

# THE FM VOICE



## ASU FACILITIES MANAGEMENT HOSTS 2009 AAFA SPRING CONFERENCE

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ASU Facilities Management hosted the spring 2009 Arkansas Association of Facilities Administrators (AAFA) Wednesday through Friday, March 25-27. AAFA is the state professional organization of higher education facilities management professionals. Institutions represented at the meeting were Arkansas State University – Jonesboro, Arkansas State University – Beebe, Lyon College, Phillips County Community College, University of Ar-

kansas Community College – Morrilton, University of Arkansas – Fayetteville, University of Arkansas Cooperative Extension Service, and University of Arkansas – Monticello. Sixteen of the thirty-nine meeting participants began the meeting activities Wednesday afternoon with a 4-person scramble golf tournament at Sage Meadows golf course.

(continued on page 6)

### Interesting Points:

- New Hub for Engineering and Construction
- FMOP Updates
- What can in.astate do for you?
- Employee Birthdays and Years of Service
- Big Buck Contest Winner
- Second Chance at Life





# W e l c o m e

## WELCOME OUR NEW EMPLOYEES



Quenton Bogard joined our Landscape team on December 1st. He is originally from Blytheville but currently resides in Jonesboro with his fiancée, Jessica Brown and their three children, Ta'Naiyah 3, Trention 2 and Jaylon 1. Quenton is planning to attend school this summer for welding and is excited and thankful to be working for Facilities Management.

Travis Lynch joined the landscaping team on February 9th. Originally from Texas, Travis moved to Paragould about 6 months ago to help out his grandparents. Prior to being employed at ASU, he worked as a machine operator for Garlock Rubber Technology. Travis enjoys working, exercising and being with friends. He describes himself as an outgoing, friendly person but a bit of a procrastinator. When asked what an interesting fact about himself may be, he said that he really likes tattoos.



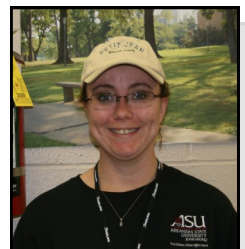
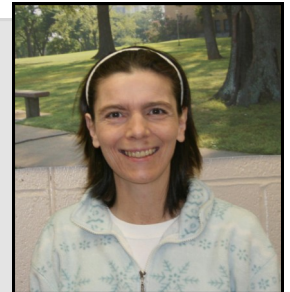
Bruce Spencer, from Bay, joined our landscape team on March 23rd. Before becoming employed at Arkansas State University, Bruce was an equipment operator for the city of Jonesboro. His hobbies include fishing and hunting. Bruce and his wife, Lori, have a 4 year old named Seth and a 13 year old, Taylor. Spencer describes himself as reliable, honest, and trustworthy. A fact he gives us about himself is that he is very work dependable.

Kelly George joined the landscaping team on March 30th. He has one son, Ayden Kyle, and they live in Jonesboro. Before arriving at Arkansas State, he trimmed trees for Craighead Electric. Kelley enjoys hunting and fishing. He describes himself as outgoing, witty, and impressionable. An interesting fact about Kelly is that he was born during the 1968 tornado.



Robert Coggins joined the Building Maintenance Services department on March 16th. Robert is a life long resident of Jonesboro. Before coming to work at Arkansas State, he was a self-employed construction worker. He enjoys going hunting, and fishing. Robert states that he is a reliable, dependable, and trustworthy person, and enjoys scuba diving.

Cynthia Meredith joined the custodial team on January 5th. Cynthia is a mother of two, Robert 24 and Mathew 21. She is also a proud grandmother to 6 grandchildren. She joins our team all the way from Monette but is originally from Jonesboro. Cynthia enjoys singing and cooking as well as watching TV.



Kristi Jones joined our custodial team on January 5th. She, her husband and two children, Keely 8, and Sydney 5, reside in Lake City. She is a certified nursing assistant and enjoys reading a good book and singing. When you meet Kristi you will know because she is always smiling and cheerful, and ready to help where she can.



