

The Occupational Programs Weekly Wrap Up

UVA Facilities Management

01.14.2022

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Let Us Know: You can always email FM-OHS@virginia.edu if you have suggestions or story ideas.

Now there's a new way to get in touch — “Let us know” by answering a few quick questions:

<https://at.virginia.edu/j9Tpng>

OCCUPATIONAL HEALTH & SAFETY

Important Message & Precautions for OHS Training Sessions

UVA FM-OHS is considering the implications of the recent spike in COVID cases and how it impacts our community, Facilities Management, and OHS training. Training that is critical to keeping our employees safe cannot be delayed; and there are some tasks for which employees are required by Federal and State laws to have up-to-date training. OHS is conducting in-person training with additional precautions to prevent the spread of illness. **We appreciate your collaboration in balancing our critical needs for employee health and safety.**

Precautions & Requirements for OHS Training Sessions:

- **Masks MUST always be worn properly at all times.** OHS trainers will have additional masks at training classes to offer employees. Anyone not wearing a mask or continuing to wear a mask improperly will be asked to leave and your supervisor will be notified. **Mask requirements:**
 - **A KN95 face mask OR**
 - **A medical grade, three-ply face mask OR**
 - **You MUST wear a medical grade, three-ply face mask over your cloth face covering (double-mask).**
- **All face coverings MUST be tight-fitting and completely cover your nose AND mouth.**
- **Physical distancing will be in place with either reduced class sizes or larger rooms** to allow safe spacing between attendees. Most OHS trainings have moved to Zehmer Hall to accommodate our trainings, additional space & physical distancing. If you feel a room needs an adjustment to its set-up, please ask.
- **Be responsible for your health** prior to and when attending class and be considerate of other employees.
- **If you have been exposed to a COVID+ case, are awaiting test results, or are experiencing any symptoms of illness, please respond to fm-ohs@virginia.edu and ask to be rescheduled.**
- **During COVID, employees are responsible for maintaining their training requirements and attending assigned sessions to properly perform job responsibilities.**

This approach and these precautions are in line with current UVA, CDC, and local public health officials' policies and guidelines. **The COVID-19 pandemic has created a rapidly changing environment. OHS will reassess policies for in-person training as needed. The OHS team will evaluate individual cases of expired or overdue training; and in some cases, employees may not be able to perform tasks until the training requirement has been met.**

Contact fm-ohs@virginia.edu or call 434-297-6379 if you have any questions.

Thank you for your patience, understanding, and collaboration as we navigate the current environment.

OCCUPATIONAL HEALTH & SAFETY

How do we measure safety?

Some would say that the absence of reported injuries and incidents is the most effective way to gauge how safe we are working. However, if we look only at the number of injuries reported, how do we know if that is due to safe actions or simple luck? And more importantly, are we unintentionally creating a work environment that discourages reporting of incidents?



Incident tracking is what we call a “lagging indicator” of safety trends. While this data can be helpful for determining areas for improvement, **it should not be the only means by which we measure our safety culture.** The numbers do not tell the full story.

An environment in which employees feel empowered to speak up about safety hazards, near misses, and injuries (even those that do not require medical care) is one in which a process of continual improvement and collaboration can thrive.

There are lessons to be learned from these types of communications and one of the positive things that can come from an unexpected event or injury. Incidents in which people, processes or systems “failed” can also be analyzed to see what was done right in addition to what needs improvement.

In this spirit, FM-OHS would like to acknowledge and thank the following teams and individuals who embraced this approach of learning from unplanned events or injuries with the goal of keeping themselves and their coworkers safe:



- **Bree Knick and Samantha Manning** for responding to an injury promptly using first aid training and having a safety stand down to address the causes and corrections
- **Travis Sly** for reporting a first aid incident.
- **All of the employees who reported weather-related incidents** so that corrective actions can be taken to better prepare for future snow and ice.
- **Kenny Bower and his team** who made adjustments to planning for the second snow/ice event.

