



Facilities Management

MONROE COMMUNITY COLLEGE

Special points of interest:

- Theater Update
- Teamwork!
- Facilities Safety Training
- Brighton Campus Renovations and Additions
- New Downtown Campus Updates
- Grounds Update and Winter Safety Tips
- Building Services Update

Reminder

We encourage you to use the Maintenance Request Form.

<http://www.monroecc.edu/depts/facilities/form.htm>

This will help us track your need(s), while measuring our internal goal of responsive, timely, and reliable customer service.

Please feel free to let us know how we are performing. We value your feedback! Thank you for helping us be your trusted Facilities Team.

Paul Wurster

**Assistant Vice President,
Facilities**

Facilities Newsletter - January 2017

Facilities

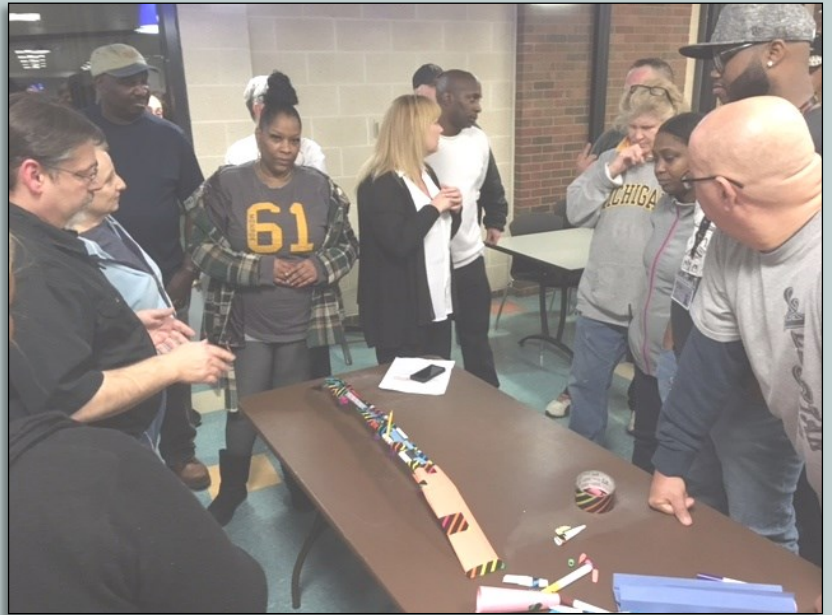
The Grand Finale!

Final finishing touches are done! The updated theater will now rival anything in the city of Rochester! Staff is learning all the possibilities of the new equipment, as the light and sound are technically-advanced. Training is also taking place on the new fire and theatrical system. The outside area clean-up of Building 4 will be continued into February. Larry Mandelker, Professor of Performing and Visual Arts and the theater's supervisor, has promised to keep us posted on the long-awaited grand opening performance of the new theater!



A Collaboration of Teamwork

On 1/18/2017, Facilities hosted an annual training team-building event for the B-shift workers that were unable to attend Vice President, Heze Simmons' annual meeting, back in November of 2016. Facilities staff from Housekeeping and Maintenance Operations were in attendance. Vice President, Simmons opened the evening with some kind remarks of recognition and encouragement.



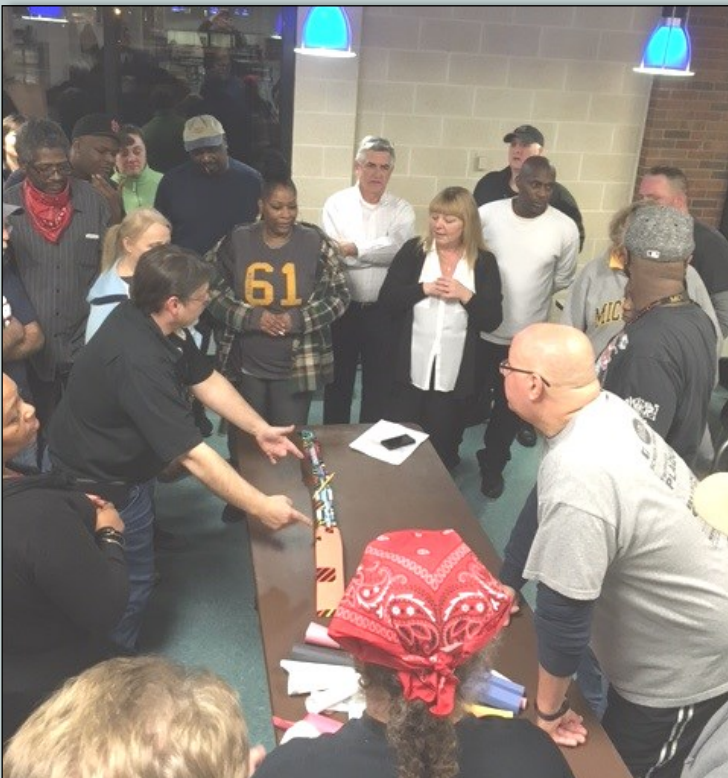
Professor Joe Marchese kicked things off with a terrific presentation on personal finance, savings and retirement planning. Thank you very much Joe! Joe's presentation ties into our long-range vision to develop "whole" persons; professionally and personally.

