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# Facilities Management Employee Council Minutes

Thursday, November 10, 2022

## Attendance:

**Council members:** Christine Alencar, Ashley Scruggs, AJ Young, Jon Bruneau, Michael Minor, Chelsea Reynolds, Les Givens, J.R. Richardson

**Absent**: Eric Cline, Corey Poole, Randy Campbell and Bonita White.

**Guest:** Chris Smeds

## Agenda:

1. Updates from HR
2. Updates from Leadership – Chris Smeds
3. General discussion

## 1. Updates from HR – Elsa Burnette

*Questions from council answered by Elsa Burnette in writing after meeting*

* Question from Chelsea Reynolds about whether HSA contributions will go up, was initially announced as occurring in 2023: The HSA contributions from the University for 2023 will remain the same as 2022.  The contribution is $1,000 for employee only and $1,500 for employee and spouse/child/family.
* Question about whether Construction & Renovation Services is currently reviewing options for 4-10hr work weeks: It is my understanding that different teams are reviewing the ability to work a 4-day/10-hour schedule. Nothing more to report.
* Question from J.R. Richardson about if a $1,000 bonus would be distributed: I have no additional information available on the bonus and if it will apply to all UVA employees.

## 2. Updates from leadership – Chris Smeds

* I’m the Director of Technology & Innovation, which includes IT Help Desk and the website.
* Began as a student employee on the Help Desk, got to know people and the business of FM over past 26 years.
* Leadership’s doors are always open. There is lots going on so no one will know everything that is going on.
* As I worked way from front line to leadership, I’ve seen that perspectives are different person to person.
* We all need to remain open to those differing perspectives.
* While UVA is a large organization and change takes time, this is also an indication of the stability we enjoy at UVA.
* Question from Christine Alencar for a distinction between Programs & Informatics and Technology & Innovation: Both of these are Business Services units that support multiple business units. T&I supports AiM, servers, websites, servers for Automation Services team, hardware, software, technical support.
* In terms of software, employees should be aware that a click through agreement is legally binding. UVA General Counsel interprets this as an individual having signed a contract for the university, but because UVA is a state agency, there are often items that cannot be agreed to. T&I now performs cybersecurity reviews of software that go pretty quickly and include a review for malware, patching, security, etc. Departments are then responsible for managing software.
* David Blair is a good resource for Sysaid and he is able to explain how it could be used by other teams.
* Question from AJ Young if employees feel connected: People may need training on what these devices can do. Soon, everyone will have phones.

## 3. General discussion

**Safety shoes**

* Complaints from employees about comfort options, especially Housing.
* No plans to expand shoe options from Red Wing.
* Any complaints with Red Wing should be submitted via [FM Safety Shoe Service/Comment Form](https://virginia.az1.qualtrics.com/jfe/form/SV_3QqgadG41OdzyNo).

**Uniforms – Chelsea Reynolds**

* Received lots of positive feedback about the 3-way jacket.
* Feedback from constituents largely focused on shoes.

**Staff Senate Updates**

* Presentation on Education benefits.
* Flexible / remote work survey results will be shared with Staff Senate this month.
* Safety issue survey has now closed.

**Guests**

* Andrea Trimble of Office for Sustainability will be our guest next month.
* Bree Knick would be a good resource and future guest.
* Tim Longo would be an interesting guest.
* Reggie Steppe and Dennis Bianchetto could potentially represent our customers

***Next Facilities Management Employee Council meeting is scheduled for Thursday, Dec. 8, 2022 from 11:30 a.m.-1 p.m. in Skipwith Hall, upper-level large conference room.***