

## Governor Recognizes UVa's SWaM Accomplishments

Facilities Management earned the 2008 Governor's SWaM (Small business, Women-owned or and Minority-owned) Innovator Award for demonstrating innovation in the implementation of SWaM activities in planning and construction. Director of Facilities Planning & Construction (FP&C) Sack Johannesmeyer, members of FP&C, and the Contract Administration Office were congratulated by William Cooper, UVa Director of Supplier Diversity.

"In Fiscal Year 2008, total SWaM dollars spent in construction topped \$108.7 million or 56.8% of all construction," Mr. Cooper wrote in his nomination of Facilities Management. "In Fiscal Year 2005, just before the retooling of Facilities Management's supplier diversity efforts, the figures were \$19.6 million and 16.8%."

Facilities Management's best practices include: organization of a SWaM Team for Design & Construction to identify Minority and Women-owned Business Enterprise (MWBE) firms that appear to be qualified and interested in the University's construction activity, competitive negotiation to get MWBE firms to the table, a Supplier Diversity Selection Committee Advisor, outreach efforts, and a SWaM Contract Administrator.



## Sustainability + Recycling + Community = Record-breaking Progress



UVa Sustainability and UVa Recycling partnered with several local businesses for a hugely successful electronics recycling collection event on January 31 at Crutchfield. "People seem to realize how important it is to recycle," Sustainability Outreach Coordinator Lindsey Daniels (above right) said. "With the pending shift from analog to digital television broadcast signals, many people are replacing their older television sets and this gave them an opportunity to recycle the discards." Most of the UVa Recycling staff staffed the event, including Lindsey and student employee Lilly Frost (above). Ten tractor-trailer truck loads and eleven 24-foot straight truck loads of materials were collected. Organizers believe that the 200,000+ lbs collected is sure to have broken the state record for the most electronics recycled at an event.



The Environmental Protection Agency estimates that more than 26 million television sets, each of which contains about six pounds of toxic material, were discarded in the United States in 2007. For on-going information on UVa's sustainability goals and accomplishments, see <http://sustainability.fm.virginia.edu>

(L-R) John Clark, UVa Recycling Supervisor, and Tsering Wangla, UVa Recycling Employee, loaded trucks with Jason Halbert, volunteer coordinator.

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In This Issue

Leadership Forum 2009.....	2-3
Hoo's New, Retired, Promoted 4 Apprenticeship; Pavilion II.....	4
New Elevator at Leake.....	4
Compliments, In Memoriam....	5
Chiller Award; Storm Team .....	6
Professional Development.....	7
Updates from UHR.....	7
Shakin' at the Heat Plant.....	8

# 2009 Leadership Forum

Attended by nearly 150 supervisors, the 2009 Leadership Forum focused on communication strategies during times of change. A focal session led by consultant/trainer John Lord highlighted the impact of personal communication styles, preferences, and change on the performance of work groups. Additional highlights of the Forum were a team building exercise led by Chris Smeds, IS Manager, and a group exercise guided by Sarah McComb, FM HR&T Training Coordinator. CFO Don Sundgren shared insights on the importance of communication as a strategic leadership advantage and the role of management to enable their work teams to be effective.

The first activity of the day demonstrated the impact change can have and the importance of communication skills on a team's ability to produce results. Each team was given a handful of plastic straws with instructions to build the tallest tower possible. Once the groups had worked for several minutes, a "change order" was issued – the tower had to be built to support an egg that must not be broken! Ideas flourished, advice flew, and stealthy glances flashed among the team tables.

As a way to bring the day's training to all FM employees and incorporate it into our processes, supervisors are conducting training sessions with their employees to discuss important principles of communication. Using feedback submitted from the departments, FM HR&T will compile a list of principles that will form the basis for the creation of a new FM Communication Culture. "Today and in the upcoming months, we will be working toward creating a Communication Culture that will help us get the work done and help us develop relationships based on trust and respect," stated Rebecca Leinen, FM HR&T Director.



Top right: Chief Facilities Officer Don Sundgren encouraged participants to remember our goals and, as supervisors, to enable employees to succeed and do their jobs better. "The chain of command needs to be supportive, not an inhibitor," he said. "We want to get the job done."



