I am always impressed by the work Grounds individuals do both prepping the campus for big events and in dealing with storms. This [choosing to use hurricane debris for the bonfire material] was both at the same time!

Michael Harris
Campus Weekly

Housekeeper of the Month

September
1st Shift  Jeffery Dezearn
2nd Shift  Cynthia Parker

October
1st Shift  Cristie Stewart
2nd Shift  James Lyles

This is an advance notice that all Facilities Operations and Facility Services supervisors must submit all payroll paperwork for the week of 11/25-12/1 to Cynthia and Elizabeth by noon on Monday, December 3 for processing. The shortened payroll deadline means there’s no time to wait in submitting it.
FDC is excited to welcome Arash Roshan, who joined UNCG on September 10th as a Non-Capital Project Manager. Arash is a certified LEED Accredited Professional who started his career as a Project Engineer at Balfour Beatty Construction after graduating from North Carolina Agricultural and Technical State (NCA&T) University in 2009. During his time at Balfour Beatty Construction, Arash had the opportunity to contribute to the construction of Ragsdale High School in Jamestown, the New Student Center at NCA&T in Greensboro, Dartmouth Apartment and Retail Complex at North Hills in Raleigh, and a variety of other projects in North Carolina. Arash is in the process of completing the Master of Business Administration program at NC State University and is on track to graduate in 2019.

In his off hours, Arash enjoys a variety of outdoor activities and spending time with his family. He lives in Greensboro, with his wife and daughter.

Kendra Dick joined UNC Greensboro as a Building Environmental Services Technician in the Eberhart Building in September 2018. Kendra brings over 10 years housekeeping experience to the job. In that time, Kendra owned her own janitorial company. In her spare time, she enjoys spending time with family and friends, and one of her hobbies is interior decorating.

Troy Brown joined UNCG in September 2018 as a Facility Services Zone Manager for Zone 1. Before beginning work at UNCG, Troy gained significant supervisory experience at NCSU, DHHS - Dorthea Dix Campus, Embassy Suites Hotel, Heits Building Services, and White Oaks Maintenance, the latter three of which are in Philadelphia.

Mecole Davis began working in UNCG’s Facility Services in September 2018. She comes to UNCG from Wal-Mart where she worked for the last five years. Mecole decided to join the UNCG family because she has a passion for cleaning. She got her cleaning start in a senior living facility, where she worked for several years until they closed. In her interview, she was very knowledgeable concerning housekeeping practices and seemed energetic about the possibility of maybe joining the UNCG team. Mecole is a single mother of three. When she has spare time, she loves spending it with her children and traveling.

Sean MacInnes joins UNC Greensboro as the Sustainability Specialist in the Office of Sustainability. Sean recently moved here from Memphis, TN, where he worked as a Senior Administrative Assistant for the Dean of the Rosa Deal School of Arts at Christian Brothers University. At CBU, Sean also taught English Composition as an adjunct professor, served as the Interim Coordinator for University’s learning management system and as the Interim Director for the CBU Writing & Communications Center. During his seven years at CBU, he also served on the University’s Sustainability Committee, including five years as Chair. Sean was a member of the Memphis Metropolitan Planning Organization’s Active Transportation Advisory Committee, and previously served as the Chair of the Alternate Transportation and Fuels Working Group for the Mid-South Regional Greenprint Consortium. Sean holds a BFA in Theater from the University of Memphis and an MFA in Writing and Poetics from Naropa University in Boulder, CO. He is also an officially licensed soccer coach via the United States Soccer Federation.
Sherry Madden started work as a full-time housekeeper for UNCG Facility Services on second shift in October 2018. Sherry served honorably in the U.S. Army and has a background of over 30 years in customer service and retail management. She also has additional experience cleaning offices part-time. She enjoys camping and time with family.

Nathan Craigen joined Facility Services as a Repair Technician in October 2018. Originally from Palm Coast, FL, Nathan moved to NC five years ago. For the last five years, Nathan worked for Smiths Rentals in general maintenance, where he developed skills in general maintenance and repairs to residential units, AC/Heating and Refrigeration, basic plumbing and electrical work, and grounds maintenance. He obtained experience in general janitorial work while working part-time for HMT in Graham, NC.