Thank you for doing your part to keep one another safe!

If there is someone in your group that has gone above and beyond for workplace health and safety, email FM-OHS@virginia.edu or nominate them as Safety Champion:

<https://at.virginia.edu/QhHZoK>

OCCUPATIONAL HEALTH & SAFETY

SAFETY SHOE TRUCK



The shoe truck will be on Grounds next on Wednesday, January 19 (adjusted for the Martin Luther King, Jr. holiday) and January 25, 2022.

The voucher system is currently offline as we adjust for the new year of safety shoes. If you receive an email from the safety shoe portal stating your voucher has been processed, you can pick up shoes at the [Red Wing store on Pantops](#) or at the next shoe truck using your UVA ID.

If you need safety shoes, submit a request: <https://at.virginia.edu/FMShoeRequest>

REMINDERS

[OSHA.gov](#) posts and emails workplace safety reminders daily.

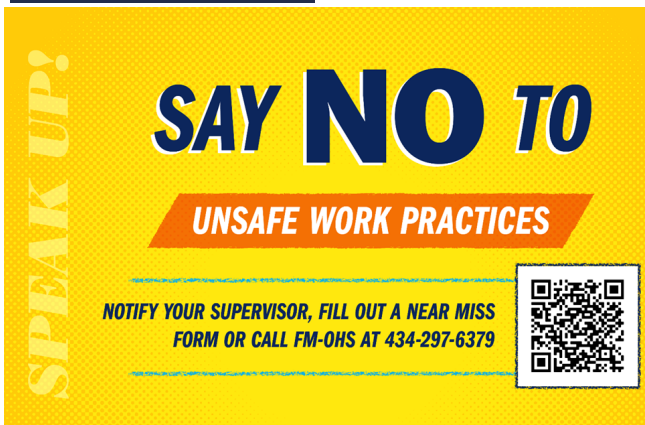
Visit <https://www.osha.gov/winter-weather/hazards#stranded> to learn more about this one.

Visit [OSHA.gov](#) to see more workplace safety reminders of the day.



Keep the vehicle's exhaust pipe clear of snow

WORK SAFELY!



FM Occupational Health and Safety is here to support you and a safe working environment.

If you have any questions or concerns related to health and safety at work, speak with your supervisor, [Safety Committee representative](#), [someone from OHS](#), or submit a [near miss report](#).

FREE FITNESS OFFERINGS FROM HOOS WELL

UVA Intramurals and Hoos Well have partnered to offer employees FREE fitness classes—from running to weightlifting to yoga to pickleball, there's something everyone can enjoy!

See the classes: <https://at.virginia.edu/pWoLOR>



OCCUPATIONAL HEALTH & SAFETY

Bernie says!

PRACTICE SNOW SAFETY AT UVA FM

Walk on designated walkways as much as possible.

- **Don't take shortcuts** over snow piles or areas where snow and ice removal is not feasible.
- **Look ahead when you walk.** A sidewalk completely covered with ice may require travel along its grassy edge for traction.
- **Don't text or read** while walking.

Walk safely on snow or ice.

- **Take short steps** or shuffle for stability.
- **Bend slightly forward and walk flat-footed** with your center of gravity directly over your feet as much as possible.
- **Keep your hands out of your pockets.**
- **Be prepared to fall.** If you fall, fall with sequential contacts at your thigh, hip, and shoulder. Avoid using outstretched arms to brace yourself.
- **Bend your back and head forward** to avoid hitting your head against the ground.