Facilities Management hired Jerry Wilson to join the custodial department on February 16th. Jerry is a native of Kennett, but is now a resident of Jonesboro. He enjoys outside activities such as fishing, hunting and hiking. Jerry states that he has a great personality and enjoys working.

Bill Burns joined our custodial team on February 23rd. Bill was born and raised in Jonesboro, AR. He comes to us from Cook Construction. Bill is married and has one son, Joshua 8, and two stepsons, Jeremiah 17 and Billy 25. He enjoys hunting, fishing, riding ATV's, mudding and hanging with his son Joshua. Bill has been to 44 out of the 50 states, WOW!



Richard Douglas joined our custodial department on March 23rd. Rick currently lives in Paragould, but is originally from Strawberry, Arkansas. Before working at ASU, he was employed as a driver by Pizza Inn. His hobbies include hunting, fishing, shopping, and gardening. Rick has one son, Kolton. He describes himself as laid back, tender hearted, and dependable. In the past Rick has been a part time minister.



Facilities Management

Congratulations

## RETIREES



After almost 12 years of employment at ASU's Facilities Management, Larry Southard retired on February 13th. Described by his coworkers as someone who could always start up a good conversation and made sure everyone was on the same page when it came to a job task, Larry was an exceptional carpenter as well as a person. Shawn Brewer jokes, "He really loved break time conversations, especially when the subject was hunting." Brewer also states "Hopefully we will all be in as good health as Larry is when we reach retirement." Other coworkers have said that he will be greatly missed. We certainly hope Larry is enjoying his retirement!

~Amanda Mellard

Wayne Swartzlander retired on February 20th after 10 years of employment with FM Landscape and Recycling departments. Coworkers of Wayne describe him as a very compassionate man, always asking them how they and their families were doing. Mia Sheppard-Taylor agreed, recalling Swartzlander telling her to "enjoy every moment she had with her mother." "He will be greatly missed," she added. Wayne has retired to his home in the Coffman community, where he says, "I slept in one day, didn't get up till after 5 a.m.!" He plans to spend his time hunting, fishing, and gardening.

~Samantha Simon





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## FM EMPLOYEE OF THE 4TH QUARTER

On February 5th, Al Stoverink presented the Facilities Management's Employee of the Quarter Award for the fourth quarter of 2008 to Carole Arrington.

Carole has been a true asset to the skilled trades department since she became employed at ASU in May of 2007. Co-workers describe her as someone who puts extraordinary time and effort to insure that not only her everyday duties are completed, but she exceeds expectations by taking on extra workloads. One of these extra projects was the Facilities Management Cookbook, making sure it was completed and published in a very short amount of time. "The time frame and quality in which the cookbook was completed was an extraordinary accomplishment," says coworker Helen McCoy.

Coworkers state they appreciate coming to work and hearing

Carole's cheerful voice and encouraging words. Carole does her best to assist the maintenance staff by helping make everything run smoothly. She offers her computer expertise on projects and maintains a notice board to keep the staff up to date. Clint Halcom jokes, "and she does this while keeping a pot of coffee always ready to keep the staff calm."

The FM Employee Recognition Program provides staff, administration and the university community a method to recognize and acknowledge individuals and teams for outstanding customer service and performance. Staff recognition is a motivating factor that provides our employees with increased job satisfaction and encouragement to perform their jobs more effectively.

Employee recognition nominations can be submitted by written request or made via email to Allison Jordan, QUIP Administrative Secretary. For more information, please go to our FM homepage at [http://facilities.astate.edu/FMForms/eoq\\_emp\\_rec\\_form.pdf](http://facilities.astate.edu/FMForms/eoq_emp_rec_form.pdf).

~Samantha Simon



### Calendar of Events

#### FIRE SAFETY CLASS



APRIL 15TH @

8AM, 10AM, 1PM & 3PM

D.A. Davis, ASU Safety supervisor will conduct Fire safety training classes on April 15th in the FM Meeting Room. All employees hired after Oct. 2007 should attend, as well as any staff that need a refresher class.

