

## Facilities Management Employee Council Minutes Thursday, December 14, 2023

### Attendance

**Council members:** Christine Alencar, Eric Cline, Tabitha Ford, J.R. Richardson, Ashley Grooms, Corey Poole, Randy Campbell, Les Givens, Chance Drummond, representing Jon Bruneau

**Absent:** Chelsea Reynolds, Michael Minor

**Guests:** Bree Knick, Elsa Burnette, Emily Douglas, Lori Mohr Pedersen

### Agenda

1. HR questions for Elsa Burnette
2. Special Guest Bree Knick, Project Services Associate Direct for Construction
3. Council and Senate Work
  - a. Blood Drive: Thursday, January 25, 11 a.m. – 4 p.m. at the Students Activities Building.
  - b. Refilling George Dorman's seat
  - c. Guests Spring 2024
  - d. Holiday Potluck tomorrow (t-shirts?)
  - e. Comments from Constituents

### Discussion Topics

Elsa Burnette suggested that a Council member attend an AVP/CFO meeting in the spring and fall to bring topics of interest and discussion to the FM Leadership Team. Lori Mohr Pedersen will find a date to attend in March or April. Randy Campbell offered to attend to represent Employee Council.

Les Givens received the below concerns from his constituents.

#### 1. Safety concerns for those on Snow Detail.

- Allowed breaks are not consistent between supervisors.
  - Elsa noted that safety is FM #1 concern; individuals should reach out to their supervisor or HR.
- Employees would like an OHS representative on Grounds for assistance if needed.
  - Elsa noted that an OHS representative is always on-call.
- Employees working Snow Detail would like the option to leave Grounds and go home to handle and issues that arise at their homes.
  - Elsa explained that FM Leadership and Management are involved in the planning process and decisions made to cover the university and health system needs during a weather event.

## 2. COVID

- Employees are concerned regarding the continued need to quarantine and miss work. FM frontline employees can not work from home as others might have the option, and either must use annual leave or not get paid. Often employees won't test for COVID if ill and continue to come to work to avoid the possibility of such consequences. This often allows the virus to spread to others.
  - Elsa agreed and noted that UVA no longer has leave allowances for COVID illness. It is employees' responsibility to manage their health needs and leave time.
  - A suggestion was made that a general reminder could be sent to FM-All with reminders of how best to handle an illness or COVID with respect to oneself and colleagues.
  - Precautions should be taken. Supervisors can request masks from the warehouse.
  - Reminders could be put in the OHS newsletter.

## 3. December Bonus

- The rumor circulating about a bonus, in addition to the 2% raise employees have been notified of is false. A 2% raise will be given in December 2023.

### JR Richardson inquired about the following:

- **Is there a policy about personal items in a restroom?**
  - Concern was voiced over a single use women's restroom being decorated with Christmas lights for the holiday, as well as personal hygiene items being in view when the door is left open when not in use.
    - Elsa commented that there is no policy about this and it was suggested that those who may have taken offense should be encouraged to look away when passing the open door to the restroom.
- **16 Hours Volunteer Time**
  - JR inquired why the 16 hours could not be carried over if not used and/or added to annual leave time.
    - Elsa shared that this is time given to employees to encourage service to community and can't be used in any other capacity. If wanting to use this designated time, employees should request this time in advance to ensure adequate coverage in their work area.

### Employee Council Guest: Bree Knick, Project Services Associate Director for Construction

- **Bree introduced herself making the following points:**
  - She has worked with FM C&R Services for 18 years and serves as the general contractor on projects.
  - There are 140 folks on her team in the following areas: project managers, masonry and historic masonry, carpentry, sheet metal shop, movers, sign shop, and the surplus shop, various trades and the inhouse design team.
  - The team oversees over \$35 million in projects and renovations yearly.
    - Currently there are over 200 projects, working within the academic and health services areas.
  - Bree voiced her appreciation of Les Given's for his service to his colleagues as an employee council member.

- **Council members brought the following concerns to Bree.**
  - There is a water drainage issue at Faulkner and Copley, there are chronic safety issues in this area.
    - *Terry Maynard should be contacted.*
- **Bus stop near JPA and the McCue Center**
  - A shelter is needed at this bus stop.
    - *Parking & Transportation should be contacted for this request.*
- **Bree would like to see a space that FM employees and trades people can share their talents.**
  - FM employees have many talents that they are willing to share with colleagues.
  - There was discussion regarding how this information can be shared under UVA guidelines.
    - Is it appropriate for an employee to utilize a license that UVA has paid for?

**Parking continues to be an issue of concern of Council members and constituents.**

- Christine will reach out to Scott Silsdorf, Director Parking & Transportation to invite him to attend an upcoming council meeting.
- Many front-line employees travel a distance to work and must park and use UVA transit to get to their workplace.
- UVA staff who earn less than \$42K/\$20 an hour annually receive an additional \$550/year as a supplement for benefit expenses.
- The following ideas/suggestion were mentioned as possibilities:
  - Base parking fees on salaries.
  - Review employee salaries.
  - Ensure FM employees are aware of various transportation options available.
  - Request/suggest P&T create a monthly newsletter with update information and suggestions for transportation and parking.

**FM Space**

- Concerns were raised over the fact that there is no specified space for breaks or lunch.
- Conference space is not large enough and there are minimal options for meetings.

December 20, 2023

Respectfully submitted by:

*Lori Mohr Pedersen*