Consultant John Lord made a point to the audience as he taught "Strategic Leadership: Communication for Results."



Boyd Anderson and Kelly Branch were amused and impressed by the results of team communications.



Above: "Don't breathe until this is judged!" Tom Snow (R) said after team members Richard Critzer and Sophal Enn finished this impressive design to elevate the egg.



Activity leader Chris Smeds (center) measured the winning tower built by Darrell Napier (L), Bob Carman (R) and (not pictured) John Rainey, Doris Vest, Justin Callihan, Bert Seymour and Sandy Lambert.



(L-R) Felix Crawford, Thor Evans, Danny Collins, Steve Ratliff, and (not pictured) Skip Simpson built a solid base conforming to "code."



Vice President for Management & Budget, Colette Sheehy, shared a laugh with a team during the communication trivia competition.



Dorothy Taylor urged her team members to give careful thought to positive leadership characteristics they have seen.



L-R: Chuck Davis, Pauline Cobb, Judy Kingrea, Mark Stanis, Don Byers, and Dorothy Taylor (back to camera) joined genius and humor for the tower project.



L-R: Ernie Barber, Charles Flammia and Roger Davis shared ideas based on their years of experience in different fields for the communication culture activity.



L-R: Top Reuschling, Cheryl Gomez, Boyd Anderson, Kelly Branch, Henry Garrison and Otis Hackett readily pooled their wide range of skills and experience for their tower design.



L-R: Justin Callihan, Bert Seymour and Sandy Lambert collaborated on problem solving using the experiences of their different professions and generations.



“Team Thinking” identified effective leadership traits based on members’ experiences. (L-R) Tracy Plunkett, Spike Weeks, Todd Romanac and Kenny Williams included trust, leading by example, honesty, listening skills, consistency, clarifying expectations. Employees need to know how they fit in and “What’s in it for me?”



The creation by Rick Rice (back to camera) and (L-R) Garth Anderson, Richard Covington, Scott Borelli, J.B. Agee, Wayne Russell and Jannie Fincham reflected a wealth of experience and skills.



Right: The Leadership Forum was sponsored by the Office of the Chief Facilities Officer to ensure effective communications among our 975+ employees. Organizers for the Leadership Forum were HR&T team members Rebecca Leinen, Sarah McComb and Adettra Thomas.

# Hoo's New, Transferred & Promoted\*

## Operations and Maintenance

Rodney Shifflett HVAC Asst. Mech.  
 Thomas Albert, Jr. Trades Tech. I  
 Joshua Blakey Hskping Wkr.  
 Christopher Reynolds Hskping Wkr.  
 Christopher Kern Landscape Supv.  
 William Baird HVAC Supv.  
 Jeremiah Schwartz Plumber

## Facilities Planning & Construction

David MacPhail Sr. Project Mgr.  
 Robert Waite, Jr. Sr. Architect  
 Suzanne Shatto Architect/Engineer I  
 Keith Payne Constr. Cordinator

## Finance

Richard Tavenner Info. Tech. Spec. II  
 Richard Maupin Budget Analyst Sr.

## Energy & Utilities

Justin Callihan Sys. Cont. Ctr. Mgr.  
 Victor Martin Recycling Supv.  
 Tsering Wangla Recycling Wkr.  
 Joshua Fournier Temp A  
 Brian Melchionni Trades Util. Wkr  
 Alan Conner, Jr. Sys. Cont. Ctr. Op.  
 Barry Napier Ch. Plt Zone Supv.

## Health System Physical Plant

Dickie Williams Plumber Stmfitter  
 Charles Napier Plumber Stmfitter  
 Jordan Lamar Trades Util. Sr.Wkr  
 Richard Johnson Painter  
 My Van Vu Carpenter Sr.  
 Neal Aldridge Compression Tech.  
 Mark Utz Deputy Dir., Ops.