This training program covers general fire safety information, evacuation routes and how to properly use a fire extinguisher.

#### MAY OPEN FORUM & FM SOFTBALL GAME



MAY 22 @ 10:30AM  
IN FM BREAK ROOM

#### DEFENSIVE DRIVING CLASS



JULY 13TH-17TH

Rowland Robinson from the Risk Management Division of the Arkansas Insurance Department, will conduct a defensive driving class July 13th-17th. Any full-time employee is eligible with their supervisors' approval. The course consists of 2.5 hours of classroom time which is scheduled July 13th from 1pm to 4pm. One 3 hour instructional driving session is to be scheduled over the remainder of the week.

This course is limited to 24 participants. Staff must attend the classroom and a driving session to receive credit for the course.

Employees 55 years of age or older completing this approved course are eligible for reduction in personally owned vehicle premiums according to AR code Ann. 27-19-608. Some insurance companies give this discount to employees under 55, but it is not a law.

# DALE CARNEGIE

Many people have heard of The Dale Carnegie Course, but don't always know exactly what it is. The world famous *Dale Carnegie Course* is a 12 week training program that uses team dynamics and small group activities to help people master the art of "dealing with others" in today's tough business environment. The course meets once a week for 3.5 hours, usually away from the ASU campus. People taking the course will learn how to strengthen interpersonal relations, manage stress, and handle fast-changing workplace conditions. Also, participants develop leadership through gaining confidence and enthusiasm. They connect with other business professionals, achieve breakthrough goals, and inspire others to take action. In short, the course will power participants to move far beyond their comfort zone as they stretch for and attain ambitious new goals. Over 2 million people across the world have graduated from this same Dale Carnegie Course, which is delivered globally in over 75 countries in more than 25 languages by 2,700 certified trainers.



How does an employee go about registering for this course? Employees at all levels in Facilities Management who seek to maximize their performance, become stronger leaders, and add more value to the organization are eligible. Facilities Management has set a goal to get as many of our leadership staff through the Dale Carnegie Course over the 3 fiscal years of 08, 09, and 2010 by sending 20 leaders through each year. However, anyone interested should notify their supervisor if they would like to know more about taking the course.

The first facilities management employees in the course graduated on February 10, 2009. They were Donnie Dunn, Debra Greenway, Brian Pettie, Al Stoverink and Terri Reithemeyer. Each of these employees received Outstanding Performance/Breakthrough awards, and Al also received an award for highest achievement over the 12 week sessions. CONGRATULATIONS!!!

Al spoke to us about his experience with the Dale Carnegie Course, saying, "This leadership development opportunity is an experience that I would recommend to almost anyone. I wish I had been able to go through the course years ago-I can see how it would have been very beneficial throughout my years in the workplace and also relationships within my family." He also stated that he developed some wonderful personal relationships as well. Donnie Dunn had the same enjoyable experience with the course, telling us, "I think this was a good experience. It seems to build confidence and communication skills, as well as leadership skills. I think most of our leaders could benefit from it."



*Teamwork is the ability to work together toward a common vision. The ability to direct individual accomplishments toward organizational objectives. It is the fuel that allows common people to attain uncommon results.*

*Andrew Carnegie*

Currently, we have 10 FM Leaders enrolled in the Dale Carnegie's "Effective Communications and Human Relations" training course: Clint Halcom, Woody Haynes, Helen McCoy, Lisa Lyons, Bobby Warren, Ray Ferguson, Martha Baldinger, Darryl Brotemarkle, Eric Boling and Paula Broadway.

~Terri Reithemeyer





## AAFA CONTINUED



ASU Facilities Management hosted the Wednesday evening meal of smoked chicken, cooked by the FM master cooks Don Neldon and Jerry Sailor.

The meeting concluded at 11:00 AM Friday with the spring business meeting and round table discussion of current topics affecting higher education institutions. The success of the meeting was due to the planning and execution of several FM employees, of those to be recognized include Lanny Tinker, Amanda Mellard, Heather Garrett, Wade Smith, Bud Gage, Tony Bittle, Bob Smith, Mia Taylor, Judy Hass, Paula Broadway, Kathy Hicks, Mary Hurless, Philip Moffitt, Joe Phillips, Ray Ferguson, Don Neldon, Jerry Sailor, and Jerilyn Miller.