Best Practices to Avoid Injury While Shoveling Snow

- **Inspect winter tools** prior to use (ex: shovel and bucket handles)
- If you have to shovel, **take time to warm up or properly stretch** prior to starting.
- **Do not overexert yourself.**
- **Use proper work posture** when shoveling. Avoid actions such as rounding your back or twisting when lifting.
- **Always lift with your legs** and not with your back.
- **When possible, push the snow out of the way** to limit lifting and throwing the snow. Pushing the snow is less hazardous than lifting and throwing snow

Report Incidents & Near Misses: <https://at.virginia.edu/pipfQr>

OCCUPATIONAL TRAINING

Training Opportunities

Annual Information Security Awareness Training (ISAT) Due

The annual Information Security Awareness Training (ISAT) from UVA Information Security was due in **December 2021**. If you are unsure if you have completed the training, please check the “Required Trainings” section in Workday Learning: <https://www.myworkday.com/uva/learning>

Workday Learning – Leadership Tips, Tactics and Advice

Lead with intention using the leadership tips, tactics, and advice in this audio-only course. Lisa Earle McLeod and Elizabeth Lotardo explain how to develop a leadership mindset, thrive in crucial leadership moments and challenges, and build a winning team. Discover how to master the leadership opportunities you have at every turn: to set direction, build a strong team, and make a lasting impact on your entire organization. By the end of this course, you'll learn how to manage your mindset and behaviors to be a leader others will want to follow.

Take this training: <https://at.virginia.edu/4uN1Ho>

Workday Learning – Impromptu Speaking

We are often called on unexpectedly in professional and social situations to deliver an impromptu speech. These moments offer us opportunities to sell an idea, influence a colleague, and make an unforgettable impression. Instead of hoping you do well, take this short course and have some techniques and ideas in your back pocket. Learn why impromptu speaking is so critical to your career, how to use key structural elements to craft a strong impromptu statement, and what to do when you have no time to prepare.

Take this training: <https://at.virginia.edu/RZbcT9>

View or Apply for UVA FM Job Postings

Current UVA Employees Search for and apply to jobs using your existing [Workday account](#):

See UVA HR's [How to Apply: for Internal Candidates](#): <https://at.virginia.edu/jgLuzS>

External Applicants (not currently employed by UVA) will be prompted to create a profile in Workday when applying: <https://uva.wd1.myworkdayjobs.com/UVAJobs>

Not all listings are available to external applicants.

Questions on job listings should be directed to AskHR@virginia.edu

FM Job Listings as of 1/12/2022:

- R0031897 HVAC Assistant Mechanic
- R0031541 Custodial Services Supervisor, Housing
- R0032007 Landscape & Grounds Worker
- R0028303 Senior HVAC Mechanic, Central Grounds Zone, Evening Shift
- R0031883 Carpenter Senior
- R0030791 Instrumentation & Controls Technician
- R0031374 HVAC Mechanic
- R0031625 IT Help Desk Specialist (Staff Wage)
- R0031242 Historic Masonry Supervisor

See more UVA FM Job Listings >>>

OCCUPATIONAL TRAINING

UVA FM Job Postings, Continued from previous page

- R0026856 Senior Welder for Utility Systems
- R0031215 Buildings Superintendent
- R0031155 Instrumentation & Controls Technician
- R0031291 Systems Control Center Operator
- R0031380 Trades Utility Senior Worker
- R0029244 Carpenter Senior
- R0028140 Recycling Supervisor
- R0026545 Sheet Metal Technician - CC&R
- R0030991 Custodial Services Worker
- R0030609 Elevator Assistant Mechanic
- R0030564 General Services Supervisor
- R0029165 HVAC Mechanic, West Grounds
- R0024783 HVAC Mechanic
- R0025441 Plumber
- R0030790 Recycling Worker
- R0030719 Sign Shop Worker
- R0030982 Utilities Supervisor
- R0030524 Boiler Operator
- R0030544 Carpenter - Construction & Renovation Services
- R0030560 Carpenter Senior
- R0030280 Chiller Plant Zone Supervisor
- R0030513 Custodial Services Worker, Evening Shift
- R0030474 Custodial Services Worker
- R0030510 Custodial Services Worker
- R0030567 Electrical Assistant
- R0030468 Electrician Senior
- R0030487 Fire Systems Assistant Technician
- R0029754 General Services Technician
- R0030397 Plumber Assistant
- R0024318 Custodial Services Supervisor, Evening Shift
- R0026830 Geospatial Space Analyst
- R0026820 Instrumentation & Controls Technician
- R0029999 Licensed Tradespeople (HVAC, Electrical or Plumbing), Shift
- R0030369 Maintenance Zone Manager
- R0030315 Utilities Manager
- R0028077 Custodial Services Worker
- R0030008 Fire and Safety Equipment Inspector
- R0028772 Instrumentation Engineering Technician
- R0025875 Landscape Plant Health Specialist
- R0029177 Mason Plasterer
- R0025551 Roofer
- R0022915 Trades Utility Senior Worker
- R0027779 Arborist
- R0026402 Electrician
- R0029022 Electrician
- R0025247 Environmental Remediation Tech
- R0026550 Mason - CC&R
- R0025318 Recycling Program Coordinator
- R0025264 Senior HVAC Mechanic - 7AM-5:30PM, M - Th
- R0029135 Trades Utilities Senior Worker, Housing Facilities
- R0027440 Electrician - CCR
- R0027977 IT Desk Support (Student Wage)
- R0025382 Plumber

