WELCOME!!

Monthly Building Coordinator Meeting
Via ZOOM

July 19, 2023
Agenda

- FM Custodial Services – Andy Bruckner, Director-FM Custodial Services
- Design & Construction Projects – Mike Kearns, Associate Director-FM D&C
- Fire Life Safety: Get to know us! – Brent Anderson, FM FLS and Safety Manager and Dustin Lane, FM FLS Manager
FM Custodial Services update July, 2023

Building Coordinators Meeting
July 20, 2023
FM Custodial Services

Custodial Services is comprised of professional employees with a vision to be recognized for our excellence in facility cleanliness, passion for customer service, and strives to be the place where people want to work.

We support the University of Iowa by creating a physical environment that is clean, safe and conducive to learning and research.
FM Custodial Services

Who are we?
Joshua Smith – Custodial Trainer

23 Years of Service
Aug 9, 1999 - Started UI Custodial Career at ML

Sept 10, 2001 - Promoted to Custodian 2 for WL, SB, and NB

Oct 1, 2008 - Promoted to Custodian 2 Lead for EPB, AJB, BCSB and Studio Arts

March 2, 2009 - Promoted to Supervisor for Custodian Services for EPB, AJB, BCSB and Studio Arts

Dec 1, 2011 - Promoted to Facilities Services Coordinator
Eastside Daytime Custodians – 30 FTEs in 33 Buildings

June 11, 2018 - Promoted to Facilities Services Training Specialist
Joshua Smith – Custodial Trainer

Education
Graduate of Central Lee High School, Donnellson Iowa
Associates Arts Degree, Southeastern Community College

Member of UI Staff Council from 2010 – 2016
UI Staff Council Executive Committee from 2011-2015
RISCAC President and Chair of MSEC Committee from 2010 - 2016
Chair of Diversity Committee from 2011 - 2013
Chair of Sustainability Committee from 2011 – 2016
Awards Committee member from 2013-2016
Celebrating Cultural Diversity Festival Planning Committee 2011-2016
Onboarding - Logistics

→ Fill out I9 personal info and meet with HR at USB for I9 verification
→ Setup Hawk ID, password and Duo-Authentication
→ Setup Direct Deposit for paycheck
→ Review UI Merit Work Rules and FM Custodial Work Rules
→ Review Employee Self-Service, FM Connection and UI Homepage
→ Review UI Respect Document
→ Review Leave Accrual Policies
→ FM Timecard and how to fill our Absence Requests
FM Custodial Training Program

What is it?

2 week session
3-5 employees at a time

Training on:
Safety
SCORE Program
Processes/Procedures
Hands on w/equipment
Hands on in their new building/schedule
Follow up & Compliance
FM Custodial Services
FM Custodial Training Program

Trainer Feedback Survey Results:

- He is confident on the material he teaches for us to learn how to do our job! Really enjoyed this training. Couldn’t ask for a better instructor.
- He made me feel welcomed every day. He answered all of my questions without making me feel some type of way for asking.
- He knew everything about the campus and about the buildings the custodial staff are responsible for cleaning. He was very helpful in answering any questions I had.
- He was very helpful every step of the way. If I asked a question that he did not have an answer to, he emailed someone to get it. He goes above and beyond. I feel that he was one of the best trainers I've had and I would take any other training classes from him if he offered them.
- I’m very confident in the skills that I've learned to perform in this position to the absolute best of my ability
FM Custodial Services

What we do

Facilities Management
FM Custodial Services
FM Custodial Services
FM Custodial Services
National Custodian’s Day, October 2, 2023 (Monday)
FM Custodial Services

Always There, Always the Best!

Questions?
Thank you!
More than 150 projects in construction
Iowa Wrestling Training Facility
Iowa Wrestling Training Facility
Iowa Wrestling Training Facility
Iowa Wrestling Training Facility
Iowa Wrestling Training Facility
Iowa Wrestling Training Facility
Iowa Wrestling Training Facility
Iowa Wrestling Training Facility
Health Sciences Academic Building
Health Sciences Academic Building
EHS Houses
Health Sciences Academic Building
EHS Houses
Health Sciences Academic Building
South Quad
Health Sciences Academic Building
South Quad
Health Sciences Academic Building
Health Sciences Academic Building
Hawkeye Parking Ramp
Hawkeye Parking Ramp
Hawkeye Parking Ramp
Hawkeye Parking Ramp
Hawkeye Parking Ramp
Hawkeye Parking Ramp
East Campus Projects
Van Allen Hall
## Van Allen Hall

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
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<tbody>
<tr>
<td>DP</td>
<td>0945701 Renovate the Western Seventh Floor</td>
</tr>
<tr>
<td>DP</td>
<td>1027001 Repair West Elevator</td>
</tr>
<tr>
<td>DP</td>
<td>1029901 Replace Roof</td>
</tr>
<tr>
<td>CP</td>
<td>0798001 Replace Main Electrical Distribution Panel (Room B16)</td>
</tr>
<tr>
<td>CP</td>
<td>0944401 Repair / Replace Select Entrances, Stairs and add ADA Ramp</td>
</tr>
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Questions?
Fire and Life Safety

Facilities Management: Always there, always the best.
Fire and Life Safety: Protecting people, property, and peace of mind.
FLS performs code compliance required services at the required frequencies for multiple assets and systems on campus.

Reporting is provided to state, local, insurance, and other agencies as required.
Example of compliance deficiency reporting

→ FLS will notify responsible parties of code deficiencies:
  • Building Coordinators
  • Custodial Managers
  • Maintenance Managers
Building Coordinators

If you have a concern about something you see in your building, don’t hesitate to reach out and ask.

• Storage, Electrical Cords, Extinguishers, and Lighting are all common concerns that get overlooked.

• Familiarize yourself with location of exits and extinguishers. Make sure they are not blocked on occasion.
Corrective Calls for Service FY 23

- Asset Failure: 61%
- Dispatch (Alarm/Trouble): 20%
- Disable Service: 13%
- Project: 6%
Any comments or questions?
Attend the Hawkeye on Safety conference and become a safety leader in your workplace and community.

KEYNOTE SPEAKER

Matt Booth, Certified Speaking Professional
Matt has been speaking for over 35 years and earned his Certified Speaking Professional (CSP) designation which puts him in the top 17 percent of the National Speakers Association worldwide. You can be assured, audiences leave Matt’s presentations with tangible takeaways, and a deeper understanding of how one’s attitude can make or break a career. Presenting in the United States, Ireland, England, Brazil, Belize, Africa, and Japan, to hundreds of thousands of audience members. Basically Incredible: Doing the Basics Consistently Leads to an Incredible Life is Matt’s latest book. His mission is to provide you hope that tomorrow can be better than today, and this is possible when we Figure it Out™ using the five needs: - Negativity - Engagement - Energy - Direction - Source of Power. Figure it Out™ NEEDS handouts help participants learn core components needed for success.

SINGLE REGISTRATION
$55 per person

GROUPS OF 10+
$45 per person

Register to attend by going to https://hawkeyeonsafety.com/
Questions? tammi-goerdt@uiowa.edu.

WWW.HAWKEYEONSAFETY.COM
Building Coordinator

Next meeting:

August 16, 2023, via zoom 11 AM to 12 PM

Proposed Agenda:

- Asset Optimization Services
- BLS Survey Results
- Landscape Services
Thank you!