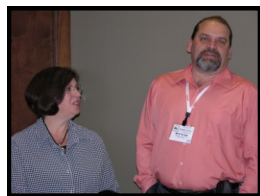


Seminar meetings were held at the Cooper Alumni building on the ASU campus. Seminars included topics on lighting controls, ice storm lessons learned from ASU and UA-Fayetteville campuses, benchmarking metrics for higher education, and sustainability maintenance presentation from the current ASHRAE (American Society of Heating Refrigeration Air-conditioning Engineers) international president, Bill Harrison. Meeting participants were treated to a plated meal Thursday evening, followed by entertainment by FM's own Bobby Colburn and Colburn Brothers Band.



ASU will host the fall 2009 meeting in October at the Rockefeller Conference Center, Pettit Jean mountain.

~David Handwork  
(Current AAFA President)



WHAT CAN  DO FOR YOU?

Intranets, Internets and portals? What is all the fuss about? It all has to do with making sure your message gets to the right people in a timely manner. So says a little brochure called 'What inAstate can do for you.' But what is inAstate, really?

ASU's website is the public face for the university, focused on recruiting new students. The site also serves as an information source for prospective faculty, staff, and contributors. The intranet, or the portion of the site for the current faculty, staff, and student population, is known as "inAstate."

"The University is in the middle of revamping its Web site. A big portion of this is splitting content up; content for external audiences, particularly prospective students and employees, and that for internal audiences, people who are already part of the ASU Jonesboro community," explained Jonathan Picklesimer, Portal Administrator for inAstate.

"By dividing the content up into intranet and Internet sites, we're hoping to focus a little bit more and make information easier to find by the people who need the information," Picklesimer said. "For example, once you've logged into inAstate, you can log into Blackboard without having to log in again. Right now that works with Blackboard 6 and it will soon be working with

Blackboard 8. We're looking at the portal as making the integration between the different campus information systems less painful."

In the early stages of its release, inAstate was mostly involved with students registering for classes, checking their grades, and monitoring their accounts. As time has passed since the transition, more interesting and convenient tools have been added.

"A feature that we're excited about is the new banner tab inside inAstate, and that will be great because we have documentation, and different manuals and so forth, and trying to get all of that centralized is going to be a lot easier for our users over time," said Darla Fletcher, Assistant Director for Reporting and Operations in the Registrar's Office.

A graduation tracker has just been added so students can see where they are on the road to graduation, and Faculty advisors will be able to monitor this progress through their accounts as well. Because so many different departments on campus are being brought together through inAstate, a student or faculty member will eventually be able to get almost anything they need

in one place.

Accessibility has been cited as another widespread favorite feature of inAstate, as students no longer need a six-digit pin number to access their account. Students and Faculty simply use their email address and password to get through the portal.

Because InAstate's homepage is customizable, the user can add columns, tabs, and new channels, like news and weather feeds from any of the major news sources, to make the portal a convenient and powerful tool. Users are also able to bookmark sites on their account for easy access.

"I think one of our biggest missions will be educating. Everybody's so busy, anything that's new is frustrating at first," said Fletcher. "So when we get through this period where people are used to going here and kind of get familiar with it, I think overall the campus is going to be really happy with it."

IT Services-



Facilities Management



A SECOND CHANCE AT LIFE

Not everyone gets a second chance in life but I did and I wanted to share my experience so my coworkers wouldn't make the same mistake as I. I had a light heart attack May of 2007, my doctor prescribe medications to prevent other complications but I made some bad choices, one of which was I stopped taking my medications. When I ran out of meds I was feeling fine, as I recall at the time money was a little tight, but that was just an excuse because I was probably spending the same amount of money on cigarettes during this



period. To make a long story short I quit taking my meds.