DIVERSITY, EQUITY & INCLUSION

Community MLK Celebration

The UVA MLK Celebration officially kicks off next week, visit the updated list of UVA MLK Celebration events here - <https://mlk.virginia.edu/events>

Join the UVA MLK Celebration Community Read and Panel Discussion, "Why We Can't Wait," by Rev. Martin Luther King Jr.



"Why We Can't Wait," the title of Rev. Martin Luther King Jr.'s third book, will serve as the theme of the University of Virginia's 2022 Community MLK Celebration.

"Dr. King's message in 'Why We Can't Wait' rings just as true today as it did in 1964," Kevin McDonald, UVA's vice president for diversity, equity, inclusion and community partnerships, wrote in an email. "As we enter another year of a pandemic that continues to profoundly impact the world and exacerbate the stark disparities in our society, it's important to remember that we can't sit idly by. In fact, there's no better time than the present to be actively engaged in transformational efforts."

Read more: <https://news.virginia.edu/content/uva-commemoration-looks-kings-why-we-cant-wait-light-todays-issues>

FREE books are available at the following locations while supplies last:

JMRL Central

New Dominion Bookshop

JMRL Northside (low on books)

Yancey Community Center

JMRL Crozet (out of books)

JMRL Gordon

Jefferson School African American Heritage Center

UVA Multicultural Student Center (out of books)

There are two e-book copies and several physical copies available to be checked out from the UVA Library.

There will be a virtual panel discussion via Zoom on Thursday, January 20, from 6-7pm.

Register to join the discussion: <https://at.virginia.edu/hHLuZB>

UVA & Affordable Housing

UVA has announced the selection of three potential sites for affordable housing development. This work falls under the auspices of the President's Council on UVA-Community Partnerships.

Within the announcement, there are opportunities for community members to share their thoughts about the sites via a survey and a comment wall.

Read more about the Affordable Housing Initiative on the President's Council site:

<https://prescouncil.president.virginia.edu/affordable-housing>

It's happening!

The all-volunteer tool library launch team has been hard at work preparing for launch in Spring 2022.

The **NEW Cville Tool Library** will be a collective and collaborative space for empowering our community with tools.



Cville Tool Library

Sharing tools with our neighbors not only saves money, but encourages learning new skills, living more sustainably, and building stronger communities.

How it works:

- Borrow tools like you would borrow books from the library
- No need to buy or store tools you'll use once
- Learn how to use tools

How can you get involved? Glad you asked!

- Tool donations are being accepted, and our wish list will be posted on our website soon
- Volunteers will be needed to staff our tool desk, maintain tools, and more
- Become a member!



We are welcoming new members beginning in January 2022!

Funds raised through membership fees go exclusively toward the purchase of new tools for our inventory.

When you join the Cville Tool Library as an early adopter, you become an integral part of its foundation.

