

Physical Environment Committee Minutes

**November 6, 2012
8:00am – 9:00am
Lincoln Building Conference Room**

MEETING CALLED BY	Ted Curtis & Harvey Sterns – Co-Conveners
TYPE OF MEETING	UC Committee
FACILITATORS	Ted Curtis
NOTES SUBMITTED BY:	Shelly Keller
ABSENT	Julie Hykes Elizabeth Reilly Harvey Sterns – Co-Convener Chris Stimler Chris Tankersley
ATTENDEES	Kim Calvo Ted Curtis – Co-Convener Garrett Dowd Kyle Gee Ann Hassenpflug – Vice Chair Shelly Keller - Secretary Chuck Kunsman Shawn Stevens
INVITED GUESTS	Joseph Gregor Ralph Morrone

Agenda topics

NEXT PROPOSED MEETING

DISCUSSION	Shelly proposed to help with the scheduling of speakers, that the committee propose meeting dates for January and February.
CONCLUSIONS	The meeting dates scheduled for 2013 are 1/15/13 and 2/12/13 from 8am – 9am in the Lincoln Building Conference Room. Invites for all committee members were sent out and the conference room has been reserved.

MINUTE APPROVAL

DISCUSSION	Approval of the 10/9/12 minutes is needed.
CONCLUSIONS	Chuck made a motion to accept the minutes as presented. Shawn seconded the motion and all were in favor.

MEETING ITEMS

General Discussion –

- It was suggested while talking about scheduling speakers that we ask Jared Coleman to come back again in the spring to discuss the Parking Department further.
- Shelly advised the Building Tours for the year are over and once the weather breaks in the spring we will resume with them.
 - Additional Buildings that have been requested to visit are the following:
 - Folk Hall
 - EJ Thomas Performing Arts Hall
 - Central Hower Building (once it is officially owned by UA)
 - Gallucci Hall

Joseph Gregor – Assistant Vice President, Physical Facilities Operations Center (PFOC)

- Joe has been with UA since September of 2000. Over the last 10 years, he was able to trim \$400,000 off of his budget each year and improved services throughout the campus.
- Joe implemented Zone Maintenance to better service the campus needs. He had started out with 4 Zones and is down to 3 Zones and a PM Crew/Zone. The PM Zone provides preventative maintenance to all university equipment.
- PFOC's Computerized Maintenance Management System is TMA. TMA keeps track of all work orders and costs.
- PFOC does about 22,000 work orders a year and provides 24/7 coverage on campus.
- PFOC employs about 220 people, 190 of these are union personnel.
- There are 31 different shifts in the department and last shift lineup Grounds and the Paint Shop went to (4) 10 hr days to provide better coverage.
- The Apprenticeship Program is organized and run through Physical Facilities. To date 49 employees have completed their program and 17 are currently enrolled. Our newest Apprenticeship Program is for the MRW Trade (Maintenance Repair Worker). Our first graduates will complete this program in December. MRW is our jack of all trades and have helped increase our customer service.
- Physical Facilities covers 8 ½ million square feet of maintenance with 3 ½ million square feet being covered by custodial. That is 30,000 square feet covered per custodian in the Physical Facilities Department.
- Joe explained some of the budget cuts that have deeply affected his department. Three years ago the department lost 30 contract custodians. This cut meant a reduction of cleaning services that employees would have to empty their own trash cans and sweep their own offices.
- New to the department is the Recycle Program. Still in its infancy it has been very successful and has lots of student involvement. Most recently they are working on the Gameday Challenge with Athletics.
- Joe explained how the Energy Center makes chilled water for half of the campus. In the last year of UA being a customer we experienced 47 steam interruptions from Akron Thermal. The department was able to save a little over a million dollars by switching from Akron Thermal to making our own high temperature hot water.
- Joe explained we have 10 miles of pipe underground. There are chances for many leaks as Ralph explained how the system expands and contracts all while being a very efficient system. Joe added we are practically operating a city within a city.
- Joe explained his department handles the infrastructure (heat, electric, water) of all auxiliary buildings but not the day to day maintenance. Those areas are Student Union, Student Rec and Wellness, Residence Halls, Athletic Field House and Food Services.

- The meeting concluded by a motion from Shawn and a second from Kim, all were in favor.