On March 6<sup>th</sup> of this year my bad choices caused me excruciating pain and yes I had a second heart attack. I learned my lesson this time and I know I want make those same bad decisions again.

I was lucky I got a second change, my advice is "do as the doctors say; take your medication it's not worth risking your life."

~Anthony Passalaqua



*Individual commitment to a group effort -- that is what makes a team work, a company work, a society work, a civilization work.*

**Vince Lombardi**



## MEMORIAL ARCH RENOVATION



Facilities Management staff have been busy the past three months working on the renovation of the Memorial Arch on the campus's main quadrangle. This project was a cooperative effort that involved combined inspiration, planning and support of groups from across the campus community. Within Facilities Management, support for the project was provided by staff from Construction Services, Building Maintenance Services, Landscape Services, and Engineering Services.

The project elements included removal and replacement of the existing sidewalks, installation of new shrub plantings, and replacement of the glass globes

on the light fixtures at the top of the arch columns. The design of the project is based on a radial pattern with the arch sitting at the center. A circular walk has been added around the arch on which will be placed twenty-five hollow concrete cubes.

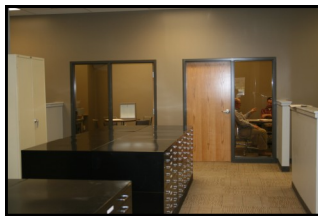
The arch was originally constructed in 1927 as a gift from the graduating class of that year. The following is a quote from the class will:

"Last we devise to our school and to those who follow us the Memorial Arch, at the South Entrance, made of concrete. It is made of two columns each 16 x 20 inches, resting on a base 24 x 28 inches, sloping up to 20 x 24 inches, on this base is inlaid the words, "Class of '27." On top of each column is an electric light, and spanning the walk is the arch, upon which is carved A & M College."

~Bill Hall



## NEW HUB FOR CONSTRUCTION AND ENGINEERING



Banging and clanging, moving and shaking, the construction crew put work on the new engineering and construction

offices into full swing over the last month. As engineering staff began the first phase of transition into the new area, the old walls were literally coming down around them. The noise only lasted for a few days, however, and the end result brings a hub that will serve to facilitate better communication, team work and informed decision making.

Located on the west end of the FM building, the new area will house Engineering and Construction services. These two service departments currently occupy offices on opposite ends of the building, which makes collaboration cumbersome and often inefficient. Although only in the first phase of construction, the benefits of open communication have already shown how healthy office interaction can cut down on confusion.

The campus Sign Shop got spacious new digs

during this transition as well. Their operation is now located adjacent to the carpentry shop and on the south side of the new area. Although still pending a proper ventilation system for the laser engraver, the Sign Shop should be fully functional at this time. Customers who need to visit the Sign Shop may have a hard time finding it during this interim period, so please call 680-4720 before making a trip. The plan room will also be located in the Engineering Services office, and supporting documents for buildings will be housed within a new larger conference room off of the main corridor.

This remodeling is the most significant alteration to the FM building to date. The interactivity it offers is invaluable to the offices involved and

the FM operation as a whole. We are all in one place now, so come by and take a look.

~Jon Carvell





## TASK FORCE UPDATES

In recent weeks, the AVC Advisory Board recommended that Facilities Management study and make recommendations for a couple of processes. Al Stoverink commissioned three task forces to review and make recommendations.



A Training and Development Task Force was created to evaluate and make recommendations for expansion and enhancement of

FM training efforts. The training task force will review all aspects of the development of training modules for departmental and individual positions, review training techniques, effective delivery methods and training resources availability. Members of the task force include Darryl Brotemarkle, Lisa Kihlstadius, Patricia Runyan, Paula Broadway, Richey (Shawn) Brewer, and Terri Reithemeyer.

A Promotions Task Force was formed to review the FM internal hiring and promotions process. The Promotions Task Force will examine Facilities Management and University



policies and procedures to assure the process for internal promotions is fair, equitable and provides equal employment opportunities to all qualified persons. Members of the task Promotions Task Force include Billy R. Pierce, Debbie Greenway, Don Neldon, Mia Sheppard-Taylor, and Paul Cox.