Next up was a presentation by Stephani Hayes of Cooper Vision. This presentation led with a brainstorming session and role playing of what constitutes effective communication. We discussed the percentage of words, tone, and body language and how each play a role in effective communication. The last activity of the evening was to divide the group into two "teams." Each team was to build a suspension bridge out of a box of miscellaneous "craft materials." The two teams worked apart from one another, with one person from each team being allowed to meet three times for a

maximum of three minutes each. The goal was for each team to build a suspension bridge that connected with the other team's bridge that could support a pencil for at least 15 seconds.

Only those who were present can imagine the fun, the exchanges of ideas, the teamwork and camaraderie, and the genuine "good" that was occurring. I was so proud and could not get the smile off my face the whole way home.

I think it is safe to say we built more than bridges that night, strengthening our bond, and learning to work ever more effectively with one another. Way to go—Paul.



Winning Seats for PAC

When athletics pointed out that the risky bleachers in the PAC were the original bleachers when the campus was built, we began to look at the possibility of replacing them. From a safety standpoint, these original bleachers were not up to code. Facilities took the directional lead from Vice President of Administrative Services, Heze Simmons, to proceed with quotes, ordering and design for the new bleachers. With the Facilities group doing the tear-out of the old bleachers and the electrical work needed for the new bleachers, we were able to save the college money. The installation job of the new bleachers was coordinated perfectly before the basketball and volleyball season began, so there was minimal disruption to the athletic program. Go Tribunes!



New Lactation Room

Facilities had a request come to us to look into renovating an small classroom into a lactation room that could be used for faculty or student mothers to feed their babies. The need was there and under the direction of Doug Ford, Facilities was able to turn the classroom of 6-341 into a beautifully-painted private lounge, equipped with a sink and private cubicles with sofas and chairs. The carpeting and sofas add a warm feeling for the moms and their little ones. If you are faculty and have a need to utilize this room, please contact Human Resources for a key — if you are a student contact the Student Services Desk.



Facilities

New Water Cooling Stations for Brighton Campus

As of today, all of the water fountains in buildings five and eight have been updated with new Elkay chilled water fountains that include easy H2O bottle fill stations. There will be a filter indicator light that notifies you when the filter is in need of replacement. When this happens, please place a Facilities Work Request in, to have this changed out. The Crystal Rock Coolers will be phased out as we use the remaining supply of water now that all of the drinking fountains have been replaced.



Recognition Award for Jim Coon

Jim Coon received this year's Employee Recognition Award in November at the Annual Administrative Meeting. This award is given out for diligence and conscientious performance of one's job, beyond the call of duty. As an unexpected job, Jim was instrumental in leading Facilities and working with EH&S to resolve the lead issues in drinking water at the Brighton Campus all the way from discovery, testing and the implementation phases.



Annual Fire Safety Training

In the month of September, facilities maintenance personnel received annual fire extinguisher training conducted by Ray Sabourin from the Environmental Health & Safety office. This training is required by OSHA and covers fire behavior, evacuation, proper extinguisher selection, and hands-on training with the equipment.



The grand staircase is built and ready for finishing!



Curved walls and a new color palette make the new campus stand out.



The new learning center has a little further to go before learning will happen here.



Finishing touches are being put on the cooling system that will utilize the cold outside air to make the chilled water needed in the winter while saving us energy!



A new lab is taking shape.

Winter Safety Tips

As you know we have battled through our first snow storm of the year. Even with the warm ground temperatures the snow packed down to ice and became an issue on roads and sidewalks. The grounds department is once again asking for your help in being safe when walking on campus during the winter months. Walking to and from parking lots and buildings when its cold out requires special attention to prevent slips and falls. No matter how well the snow and ice is removed from parking lots or sidewalks, you will still encounter some slippery surfaces when walking outdoors in the winter. It is important for everyone to be constantly aware of these dangers and to learn to walk safely on ice and slippery surfaces.

Arrive early so you can walk slowly through parking lots and down sidewalks. Never run even if it means getting to your destination late. Hurrying down walks greatly increases your chances of a slip and fall injury in the winter months.

