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Emergency Service, 24/7, call 319-335-5071. For all other requests, use the FM@YourService Portal (HawkID required)

[FM@YourService](mailto:FM@YourService)

# Welcome Building Coordinators

## Monthly Meeting via Zoom

January 14, 2021

# Agenda

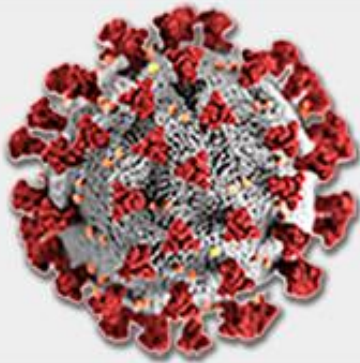
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- Welcome
- Reminder of COVID Reporting Protocol in Buildings – Andy Bruckner
- Snow Removal Update – Dave Brown
- Recognizing Hate Crimes and Building Graffiti – Alton Poole and Maria Sanchez
- Graffiti Reporting and Removal Protocol – Steph Rourke
- Next Generation Wireless Project on Campus – Jeff Gillitzer
- Code Blue Phones and Rave Guardian App

# COVID Reporting Protocol in Buildings

Andy Bruckner – Associate Director – Custodial Services

How do I report an area needed to be cleaned and disinfected due to COVID – 19?



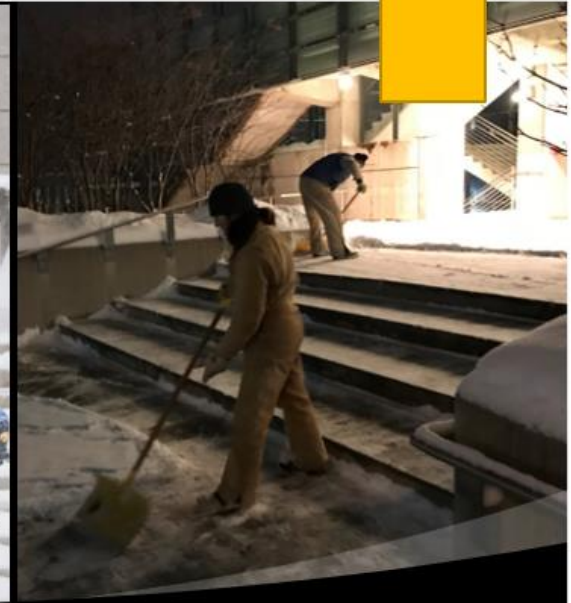
Ask a COVID-19 Question

FM Operations

CONTACT FM@YOURSERVICE PORTAL TO REQUEST CLEANING. If Facilities Management does not normally clean the space, you would not need to contact FM. You could choose to have your own custodial crew handle the cleaning or you could call an outside vendor to complete the cleaning.

# Snow Removal Updates –

Dave Brown – Manager, Landscape Services



## *Snow & Ice Update*

*Dave Brown, Manager of Landscape Services*

# Graffiti Reporting and Removal

**Steph Rourke – Manager, FM@YOURSERVICE**

For All FM staff:

1. Secure the area from the public. Do not touch, remove or disturb evidence and take a digital photo if possible.
2. Contact FM@YourService at 335-5071 to report the issue. If photos have been taken, please log on to the FM@YourService portal and use the BLUE button to attach the photos.
3. FM@YourService will contact the University of Iowa Department of Public Safety (UIDPS) for investigation.
4. Once UIDPS has investigated the scene, they will contact FM@YourService asking Facilities Management to remove the vandalism.
5. FM@YourService will enter a work order as needed and call the appropriate department(s) who will make arrangements to remove the vandalism as soon as possible.



**Questions?**

# Next Meeting:

Wednesday, February 17, 2021 11:00 - Noon

**IOWA**

**Facilities Management**

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## Building Coordinators Network



**UI BUILDING COORDINATORS  
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Facilities Management

# Thank you!

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