

# NEWS FROM FACILITIES MANAGEMENT

Vol 4 Issue 1

February 2008

*I am hopeful that you enjoyed the holiday break. You certainly earned the relaxation time. Gloria and I spent time with kids in Oklahoma. It seemed odd to walk through stores and go to restaurants and not see Husker shirts.*

*You will hear more about this from others but allow me to invite you to another Information Sharing session. There will be two sessions again, so more folks can attend. I am told the times are March 4 at 10:00am and at 6:00pm. Bring your questions.*

#### *What to watch for:*

- *John Baxter and Justin Burgett are setting up CPR and AED training refresher courses for those that have completed the course and are certified. They also want to hear from you if you are interested in becoming certified.*
- *The budget for next fiscal year is in the approval process. It will be a few weeks before we know the allocations but expect that there will not be a lot of new money because we will need to direct our efforts at opening the Harper Center in early July and continue operating the Wareham Bldg which is being occupied now.*
- *There is a lot of study being given to how to best utilize space that is becoming vacant because of the Wareham Bldg and Harper Center occupancy. The spaces will be studied to best decompress areas that are now crowded and that can be occupied efficiently and economically. The efforts to remodel have not entered the design phase as yet.*
- *Teresa Bohnet has agreed to be the move-in coordinator on the Harper Center project. The move of people into the building is expected to begin in early July. It isn't clear yet about how many staff members will be added to clean and maintain the facility, but we will be hiring several.*
- *Planning for the new Ryan Athletics Center and D.J. Sokol Arena continues at a quick pace. There might be construction activity on the site in a few weeks. The building will have the same pallet of colors and many of the same details as can be found in other newly constructed buildings near the site.*
- *Jessica Heller and her colleagues will soon be planning for spring planting. (I am so ready for spring this year.) The array of flowers will be much like last year and I think you will enjoy the Venteicher Mall more this years the mall now that it is actually completed. Dan Josoff continues to push for getting the fountain completed so the plywood house can be removed.*
- *Be watchful of the Omaha Sewer Separation project. I am still hearing work could start in March and when it does, Webster Street will be closed to traffic and a mall built between 17<sup>th</sup> and 20<sup>th</sup> Street. This project will be a big inconvenience for us, especially those that drive pathway vehicles.*
- *The ADA Committee is planning a symposium again this year. I hope you have time to attend the program that is going to focus on how the law can help and protect employees that have to care for elderly and infirmed. We are all part of that situation because we care about our families. Save April 15 as the date for the symposium.*

#### *What else is going on?*

- *Fran Angereth, Dave McAtee and George Tangeman are plowing through the work of identifying a contractor that will be completing energy conservation projects for us. This is similar to the work done by Cogenex a few years back and a bit like the work that was done by Carrier more recently. We think there is still a lot we can do to save energy so we will find us a partner that will introduce new energy savings ideas and energy saving projects to the school. If you have an idea about a project that might save money, please tell us. The more energy we save, the less we pay for. The project may be supplemented by OPPD in their successful program of Continuing Commissioning. The OPPD program helps identify ways we can do improve our building operation with out wrecking out a lot of existing building components. As you may have read, we are also looking into a partnership to install photovoltaic solar collector panels on campus in a commercial size that will generate electricity to be sold on the OPPD grid. The prospect of saving a lot of energy in the not too distant future is very high.*
- *Most of you are aware of the program to make Creighton Tobacco free in a few months. The program is not designed to require you to quit using tobacco, although that is a good idea. The program only has it that you can not use tobacco on campus and other Creighton facilities and vehicles. If you so desire to enter a tobacco cessation program, please let me know so I can help you find such a program.*
- *I thought we would be working hard on the plans for the CyberKnife facility by now but no planning yet. The building will be built south of the Cardiac Center when it is time to construct.*
- *We will be meeting soon with people across campus to plan for summer events, camps and conferences. I am told this year will be as busy as last.*

*Thank you for the good work you are doing. I have said often recently that Facilities Management folks are constant deliverers of good service as is noted monthly in the Make My Day program. As you do your daily tasks, take some time to meet some of the newer employees that have joined Facilities Management. It is great to have so many new, energetic folks helping create an environment that is conducive to education. Remember, while you are working to STAY SAFE. Somebody in your world is counting on you.*

*Lennis*

**Construction**

On the construction front, it is safe to say the Harper Center is growing before our eyes. There is a lot of activity on the interior of the building—drywall, painting, ductwork and such. The project appears to be on schedule for an August 2008 opening.