Wear boots that are designed for winter weather. Smooth soles and high heels are dangerous on ice and snow. Many boots are sold as winter wear but have heels that make them dangerous. Flat textured soles made of non-slip rubber offer the best traction. Grippers, traction cleats or “Yaktrax” which slip on over your boots for traction are another excellent idea. Wear gloves so you don’t need to put your hands in your pockets. Don’t text or talk on your phone when walking in lots or sidewalks in winter months. Wear a backpack to hold your items so your hands are free when walking. Walk like a penguin to reduce your chances of slipping & falling:

- **Extend your arms out to your sides for balance**
- **Point your feet out**
- **Keep your head up**
- **Slowly take short steps**

In cold temperatures, assume that all wet or dark areas on pavements and walks are slippery and icy. Black ice is impossible to see and is one of our biggest causes of people falling at the college. Be cautious when entering and exiting your vehicles. It’s common for people to arrive at the college before the salt has a chance to melt the parking stalls and it may be icy when entering or exiting your vehicle. Use the vehicle for support to help prevent falling. Use hand rails when available even if you think the area you are in is free of ice. Walk in the middle of the walk and not near the edges as our new more environmentally friendly salting equipment concentrates the ice melt more to the center of the walks than off into the lawn areas. Remember that it’s common for areas to melt during the day and re-freeze at night causing dangerous ice even on days where you wouldn’t expect it.

No matter how well the snow and ice is removed from parking lots or sidewalks, pedestrians will still encounter slippery surfaces in winter. If you see an area that you feel requires additional ice melt please contact the Facilities Department at 292-2800 or Public Safety at 292-2912. The grounds department takes all calls seriously and will act on each call as soon as possible.

MCC Flower Experimentation

The grounds department is always looking for ways to extend the growing season. In the summer of 2014 we purchased a new style of self-watering flower pot which are manufactured in Auburn, NY. We became interested in these pots after learning how easy it was to maintain them and the labor savings we would have just in watering alone. We also liked the idea of supporting local manufacturing. Once purchased, we filled the pots with annuals and placed them in main doorways and entrances on campus. In the fall of 2014 we started thinking of ways to use the pots that may give us the opportunity to bring color to the doorways earlier in the spring. We decided we would like to try planting black and yellow tulips in the pots and if successful put them on the upper deck in front of Building I to bring school color for graduation. We contacted Cornell Cooperative Extension to seek advice on how to pull this off. They connected us with a professor at Cornell University who has done work with bulbs in the past and he gave us advice on how to make this successful.

Tulip bulbs need to go through a cold cycle in order to flower. We planted the pots in the fall and set them outside the Facilities building for the winter. We took pictures and recorded everything we did so we could share our success or failure with others. In the spring we set the pots back up on the upper deck in front of Building I. All in all we were happy with the results. After the flowers were done blooming we replaced them with annuals to bring color to the campus for the rest of summer. We gave all our information on how we did this to the manufacturer of the pots along with our photos so they could share it with others. Now other colleges and municipalities are using this information to lengthen their growing seasons like us.

This year interim horticulturist Mike Wichtowski is trying daffodils instead of tulips to see if they will be successful overwintering in the pots. He has ten pots planted and is hoping to put them out in April to once again bring early spring flowers to MCC. Keep your eyes open this when passing by Building I to see how Mike makes out.



Building Services

New!

Wood Pallet Recycling

Up until recently wood pallets from various sources would haphazardly accumulate on the dock of building. In the past a few would get re-used or given away, but most would end up having to be discarded using labor or a Facilities pay loader and then dumped into our large open roll-off. Fred, John and Laurie of Building Services hatched a plan along to organize the area with Ken Degen and Phil Doyle of Facilities. The area was painted by Facilities, signage was introduced by Michelle Skehan of Printing Services. We now have a smooth and organized recycling process! Users are instructed to pile the pallets (up to 17 high) and place them on clearly marked areas. When enough pallets are collected we call a firm called Pallet Express, They retrieve them and compensate the MCC College's general fund of 1.00-1.50 per pallet. The pallets that are broken and have no monetary value, are taken as well. The firm then grinds them down and turns them into compost. It's a win-win situation for both parties!



Welcome New Employees

Brian Dietz - hired 12/30/16 as an Assistant HVA Engineer

Joseph Jackson, III, Head Custodian, Dec. 19, 2016

James O'Hara, Custodian, January 19, 2017

Kudos

A big thank you to the hard work of Facilities' Scott Geitner, Joel Kaplan, Joe Angora and Kevin Veaut for the excellent job of installing all the new state of the art bottle-filling water stations and Mark Lagana for the electrical installation needed throughout buildings five and eight.