The University of Virginia is the first higher education institution in Virginia and the third in the nation to receive the prestigious Green Seal, Inc. GS-42 Certification for cleaning service programs.

Certification was officially awarded October 11 by Green Seal, a nonprofit based in Washington D.C., and the leading independent provider of certification and science-based standards for commercial cleaning.

“The Building Services team has long supported the tenets of green cleaning,” Building Services Associate Director Vibha Buckingham said, “but in the past 12 months, we have turned that passion into formalized procedures and standards to ensure everything that we do supports the good health of our workers, our students, our staff, our faculty and the environment itself.”

Training Manager Sandra Smith completed GS-42 training at the Building Wellness Institute in October 2012 and mapped out a project plan to address Green Seal requirements.

“From the very beginning, our goal was to use the pursuit of certification as an opportunity to develop our staff, create standards for cleaning quality and consistency, and overall strengthen the team to be as productive and motivated as possible,” Sandra explained.

Over 50 procedures now document cleaning.

“Everything that we do is now wrapped in detailed procedures that enforce not only healthy cleaning standards but also higher cleaning quality and consistency,” Vibha said. “In addition, a formal training program on all procedures helps develop our front-line team members into true professionals who understand the science behind our cleaning processes.”

Achieving this certification also assures donors that buildings across Grounds are being maintained to the highest standards and parents can feel more comfortable knowing that the health, safety and welfare of our students are among our highest priorities.

“There are many benefits resulting from this great achievement,” Vibha concluded, “but one of my top priorities is to use this experience to elevate the level of respect given to those who work so hard to keep our buildings across Grounds clean and our visitors and customers healthy.”
Projects In Progress

In preparation for the 13th annual Lighting of the Lawn, roofers George Prokopic, Jon Marston and Duane Taylor, wearing OSHA designated fall protection, pull lights for the front of the Rotunda as Central Grounds Zone electricians Dave Roberts and Kirk Soderlund steady the frame of lights. Right photo: George and Jon secure lights to the apex. The installation of more than 8,000 lights and seven 150-foot rope lights was completed November 11. This year, as a cost-saving measure, student volunteers assisted with preliminary sorting, moving and tying of the lights so they could be hoisted into place easily. Two electricians inspected the strands of lights, installed the junction boxes and placed the lights along the east and west of the Lawn earlier in November. The 132 strings of lights and rope lights are connected by hundreds of yards of cords linking 13 different zones, all fed from one electric circuit. The lights for the Rotunda are the most challenging to place, Central Grounds Zone Electrician Dave Roberts noted.

Facilities Management Project Services began work on the Clark Hall Plaza brick repair project September 30. By mid-November in Phase 2, Mason Senior Glen Tolbert and Mason Plasterer Mike Canellas were creating the perfect herringbone pattern, placing bricks at a perfect 45 degree angle.

“After many years of patching and fixing spots in this area, the brick work has become loose and there are too many boarders (separate sections),” Construction Project Manager Dale Newton explained. “We are trying to make the Plaza more attractive and uniform. Our in-house masons are doing the brick work. Phase 3 may start soon depending on weather and schedules or we may wait until Spring to complete the entire project.”

At Pavilion III, Central Grounds Zone Carpenter Lead Gene Lyman explains plans for repairing and replacing the original decorative cornice damaged by years of rain and snow leaking through joints in the metal roof. Central Grounds Zone Carpenters will make the wood repairs and FM Roofing Shop will handle the roof repairs.

Facilities Management’s 2012-2013 Annual Report includes more photos and details on the accomplishments of our organization. See the report on the FM website.

Carpentry Apprentice Chris Toney was featured this Fall in a historic preservation e-newsletter sponsored by the Jeffersonian Grounds Initiative. Chris was selected for the feature because of his work with the renovation of Pavilion IX during his first year as apprentice. He speaks highly of the experience working in Jeffersonian buildings. Read the article on-line and learn more about our Apprenticeship Program on the Human Resources & Training website.
FP&C Launches New Training with Spark Sessions

President Teresa Sullivan (left) was the surprise guest speaker at FP&C’s November 1 launch of a new quarterly training module - Spark Sessions - for project managers and construction administration managers. She congratulated Facilities Management on their innovative training approach that brings the staff together to learn about new and relevant research and resources.

