

Office of Facilities Services Advisory Committee (OFSAC)

Minutes – November 30, 2006

Members Present: Bruce Morton, Chair, Allen Bertelsen, Jeff Butler, Robert Carson, Sandy Gagnon, Chris Jenkins, Rick Hixson, Jim Rimpau, Carol Shannon, Ed Sondeno, Melanie Stocks, Sandy Sward

Members Absent: Heidi Gagnon

Others Present: Walt Banziger, Jeff Davis, Kerry Evans, Jon Ford, Robert Lashaway, Patti Yasbek

-
1. Butler introduced Bruce Morton as the new Chair of the Committee. Melanie Stocks will also be replacing Carina Beck as the representative from Auxiliary Services.

2. [Approval of Minutes – September 28, 2006](#)

Gagnon moved that Minutes from the Meeting held September 28, 2006, be accepted with no corrections or additions. Sward Seconded the Motion and the Minutes were unanimously approved as submitted.

3. **Key Performance Indicators**

Section 6, Item D, of the 5-Year Vision Plan (adopted in 2004) is to have reduced the backlog of deferred maintenance from 10% to 9% of the Current Replacement Value (CRV). There is currently a CRV of \$326M and \$34M in deficiencies which equates to 9.4%. APPA (Association of Physical Plant Administrators) has established ranges (a campus with an FCI of 5-10% is considered good condition). There are some variables to this target:

- Construction costs – Not all construction has gone up, however steel and concrete have had big increases.
- Long Range Building Program (LRBP) – We are always asking for \$400-600k. If the University or State does not fund something (e.g. wage increase), it can impact major maintenance.
- Each year when we go through this process, the deficiencies will have gone down but the CRV may artificially drive the percentage up.

4. **Auto Shop Acquisition**

When the ASMSU Auto Shop closed its doors, Facilities approached ASMSU and Auxiliary Services regarding our interest in obtaining that facility. Negotiations are now in the works for that possibility. Since Facilities is currently in the process of expanding (the carpenter shop is moving into the block building), it is not known yet how this additional space would be used. If Facilities is able to work through the details for this property, a planning session will be scheduled and Committee Members will be invited.

5. Cardboard Recycling

Ford reported on the current status of cardboard recycling. Several years ago, Facilities had an arrangement with Recycle It and after they went out of business, the City took it over for awhile until it also pulled out. Ford recently became aware of a new recycling company located in 4-Corners. A truckload of 6-yard dumpsters has been ordered and we will begin recycling cardboard again. If all works well with the new company, we will increase the operation.

Ford recently sent out notices regarding the status of white paper recycling. It appears that the Recycling Club has not been able to maintain the program and it will probably be ending in the next month. Since Facilities does not have the staff to pick up the white paper for recycling, we are hoping that people will continue to recycle, however it will be up to the departments to get it to the site.

6. Classified Employee Pay Issues

Butler, Yasbek, Ford and Evans are continuing to work on the Classified employee pay issues. At the present time, the custodial staff is down approximately 25%. OFSAC members will be kept advised as the process grows.

7. MSU Tomorrow

Banziger presented the *MSU Tomorrow* Master Planning concept for the campus. Presentations such as this have been held on campus and for the community as well.

The meeting adjourned at 4:55 pm.

Respectfully submitted,

Sharon Morrison
Office of Facilities Services