\*November 20, 2008-February 12, 2009



HSPP HVAC Mechanic Jim Comer (L) mentors Adam Proffitt, a first year HVAC apprentice who has been working at HSPP since shortly after he graduated from Fluvanna County High School in 2004. The 2009 Apprentice Program application window is coming up in April. More information is available at <http://www.fm.virginia.edu/ApprenticeProgram.aspx>



Carpenter Robbie Kincaid repairs the cornice of the Pavilion II living room where radiator pipes were removed. Renovations for Pavilion II will include HVAC installation as well as new plumbing, electrical and fire suppression systems. Historic preservation funds, private donations specifically for the preservation of the Academical Village, are paying for the \$3.8 million project, according to Project Coordinator James Zehmer.  
*James Zehmer Photo*



Facilities Management's offices in the Leake Building at 575 Alderman Road boasted the official opening of a new elevator for ADA compliance in March. Project Manager Lynn Rush said that the 48 square foot "holeless" hydraulic elevator now occupying the former interior southwest stairwell was chosen for safety and efficiency as

well as the ease of installation. With the supporting cylinder being located above ground and self-contained in the hoist way, drilling into the ground for a hydraulic jack is not required as with typical elevators. As a result, this model is more environmentally friendly, well-suited for short travel and can be installed in a shorter time which was important in a high traffic area where offices were continuing to conduct business throughout construction. Elevator Maintenance Supervisor Eddie Morris, Fire Systems Supervisor Frank Coffman and Fire Systems Senior Technician Matt Acree also served on the project team.

The Leake Building's gleaming new elevator was dedicated with a ribbon cutting and charter "voyage" March 9. Among the attendees were (L front to back) Wynne Stuart, Associate Provost for Academic Support & Classroom Management; Project Manager Lynn Rush of Facilities Planning & Construction (FP&C); Steve Shirley, Project Superintendent for SRC; (right L-R) FP&C's Jennifer Oman, Lead Drafter/Designer, and Don Crosby, Finance Services Manager; Colette Sheehy, Vice President for Management and Budget; and Facilities Management's Elevator Maintenance Supervisor Eddie Morris.

# Compliments from Customers to...

Upholsterer **Carl Shifflett** did a great job reupholstering chairs in the Special Collections Reading Room in the Harrison Small building. They are just beautiful...and the turn around time was so small I almost believed him when he said he stayed up all night to finish them! - *Ann Southwell, Manuscripts Cataloger, Albert & Shirley Small Special Collections Library*

HSPP Plumber Steamfitters **Richard Pippin** and **Dickie Williams** were very friendly and very willing to help. We thank you for fixing the problem and a job well done.-- *Larry Lamb, Biomedical Equipment Specialist, Clinical Engineering*

Building Services Team **Mary Mitchell** and **Judy Kingrea**: I would like to express my enormous appreciation of Mary Mitchell's work on the fourth floor of Jordan Hall. She not only performs routine cleaning extremely well, but she willingly cleans areas that are especially dirty. She always does a phenomenal job; she deserves any award or salary raise that is currently possible. I also express my gratitude to Judy Kingrea, a really great supervisor who follows up on work, is always pleasant and also does a great job. Her work should also be awarded in any possible way. - *Dr. Wladek Minor, Professor, Molecular Physio/Bio Physics*

**Brian Shifflett**: Commendations for your very insightful solution which ensured the safety of Utilities employees working in excavation sites. He researched and invested in state-of-the-art, lightweight and easy to assemble shoring equipment and a portable trailer to house and transport the material. Brian always goes the extra mile to look out for Facilities Management. All of us at EH&S find it very rewarding to work with him. - *Michelle Whitlock, Occupational Safety Specialist, Environmental Health & Safety*

## In Memoriam

Mike Harris, who worked at UVa for 35 years and retired as Paint Shop foreman in 1981, died February 12 at age 91. A World War II veteran, according to his obituary in the Charlottesville *Daily Progress*, Mr. Harris served in active duty in Europe for nearly three years as a machine gun squad leader and survived the D-Day invasion of Normandy on June 6, 1944. Less than a month later, he was wounded by an artillery shell. After extensive hospitalizations and 19 surgeries, the *Progress* obituary said, he lost his arm. Mr. Harris was honorably discharged from the United States Army as a Staff Sergeant, with honors including the Distinguished Unit Badge, the Purple Heart, the Bronze Star and the Silver Star.

