

## **Facilities Advisory Committee (OFSAC)**

### **Minutes – October 22, 2009**

**Members Present:** Elizabeth Bird, Michael Dean, Heidi Gagnon, Alan George, Tom Morrison, Richard Smith, Ed Sondeno, Sandy Sward, Acting Chair

**Members Absent:** Larry Baker, Chair, Chris Jenkins, Rick Hixson, Melanie Stocks

**Others Present:** Jeff Butler, Jon Ford

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1. **Approval of Minutes – 07/23/09**

Smith moved to approve Minutes of the meeting held on July 23, 2009, as submitted. Butler Seconded the Motion and the Minutes were unanimously approved with no corrections or additions.

2. **Snow Removal**

Ford provided background information and discussed the snow removal procedures on campus. Since It is not possible to prevent a bond (created by foot and vehicular traffic) being formed between snow/ice and the sidewalk surfaces in all areas of campus, and in fact sometimes the attempt to remove it will actually create it, we are left with two scenarios: doing the best job possible to reduce the amount of time the ice is bonded to the sidewalk and applying some sort of traction measure. In spite of their reputation for “polishing the sidewalks”, brooms are an efficient way to remove snow that has not bonded. Members questioned whether it was possible to have salt available outside buildings where dripping occurs on steps. Facilities does not encourage the use of this product by buildings because of the damage it causes to the concrete and to floors as it is tracked inside. Grounds is currently using a product called “golf chips” which is left over product of making sand for golf courses. Work Control can also be called to address noted problem areas.

Ford advised that clearing identified handicapped routes is always first priority. Facilities coordinates with the office of Disability, Re-entry & Veteran Services to know where individuals with disabilities park and their first routes of the day are located.

Committee members noted that the snow removal information and handout would be of interest to other groups on campus to understand the process and will work with Ford to further distribute this information.

3. **Facilities Services Assistant Director Search**

Butler advised that two candidates have been selected in the search for the Facilities Services Assistant Director position. Committee members are invited to attend open forums for those candidates on October 27<sup>th</sup> and 28<sup>th</sup>.

4. **UPBAC Work Group RFI Package**

Butler provided a packet of information from the UPBAC Budget Reduction Working Group Request for Information. Butler serves on UPBAC as a representative from Professional Council and also on the Budget Reduction Working Group. The Working Group recently solicited

suggestions from campus on ways to cut the budget or increase revenue. The packet reflects suggestions pertaining to Facilities Services. The Work Group's function is to sort through the suggestions, and through a filtering process, take any found nuggets back to the UPBAC. Facilities Services has the second largest budget (behind academics) and for the budget cut this year, Facilities' portion was ~\$140,000. It is anticipated that the budget deficit for the FY2012 will be \$3M. It is also the Work Group's task to determine a strategic method to redistribute any revenue received due to increased enrollment. Members are asked to look over the packet for discussion at the next meeting.

Respectfully submitted,  
Sharon Morrison  
Facilities Services