The Occupational Programs Weekly Wrap Up

UVA Facilities Management

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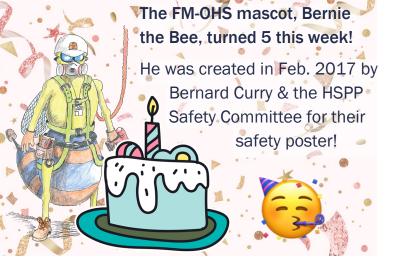
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Guess who's 5!



(other) Don't forget: , Reasons to Celebrate

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: <u>https://at.virginia.edu/j9Tpnp</u>

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What happens when a near miss or safety concern is reported?



- → On February 17, members of the FM Housing Custodial team noticed a few bricks missing on a sidewalk near Kent Dorm (pictured at left) & alerted FM-OHS to the slip/trip/fall hazard by emailing the concern & a photo to <u>fm-ohs@virginia.edu</u>.
- → OHS contacted FM Housing Facilities to review the area and determine what work needed to be completed. Their Zone Maintenance Coordinator created a work order for the job.
- Housing Facilities reached out the FM Construction and Renovation Services' masonry team who was able to reinstall the missing brick by the end of the day!

The original safety concern came in at 8:17 AM and was resolved by 2:15 PM.

Not all safety concerns will be solvable this quickly. However, this is a great example of how FM departments work in harmony to keep everyone safe and our Grounds beautiful.

Thank you to all teams involved in the resolution of this concern and to everyone who takes the time to report a safety concern.



REPORT A SAFETY CONCERN:

FM-OHS@virginia.edu or 434-297-6379

Report anonymously at <u>https://at.virginia.edu/UVAFMNearMiss</u>

The Occupational Programs Weekly Wrap Up | 02.25.2022 | Page 3 OCCUPATIONAL HEALTH & SAFETY WORK SAFELY!

FM Occupational Health & 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, <u>Safety Committee</u> rep., <u>someone from OHS</u>, or submit a <u>near miss report</u>.



Reminders

<u>OSHA.gov</u> posts and emails workplace safety reminders daily.

Visit <u>https://www.osha.gov/workers</u> to learn more about this one.

Visit <u>OSHA.gov</u> to see more workplace safety reminders of the day.

WORKPLACE SAFETY REMINDER

Federal law entitles you to a safe workplace.

SAFETY SHOE TRUCK

The shoe truck will be on Grounds next on Tuesday, March 1, 2022.

If you receive an email from the safety shoe portal stating your voucher has been processed, you should receive a voucher shortly via email and text (if available).

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

If you have questions about PPE or safety shoes, email <u>FM-OHS@virginia.edu</u>.





OCCUPATIONAL HEALTH & SAFETY Important Reminder 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 the following precautions to prevent the spread of illness. We appreciate your collaboration in balancing our critical needs for employee health and safety.

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:
 - \rightarrow A KN95 face mask OR
 - \rightarrow A medical grade, three-ply face mask OR
 - → You MUST wear a medical grade, three-ply face mask <u>over</u> 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 <u>fm-ohs@virginia.edu</u> 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 is in line with current UVA, CDC, and local public health officials' policies and guidelines. OHS will reassess policies for in-person training as needed. The 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 <u>fm-ohs@virginia.edu</u> or call 434-297-6379 if you have any questions. Thank you for your patience, understanding, and collaboration.

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→ Sonya Swiderski (Finance), Marcus Klaton (E&U), and Shawn Anderson (Sign Shop) have been meeting as part of the Access + Success team to learn more about FM's hiring and promotion



practices. As part of their work, they will meet with FM's HR Business Partners and HR representatives to learn more about both processes and will then set up action-oriented teams of FM colleagues to address specific projects. The two other IE teams within the SVPO area (the "SVPO Collective" of smaller units: Office of the Architect for the University (OAU), Office of the Senior Vice President (SVPO), Real Estate and Leasing Services (REaLS), and State Government Relations (SGR) and Business Operations) will also be attending these informational meetings with HR to lead the goal of equitable hiring and promotion practices forward for the entire SVPO area.