FP&C Director Annette Cyphers (right) opened the Spark Session, introducing 20-minute TEDTalk style presentations that would address topics relating to facilities, construction, sustainability and the environment.

The first were UVa landscape architecture graduate students (left) Asa Eslocker and Harriet Jameson who are travelling around the world to study blue zones (locations noted for longevity among the population) and the role of landscape, presented their Landscapes of Longevity project. Through film and interviews with local senior citizens ranging in age from 70s to 90s in Loma Linda, California; Sardinia, Italy; and Okinawa, Japan, Harriet and Asa documented physical aspects of the landscape as well as the lives of those living in these healthy communities. They will be presenting the final documentary film and analysis in a cross-departmental symposium at the School of Architecture in early April. “It was an honor to speak at the FP&C Spark Session, and share our cross-disciplinary research and film to this group of professionals,” Asa said. “We plan to speak to more classes and community groups to further excite the conversations about healthy aging, well-being, and our relationships to the places and landscapes around us that we live in everyday.”

Blandy Experimental Farm Research Associate Professor and Curator Dr. T’ai Roulston (left) then introduced the history and current research on-going at the 700 acre facility in Boyce (Clark County), Virginia. The farm was given to the University in 1926 for the purpose of teaching agriculture to young men. Dr. Roulston noted. During World War II, while many of the local men were off fighting the war, German POWs helped maintain the farm, he added. The State Arboretum of Virginia is located on the farm. Dr. Roulston and his staff maintain a diverse plant collection and provide learning opportunities for the public about the diversity of plants and their associations with insects. His research program focuses on plant-insect interactions and includes biology; he has identified 143 bee species at Blandy so far. Go on-line for more information on the bee research and Blandy Experimental Farm.

Biophilic cities was the topic presented by Teresa Heinz Professor of Sustainable Communities Chair Dr. Tim Beatley of the Department of Urban and Environmental Planning and the UVa Center for Health & Design.

Other Spark topics included a review of SWaM resources by Les Haughton, Director, Supplier Diversity, Procurement and Supplier Diversity Services. SWaM stands for Small, Women-owned, and Minority-owned business enterprise. More information is available at the Procurement & Supplier Diversity website. In the final segment of the morning, members of FP&C committees gave brief presentations on improvements in the O&M hopes to learn from peer environment.

Manager Enrichment Session Studies Strategic Direction & Leadership

Supporting the University’s new strategic planning initiatives was the focus of the third Manager Enrichment session December 11. FM HR&T Director Rebecca Leinen welcomed the 65 managers, supervisors and directors and opened the session with quotes from Stephen Covey, “Begin with the end in mind” and Eleanor Roosevelt, “It takes as much energy to wish for something as it does to plan for it.” Goal setting and leadership was the theme in the presentations that followed.

Strategic Initiative for Leadership Excellence was the topic Director of Employee Development Tamara Sole introduced. She outlined the University’s Center for Leadership Excellence, designed to advance a culture of institutional and individual leadership, and asked participants for input regarding services. The center will create a multi-faceted development program for all employees, not just managers.

Updates from business units included current illustrations of planning and leadership.
• Associate Director of Work Management Mark Webb spoke with participants about Metrics that matter. O&M hopes to change work to 80% planned and only 20% unplanned.
• Deputy Director for Operations Chuck Parker explained two factors that affect HSPP’s strategic planning: Health System’s new organizational structure and the Affordable Health Care Act.
• GeoSpatial Manager Jennifer Heckman discussed the Benefit of Collaboration and Leveraging GES Services. “I can’t be successful unless my front line employees are leaders,” she said.
• Academic Division Director Tim Roland gave an update of Facilities Planning & Construction’s Academic capital projects. He added that their strategic plan includes developing the staff we have.

Vice President for Management & Budget Colette Sheehy addressed UVa’s Strategic Planning efforts with four points – The University’s new mission statement, the strategic plan, the new internal financial model and the organizational excellence initiative.