Terri Reithemeyer of the QUIP Department and Tami Watlington, Human Resources Generalist have been assisting the task force by answering questions and explaining policy and procedures relating to these processes.

As a component of our standard business practices, every few years Facilities Management re-examines the cost we charge our customers for services and labor. Al Stoverink has commissioned a Task Force to review the cost we charge our customers. Task Force Members include Kathy Hicks, David Handwork, Rusty Stroud, Wade Smith, Bob Smith and Lanny Tinker.

We will publish the recommendations of task forces after completion of their respective committees work.

~Lanny Tinker



ARKANSAS STATE UNIVERSITY

Facilities Management

## FMOP UPDATES

On behalf of FM training initiatives, we would like call your attention to some recent updates and changes in our Facilities Management Operating Procedures.

(1) Check out Procedure now retiring employees in good standing may request to keep their ASU ID and/or ASU email account.

(2) AVC Advisory Board policy (07-17-003 R2) has been updated please review policy changes on our FM Web site.

(3) Duty Program (04-19-002) has been revised to clarify how to request services between 4 pm and 5 pm.

To view other FM policies and procedures go to our FM web site.

## NEW CAMPUS CHECKOUT PROCEDURE FOR TERMINATED EMPLOYEES

The university recently implemented a new procedure for checking out terminated employees. Under the previous check out policy, employees leaving the university were given a form and asked to go to various departments on campus. Among these departments were the Library, to make sure there were no outstanding books to return, the Travel Office, to make sure all reimbursements and advances were accounted for, Student Accounts, to make sure all fines,

tuition, etc. were paid, and Facilities Management to make sure all keys were returned accordingly. The new checkout policy allows an electronic approval process that eliminates the employee from having to go from department to department collecting signatures before they are issued their last pay check. This process is initiated within the department utilizing the university Banner workflow system through AccessPoint for electronic approvals. Cassey Tune and Deanna Warren created, modified, implemented

and coordinated all training for this process. They took a complicated and frustrating process for faculty and staff that were leaving the university and implemented a simplified process. As a result, Facilities revised the current Check-out FMOP to correspond with the University Policy. Our policy can be viewed on our Facilities Management website under Policies and Forms Section 07.

~Kathy Hicks

## BIG BUCK 2008 WINNER MARK CLARK!!





## QUALITY IMPROVEMENT UPDATE

In January, we were able to bring aboard Amanda Mellard, a temporary secretary from Staffmark, to help the department catch up on training and to take over Allison's duties while she is on maternity leave. We are catching up at a good pace with both live and on-line Blackboard training.

On January 22<sup>nd</sup>, Lanny Tinker presented a live training on the revision of the FMOP: Check-Out Procedures to FM Leadership. This training taught leadership how to use the new online University Employee Check-Out process that went live on February 6<sup>th</sup>. This new process routes the Employee Check-Out Form electronically through the ASU work flow system, rather than requiring the employee to collect signatures around the campus.

On February 17<sup>th</sup> and 18<sup>th</sup>, I presented four live trainings on Blackboard 8 to Track 1 (Landscape, Motor Pool, Move Support, Building Maintenance Services, Project Services and Engineering departments) and Track 2 (Administration, Business and Construction departments). This training taught these departmental employees

how to access the Facilities Management Training Institute on Blackboard 8. Each employee used hands on experience through an example of the material, test and survey using the training module FMOP: Computer Usage. Blackboard training officially kicked off for these tracks on March 6<sup>th</sup> with 17 training modules available.

Beth Faught from St. Bernard's Community Educational Program presented four live trainings on Blood Borne Pathogens to over 97 employees from FM and Resident Life on February 4<sup>th</sup> and 6<sup>th</sup>. This training taught staff from all departments about micro-organisms such as viruses and bacteria that are carried in blood and can cause disease in people.

