

The Facilities Connection

News from the Office of Facilities Administration

VOLUME 2 | ISSUE 7 | July 2016



Facilities Employee of Month

June 2016 - Winner!

Sylvester Reed



Congratulations Sylvester Reed, Sr. Automotive Mechanic on being selected Facilities' Employee of the Month!

Sylvester's nomination outlined his work efforts and dedication for doing more than just "his job" as he puts it. Specifically, the nomination included how he works diligently to complete a job, exceeds the effort required to ensure he produces quality work, and keeps the customers happy! Sylvester went above and beyond to quickly resolve an issue with a stalled car in the middle of the parking garage drive at Pauline Building. His quick action helped to minimize a potential traffic back-up. Also his willingness to stay over and work until a job is complete is a true example of the dedication he shows each and every day.

Thank you Sylvester for all of your efforts to ensure customer service is a priority here on our campus!

We will continue honoring our Facilities employees for their above & beyond work performance. Submit your nomination to recognize other employees for the next Employee of the Month. *Only Facilities employees can nominate or be nominated for this award.*



- Alfonza Dabney Jr.
- Eugene Mackey
- Mary Anthony
- Jaqueze Roberson
- Lynn Dotson
- Micheal Nguyen
- Giovonna Reed
- Quincy Houston
- Darius Madison
- Renardo Cunningham
- Mariann Hollis
- Justin Kelley
- Louis Milem
- Shelia Stovall
- Clayton Payne
- Bertha Jones
- Eric Young
- Pearline Brown
- Eddie Ball
- Shelia Smith
- Curtis Peterson



Special Recognition to all Employee of Month Nominees!

Special recognition goes out to the following employees also nominated for Employee of the Month:

- Brent Stiles
- Janette Smith
- Merdith Turner

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Breaking News...

Congratulations!

Welcome New Employee

- Gregory Glenn, Maintenance Mechanic

Retiring soon!

- Robert Macklin, Carpenter Shop Supervisor
- James Melton, Heavy Duty R/A Mechanic
- Kenny Broughton, Superintendent, Mechanical Svcs.

* * * * *

Did you know??

The Facilities Maint. and Motor Pool request forms can be found on our website?

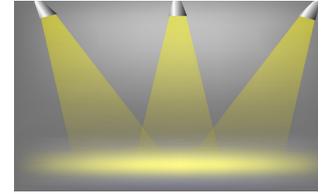
Have an article to submit?

We welcome your ideas and articles for the next Facilities Connection!

Please contact Rosie Davis: 901-448-3246 or rdavis92@uthsc.edu

FACILITIES ADMINISTRATION SPOTLIGHT

EMPLOYEE WORK EFFORTS ARE GETTING NOTICED EVERY DAY!



Campus Projects & Employee Spotlight

Project spotlight:

Madison Garage entry area (near lobby elevators) has a fresh new look!

- Bill Crewe, Project Manager

After paint, a new ceiling and lighting, along with new carpet installation the Madison Garage elevator lobby areas are looking great and a big improvement over peeling tiles that were removed. Thank you to David Wade, Sr. Carpenter and Justin Giden, Carpenter Helper I.



Employee spotlight: **Eddie Ball, Sr. Custodian**

“Mr. Jeffres, I had to write you about the great service Mr. Eddie Ball provides us folks in the Lamar Alexander building! I have been with the University for over 16 years and my office has been housed in many buildings ... so I have seen the normal cleaning services provided here at UTHSC and appreciate the custodial staff greatly & I know how hard they work to keep the University clean. However, since moving to the 7th floor Alexander Building, **I feel like I am in a 5 star hotel!!** The bathrooms are spotless at all times, the carpets are vacuumed and cleaned, everything is dusted and wiped down to a shine. When I come in at 7:00 a.m. every morning everything is cleaned, emptied, vacuumed, and wiped down all due to Mr. Eddie’s keen eye for detail and his commitment to keep things spotless and he is truly amazing & a very nice gentleman to boot. I wanted to let you know how much we appreciate Mr. Eddie Ball and the great cleaning services we receive from your department!”

Susan Ledbetter, Team Leader Hardware, Information Technology Services

“Thank you so much for sharing with us your admiration for Mr. Ball. He is such an asset to our department and we are proud to have him as a part of our team. I will be certain to share this great news!”