Chief Facilities Officer Don Sundgren discussed the Rotunda’s remaining over $40 million renovation which will involve repairs to porticos, cornices, wings and terraces, and replacement of the elevator. A new project will bring four panels of the Berlin Wall to be displayed outside Special Collections which houses the Declaration of Independence. More on Manager Enrichment will be available on the HR&T website.
Annual BBQ Celebrates Good Work & Commonwealth of VA Campaign

The Annual Fall BBQ celebrates Facilities Management employees’ dedication to the University and the launch of the 2013 Commonwealth of Virginia Campaign. The October 10 rain didn’t dampen the spirits of the more than 600 employees who welcomed dozens of retirees who returned to visit. Everyone enjoyed BBQ with all the trimmings.

Leading the umbrella parade were Building Services’ Dora Golson, Catherine Miles, Vicki Briggs and Sandy Morris.

McCormick Zone’s Jamie Knisley and Kenny Graham welcomed Vice President for Management & Budget Colette Sheehy.

Retiree Russell Deshong was welcomed by Elevator Maintenance Mechanic Tyrone Ingram.

HSPP staffers (L-R) Chuck Kritner, Blake Amos, Jovan Jokic, Milan Rusic, McKinley Gowin and Adam Gragg relaxed after enjoying the BBQ feast.

Stephanie Jimenez, Renee Rush and Allison Pipkins said the BBQ was great!

Eugene Chambers and Angel Turner agreed that all the dishes were delicious.

Adequate Kabari, guest Emma Emmecul and her niece Beatrice Namahirwe, Hassan Mohamed and Keith Lewis shared a laugh.

Retirees Dewey Evans (left) and Ben Widner (right) enjoyed talking with HVAC’s Roger Henry and David Bishop.

Project Services’ Buddy Davis and Bonnie Barnett welcomed retiree Eddie Cleveland.

Get your W-2 sooner! The online W-2 will be available January 17, 2014, two weeks earlier than the paper version. If you don’t elect to get your W-2 online, your paper W-2 will not be mailed until January 31, 2014. Questions? Contact the UHR Service Center at 982-0123.

Volunteer Income Tax Assistance (VITA) for Tax Year 2013: In partnership with IRS-trained and certified student volunteers from the School of Law and Madison House, UHR is offering free income tax return preparation services for eligible employees at UHR offices, 918 Emmet Street. This service is by appointment, Monday-Thursday: 5:30 pm and 6:30 pm; Saturday: 10:30 am and 11:30 am. More information, including eligibility requirements, can be found on the VITA website. Questions may be directed to the UHR Service Center at 982-0123.

Weather conditions may create schedule modifications. Information will be communicated through the hotlines: 434-243-7669 or 434-924-7669, regional radio and television stations for broadcast at 6 a.m., 12 noon, and 5 p.m. or 6 p.m., and on www.virginia.edu. Check with your supervisor so you will know your emergency event status: designated or non-designated.

News to Note:

A new Virginia Retirement System (VRS) Hybrid Retirement Plan combines the features of a defined benefit plan and a defined contribution plan. The plan will apply to most members hired on or after January 1, 2014. Eligible current members may make an irrevocable decision to opt into the Hybrid Retirement Plan January 1-April 30. See more information on the VRS members Education & Counseling webpage.
Darlene Webb (center) retired October 4. Her colleagues Brenda Buttner and Joyce Chewning, who also began work at UVa in 1975, were among those who gathered for a farewell party honoring her 38 years of service.

Darlene’s career at UVa was unique and memorable. For example, when she first joined Buildings & Grounds in 1975, she was briefly given the title of Custodian until a clerical position could be created. After a brief stint at the University Hospital, she returned to the Physical Plant as a Clerk in the HVAC shop. Soon after, she was promoted to Program Support Technician at the Heat Plant where she spent most of her career and made many accomplishments. She also earned certification as a Second Class Engineer and Honorary Chief Engineer by the National Institute for the Uniform Licensing of Power Engineers. In 2006, Darlene received the University’s Outstanding Contribution Award in recognition of her exceptional accomplishments, character and compassion. In 2007, she came back to Leake to work as a Customer Service Representative. Since then, Darlene and her famous macaroni and cheese have been at the center of every Food Day, Ice Cream Social and Barbeque. In 2009, Darlene joined the sustainability team as Sustainability Program Technician.