Dwight Brannon joined UNCG Facility Services in October 2018 as a full-time housekeeper for second shift. He has spent the last six years employed with Guilford County Schools, where he learned his skills in floor care and housekeeping in an educational environment.

Robert Gales began work in Facility Services as a housekeeper for second shift in October 2018. Previously, he worked for Wake Medical Hospital. He comes to UNCG with outstanding skills in floor care and housekeeping.

**Anniversaries**

**September**
- David Mains – 30 years
- Andres Hernandez – 15 years
- Pete Lorenz – 15 years
- Chris Chilton – 15 years
- Sam Wright – 15 years
- Carlo Frate – 10 years
- Valerie Johnson – 10 years
- Talea Chavis – 1 year
- Mike Elberson – 1 year
- Jonathan Hanichak – 1 year
- Donna Degraffenreidt – 1 year
- Tim Jordan – 1 year

**October**
- Wally Perdue – 40 years
- Bobby Moore – 20 years
- Geng Puih – 15 years
- Ben Evans – 10 years
- Sylvia Bland – 1 year
- Imani Fisher – 1 year
- Mark Staples – 1 year
- Ryan Thompson – 1 year

**Our Retirees**

Lester Rogers – 23 years

Enjoy your freedom and unlimited weekends! Congratulations on your retirement!

Chris Chilton – 15 years

**Promotions**

Mark Staples is being promoted to the position of Building Environmental Services Technician beginning November 1st. Congratulations!
A big thanks to everyone that took care of the EUC during Homecoming. The staff had a lot of challenges, especially with all the grass that was tracked into the building both Friday and Saturday. The majority of our building traffic was during the evening and late afternoon. **Rebecca Jones** did an amazing job, both Friday and Saturday, staying on top of cleaning the building and assisting her staff. A big thanks to everyone for all their hard work.

**Kathleen McGirty**  
Elliot University Center

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I am an adult learner here at UNCG and have a 10 am class in the MHRA building. I arrive on campus around 7 am so I can work remotely before I go to class and I want to commend the staff, especially **Debbie [Joyce]** who I have the pleasure of seeing every morning, for making this building look great. I see her hustling to get restrooms cleaned, hallways swept and the student break room with vending machines cleaned and ready for each days students. I know that so many kids don’t think twice about leaving things for someone else to clean up, but she does a great job and always has a smile on her face when I see her. She should be commended. Wanted you to know that your staff is busting butt here and making a great impression on those who see it!

**Shannon Priester**  
Adult Student

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I want to give a shout out to **Gually**, our Groundskeeper at the Gray Home Management House. Gually keeps the area looking good. He is outgoing, smiles all the time, and does not hesitate to say, “Hi!” When I’m in the office he waves as he is blowing leaves and debris. If I am outside around the Gray House or I’m walking campus, he will stop and ask if there is anything I need done to let him know; he will take care of it, no problem. This past summer, I gave Gually sunflower seeds. He planted them outside my office windows. Each day when the flowers opened up, that brought a smile to my face. Others at the Gray House noticed them, as well. Thank you, Gually.

**Maryann Burditt**  
Facilities Design & Construction

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I just wanted to let you all know that **Andrew [Thomas]** is just wonderful. Every time he comes over to complete a work order for us, he is always so helpful, even if the problem is not fixed right away. He always answers my questions and lets me know what is going on even if the work order did not belong to me. I just wanted to let you all know that Andrew gets many kudos from me on his work around the office. I appreciate that he is super friendly and professional when he comes in here. THANK YOU, ANDREW!!!!

**Alexandria Brennan**  
Parking Operations & Campus Access Management

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If you would like to recognize a member of Facilities through a Shout Out in our bi-monthly newsletter, you can send your comments or experiences to fowork@uncg.edu.
From the Drafting Table at Gray Home

FDC Restructuring

FDC has undergone a re-structuring. As part of the re-structuring, we will no longer have Design Project Managers or Construction Project Managers; the new working titles are Non-Capital Project Manager and Capital Project Manager. Non-Capital Project Managers will be assigned projects up to $300K and Capital Project Managers will be assigned projects over $300K. With the re-structuring, all projects will remain with the Non-Capital PM or the Capital PM from cradle to grave. This change will improve communication with our clients and stakeholders, and in return will continue to adhere to the “Customer Service Standards” of Promptness, Accuracy and Reliability.

