoming finance and budget manager and eventually the finance services manager in charge of Facilities Planning & Construction Financial Services. He oversaw all finance and budget operations for FP&C during a period of tremendous growth in professional service and construction contracts, with payments to vendors processed by Don and his team exceeding hundreds of millions of dollars annually. Don received his master’s of business administration from the University of Virginia, his bachelor’s degree from the U.S. Military Academy at West Point and served as a captain in the U.S. Army.

Recent Hires & Transfers

Carolyn Chionchio: Senior Construction Administration Manager, FP&C Health System

Mark Kutney: Architectural Conservator, FP&C Academic

Frances Cruz: Senior Fiscal Tech, Finance

Richard Gatlin: Senior Budget Analyst, Finance

Beverly Smart: Capital Budgets and Systems Manager, Finance

Maria Wernstrom: Fiscal Technician, Finance

Anthony Rimmer: Trades Utility Senior Worker, HSPP Zone 1

Andrew Boyce and Rodney Maddox: HVAC Install/Repair Techs, HSPP Zone 2

Elizabeth Campbell: Training Specialist, HR&T

Eirine Vlavianos: Human Resources Generalist, HR&T

Juliana Millbern and Raleigh Davis: Document Management Specialists/Archivists, Geospatial Engineering Services

Tracy Smith: Housekeeping Supervisor, Housing Facilities

Christopher Thurston: Custodial Services Worker, Housing Facilities

James Swann and Justin Luke: Custodial Services Workers, North Grounds Custodial

DeShon Langston: Roofer, Central Shops Maintenance

Gregory Gipson: HVAC Mechanic, North Grounds Zone Maintenance

Steven Bullock and Daniel Payne: Emergency Power Diesel Mechanics, Fire Protection

Frederick Kimatu: Recycling Worker, Recycling

On Grounds February 2016
Compliments from Customers

To Joshua Humphreys, Thomas Keys, Brain Bibb and William Eppard: Thank you for doing a quiet and efficient job while you worked your way through Stone Hall replacing the filters in the air handlers. You were being respectful of the people in their offices and others nearby. I value the efforts of your group, your quick response to issues and concerns, and willingness to work through and solve problems. — Steven Geiger, National Radio Astronomy Observatory

To Vince Muscarella, Jim Parisi, Craig Fisher and Carl Powell: Recently, I notified Vince in Systems Control of the urgency of a situation that required cleaning of ceiling tiles in a patient room. As the Environmental Services team was re-cleaning this room, Jim and Craig promptly measured and pulled these ceiling tiles and assisted in cleaning the wall. Jim noticed the overhead bed light cover was cracked and called to report it. Carl then immediately brought the replacement piece. I want to commend your fine team for their prompt response to my call. Between our teams, we were able to correct these issues in less than an hour, and without your team’s support and rapid response, we would not have been able to accomplish this by ourselves. A huge kudos to all! — Robin Hucks, Environmental Services

To Warren Wood and Jamie Shiflett: We are so pleased with how your team handled a recent request for signage installation. Patient Rights signage is an important way for us to communicate important information to patients. Availability of this information throughout the medical center and outlying areas is a key way for us to meet Joint Commission requirements. Your team has gone out of their way to install these Patient Rights signs in nearly 20 locations (both on and off-site). They have exceeded our expectations in getting this done, even being proactive along the way to ensure that all off-site areas had any needed signage. Many thanks for all of their efforts! — Denise Barth, Accreditation and Regulatory Standards, Medical Center

To Deano Deane, Ron Crawford and Tom Cromwell: I wanted to send y’all a major thank you for the efficiency and timeliness of completing two work orders I put in to fix the breezeway light outside my room on the East Lawn and fixing the girls shower stall in the East side bathroom. Both problems were fixed within two days of me requesting a work order. I was so impressed, especially given the amount of work y’all must have to keep up with. Thank you again for so diligently caring to the needs of students! — Emily McDuff, Student

To Hassan Mohamed: I have been running a lab for almost 30 years at three different universities and six different locations so I have seen many housekeepers. In my book, Hassan is No. 1. He is the best I have seen anywhere. He is careful, thoughtful, industrious and cheerful. A great combination. I hope he remains on our floor for a long time. — John Lazo, Departments of Pharmacology & Chemistry

To Bushiri Salumu and team: Thank you for making a difference each and every day with your wonderful housekeeping work on the second floor of Jordan Hall. You deliver extraordinary results, you make it happen, and you get the job done! It’s that plain and simple; although I know it’s not that simple. Cleanliness of the lab space is also a key factor towards successful experimental outcomes. We surely do not want dust or any other invisible particles to affect our experiments or even our delicate cell culture rooms. The task taken by your department is amazing and you do your job to the best of your abilities. Your team has always been accommodating and strive hard to get the job done once told. — Eusebio Pires, Department of Obstetrics and Gynecology

To Warren Wood, Bennie Collier, Shaun Anderson, Jeff Shiflett, Ron Crawford and Randy Spencer: A huge thank you to you and your teammates for being so instrumental to the success of Young Alumni Reunions in October. This was the biggest event we’ve ever had in terms of event attendance, and we couldn’t have executed it successfully without you. You went above and beyond to help us pull off the event, and always with a smile on your face and a can-do attitude. Please know how much we appreciate your work and service, and how much we value your partnership on our events. — Mary Elizabeth Luzar, UVA Alumni Association