- → Nina Green (HSPP), Lester Jackson (Elevator Tech), Corey Hoffman (CC&R), and Dana Schroeder (Sustainability) will begin meeting in early March to kickoff the Climate + Intergroup Relations portion of the IE framework. Based on IE Survey results, the group will begin to discuss ways that we can better connect, collaborate, and show appreciation and recognition at FM.
- → The following IE areas are planned to launch this year Infrastructure + Investment in Quarter 2,
 Education + Scholarship in Quarter 3, and Community + Partnership in Quarter 4.
 - If you would like to be involved in any way or learn more about Inclusive Excellence at FM, please email Emily Douglas at <u>em4hg@virginia.edu</u> or <u>FM-DEl@virginia.edu</u>. Thank you!

Embracing the Complete You: Genealogy Panel Discussion

Join the <u>UVA Black Faculty &</u> <u>Staff Employee Resource</u> <u>Group</u> for a discussion with esteemed panelists to talk about what it means to research our family lineage.

> Register: https://at.virginia.edu/ kObxpX



UVA Facilities Management Occupational Programs | 434.297.6379 | FM-OHS@virginia.edu | https://www.fm.virginia.edu/depts/occupationalprograms/index.html

The Occupational Programs Weekly Wrap Up | 02.25.2022 | Page 7 DIVERSITY, EQUITY & INCLUSION Meet AJ Young, FM Meter Technician & Co-VP of UVA's BFSERG



FM Meter Technician AJ Young is serving as the Co-Vice President of the UVA Black Faculty & Staff Employee Resource Group. AJ also serves on the UVA Staff Senate and the FM Employee Council. He reports to the UVA Chairs Summit, and is an integral member of the FM Diversity Committee.

If you're interested in learning more about becoming involved in the <u>Black Faculty & Staff Employee Resource Group</u> or learning more about what the committees are focusing on that AJ is a part of, please reach out to him at <u>ajy8n@virginia.edu</u>.

Share: Community Events

Know of any upcoming DEI events or community volunteer opportunities you'd like to share?

Email Emily at <u>em4hg@virginia.edu</u> or <u>FM-</u> <u>DEI@virginia.edu</u> to have them added to the weekly OP Newsletter!



Scholarship Opportunities for Children & Grandchildren of UVA Employees

- The Faculty and Staff Scholarship. This scholarship was created in 1997. The endowment was generated by employee contributions equally matched by the University. In the past six academic years, the Faculty and Staff Scholarship has been awarded to the children or grandchildren of four staff members and one faculty member, and the students have come from the College of Arts and Sciences and the Schools of Engineering and Nursing.
- The Leonard W. and Jerry S. Sandridge Scholarship. This scholarship was created in 2011 in honor of long-time UVA employee and then Executive Vice President and Chief Operating Officer, Leonard Sandridge and his wife, Jerry, in recognition of their enduring commitment to both employees and students. Since it was first awarded in the 2013-2014 academic year, there have been 35 recipients of the Sandridge award. Twenty-seven were the child or grandchild of a staff member and eight were the child or grandchild of a faculty member.

The deadline to apply is March 1, 2022.

See the application form and additional eligibility requirements for each award: https://at.virginia.edu/3XuC4L. If you have questions about either scholarship or about applying for financial aid, please contact Steve Kimata at (434) 982-6000 or sfs@virginia.edu.

The Occupational Programs Weekly Wrap Up | 02.25.2022 | Page 8 **OCCUPATIONAL TRAINING** 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.