Edwin Jeffres, Custodial Superintendent, Facilities Administration

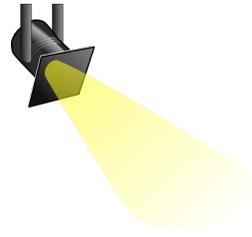
“The only person you are destined to become is the person YOU decide you’ll be.”

- Ralph Waldo Emerson

“Too many of us are not living our dreams because we are living our fears.”

- Les Brown

CAMPUS PROJECT SPOTLIGHT



Facilities Administration Department

Project spotlight: Oral Surgery Department (Dunn Building 3rd floor) - Ray West, Project Manager

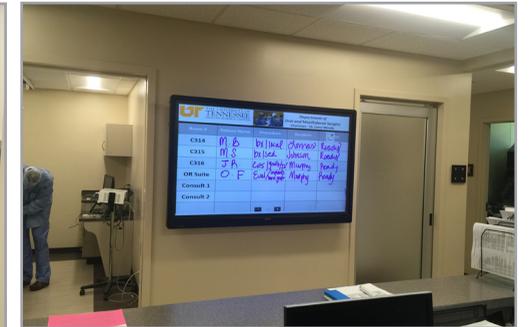
Renovation is complete on the existing Oral Surgery Department including the following: Abatement, demolition of some walls to create a more up-to-date environment, new floors (LVT and Carpet), Paint, Doors, Millwork, Equipment, Lighting, Medical Gas Systems/Alarms, and Plumbing fixtures along with newly created Storage areas. The renovation also included brand new touch screen technology on a “Smart Board” for viewing patient status information and brand new office furniture. Construction Team for Phase 1 of project included: Royal Kingdom Builders – General Contractors; UpChurch – Plumbers; Advance Electric – Electricians; Johnson Controls – HVAC Controls; ATS – Mechanical Services. **Great job!!**



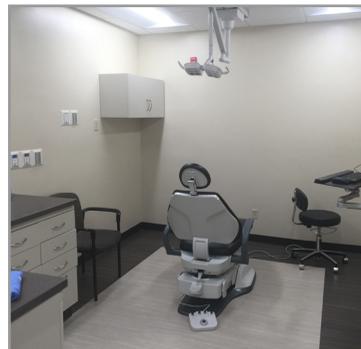
Above: Old Nurse's station (see 2nd row)

OUTSTANDING

1st row, left to right: Old corridor, corridor during construction and **NEW** corridor!



2nd row, left to right: Nurse's station during construction, **NEW** nurse's station and **NEW** Smart board at nurse's station.



3rd row, left to right: Typical exam room during construction, typical older exam room, **NEW** exam room and **NEW** X-ray room.

Together Everyone Achieves More

News you can use



Facilities Training

Facilitators: Dr. Michael Alston, Ashleigh Brock and Dustin Fulton (Office of Equity and Diversity)

A huge THANK YOU for training all Facilities' employees!

Trainings on Sexual Harassment & Misconduct were held June 6, June 21 & June 22. Training covered Supervisor roles as well employees training. All of the Facilitators did an outstanding job of covering the employees various shift times. We have a large organization, which always requires extra effort to ensure we are all trained. Thank you again for your time and efforts to accommodate our team!



Upcoming UTHSC Official Holiday closings

- July 4 - Independence Day
- Sept. 5 - Labor Day
- Nov. 24 & 25 - Thanksgiving
- Dec. 26 - 30 - Winter Holiday



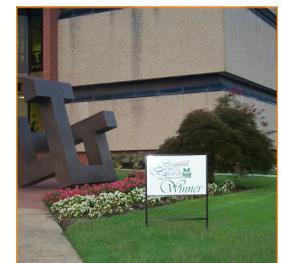
Key & Lock Control Management

The administration of key and lock control is now with Facilities Administration. If you need to turn in or transfer keys, have new keys issued, or have locksmithing needs, please bring completed forms (found on Facilities website) to the Locksmith office. We are located in the Physical Plant Building (room 224).

Office hours are 7:45 am - 4:45 pm, Monday through Friday. For further assistance, you may call 448-5503.

Our Mission

The Facilities Services Department is responsible for the basic operation and continuous maintenance of the physical properties of The University of Tennessee Health Science Center.



The UTHSC Facilities Administration department is responsible for many campus and construction projects. "The Connection" will continue to spotlight Facilities projects and their progress to keep you informed!

Working to keep the UTHSC campus beautiful!

Facilities Connection is a newsletter from office of Facilities Administration. Questions... please contact Rosie Davis @ 901-448-3246.