Noted with Regret

Horace Lee Proffitt, who worked at Health System Physical Plant, died January 15. Horace first joined FM in 2004, serving as a plumber steamfitter in HSPP Zone 1 until November 2015. He was known for his quick wit and regularly exceeding customers’ expectations. Horace was recognized for his work in 2013 when he responded to a domestic water line rupture in the University hospital, which caused significant flooding in patient occupied space. His passions included planting his vegetable garden, owning and training Labrador Retrievers and rabbit hunting.
**Educational Accomplishments**

**Career Path Advancement**

FM Human Resources & Training offers Career Path programs in Housekeeping, Recycling and Landscape. These programs include four stages outlining information on the work skills, competencies, knowledge and experience needed for professional growth and advancement in that field. At the completion of each of the stages, an employee advances within their current position without having to compete for a vacancy.

Marcus M. Johnson, who has been employed by FM for more than four years, was recently recognized as the first employee to complete the Recycling Career Path.

Questions about the Career Path? Call HR&T at 243-3414

**Leadership Essentials**

Thirteen FM employees graduated from Leadership Essentials during the two Fall 2015 sessions. Leadership Essentials is designed to give supervisors the basic knowledge, skills and abilities needed to succeed as a supervisor at the University.

Congratulations to:
- **Building Services**: James Katina and Tiffanny Morris.
- **FP&C**: Dana Hodges.
- **HSPP**: Shawn Trainum.
- **Housing Facilities**: John Carey III, Michael Minor and Rollie Zumbrunn.
- **Maintenance**: Phil Kleinheinz.
- **Project Services**: Tom Castellanos, P.J. Duprey and Kyle Jennings.
- **Safety**: Will Reichert.

**Leadership Forum 2015**

The tenth annual Leadership Forum — titled Building Up to Lean: Learning How to Lead the Way — took place on November 18 and 19 at the Boar’s Head Inn.

Approximately 200 directors, managers, superintendents and front line supervisors attended the training session, which focused on lean management principles. Dr. Elliott Weiss from the Darden School of Business and Austin English, Darden Alumni and President of RCF Associates, facilitated the forum.

Elliott Weiss led the morning part of the training session, which involved the “Gazogle” exercise. This hands-on activity is designed to imitate an assembly line production process, using Lego building blocks to create a structure called the Gazogle. Competing teams worked to produce the Gazogles during multiple rounds where they were able to decide as a team ways to improve the production process and increase efficiency.

Austin English then led a session to help employees examine what was learned during the exercise and how to apply these production improvement processes to our work here at Facilities Management.
Luncheon Honors Veterans

The UVA Military Veteran Networking Community organized a Veterans Day Luncheon on November 11 that was attended by many Facilities Management staff members. The event featured guest speaker Colonel Stephen Hiss, Commander of the UVA Airforce ROTC, and was sponsored by UVA Dining and the UVA Alumni Association. FM staff attending the luncheon included, top photo from left, Elevator Maintenance Supervisor James Dowell, Customer Service Supervisor Stanley Speed, Helen Norfleet-Shiflett of the Department of Biochemistry and Molecular Genetics, Elevator Mechanic Charles Carter, Facilities Inspector Martin Sheedy, Electrician Apprentice Pierre Porter and Elevator Mechanic David Callender; and inset photo, from left, former Finance Services Manager Don Crosby and OUBO Review Unit Managing Architect Bob Waite.

Top Performers Graduation

Building Services recently recognized a group of outstanding employees who graduated from its Top Performer class. This group, the fourth to graduate from this training course, included, above from left, Custodial Services Workers Leon Kabura, Chris Kenney and Mary Barbour, Instructor and Quality Assurance and Development Manager Sandra Smith, Building Services Utility Worker Jimmy Arboast and Custodial Services Workers Debra Hamm and Norman Hughes. During the November 11 graduation, Associate Director for Building Services Vibha Buckingham (inset) presented certificates to the graduates, including Mary Barbour. Multiple supervisors who attended the ceremony were acknowledged for being previous graduates of the Top Performer class.

FM Staff Supports Holiday Fundraisers

FM employees generously supported multiple fundraisers this holiday season, including the annual Toy Lift and the Hoos for the Hungry Food Drive. Service Desk employees (left photo, from left) Shirley Bennington, Val Knapp, Amanda Pruitt, Deneen Morris, Jennifer Brecht and Brenda Buttner, show off the collection of donations from FM staff for Charlottesville’s annual 2015 Toy Lift that provided holiday gifts for less fortunate children in the area. In conjunction with the Cardiovascular Research Center, donations totaled 118 toys, two bicycles and $400. FM employees also supported the Hoos for the Hungry Food Drive with 242 pounds of non-perishable food. Just before the pickup by Blue Ridge Area Food Bank staff, FM Employee Council Chair Molly Shifflett (right photo) did a final check of the donation barrels, which were overflowing with canned and boxed goods.

Save the Dates

- **Now-April 18:** Free Tax Prep Help appointments. More information on UHR’s [website](#).
- **February 9:** FM Blood Drive.
- **March 11:** Spring Break Holiday.
- **March 23:** Manager Enrichment.