# Facilities Management Employee Council Minutes

Thursday, June 30, 2022

## Attendance

Council members: Christine Alencar, Jon Bruneau, Randy Campbell, Eric Cline, Les Givens, Michael Minor, Corey Poole, Sarah Reed, Chelsea Reynolds, Ashley Scruggs and AJ Young.

Guests: Jane Centofante, Joe Gitz, John Quinn, Jill Simpson, Mark Stanis and Don Sundgren.

## Agenda:

1. Meet-and-Greet, departing council members and new council members
2. Leadership update
3. Election of Council Co-Chairs and UVA Staff Senators
4. Select future meeting dates, times, and locations

## 1. Meet-and-Greet, departing Council members and new Council Members

**Christine Alencar**

* Council members are elected to a three-year term.
* Co-chairs are elected every year.
* Staff Senate representatives are chosen from Employee Council members. Five seats available this year (6 total). FM has the largest constituency of any group on Staff Senate.
* Since he was elected prior to the council’s latest updates to council member term limits, AJ Young will serve one more year on Employee Council to coincide with the additional year he has left to serve on the Staff Senate.

**Don Sundgren, Associate Vice President and Chief Facilities Officer**

* Welcome new Employee Council members and thanks to existing members for their service.
* Employee Council has been in existence for many years and there have been a number of changes over time, even considered discontinuing the council at one point.
* Think about this council as helpful to Facilities Management in general, the leadership team and any part of our workforce.
* The council can decide what the council works on and how to move forward on issues, think of how the council can continue to improve.
* I encourage you to stay positive, even when curing some ills, do it in a positive way. Think about solutions to problems.

**Christine Alencar**

* The mission of the Employee Council is 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. We support and uphold the Facilities Management values of safety, sustainability, respect, diversity and inclusion in the workplace

## 2. Leadership update

**Mark Stanis, CC&R**

* Going forward, the leadership representative will rotate each month. Each director will take a turn attending the council’s meetings.
* Updates on construction projects:
	+ A construction alert came out this week for the low-temperature hot water project that would have partially shut down McCormick Road and Alderman Road – this work is going to be rescheduled to a later date.
	+ Newcomb Road utility work continues, will soon move down to Newcomb Plaza.
	+ The first building as part of the Emmet-Ivy Corridor project is taking shape. A lot of that work in the road is happening at night, will continue for a few weeks.
	+ Contemplative Commons is in process.
	+ McCormick Road bridge crossing will be affected by chilled water project later this summer.
	+ Gilmer-Chemistry is wrapping up, the temporary certificate of occupancy set to be issued next week; barriers and fencing taken down.
	+ Work by the Physics building will reduce McCormick Rd. to one way in this area.
	+ There are a lot of summer camps and then orientations going on over the next few weeks.
	+ Question about floor work in dorms (Chelsea Reynolds): That project is managed by Housing & Residence Life and doesn’t affect McCormick Road. Typically work is done in phases and only do one dorm at a time, currently work is going in Kellogg.

**General discussion**

**Randy Campbell**

* The council spent the last year rewriting the council guidelines and procedures, suggests new members review them. These new guidelines/procedures give a better focus and understanding for the council.
* We want people who have a vested interest in the council. We want better communication among groups, such as DEI teams and Office for Sustainability.
* The council had discussed how we can make sure our constituents know who you are.
* There are different groups looking at putting out surveys, and we may be used as a conduit to conduct a new survey.

## 3. Elections of Council Co-Chairs and UVA Staff Senators

**Christine Alencar**

* Employee Council co-chairs are in charge of organizing the council, discuss agenda items and guests for each meeting.

**Randy Campbell**

* Co-chairs also manage any subcommittees, such as the subcommittee that was in charge of reviewing the council’s guidelines and procedures.

**Christine Alencar**

* Members of both Employee Council and Staff Senate are expected to attend both meetings monthly. Staff Senate takes a break in the summer.

**Joe Gitz**

* Staff Senate is a good opportunity to meet people from all over UVA and bring new perspectives.

**AJ Young**

* On Staff Senate, there are opportunities to serve on subcommittees such as the advocacy team, which worked on expanding the UVA education benefit.

**Nominations and voting:**

* Nominations for council:
	+ Christine Alencar nominates herself and Randy Campbell to continue as co-chairs. Randy expresses interest in Staff Senate but says he cannot serve as co-chair and Staff Senator.
	+ Ashley Scruggs nominates herself to serve as co-chair.
* Voting for co-chairs:
	+ Ashley Scruggs: 9 votes
	+ Christine Alencar: 10 votes
	+ Randy Campbell: 3 votes
	+ New co-chairs elected: Christine Alencar and Ashley Scruggs
* Nominations to fill five seats on Staff Senate (no voting needed):
	+ Randy Campbell
	+ Jon Bruneau
	+ Sarah Reed
	+ Chelsea Reynolds
	+ Michael Minor
	+ AJ Young (will continue in existing seat)

## 4. Select future meeting dates, times, and locations

**Christine Alencar**

* Propose council continues to meet monthly but takes a break in the summer, this year will skip meeting in July.
* Meetings will take place during lunchtime (12-1:30 p.m.) on the second Thursday of every month (with break in summer). Next meeting will be August 11.
* Will look into rotating locations, scheduling some meetings at HSPP.
* Jill Simpson to help schedule FM leadership to attend upcoming meetings. First three guests will be: Laura Duckworth, Rollie Zumbrunn and Mark Webb.