Project Update

The main Jackson Library opened in 1950, and the last significant update was when the Library Tower was constructed in 1973. Since then, the University’s enrollment has increased from 7,000 to 20,000 students, and the Internet was invented.

The development of the Jackson Library Master Plan began in April 2018, as the project team composed of representatives from RATIO Architects, Jackson Library administration and staff, Friends of the Library Board of Directors, UNCG Faculty, SGA, and FDC traveled to and evaluated library facilities at seven universities in Georgia, Virginia and North Carolina. The team experienced first-hand the advancements taking place in modern university libraries with on-site high technology and how university libraries have evolved into places where information is created.

Based on the various library observations, a series of workshops to obtain feedback from the Campus community, a space study analysis, and on-site architectural and engineering evaluations, the feedback has evolved into an exciting concept design to renovate the existing Library structures and construct a 38,000 square foot addition.

With the Jackson Library near the geographic center of main campus, the vision for the Crossroads of the University includes central convening spaces for such events as orientation tours, a variety of high technology spaces for use by individuals and groups, and as a hub for student academic success services. The Library’s Master Plan also addresses compliance with current codes, replacing the aging mechanical and electrical systems with new energy efficient systems, modernizing staff workspace, creating a proper archival storage environment, creating interior daylighting, and improving the Library’s connection to vehicular and pedestrian ways through Campus.

On September 20th, after an aggressive six-month schedule, the Jackson Library Master Plan and Programming project concluded. Now the Jackson Library Master Plan begins its journey to acquire project funding.
**Changes Coming to Network Storage**

S Drive, N Drive, and the W Drive

The University’s ITS Department is seeking to transition all non-academic storage and collaboration to cloud technologies; however, they understand that some transition time is required. They will assist with ongoing cloud storage migration efforts and will waive associated cost with assisting departments in migration efforts until July 2020.

For staff in Facilities:

- ITS will migrate all S drives to Box beginning December 14th and complete over the following week.
- ITS will continue to assisting moving files from the departmental network storage, the N drive, to Box. Facilities’ N drive will be moved on December 21st to a temporary migration volume.

Facilities Special volume:

- ITS will migrate all special volumes, such as the W drive, to new hardware.
- All files and folders will be migrated as-is. All access permissions will be copied.

Any questions about the upcoming changes can be directed to Ivan Lyall who can be reached at the following:

**EMAIL:** ivan_lyall@uncg.edu  
**PHONE:** 336-256-0432

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**Hurricane Clean Up!**

We felt lucky after hurricane Florence came barreling through and did little more than drench us for the weekend, but Michael’s destructive winds caught most of us by surprise.

Campus lost five trees to the winds that Tropical Storm Michael caused, and the rains caused issues for several buildings that have lower set entryways.

Friday morning after the storm Facilities grounds crew and maintenance were already working hard to ensure campus was safe for other employees and students.

Everyone in Facilities Operations was a big help in the clean up effort that took place following the strong winds that left many of our employees without power for several days. The collected limbs and debris didn’t go to waste either. It was put aside to be used for the Homecoming bonfire that would be taking place latter that evening.

Buildings affected by the heavy downpour were also made note of and Dean Perdue has had a busy week following the storm making repairs and adjustments to roofs where leaks were discovered and areas that were damaged by Michael’s high winds.

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Teddy Hyatt and Dean Perdue on the roof of Gatewood Studio Arts building. They replaced a vent cap for one of the Art Department’s kiln chimneys after the winds broke the other.