Sidney Taylor, now Roofer Lead who previously worked with Mr. Harris in the Paint Shop for 17 years, said Mike Harris always had an optimistic view of life and was never offended when asked questions about the "hook" or other steel prostheses that replaced his right arm and hand. Sidney recalled that he, Mr. Harris and several other friends from the trades shops frequently went fishing together. One particular Saturday, they enjoyed a very successful trip and returned home quite late. Mr. Harris left the cooler of fish and a satchel (which he carried the various prostheses he needed) in his front yard on Cherry Street. The next morning, he went out to retrieve everything only to find that someone had stolen both the cooler full of fish and his satchel. Sidney said, "Mike wrote to the *Progress* saying that he did not care that someone had stolen his fish but he certainly needed to have that satchel back!" The morning after the letter was published, the satchel and the prostheses reappeared in his front yard.

Alton C. Leake Sr. died Thursday, November 6, 2008, at his home in Charlottesville at age 86. Mr. Leake served with the United States Army in Europe during World War II. In January 1953, he joined several of his family members who worked at UVa Buildings and Grounds



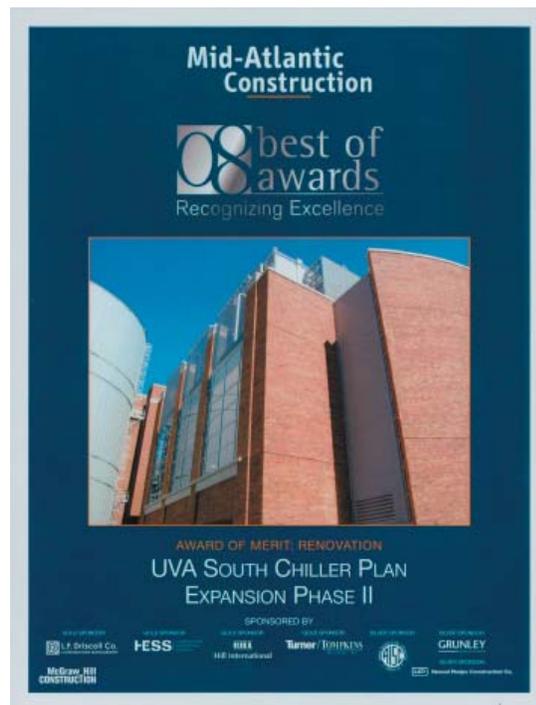
shops. Their father, Herbert Leake, had lived in the cottage adjacent to the President's home, Carr's Hill, and had worked with Buildings and Grounds since 1909. In 1980, the organizational title changed to Physical Plant and Mr. Leake assumed the title Director of Physical Plant Operations. His brother Lewis was named Superintendent of Building Maintenance. Alton Leake retired in December 1986. Facilities Management's academic offices are located in the Leake Building which was named in honor of Mr. Leake, his father, brother, and cousin Graham "whose dedicated service to the care and improvement of the buildings and grounds at the University of Virginia between 1909 and 1986 contributed significantly to the enduring cultural legacy of Thomas Jefferson," according to the slate plaque unveiled at the dedication of the Leake Building on August 30, 1993. The photo above shows Mr. Leake at that dedication. In April 2005, The Board of Visitors also named Leake Drive in front of Leake Building in the family's honor.

# South Chiller Plant Expansion Project Named to Mid-Atlantic Construction Magazine's Best of 2008

The South Chiller Plant Expansion Project adjacent to the University of Virginia East Hospital was among the 38 projects in 19 categories selected by Mid-Atlantic Construction magazine's winners of its Best of 2008 awards program in September. The \$17.6 million Plant was in the Renovation category. The phased project was designed to supplement the existing chilled water system, according to Project Manager Mike Garascia of Facilities Planning and Construction who, with Construction Administration Manager Charlie Durrer, represented UVa in overseeing the project.

"This was our most competitive awards program ever," said Bruce Buckley, managing editor of Mid-Atlantic Construction. "Those honored in this year's awards program are truly considered the region's best by their peers." The focus was on those projects that best achieved specific accomplishments including overcoming significant challenges, adopting innovative approaches and exhibiting exceptional teamwork.