- The Wareham (a.k.a. O'Keefe) Building is very close to completion. University Relations, Alumni Relations, and Marketing and Public Relations have moved into the renovated facility. Creighton Medical Associates Patient Services will be moving shortly to the Wareham Building from the Labaj Building.
- Other deferred maintenance and renovation work continues across the campus.

**Enrollment**

Numbers for the spring semester appear to be strong; slightly down from spring of 2007, but within budget expectations. The application pool for the undergraduate class for fall 2008 is running well ahead of last year. We are some 650 applications better than year-to-date. Don Bishop suggests that bodes well for a targeted freshman class of 1,000 first-time students.

**Tobacco-Free Task Force - Dr. Syed Mohiuddin, Chair**

As President Schlegel mentioned in his last update, many activities are underway surrounding our tobacco-free initiative here on campus. You'll start to see the theme "Tobacco Free YOU," as we educate and provide support for this important health effort. We are launching a website at <http://tobaccofree.creighton.edu/> which provides program updates, schedules for "Commit to Quit" classes, benefit information and frequently asked questions. We also will be holding briefings and providing informational updates via e-mail. You can also view the policy, which will go into effect July 1, 2008 and submit any questions you may have.

Historically, Creighton University has had great success in implementing tobacco-free initiatives. In November 2006 the Cardiac Center of Creighton University went tobacco-free and on January 1, 2008 Creighton University Medical Center also adopted this policy. Campus wide, already we have more than 29 individuals enrolled in our "Commit to Quit" classes.



10 Facilities folks are currently participating in the "Commit to Quit" program.

If you are not currently enrolled, the program will start again this month. If interested, contact Tim Grollmes in the Cardiac Center at 280-5287.

**Consider to "Commit to Quit"**

Please Join  
Rev. John P. Schlegel, S.J.  
For the Annual  
Founders Day Convocation and  
Faculty & Administrators Award Recognitions  
February 12, 2008  
4:00 P.M.  
Rigge Science Building - Room 120  
Reception to Follow  
Student Center Ballroom

# WELCOME

To our new employees that joined us during November, December and January.

## Custodial Services:

- **William Price** moved his family to Omaha after his home was destroyed by Hurricane Katrina. He recently joined Facilities as a custodian in Kiewit/Gallagher. He has 3 children and 6 grandchildren and enjoys walking and sports.
- **Cora Straight** is a new custodian working the early morning shift in the Law School and started with Creighton on January 2. She enjoys going to Lancer hockey games; fishing; ice fishing; and NASCAR.
- **Helena Calab** became a Creighton employee on January 7. She works part-time evenings cleaning the Child Development Center and new Wareham building. She enjoys reading books and surfing the internet.
- **Victoria Walling** joined us on November 26 working in Criss 3 as a custodian. She has 2 sons and 7 grandchildren. Her cousin, Barbara Romano, is a custodian in the Law School.
- **Steve Sledge** started at Creighton in November and is working as a custodian in Criss 3. He has 2 children and enjoys basketball.
- **Soe Saw** is working as a Floor Technician and started on January 5. He has 2 children and enjoys playing the guitar. His wife, Naw Paw, works as a custodian in the Boyne Building.

## Mechanical Engineering:

- **Kevin Dague** joined Creighton in November as a day shift Maintenance Engineer. He is currently a student at Vatterott College in the HVAC/R program. He has 2 children, Jogie 3½ and Gavin 2, and enjoys fishing, camping, and doing home remodels.
- **Jacob Anderson** is a new Maintenance Engineer working the evening shift and started at Creighton on December 3. His wife is a Creighton student and he likes to hunt and fish.
- **Berry Mahan** started on January 2 and is the new Maintenance Engineer working in Kenefick and Heider. He attended ITT Tech and is currently a student at Vatterott College. He has 2 children (and expecting another one) and enjoys Karaoke and sleeping!

## Central Receiving/Moving Services

- **Teresa Bohnet** replaced Steve Ward as the Manager of Campus Services on December 1. Before transferring to Facilities, Teresa spent 3 years working as a Buyer in the Purchasing Department. She has 4 daughters and enjoys coaching their volleyball teams and loves to cook.

---

## News from Innovative Team:

The Innovative Team is working on a campus-wide survey that will tell us what folks on campus think of our efforts. The survey will be going out sometime in April.