Ryan Thompson squeegeeing out the stair well on the southern side of Pety after the storm.
Facilities Operations Making Repairs at the Chancellor’s House

For the past 21 years, the generosity of the Joseph M. Bryan Foundation allowed for the renting of 711 Sunset Drive (Bryan House) for the Chancellor’s residence. In October 2017, the UNCG Endowment purchased the property at 15 Clubview to facilitate the important fundraising responsibility of the Chancellor. At this location, the Chancellor is able to host more events with larger groups, in keeping with the growth of the university. The facility is owned by the UNCG Endowment.

Guy McGayhey is the Facilities Operations supervisor responsible for coordinating the schedule of all work requests and preventative maintenance necessary to keep the house presentable and in working order with the Chancellor’s House manager.

Facilities Operations Grounds, Kevin Siler, inspects the grounds weekly to insure all contractor work has been completed. He regularly inspects the mowing, edging, and weed control, as well as checking the litter pick up, landscape pest control, and all the vent wells around the house. Grounds also takes care of planting the new annual flowers.

Zone Maintenance staff were at the house to safely make adjustments and add four new vent diffusers in the house’s high ceilings with Facilities Operations powered lift. Guy McGayhey, Teddy Hyatt, Ryan Thompson, Mark Cable, and Ron Madden, were all on scene to lend a hand and provide more minor maintenance around the house such as changing lightbulbs. Zone, assisted by Carpentry, also made repairs to the house’s soffit where the previous resident had a hole cut in it to install a camera.

Facilities Operations strives to keep the quality of our work high and give every requestor the utmost care. From Chancellor, to faculty/staff and student, every request is important and treated with the same care and attention. Thank you Facilities Operations staff for your dedication.

Recently from the Carpentry shop, Larry Meris and Mike Moser took down the front entrance doors that were hard to close due to swelling and sanded them down. After ensuring a proper fit, the doors were resealed and rehung with no more issues present.

Paint shop staff Wally Perdue and Richard Clontz painted the bathroom at the outside pool house as it was in need of some updated colors.
Stone’s BIG Bronze Doors

Campus has two sets of big bronze doors: one set is located on the College Avenue entrance of the Jackson Library and the other pair sits at the entrance to the Stone Building. These high quality doors, custom crafted by Ellison, were installed when the building was built in 1951. These heavy balance doors have stood the test of time, but every five years or so they require some maintenance to their custom crafted mechanical parts.

Recently, Travis Holcomb, Scott Cline, and Mark Cable took down one of these entrance doors at the Stone building to replace a worn out door closer. It normally takes a month for the custom parts to be repaired by Ellison and returned to the University. Following a few hours labor, the Lock shop, with Mark’s help, replaced the damaged part and had them swinging again, good as new. Repairs and maintenance like this is what has kept these heavy bronze doors swinging for the last 65 years, and hopefully for the next 65 years to come.

Facilities
Holiday Party

December 11th
Alumni House
Even Florence Couldn’t Stop 2018’s Housekeeping Week

Facility Services observed Housekeeping week September 10th through September 14th and, due to the interruption caused by Hurricane Florence, had the final celebration on September 21st.

The week comprised of supervisors and managers showing their appreciation for all the hard-work, dedication, and attentiveness the housekeepers show not only to the students, faculty and staff, but to each other. Staff enjoyed supervisors cooking them breakfast, taking them out to lunch, treating them to donuts, and pot luck lunches throughout the week.

“Life's most persistent and urgent question is, ‘What are you doing for others?’”

Reverend Martin Luther King, Jr.

The week was impacted by the arrival of Hurricane Florence. The annual awards ceremony, which included an excellent speech by Doctor Vidyaranya Gargeya, was rescheduled and held on September 21st. Top performers in the following categories were honored: Best Maintained Building, Best Maintained Facility, Most Improved, Best Detail Cleaner, Best Attendance and Housekeeper of the Year.

The day concluded when Assistant Director Ross Rick, Manager Thomas Everett, and all of the supervisors displayed their cooking skills, serving lunch to the wonderful housekeepers that serve others on a daily basis. A special surprise in the form of snow cones from Kona Ice of Greensboro was provided to cool off the housekeepers.