“After almost 38 years on the job, you have earned six service awards, several nicknames and countless friends,” Energy & Utilities Director Cheryl Gomez wrote in a letter of congratulations. “Your clerical skills were second to none but you made your mark by touching people’s lives. The University is a richer place thanks to your service.”

Pera Zarubica retired December 29 after more than nine years of excellent service in Building Services.

Since she joined Facilities Management in September 2004, she experienced a number of challenges including learning English as a second language (although she is fluent in several other languages) and building new relationships. Pera’s first career had been as a lawyer in her native Bosnia. “Going from being a lawyer in Bosnia to a housekeeper in the United State took determination,” Chief Facilities Officer Don Sundgren wrote in a letter of congratulations. “With your strong work ethic and dedication, you showed a willingness to learn and achieve this new goal. Because of that determination, you became as asset to Building Services and set an example for others. We will truly miss your constant smile and your warm and friendly manner; each time we visited your area, you welcomed us with hospitality and good cheer.”


Brigitte joined Facilities Management Building Services in Jordan Hall in July 2005 where she enjoyed her job as well as the opportunity to attend English as a Second Language (ESL) classes. In a letter of congratulations, CFO Don Sundgren and others noted that Beatrice had several award winning essays she wrote in ESL class for the Festival of the Book’s Voices of Adult Learners contest. Her story entitled It’s Never Too Late to Learn recounts her commitment to learning English. Africa Colors tells of her prior experience as a fashion designer. And the very funny Two Thieves and a Donkey is a true crime story involving her aunt and grandmother. On her birthday, Brigitte would always bring in a meal to share and celebrate with her co-workers because her own family was in another country.

Linwood Marshall (center) retired November 17. His long-time colleagues Tommie Benson (left) and Greg Bugg were among those who joined him for a farewell gathering in recognition of his more than 17 years of service. Linwood’s career as a carpenter with the Renovations division began in July 1996. He has been an integral part of Project Services providing a high level of care and quality in his craft, a congratulatory letter read, and worked on multiple projects throughout the University’s Academic and Health System areas. Linwood also had an instrumental role in many renovations within the Academical Village including Pavilion II, IX, X as well as Student Rooms on the Lawn and Range.

Jodie McCowin retired December 27. She joined the McCormick Zone in October 2008, bringing experience, skills and knowledge that made her a true asset and a leader within the Building Services team.

“All those who worked with you often commented that you always came into work with a smile on your face and ready to work,” said a congratulatory letter signed by CFO Don Sundgren, Director of Operation & Maintenance Jay Klingel and Associate Director for Building Services Vibha Buckingham. “Your customers throughout the McCormick Zone have been pleased and impressed with both your performance and good work ethic. We know that customers and coworkers alike will miss you and what you brought to the University and most recently to Rice Hall,” the letter continued.
To James Goode and Mary Ragland: I would like to recognize James Goode for all his consistent work to keep Bryan Hall clean and in excellent condition even with so many people in the building. Jimmie’s first task in the morning is to clean the 3rd floor classrooms where classes are held at night. This is not an easy task: the furniture is always rearranged; food is left in the room and not necessarily in the trash cans. Students put their feet on the walls leaving black marks and dirt from shoes. Whatever sticky food is on their hands is transferred to the light switches and the desk tops. One classroom was left with the tables stacked into a pyramid. This may have seemed like a cute idea from folks who never have or never will have to clean a classroom. Extra effort and time is required to set the classrooms right for the beginning of the class schedule each morning. Jimmie Goode and Mary Ragland work hard to keep Bryan Hall in tip-top shape. Their efforts are recognized by the staff and faculty in Bryan Hall. -- June Webb, Administrative Supervisor, Department of English

To Johneatha Childress, Roland Gboley, James Johnson, Adequate Kabari, Donald Terrell and James Wright: Please acknowledge the outstanding service that these employees consistently provide the School of Nursing. We especially appreciate all of their extra touches during our very important school accreditation the last week in November. We are happy to report that not only did our building shine, we shone as well and PASSED! Thank you. - Janie Heath, PhD, APRN-BC, FAAN, Associate Dean, UVA School of Nursing