More members = more tools to lend!

Curious about how it'll work?

Want to meet the tool library team?

Interested in volunteering?

Have tools to donate?

Come check us out at our Open House

Open House

Sunday, January 23, 2022

1 to 4 pm

Cville Tool Library

1740 Broadway Street

Charlottesville, VA 2290

Incliment weather changes will be posted on our website and Facebook page

www.cvilletoollibrary.com



cvilletoollibrary@gmail.com

APPRENTICESHIP: 1/31 ROTATION INFORMATION HAS BEEN DISPERSED!

The Apprenticeship Program team is working on a streamlined form that will be available through the Apprenticeship website to assist the process of communicating rotation requests – more information to follow.

For future rotations, the Apprenticeship Program highly encourages supervisors, managers and apprentices to communicate any future rotation requests or concerns with the team as soon as possible once the new process becomes available. **Please do not submit them now.** This will better allow us to plan your upcoming rotations.

COVID-19, Allergy, Cold and Flu Symptoms



Symptom	COVID-19	Allergies	Cold	Flu
Body aches, muscle aches or severe muscle pain	✓	✗	✓	✓
Chills	✓	✗	Uncommon	✓
Cough or pressure in chest	✓	✓	✓	✓
Dizziness, confusion, difficulty waking up	✓	✗	✗	✓
Fatigue	✓	✓	✓	✓
Fever	✓	✗	Rare	✓
Headache	✓	✓	Rare	✓
Itchy or watery eyes	✗	✓	✗	✗
New loss of taste or smell	✓	✗	✗	✗
Pain or pressure in the belly	✗	✗	✗	✓
Runny or stuffy nose	Less common	✓	✓	✓
Seizures	✗	✗	✗	✓
Severe weakness	✓	✓	✗	✓
Sore throat	Less common	✓	✓	✓
Sneezing	✗	✓	✓	✓
Trouble breathing or shortness of breath	✓	Less common	✗	✓
Vomiting or diarrhea	✓	✗	✗	✓

Source: <https://brighamhealthhub.org/are-you-sick-with-covid-19-the-flu-or-a-cold/>

IT'S EASIER THAN EVER TO GET YOUR COVID-19 VACCINE!



Make your plan today.

Schedule your free vaccine using any of the resources below:

- [Vaccines.gov](https://www.vaccines.gov)
- Blue Ridge Health District:
<https://at.virginia.edu/MU5RI9>

OR

Plan to visit a walk-in clinic: <https://at.virginia.edu/JhDgmD>

Remember to use your [PHEL](#) for any time away from work.

[Learn more about the available vaccines in the US >>](#)

Need Help?

Call 877-829-4682

to help you find available vaccination clinics near you, answer questions about vaccination and other COVID-19 topics, and more.

Open Monday-Friday
from 8 a.m. to 6 p.m.

IMPORTANT DEADLINES FOR COVID-19 BOOSTERS AT UVA:

If you have completed your initial COVID-19 vaccine series:

If you completed your initial vaccine series:	Your booster shot documentation must be submitted by:
Between January 1 and July 31, 2021	January 14, 2022
During August 2021	February 28, 2022
During September 2021	March 31, 2022
During October 2021	April 30, 2022

Booster shot documentation must be uploaded to your Workday profile. Instructions on how to do this are posted to [Workday](#) announcements.

Learn more about the UVA Booster requirement:

<https://hr.virginia.edu/covid-19/uva-covid-19-booster-requirement>

UVA COVID-19 BOOSTER REQUIREMENT

After careful consideration of current and projected public health conditions, including the progression of the new omicron variant, University leaders, with the advice of public health experts, are requiring faculty, staff, students and UVA Health team members to get COVID-19 booster shots by January 14, 2022. Those who are not eligible to receive their booster by January 14, 2022 must submit proof of their booster no later than 30 days following their first day of eligibility. Documentation should be uploaded to your Workday profile by the deadline.