“Reverend King made it clear that ‘life’s most persistent and urgent question is, “What are you doing for others?”’ Today's event, I hope, was special for these individuals. I hope it showed how much I truly enjoy and appreciate the work they put in,” Ross Rick

Award Winners

Best Building
Ferguson—Patricia Poteat & Phillip Caple

Best Maintained Facility
UNCG Auditorium—Hope Warren

Most Improved
Hope Warren

Best Detailed Cleaner
Ann Johnson

Best Attendance
Craig Payne

Housekeeper of the Year
Jackie Bryant
Lift Smart, Lift Safe

Preventing Back Injuries Through Safe Lifting Techniques

According to the Bureau of Labor Statistics, over one million American workers suffer from back injuries each year. The most common injuries are in the lower back, which at times can result in disabling episodes.

Common causes of back injury are:

- **Force**—Too much force is exerted upon the worker’s back when lifting or moving a heavy object.
- **Repetition**—The repetition of certain movements and having a slouching posture for too long are both causes of muscle fatigue and injury.
- **Lifestyle**—There are many medical conditions and lifestyle choices that contribute to back injuries, including obesity, sleeping position, smoking and stress.

Back injuries can be very painful; therefore, the prevention of workplace back injuries from occurring is key. Follow these guidelines to help reduce your chances of sustaining a back injury while on the job:

### CORRECT LIFTING TECHNIQUE

- Plan your lift, checking you have a clear route.
- Keep your back straight.
- Bend your knees (not your waist) and lift with your leg muscles.
- Wear appropriate footwear.
- Face forwards, do not bend your neck.
- Do not stack boxes if this will obscure your view.
- Get a good grip and hold the object close to your body.
- Keep your feet shoulder width apart.

**Sources:**
- [http://www.bls.gov](http://www.bls.gov)
- [https://www.cdc.gov/niosh](https://www.cdc.gov/niosh)

### Before Lifting

- First test the load to help determine its weight.
- Check the area in which you’ll travel to make sure the path is clear.
- Lift with your legs, not your back!
- Avoid stretching, reaching, or twisting while carrying any item.
- Carry items at waist level, close to the body.

### Ask for Help

- Use mechanical assistance (e.g., forklift, pallet jack, dolly) whenever possible.
- Get assistance from others if lifting:
  - Any loads weighing 50+lbs.
  - Large or bulky loads.
  - Oddly shaped/difficult to handle loads.

### When Lifting

- Keep your feet shoulder-width apart.
- Use your knees to squat near the item—keeping back straight & chin tucked.
- Grasp item firmly.
- Keep your back straight & head up, then begin straightening your legs to lift.
- Tighten your stomach muscles to provide back support (do not hold your breath).
• Once in standing position, untuck chin & keep load as close as possible to your body.
• Avoid twisting or bending at the waist, instead move your legs and feet to turn.

**When Carrying, Pushing, or Pulling**
• Keep your back straight.
• Tighten your abdominal muscles.
• Use your leg muscles, not your back.
• Avoid twisting.
• If possible, use a cart, being sure to push rather than pull.

**Maintain A Healthy Lifestyle**
• Adopt good postural habits.
• Maintain an healthy body weight.
• Maintain good flexibility.
• Take breaks and move around!
• Participate in a regular exercise program (consult your doctor before starting any exercise program).

**EH&S Gets Involved in HealthyUNCG’s Employee Wellness Month**

The UNCG EH&S team participated in HealthyUNCG’s Health Fair to raise awareness of the services EH&S offers and provides to faculty and staff at the university that directly promote healthy living and significantly reduce the possibility of injuries.

The specific topic covered this year was on ergonomic principles, or fundamental points that help identify risk factors. Visitors to the EH&S booth were given tactile demonstrations with a hand dynamometer on the importance of wrist and body alignment for injury prevention. This demonstration showed how proper positioning not only lessened the strain on their wrists, but also increased gripping strength with these simple changes. A desk chair was also displayed showing how small adjustments to achieve a proper fit made all the difference for comfort and decreased the strain on back muscles. Finally, attendees were reminded how important proper body position and lifting techniques are in the many activities faculty and staff engage in at work and home.

Overall, it was a great experience to directly interact with university faculty and staff, and to answer questions about general campus safety.
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