Nomination documentation submitted by General Contractor Martin Horn, Inc. outlined innovative approaches to meeting significant challenges such as the construction's close proximity to the hospital and the MRI center, as well as several research facilities, main traffic arteries and pedestrian traffic, other projects in progress and nearby residential properties. The most outstanding feature of the project was, according to the documentation, the coordination and communication among team members and the Health System community, Mike added.



## Wintry Mix Under Control

Storm Team 575 had all the plows in place, the shovels sharpened, the Graveleys fueled up and the snow gear ready January 26 as a few of the team members posed and clowned for the camera the afternoon before the first snow storm: (back L-R) Steve Fuss, Fred Averill, Andrew Willis, Jonathan Racey, Mike Dillard, Stephanie Helterbran; (front L-R) Damchoe Gyaltzen, Chris Gentry, Daniel Stratton, Kassim Hassan, Victoria Murphy, Howie Brown, Roland Van der Muhll and Bernie Farish.

For the winter storms (January 27-28, February 3 and March 2) a crew of 6-10 people stayed overnight from 6 p.m. until 6 a.m. working to keep roads, parking



lots, sidewalks, ramps and entrances clear. The day crew worked extra long hours as well, coming in an hour early (at 6 a.m.) and requiring some members to stay until 6 p.m. Other Facilities Management departments also came in at 6 a.m. and gave valuable support in clearing the entrances to buildings, steps and sidewalks. Ice and wintry mix storms of this nature are more difficult to respond to than snow and require a team effort with extended shifts. Clearing lingering ice and other debris was also done on the days following the storms, according to Travis Mawyer, Landscape Supervisor Senior.

Left: Arborist Jerry Brown argues with the weather map.

# News to Use from Human Resources

W-2 forms for any University of Virginia faculty, staff and student employees who were paid wages in 2008 became available online January 19 and printed copies of W-2 forms were mailed out to employees by January 30, 2009.

If you did not receive your W-2 in the mail, it may have been returned due to an outdated home address. Employees can update their address online through the Integrated System Self-Service (ISSS) at Human Resources (UHR).

You can also access your W-2 on-line through the ISSS.

Your W-2 can be printed and attached as a hard copy when filling out individual tax forms. Reprints of the prior five years' W-2s are available by clicking the desired year from the drop down box at the top of the W-2 form, then clicking "Go."

If you have questions about the payroll information listed on your W-2, you will find FAQs (frequently asked questions (FAQs) on the UHR homepage and at [www.hrs.virginia.edu/news](http://www.hrs.virginia.edu/news). If those do not answer your questions, please email [payroll@virginia.edu](mailto:payroll@virginia.edu) or call 924-4350.

New this year, UHR is offering tax preparation assistance to all UVa employees earning less than \$41,646.

**Who's Eligible:** All U.Va. staff and faculty, including Medical Center employees and wage and part-time workers. If you are "married filing jointly," your joint compensation cannot be more than \$41,646.

**When:** Monday and Wednesday evenings, 5:30 to 7:30 p.m., between Jan. 31 and April 15, 2009. Walk-ins are welcome.

**Where:** University Human Resources (UHR) building, Michie North, 918 Emmet Street (across from Barracks Road Shopping Ctr.)

**What:** Tax returns prepared for free by Madison House student volunteers. The students are trained by the Internal Revenue Service as part of the federal Volunteer Income Tax Assistance program.

For a list of the documents you are required to bring to your session, please visit the UHR homepage at [www.hrs.virginia.edu](http://www.hrs.virginia.edu) or the UHR news page at [www.hrs.virginia.edu/news](http://www.hrs.virginia.edu/news).

Please do not hesitate to contact UHR Payroll with any concerns you might have. -- *Darrell Kozuch, Director, HR Administrative Operations & Support, UHR*

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## Congratulations on Continuing Professional Development

**Senior Construction Administration Manager Kim Speer, Construction Administration Manager Bree Knick and Project Manager Kristine Vey** of Health System Facilities Planning & Construction recently earned certification as Leadership in Energy and Environmental Design Accredited Professionals (LEED AP) from the U.S. Green Building Council (USGBC). Certification benefits the University as it pursues the goal of increasing the number of new construction with LEED rating; certification also encourages employees to continue increasing their knowledge and understanding of green building and LEED, according to USGBC.