To Sandy Morris and Melvin Piet: The first floor of Physical & Life Sciences Building (PLSB) looks amazing since Sandy took over. She is incredibly thoughtful and meticulous when it comes to the cleanliness and overall environment of our floor. I have only encountered one other of your staff, Melvin in the Chemistry annex, who is of equal caliber. These two employees are extremely invaluable to me and my group (my lab used to be in the Chemistry annex and is now in PLSB). Please consider keeping both of them permanently in Chemistry and PLSB. I very much appreciate your team’s contribution to the function of our department and laboratories. -- Linda Columbus, Associate Professor, Department of Chemistry

To Gary Allen and Zone 2 Staff: Over the past year, Gary Allen and his staff have been called numerous times to handle various problems in the UVa Health System Child Care Center. One of our cooling units went out during the summer which required the use of stand-alone units. The HVAC mechanics came over several times a day and into the night to help ensure that our children had cool and comfortable classrooms. Just as recently as this morning, Jordan Lamar, John Trainum, Sr., and Benny Cook were here bright and early to prepare for large scale remodeling. They worked very hard to maintain a safe environment for the children while performing their tasks. Gary met with us several times prior to the remodeling to ensure that things went smoothly. We appreciate Gary and his crew for the care they give so that the children have a happy and safe environment. -- Barbara Short, Business Coordinator, Malcolm Cole Child Care Center

Compliments from Customers

Les Staton, Fire Inspector with Facilities Management, died suddenly November 27. Les began his more than 37-year career with UVa Facilities Management on May 14, 1976 as an electrician. He completed coursework in fire alarm systems and in 1986 became an electrician leadman with responsibility for fire alarm systems. In 1993, he transferred to Health Sciences Center Security and Life Safety as a fire protection inspector and, in 1994, returned to Facilities Management in that same position. In 1997, Les completed requirements for certification as a Virginia Fire Marshal Academy NFPA 1031 Fire Inspector. With his extensive knowledge of building codes and his ability to assist Facilities Planning & Construction with technical issues, Les was a valuable asset to the Medical Center Physical Plant and to the Medical Center organization. Throughout his career, Les continued to earn certifications and awards in his field and promotions within the organization. One of just a few fire investigators in this area, Les was a truly a fire code expert with a photographic memory, HSPP Director John Rainey said. Les retired from his position as a full time fire inspector in September 2009 and had returned in February 2010 to assist HSPP part time.

Tommie Collier died unexpectedly on October 26. Tommy had retired in January 2010 with over 36 years of service at Facilities Management. Tommie began his career at UVa in September 1973 as a carpenter’s assistant. Since 1976, he advanced from carpenter to leadman and subsequently to foreman in the upholstery shop. In 1994, he was promoted to supervisor for the newly formed tool room, locksmith shop and later the sign shop. In 2005, Tommie was promoted to supervisor senior and accepted the responsibility of managing the paint, sign, and cabinet shops for the Renovations division of Facilities Management. He earned recognition over the years for his skills, commitment to the University and his excellent work ethic. In a letter congratulating Tommie on his retirement, Don Sundgren recalled how an Alumni Association member summed up Tommie’s career: “Tommie, you seemed to be everywhere helping us out of tough situations.” Tommie’s work with special University events included construction of specific venues for such dignitaries as Presidents Reagan and Bush, Queen Elizabeth and Prince Philip, the Emperor and Empress of Japan, Russian President Gorbachev, and the Dalai Lama. Tommie was a key participant in Graduation, Fall Convocation, Reunions and football weekends. His son Ben works with us in Project Services.

Noted with Regret

Carl Greene of North Grounds Zone Housekeeping died November 6. He joined the North Grounds team in April 2011, working the 11 p.m-7:30 a.m. shift in the Law School, North Grounds Gym and Darden. “It takes a special person to work the third shift: they have to stay alert, keep up with procedures and communicate with others on the team,” Zone Supervisor Florine Early said. Carl was an excellent employee who could always be depended on to keep these high profile buildings in excellent condition, she said.