More information on the UVA booster requirement:

<https://coronavirus.virginia.edu/updates/uva-vaccine-booster-requirement-information>

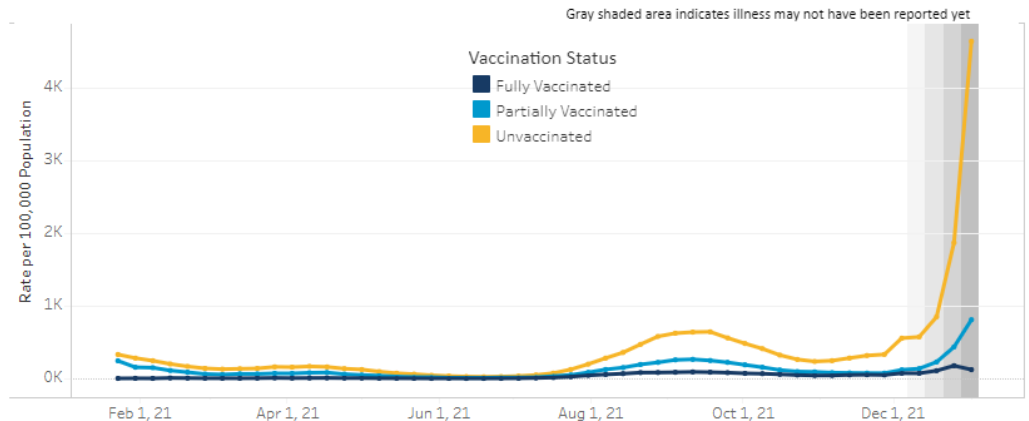
Find a booster online at <https://www.vaccines.gov/> or by calling the BRHD hotline at 434-972-6261.

Find out more about types of vaccines & doses: <https://www.vdh.virginia.gov/covid-19-vaccine/>

COVID-19 RESOURCES

COVID-19 Case Rates in Virginia by Vaccination Status

Between 1/17/2021 & 1/1/2022, unvaccinated individuals developed COVID-19 at a rate 4.3 times higher than fully vaccinated and 2.2 times higher than partially vaccinated individuals.



Source: Virginia Dept. of Health
<https://at.virginia.edu/4u6myh>

WHY DOES IT SEEM SO MANY VACCINATED PEOPLE ARE GETTING COVID-19 LATELY?

A couple of factors are at play related to the emergence and spread of the omicron variant of the virus that causes COVID-19:

- Omicron is very easily spread and is more likely to infect people, even if it doesn't make them very sick.
- Omicron's surge coincided with the holiday travel season in many places.

COVID-19 vaccines are designed to prevent severe illness, not necessarily fully block infection. The vaccines are still doing their job on that front, particularly for people who've gotten boosters.

Two doses of the Pfizer-BioNTech or Moderna vaccines or one dose of the Johnson & Johnson vaccine offer strong protection against serious illness. Boosters 5 months after your Pfizer or Moderna vaccines or 2 months after your Johnson & Johnson vaccine rev up levels of the antibodies to help fend off infection.

Source: <https://at.virginia.edu/Tz6P53>

Every Layer Protects Us

PREVENT

- Vaccinate
- Mask
- Distance
- Wash

YOU

CONTAIN

- Test
- Trace
- Isolate

PEOPLE YOU LOVE

VDH VIRGINIA DEPARTMENT OF HEALTH | **VACCINATE VIRGINIA** | [Vaccinate.Virginia.gov](https://at.virginia.edu) · 877-VAX-IN-VA (877-829-4682)



let's celebrate!

Reasons to celebrate are all around us!

Here are some upcoming holidays this week, both fun and serious. Click on each to learn more.

January 14: Organize Your Home Day

January 15: National Hat Day

January 16: World Snow Day

January 17: Martin Luther King, Jr. Day

**January 18: National Winnie the Pooh
Day**

January 19: National Popcorn Day

January 20: Take A Walk Outdoors Day

**January 21: National Squirrel
Appreciation Day**