Kristine is the Project Manager and Bree is the Construction Administration Manager for a major renovation project on 415 Ray C. Hunt Dr., Spine, Hand & Radiology, that is pursuing certification under LEED CI. "Being knowledgeable about each credit and reviewing the required information on the submittal templates is proving to be very valuable as we work through all the details along with the LEED consultant and A/E firm to achieve the targeted credits," Kristine noted.

**Program Support Tech Jody London** was accepted to the 2009 Spring semester of the University's Bachelor of Interdisciplinary Studies (BIS) Business concentration program. Information on BIS is available at <http://www.scps.virginia.edu/bisdegree/faq.php>

In January, **Elevator Supervisor Eddie Morris** of Operations and Maintenance became the first University employee to pass examinations and receive certifications for both Certified Elevator Technician (CET) and Certified Elevator Technician Supervisor (CET-S) granted by the National Association of Elevator Contractors (NAEC). NAEC is a national organization that educates the elevator professionals on general knowledge, safety regulations and codes, and is designed to increase the number of formally trained technicians performing escalator and elevator work. Eddie's successful completion of the CET-S certification allows him to teach NAEC's courses and proctor exams. This accomplishment allows the University to implement a professional 4-year curriculum for the elevator department as outlined by NAEC.

"I am the first one at the University to pass either of these exams, but hopefully not the last!" Eddie noted.

# Heat Plant Installs New Coal Car “Shakers” for Safer, Cleaner Unloading

On behalf of the Facilities Management Safety Committee, Safety Managers Brian Shifflett and Mark Breeden (top right photo) would like to thank everyone at the UVa Heat Plant and the Office of Environmental Health & Safety as well as many Facilities Management electricians and plumbers for their help in making the coal unloading area a safer environment for our Heat Plant staff.



Between the ordering of less expensive coal and the installation of two coal car shakers, the Safety Department became aware of difficulties with the coal unloading process; we watched the procedure to identify needed improvements. As an immediate but temporary “fix,” we arranged for set-up of two aerial lifts that would allow personnel to unload the coal cars more safely. In addition, we rented an articulating arm personnel lift to give our staff safe access to clean the cars from the top once the coal was emptied.

The permanent solution is the installation of the shakers (one is shown in the center photo below) which have electrical vibrators pneumatically positioned against the coal car: the vibration shakes the cars until the adjacent coal empties out of one of the 3-4 trap doors on the bottom of the coal car into coal hopper below. The shaking moves down the car as previous portions of the car become empty. Conveyors then take the coal to the storage silos.

Once these shakers were installed, Heat Plant employees received one-on-one training from the equipment manufacturer. In addition, Environmental Health & Safety officials took noise level readings to determine the necessary Personal Protective Equipment for the job.



Heat Plant personnel Elvie Shifflett, Jonathan Ramsey, Mikel Clements, Nate Crawford and Scott Williams were among the staff trained to operate the coal car shakers.



Electricians Chad Simpson and Mark Gregg worked late hours during commissioning and checkout to meet scheduling deadlines.



Plumbing Team members Danny McDaniel, Jason Puente and Bob Manz installed the necessary infrastructure.

## Mark Your Calendar

- April – Application window begins for Apprentice Positions
- April 8 - WorkMed Nurse 2-3:30 Lunchroom, 575 Alderman
- May 13 - WorkMed Nurse 2-3:30 Lunchroom, 575 Alderman
- May 17 – Graduation on the Lawn
- May 29 – Service Award Ceremony for 10, 15, 20 year employees; JPJ Arena
- June 10 - WorkMed Nurse 2-3:30 Lunchroom, 575 Alderman
- June 10 – Service Award Banquet for 25-50+ year employees; Boars Head Pavilion
- July 22 - Apprentice Graduation/New Apprentice Induction & Training Recognition Ceremony