

CSPMA Plant Manager's Meeting Minutes

March 31, 2005

Introductions by Mike Maloney

Mike Maloney presented Colorado Springs District 11 organization overview
(Presentation available on the web site)

Mike Maloney presented District 11 Facilities self evaluation/ Strategic Assessment
Model (Presentation available on the web site)

Kris Garnhart presented Preventative maintenance and Facilities Condition Assessment.
He discussed how they built their PM program over the last two years and how the PM
program ties into the Facilities Condition Assessment program. A combination of the two
has played a key role in the Capital planning.

Comments:

- None maintenance issues; they help estimate but are funded by the buildings.
- HVAC assignments are cluster assignments.
- 20 Summer hires for grounds shop paid \$7.50 to \$8.00 (More if they return subsequent years)
- 10 Other summer hires to assist in **other** areas
- Two times per year they do Hazardous Material chemical pick up
- Timeliness in closing out Work orders was a problem so they now o daily time sheets to improve quality of data on labor
- Work order feed back cards were established to determine professionalism, timeliness, and overall satisfaction
- Workers Compensation safety statistics are available by year with number of claims and cost to the district.
- Defining tasks in the PM program was done by each craft. Foreman and lead person
- A conditions assessment was attached to each PM work order in the following categories a. Failed or failing b. Repair or Replace <3 years c. Repair or replace < 5 years d. Satisfactory
- The use of some summer over-hires was utilized into winter to assist with PM program.

Round Table Discussion

- Rod Sanner developed the CSPMA web site. Any technical problems you may have please direct them to him for correction.
- The CSPMA roster is password protected as everyone wished.
- It was discussed we should have a professional development page.
- On line surveys could also be done through the web site.

- Links to other school district and to CDE would be a good option.
- We need to establish a committee to set guidelines for data sharing: such as, what information we need to know, define units of measure and measurement goals. Possibly develop our own survey on line, compile and redistribute that information. Use of space utilization index, established inventory practices and formula's and making some assumptions such as a percentage of time spent on set ups for custodial staff. We hope to achieve better participation and data at a lower cost to members.
- District 11 discussed the work environment survey – APPA- Report advantages and benefits to facilities, Accountability on how much work gets done, marketing customer services to others, principals' are able to get more back and what do we need to do to better to meet their needs.
- Do's and Don'ts – We need to market ourselves to administration. They need to focus on student achievement. Things we do well: Cleaning, provide comfortable work space, elevator service and maintenance, maintain fire codes, signage codes and health codes, see cost value of change and modifications, perform reimbursable work, comply with regulatory agencies. We provide a review process for maintenance vs. non maintenance requests.
- Other discussion: Central vs. Site based decision. A show of hands was about 50-50 for custodial staff.
- Community buy in on Athletic Fields
 - a. Advertisement for participation in maintaining fields.
 - b. Park and recreation are limited as well on usage
 - c. IGA – Joint Abuse Agreement

Dist. 11 received a proposal from Pride Soccer – Dist puts in an artificial Field, they propose a 20yr. use agreement. Pro's and con's (PE could use +, Athletic could use till 6PM +, Length of agreement -, they use year round -, uncertainties -, charge rental rates back +, not enough money to offset costs -. Final decision was not to accept the proposal.

Next Meeting 10A.M. Wednesday