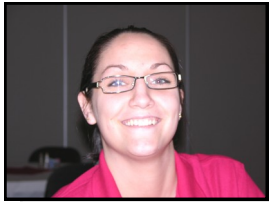
On March 9<sup>th</sup> thru 12<sup>th</sup>, Traci Perrin, ASU Applicant Program Coordinator, presented ten live Performance Evaluation trainings to all FM employees. This training taught employees the steps to electronically approving their performance evaluation and position standards when their job description changes. This training provided employees with a better sense

of how the performance evaluation flows, creating better security and eliminating the need for signed copies to be forwarded to the Human Resource Department.

Starr Fenner, Director of Environmental Health and Safety Department, held four live Radiation trainings on March 18<sup>th</sup> to 73 employees from FM and ABI. This training provided general information regarding radiation, contamination and protective measures that should be taken while working in areas where radioactive materials or radiation sources are present.

QuIP will be offering the following training in April: Blackboard 8 training to the Custodial Department, Basic Computer Training, and Fire Safety Training. Please make sure to check the Training Bulletin Board in the FM Break Room, the FM Plasma and your email for future training information. If you have any questions or comments, please feel free to contact Lanny Tinker or Terri Reithemyer.

~Terri Reithemyer



## CHILI COOK OFF

The 4<sup>th</sup> Annual Facilities Chili Cook-Off was held on Thursday, February 5<sup>th</sup>, 2009. There was a wonderful turnout of contestants whom made some good ol' homemade chili. Thankfully the judges made it through all 15 entrees. Thank you to everyone who participated, unfortunately there could only be 3 place holders, 1<sup>st</sup> place went to Martha Baldinger, 2<sup>nd</sup> place went to Rusty Stroud, and 3<sup>rd</sup> place went to Donnie Dunn. A good time was had by all, there was plenty to eat. We had some retirees present as well as Dr. Potts who visited and enjoyed the meal with our staff.

~Joe Phillips



## EMPLOYEE BIRTHDAYS

| <b>April</b>      |                |      |                   |                |      |
|-------------------|----------------|------|-------------------|----------------|------|
| Paul Cox          | Engineering    | 2nd  | Travis Lynch      | Landscaping    | 21st |
| Qention Bogard    | Landscaping    | 3rd  | Clay Hurn         | Business       | 26th |
| James Upton       | Custodial      | 4th  | Billy Clifft      | Landscaping    | 28th |
| Clinton Halcom    | Skilled Trade  | 10th | Naomi Graves      | Custodial      | 28th |
| Randal Wheaton    | Skilled Trade  | 12th | Allison Jordan    | Administration | 29th |
| Brian Tibbs       | Motor Pool     | 14th | Joe Kilburn       | Skilled Trades | 29th |
| Kathy Hicks       | Business       | 16th | Zach Minton       | Skilled Trades | 29th |
| Karen Grantham    | Custodial      | 18th | Ozie Brown        | Custodial      | 31st |
| Jerry Sailor      | Skilled Trade  | 18th | Robert Hobbs      | Landscaping    | 31st |
| Lynette Anderson  | Custodial      | 19th |                   |                |      |
| Linda Dickerson   | Custodial      | 21st | <b>June</b>       |                |      |
| Glynnna Greene    | Business       | 24th | Mark Wade         | Engineering    | 3rd  |
| Sheila Sartin     | Custodial      | 24th | Glen Broadway     | Skilled Trades | 5th  |
| Danny Potts       | Landscaping    | 26th | Jerry Mathis      | Business       | 8th  |
| Steven Riley      | Custodial      | 29th | Judy Hass         | Custodial      | 9th  |
| <b>May</b>        |                |      | Mary Tolley       | Custodial      | 10th |
| Richard Bergener  | Skilled Trades | 6th  | Charles Atherton  | Skilled Trades | 13th |
| Gerald Adkisson   | Skilled Trades | 9th  | Terry Carty       | Construction   | 14th |
| David Handwork    | Engineering    | 12th | Michael VanWinkle | Skilled Trades | 16th |
| George Kelly      | Landscaping    | 15th | Earnest Hall      | Custodial      | 17th |
| Erin Brawley      | Custodial      | 16th | Sharon Milligan   | Custodial      | 17th |
| Jeremiah Reynolds | Landscaping    | 18th | Joseph Thornton   | Skilled Trades | 25th |
|                   |                |      | Nick Powers       | Custodial      | 27th |