FM Job Listings as of 2/23/2022:

- Questions on job listings should be directed to AskHR@virginia.edu
- R0030397 Plumber Assistant
- R0026856 Senior Welder for Utility Systems •
- R0032158 Operator/Pipe Layer or Senior Op-
 -6:30pm shift and 5am-1:30pm shift erator/Pipe Layer
- R0028140 Recycling Supervisor
- R0032242 Licensed Tradespeople (HVAC, Electrical or Plumbing), Weekday Evening Shift Monday - Friday 3:30pm to 11:30pm
- R0033178 Electronic Door Mechanic
- R0033313 Custodial Services Worker -Wednesday- Sunday, 12:00pm - 8:30pm
- R0030487 Fire Systems Assistant Technician
- R0032728 Operator Assistant Heat Plant
- R0030474 Custodial Services Workers for Shifts Monday-Friday: 3:00pm - 11:30pm; 4:00pm - 12:30am; and 5:00am - 1:30pm
- R0033175 Station Facilities Superintendent •
- R0029022 Electrician
- R0030790 Recycling Worker •
- R0033071 Electrician CCR
- R0033029 Painter
- R0024783 HVAC Mechanic
- R0032873 Custodial Services Worker M F 5:00 AM - 1:30 PM
- R0032872 Quality Control Inspector
- R0032868 Custodial Services Worker HSPP 5:00pm-1:30am

- R0032871 Custodial Services Worker 10am
- R0032750 Construction Project Manager

 - R0032977 Sheet Metal Assistant Technician - CC&R
 - R0032833 Electrician Senior
- R0032538 Zone Maintenance Supervisor, McCormick Zone
- R0032393 Logistics Coordinator
- R0032788 HVAC Assistant Mechanic
- R0032487 Fire Systems Technician
- R0032687 Electrical Assistant - HSPP
- R0032149 Facilities Planner
- R0032413 Senior HVAC Mechanic Health System Physical Plant
- R0030560 Carpenter Senior
- R0030524 Boiler Operator
- R0032122 Construction Administration Manager
- R0032007 Landscape & Grounds Worker
- R0031374 HVAC Mechanic •
- R0030791 Instrumentation & Controls Tech-nician
- R0031242 Historic Masonry Supervisor
- R0031155 Instrumentation & Controls Technician

See more UVA FM Job Listings >>>

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UVA FM Job Postings, Continued from previous page

- R0026545 Sheet Metal Technician CC&R
- R0031380 Trades Utility Senior Worker
- R0030991 Custodial Services Worker
- R0030609 Elevator Assistant Mechanic
- R0030564 General Services Supervisor
- R0025441 Plumber
- R0030719 Sign Shop Worker
- R0030982 Utilities Supervisor
- R0030544 Carpenter Construction & Renovation Services
- R0030513 Custodial Services Worker, Evening Shift

- R0030510 Custodial Services Worker
- R0029754 General Services Technician
- R0030315 Utilities Manager
- R0028077 Custodial Services Worker
- R0025875 Landscape Plant Health Specialist
- R0027779 Arborist
- R0026402 Electrician
- R0025247 Environmental Remediation Tech
- R0027977 IT Desk Support (Student Wage)
- R0026550 Mason CC&R
- R0025382 Plumber

Start Your Career Development Journey with UVA HR's Career Tools

UVA wants to help you prepare for your ongoing career development within the University. <u>Career</u> <u>Tools</u> from UVA Human Resources can assist in your career path.

- Job Seeker Resources are specialized modules that include how to update and refine your resume, analyze a job description, and use LinkedIn to network.
- Strategies for Success are several short, on-demand presentations to help you with all aspects of your job search. This series focuses upon areas where job seekers often get stuck or discouraged.

Learn More: https://hr.virginia.edu/career-tools

Training for Current Managers & Supervisors

Attention managers and supervisors! The waitlist is now open for the following workshops offered in collaboration with Employee Relations.

- → Progressive Discipline Overview: A progressive discipline policy is a multi-step process, progressing in severity with continued violations of policy. In this interactive workshop, we'll analyze sample cases that violate state and University policy. By engaging in activities and group discussions, this builds skills in the management and application of employee discipline - while strengthening the organization through the strategic relevance of existing policy.
- → Written Notice Writing Workshop: Crafting a written notice is an interactive process between the manager and your Employee Relations Consultants. This workshop glides goes through the process of data collection, analysis and policy interpretations in an upbeat and stress-free environment.

