# Facilities Management Employee Council Annual Retreat Minutes

Thursday, May 19, 2022

## Attendance

Council members: Christine Alencar, Randy Campbell, AJ Young, John Quinn, Joe Gitz, John Bruneau, Corey Poole. Guests: Jill Simpson and Jane Centofante.

## Agenda:

1. Breakfast & Introductions
2. Organizational Assessment
3. Elections Outreach
4. 2022-2023 Goals and planning
5. Lunch

## Discussion:

**1. Introductions**

* Employee Council Mission Statement: To foster communication among Facilities Management employees and provide a forum for workplace-related concerns with the intent of improving the working conditions of UVA Facilities Management.
* Corey Poole has replaced James Dowell.

**2. Organizational Assessment**

* Reviewed the current FM organizational chart and any significant changes that have occurred in the past year that may require adjusting representation. Outstanding questions to be addressed regarding the representation of Environmental Resources now that it is under the Office of the Building Official.
* Defined and confirmed represented shops/constituency groups, and their necessary representation so that every council seat represents approximately 100 employees.
* Determined which Employee Council and Staff Senate seats are up for reelection: Christine Alencar, AJ Young, John Quinn, Joe Gitz, Corey Poole, John Quinn, Larry Carroll, Keona Loving, David Morgan, and John Tolbert.
* Determine which key FM stakeholders/Directors/information outlets need to be reached regarding elections.

**3. Elections Outreach**

* Developed email drafts to send to key stakeholders/Directors/information outlets, including important details regarding elections bylaws and guidelines.
* Elections need to be completed by Friday, June 10.

**4. 2022-2023 Goals and planning**

* Onboarding new Council members will take place during June 30 meeting.