Facilities Management



## YEARS OF SERVICE

| <b>April</b>    |                |        |                  |                |        |
|-----------------|----------------|--------|------------------|----------------|--------|
| Randel Wallace  | Construction   | 32 yrs | Jonathan Carvell | Engineering    | 4 yrs  |
| Danny Wilson    | Skilled Trades | 24 yrs | Melvin Fitzhugh  | Skilled Trades | 3 yrs  |
| Dennis Ball     | Motor Pool     | 16 yrs | James Novalick   | Skilled Trades | 3 yrs  |
| Donald Dunn     | Skilled Trades | 15 yrs | Carole Arrington | Skilled Trades | 2 yrs  |
| Larry Southard  | Skilled Trades | 12 yrs | Jeffry Ball      | Landscaping    | 1 yr   |
| Jennifer Cortez | Business       | 8 yrs  | Glenn Bobo       | Landscaping    | 1 yr   |
| Sharron Nelson  | Custodial      | 7 yrs  | Seth Broadway    | Landscaping    | 1 yr   |
| Robert Collins  | Skilled Trades | 7 yrs  | Adam Elam        | Landscaping    | 1 yr   |
| Judy Hass       | Custodial      | 4 yrs  | Adam Prestidge   | Landscaping    | 1 yr   |
| Penny Kirksey   | Custodial      | 4 yrs  | Nick Powers      | Custodial      | 1 yr   |
| Gerald Adkisson | Skilled Trades | 2 yrs  |                  |                |        |
| Mary Hurless    | Business       | 2 yrs  | <b>June</b>      |                |        |
| Glynnna Greene  | Business       | 1 yr   | Gary Holder      | Skilled Trades | 22 yrs |
| Allison Jordan  | Administrative | 1 yr   | Gregory Beeler   | Skilled Trades | 19 yrs |
| Steven Riley    | Custodial      | 1 yr   | Ozie Brown       | Custodial      | 9 yrs  |
|                 |                |        | Paula Broadway   | Custodial      | 5 yrs  |
| <b>May</b>      |                |        | Billy Reid       | Custodial      | 5 yrs  |
| Mary Tolley     | Custodial      | 30 yrs | Bobby Colburn    | Engineering    | 3 yrs  |
| Betty Dotter    | Custodial      | 16 yrs | Cameron Martin   | Skilled Trades | 3 yrs  |
| Chris Steele    | Skilled Trades | 15 yrs | Martha Phillips  | Custodial      | 3 yrs  |
| Norman Reynolds | Custodial      | 14 yrs | Anthony Turturro | Landscaping    | 3 yrs  |
| Frankie Upton   | Custodial      | 13 yrs | Jason Jernigan   | Skilled Trades | 2 yrs  |
| Joe Phillips    | Skilled Trades | 8 yrs  | Bobby Ishmael    | Landscaping    | 1 yr   |
| Steven Brown    | Engineering    | 5 yrs  | Brandon Jones    | Custodial      | 1 yr   |



**CONGRATULATIONS! "IT'S A BOY!"**

Nathaniel James Jordan was born on March 13<sup>th</sup>, 2009 to the proud parents of Phillip and Allison Jordan. Allison is the Administrative Secretary and receptionist in the front office.

Originally Facilities Management had planned a surprise baby shower for Allison on the afternoon of March 13<sup>th</sup> which was to be her last day at work before going on maternity leave. However, Mr. Nathaniel "Nate" Jordan had other plans and arrived early that morning. FM staff still gathered to celebrate his arrival, enjoying cake and punch, making banners, and taking pictures. Later, a small group delivered cake, gifts and pictures of Nathaniel's celebration to the very proud parents at the hospital. Congratulations and best wishes!

~Lanny Tinker