If you are interested in attending either of these workshops email <u>fm-training@virginia.edu</u> to be added to the waitlist. Additional details to come.

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Training Opportunities

A Complex Problem-Solving Framework

Complex problem-solving is a core skill for the 21st Century, and the only way to keep up with rapid change. This session will cover a five-step approach to creative problem solving developed in leading consulting firms. It employs a highly visual, logic-tree method that can be applied to almost any problem, from organizational decisions to individual career choices.

Presenter: Brendan Boler, Director of Career Services at the University Career Center and

Assistant Professor at the Batten School of Leadership and Public Policy

When: March 4, 2022, 11 a.m. to 12:15 p.m.

Where: TBD (planning to be in-person)

Register: https://at.virginia.edu/L9PGEK

Implicit Bias Module Series

The Kirwan Institute offers a free and self-paced course on understanding and interrupting implicit bias. http://kirwaninstitute.osu.edu/implicit-bias-training/

Making the Leap from Peer to Manager

March 24, 2022, 3:00 PM - 5:00 PM. Via Zoom

Transitioning from a peer to a manager can be an exciting and challenging opportunity. This class helps you identify actions you can take to position yourself for success as a manager. You'll also learn tips on how to interact with your former peers after you step into your manager role.

Register: <u>https://at.virginia.edu/eGpgWv</u>

Free Tutoring for K-12 Children of UVA Staff

Free virtual tutoring!

Children of UVA Staff are eligible for **free virtual tutoring** in **k-12 subjects** from volunteer student tutors.

Choose when and how often you'd like your children to be tutored.

Browse available tutors online to find the best fit.

Get started! https://at.virginia.edu/freeuvatutoring





Reminder: Face Coverings are still important!

Per <u>UVA's Policy SEC-045</u>, Facilities Management requires face covers to be worn at all times while indoors at UVA properties, unless alone in an office or vehicle. Due to the increased contagiousness of COVID-19, UVA strongly recommends wearing a medical grade three-ply mask instead of a single-layer fabric mask.

Three-ply, fabric, & KN95 masks are available for your team through the online form.

WELLNESS Break Up with Your Space Heater

Did you know that UVA policy prohibits the use of space heaters on Grounds? Space heaters are extremely energy-intensive, so by following policy and "breaking up" with your space heater, you can be a part of leading UVA to a more sustainable future.

If you have a space heater in your UVA office or dorm, trade it in (no questions asked!) during the month of February and receive a free energyefficient warming alternative.



Sign up: https://at.virginia.edu/2XBqIS

Learning Opportunities:

Boost Your Financial Wellbeing

UVA Health Plan participants can earn \$25 in rewards by participating in financial well-being webinars. Three webinars scheduled for March will focus on **taxes**, **financial well-being for women**, **and investing in a 529 account** for future higher education expenses.

See the dates & details:

https://hr.virginia.edu/wellness/financial-well-being/financial-wellness-webinars

COVID-19 RESOURCES

<u>Helpful Links</u>

- <u>UVA Policy SEC-045</u>-COVID-19 Health & Safety Requirement: <u>https://uvapolicy.virginia.edu/policy/SEC-045</u>
- OHS COVID-19 Resources: https://www.fm.virginia.edu/depts/ohs/covid-resources.html
- FM COVID-19 Communications: <u>https://www.fm.virginia.edu/employees/intranet/covid.html</u>
- KN95 mask information and resources: <u>https://at.virginia.edu/ajCNgF</u>
- FM face cover & mask request form: https://at.virginia.edu/UVAFMMatReq

COVID-19 RESOURCES 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:

- <u>Vaccines.gov</u>
- Blue Ridge Health District: <u>https://at.virginia.edu/MU5RI9</u>

OR

Plan to visit a walk-in clinic: <u>https://at.virginia.edu/JhDgmD</u> Remember to use your <u>PHEL</u> for any time away from work.