Carl was an avid fisherman who loved to talk about his fishing excursions. He is remembered by his colleagues for his kindness, his great sense of humor and his ability to engage in conversation with people from all walks of life. Carl was well-liked by his building customers and was especially popular with faculty, staff and students who frequented North Grounds Gym for their early morning workouts.
One of the best investments you can make in 2014 is professional development for your career or classes to learn more about your special interests. You could even earn a UVa degree. Facilities Management Human Resources & Training encourages you review the free on-line classes or use your education benefits ($2000 annually) for others. Here are resources that cover all levels of training:

- Introduction to Computers can get you started if you need more.
- If you're ready to take classes on-line, you can move directly into E-Learning Through SkillSoft.
- Choose personal enrichment or professional development through the School of Continuing & Professional Studies.
- Piedmont VA Community College offers a variety of classes on-line and at the campus.

### Preparing for Supervision

In response Facilities Management employees’ overwhelming interest in the UHR course Preparing for Supervision, HR&T partnered with UHR to offer this 3-hour course on November 6 especially for 26 FM employees. Designed for leads, seniors, and rising performers, this course gives a realistic picture of what is involved in being a supervisor and helps participants consider whether that may be a role that appeals to them. The session was facilitated by UHR Learning & Development Specialist Jo Ellen Wilkins and coordinated by HR&T HR Associate Lowell Jones.

Examples of topics covered in the course include:

- What are characteristics of a Supervisor?
- What is a Supervisor? What can a Supervisor do? What won’t a Supervisor do?
- Expectations of a Supervisor and how that differs from a non-supervisory role.
- Key work activities
- Development Planning

A panel of new supervisors - June Bates, Forrest Johnson and Jason Snow -- presented an overview of their experiences and observations as they moved into their new roles.

“This class was an eye-opener -- it showed me that being a supervisor can be a lot of work and can be very stressful at times,” Fire Systems Technician Matt Brown said. “The group activities were fun and helped us learn what everyone feels are the best qualities in a supervisor.”

### #1 Investment for 2014: You!

Participation in Essential WorkSkills, Preparing for Supervision and Introduction to Computers requires that employees be nominated by their supervisors. This procedure ensures that Facilities Management employees will be completing training that supports their career goals and enhances their work performance.

### Mike Merriam Earns First APPA CEFP

Mike Merriam, Associate Director for Facilities Maintenance at Facilities Management, is the first UVa employee to earn the APPA Certified Educational Facilities Professional (CEFP) designation. APPA, Leadership in Educational Facilities, is the professional organization for people engaged in the business of facilities management in educational settings. CEFP is the credential for both aspiring and existing senior-level professionals with five or more years of experience managing educational facilities. Merriam worked at UVa’s Physical Plant in the mid-80s, and then spent twenty-two years managing building maintenance, facilities planning, and new construction at Monticello. He rejoined UVa and APPA in 2009 and completed the certification requirements this past October.

### A New Look for Landscape & Safety

Don’t let that bright color fool you: yes, Facilities Management’s Landscapers Tyler Mitchell, Mark Thomas and Greg Rogers are wearing those lime green jackets and bibs. The outfits are Class 3 safety gear that OSHA requires for personnel working in the road or near the road’s edge. In daylight, they must wear a Class 3 safety vest, and, before daylight or after sunset, vests and Class 3 pants are mandatory. “Much of Landscape employees’ work is along roadways.” Safety Program Manager Brian Shifflett explained. “When they are concentrating on their work, they don’t always notice the vehicles passing close by. With the help of the Class 3 gear, our employees are safer because drivers can see them.”

“In the past, our Landscape workers would have to put safety vests over their rain suits or their winter gear to be in compliance on cold, wet days,” Brian added. “This new gear ensures that we are OSHA compliant while also keeping our Landscape employees safe, warm and dry.”

The Class 3 safety gear is durable and has been successfully used by our Energy & Utilities outside Plumbing and Electrical crews for the past 5 years. With the cold days of wintry mix and snow here already, the Safety Program urges employees to work safely, Brian said.
Facilities Management employees generously supported Hoos for the Hungry Food Drive with several hundred pounds of non-perishable food again this Fall. UVa Community Relations sponsors Hoos for the Hungry in coordination with Employee Councils throughout the University. Just before the November 18 pickup by Blue Ridge Area Food Bank staff, FM Employee Council Chair Nina Morris and Co-Chair Richard Covington (center) and Council members Molly Shifflett and Brett Bryant did a final check of the collection and extended a sincere thanks to everyone for their donations.