Learn more about the available vaccines in the US >>





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.

UVA COVID-19 VACCINE & BOOSTER REQUIREMENTS

Per UVA Health System policy, <u>OCH-002: Occupational Health Screening and Maintenance:</u> UVA Health Tier 1 team members (employees whose job-related activities require them to be present in Health System Facilities at any time in a given calendar year) are required to get the basic COVID vaccination. Tier 1 employees are strongly encouraged but not required to get the booster. Tier 2 team members are strongly encouraged but not required to get either the basic vaccination or the booster.

See OCH-002: <u>https://at.virginia.edu/zzt4uF</u>

What is "Long COVID"?

Most people who catch COVID-19 get better within a few weeks. However, some people experience conditions or symptoms that last weeks or months after they appear to be fully recovered. These can be a range of new, returning, or ongoing health problems. Even people who did not have symptoms (also called asymptomatic infections) can experience this in the days or weeks after they were infected can have conditions as a result of their COVID-19 infection.

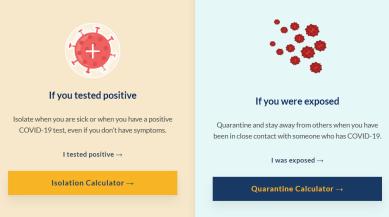
These are called "post-COVID conditions" and may also be known as long COVID, long-haul COVID, post-acute COVID-19, long-term effects of COVID, or chronic COVID. CDC and experts around the world are working to learn more about short- and long-term health effects associated with COVID-19, who gets them, and why.

Vaccination greatly reduces the risk of post-COVID conditions by preventing COVID-19 in the first place.

Learn more: https://www.cdc.gov/coronavirus/2019-ncov/long-term-effects/index.html

The Occupational Programs Weekly Wrap Up | 02.25.2022 | Page 13 <u>COVID-19 RESOURCES</u> <u>UPDATES FROM THE VIRGINIA DEPARTMENT OF HEALTH</u> Isolation and Quarantine Calculator

With at-home testing becoming more available, as well as the recent uptick in mild COVID -19 cases, it can be a little confusing to know how many days to quarantine or isolate when you have been exposed to or have tested positive. VDH has developed an online Quarantine Calculator tool that you can use to easily create a plan to isolate or quarantine to protect those around you. **This tool is designed**



to help you identify a specific date to test after close contact and a specific date to end isolation after a positive test or symptoms.

Check out the VDH Isolation and Quarantine Calculator:

https://www.vdh.virginia.gov/coronavirus/isolation-quarantine/

DATA UPDATES FROM THE VIRGINIA DEPARTMENT OF HEALTH

Booster Protection: The most recent CDC reports show that mRNA (Pfizer or Moderna brand) vaccine booster doses are still offering high levels of protection against serious illness, hospitalization, and death from COVID-19. During the latest Omicron surge, data has shown vaccine effectiveness against hospitalization to be 91% during the first two months after a booster dose and 78% in the four or more months after a booster. While approximately 69% of our District's population have finished their primary series, only about 38% of BRHD residents have received a booster dose. Getting a booster dose is one of the best ways to protect yourself against a COVID-19 infection and potential long term negative health consequences.

To schedule your booster appointment, go to <u>vaccines.gov</u>. To read more about the report, visit the CDC's statement: <u>https://www.cdc.gov/media/releases/2022/s0211-covid-19-boosters.html</u>

Virginia Hospitalizations: Out of all 50 states, Virginia is currently facing the sharpest increase in daily death averages. While case numbers begin to decrease as we exit the surge, many of those with severe illness from COVID-19 remain hospitalized. To help ease the strain on our overburdened health system and decrease your chance of hospitalization, use a layered approach to COVID-19 mitigation: wear a mask, get vaccinated and boosted, and maintain a safe physical distance.

See the Virginia Department of Health Data Dashboard:

https://www.vdh.virginia.gov/coronavirus/see-the-numbers/covid-19-in-virginia/





Improving Workplace Ventilation During Cold Weather

Indoor air quality in the workplace during cold weather is especially critical while influenza, cold, and COVID-19 viruses are circulating.

Improving ventilation is a key engineering control that can be used to increase the delivery of clean air and remove or reduce the concentration of viral particles or other contaminants. Building managers may perform some steps to improve indoor air, while others should be conducted by a qualified heating, ventilation, and air conditioning (HVAC) professional.

Key steps to improve ventilation include:

- Inspect air intake and exhaust ports to ensure they are clean and free of ice or snow.
- Replace filters as necessary to ensure the proper function of the HVAC system.
- Have an HVAC professional conduct all regularly scheduled inspections and maintenance.
- Add portable air cleaners with High Efficiency Particulate Air (HEPA) filters in spaces with high occupancy or limited ventilation.

Maintaining a healthy HVAC system requires an HVAC professional to:

- Ensure all HVAC systems are operating in accordance with the manufacturer's instructions and design specifications.
- Maximize the amount of outdoor air supplied consistent with the heating capacity of the HVAC system. Rebalance or adjust HVAC systems to increase total airflow to occupied spaces. Total airflow includes both outside and recirculated air.
- Install air filters with a minimum efficiency reporting value (MERV) 13 (or equivalent) or higher where feasible. If MERV-13 filters are not compatible with the HVAC system, use filters with the highest compatible filtering efficiency for the HVAC system.
- Clean HVAC system drain pans, heating and cooling coils, and supply/return registers to eliminate areas where contaminants can settle.

To learn more about improving ventilation, visit osha.gov/ventilation.

OSHA alerts are issued on occasion to draw attention to worker safety and health issues and solutions.

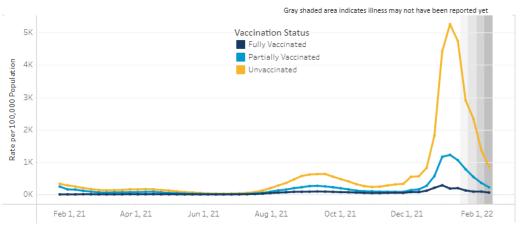




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COVID-19 RESOURCES COVID-19 Case Rates in Virginia by Vaccination Status

Between 1/17/2021 & 2/12/2022, unvaccinated individuals developed COVID-19 at a rate 4.5 times higher than fully vaccinated and 2.0 times higher than partially vaccinated individuals.

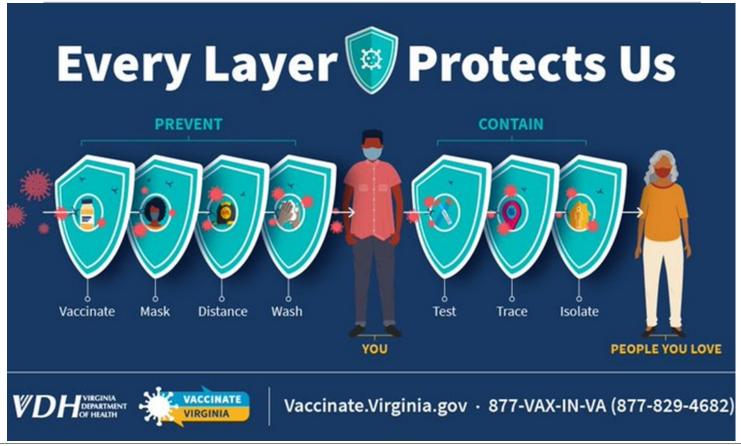


Breakthrough infections: As of 2/12/2022, **6,083,159 Virginians have been fully vaccinated**

against COVID-19. Of these people, 2.6% have developed COVID-19, 0.064% have been hospitalized, and 0.0226% have died.

- → Because no vaccine is 100% effective, it is expected to see some fully vaccinated people get infected.
- \rightarrow In most cases, these people do not have symptoms or have only mild symptoms. These infections might also be shorter in duration.
- \rightarrow Breakthrough cases occur for all vaccine-preventable conditions.

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



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