Also, we're working on making Facilities Management more environmentally friendly. Please let us know if you have ideas on reducing energy or fuel consumption, keeping pollution down, or anything else to reduce the impact we have on the environment.

### Innovative Team Members

Mary Duda

Dennis Graskowiak

Dave Feder

Jessica Heller

Mariah Starling.

# Holiday Spirit Project 2007

## Update



We collected **\$688.36** for our Holiday Spirit Project: For God's Children International!! This ***extremely substantial gift*** has, and will continue, to help in many ways.

Christmas in Romania is celebrated all during the month of December, starting on December 6, (St. Nicolas Day when gifts are exchanged), through January 6, (Epiphany - the celebration of the Wisemen giving Jesus gifts), so the kids had already celebrated Christmas with the exchanging of gifts when they received the money from us. \$300 of the gift was spent not only providing a Christmas dinner at the orphanage, but also providing a Christmas

celebration for poor and elderly people in the nursing home. In addition, food was also given to some poor families in the Babadag area.



More of the money will be spent to purchase good boots for each of 14 children that live in *Our Little Lambs of the Lord* orphanage; and the balance of money will be spent to purchase food and wood to burn, for poor families in Babadag.

Mimi and Paul Benko, houseparent's at the orphanage write: *"Thank you to our friends at the Creighton University Facilities Management offices for helping us to brighten Christmas for many, many people in Babadag, Romania. This year was a Christmas like never before for our kids and the elderly folks in the nursing home in Babadag. Thank you again and may God bless you all."*

From Joel Burkum, Executive Director of For God's Children International: *"Thank you for your generous gift to support the ongoing ministry of FGCI! There will be lots of happy kids in Babadag this Christmas. Please keep us and all "our" children in your prayers as we prepare for another year of ministry. We thank God for you and your partnership in ministry. May God bless each of you in 2008."*

What a difference our small sacrifices made for many, many people. In the "spirit of the holiday", we helped make Christmas brighter in a dark, forgotten corner of the world!



## DAYLIGHT Saving TIME

March 9 is the start of Daylight Saving Time.  
Don't forget to turn your clocks AHEAD 1 hour.

### Service Awards:

**The Annual President's Christmas Luncheon was held on Friday, December 21. As part of this traditional celebration, 20 Facilities Management employees were recognized for reaching important service anniversaries. We express our congratulations to the following individuals and say thank you for your commitment and dedication to the success of Creighton.**

#### **25 years**

**Bev Landon  
Robert Lund  
Lou Marcuccio**

#### **20 years**

**Judd Allen  
Jill Dickey**

#### **15 years**

**Joe Estes  
Pat McAtee**

#### **10 years**

**Leda Almonte  
Jorge Calderon  
Biviana Lopez  
Anthony Morris  
Brenda Navarrette**

#### **5 years**

**Juan Castaneda  
Dave Feder  
Beth Grammes  
Jose Guerra  
Ana Juarez  
Bev Murray  
Tom Robinson  
Karen Wrye**





## Winter Weather

Spring is almost here, but for now we still need to be prepared for more **snow and ice**.

During severe weather employees are advised to listen to newscasts on the mornings when severe weather conditions may force the closing or delayed opening of the University. You may also call the University Weather Hotline (402) 280-5800. The recording will indicate whether the University is operating under normal conditions, closed, a delayed start or curtailment of operations. If the decision is made to close, delay opening or curtail operations, charge the hours not worked to "excused time" on your timesheet.

In the event the University does not close, employees who may be concerned about safety in traveling to and from work may use their own judgment to stay home or leave work early (after consulting with your supervisor of course). However, you will be expected to charge the time off to vacation or leave without pay. **Sick time MAY NOT be used for this purpose.**

*Note: Please remember that if you have been identified as "Emergency Personnel", it is absolutely necessary you report for your normal shift schedule*



## News from Planning and Design: Fran Angeroth

Planning and Design continues working on many projects across the campus both inside and out that will impact some of you. To name just a few:

- Creighton Hall will receive two new sets of front doors soon as part of the upgrade.
- The animal resource facilities on the 6<sup>th</sup> floor of the Criss's will have work begin late January to the mechanical, electrical and get a new autoclave and cage washer. This one could be fun to watch as the crane moves in to lift the equipment into the hole that will be cut in the roof.
- Gallagher Hall is under construction to create more space for the resident director apartment.
- Kiewit Fitness Center replaced hot tub – Open At Last!!! The spa is open and in use – just too many bubbles at this point.
- The Old Gym Data Center has its contractors and work will begin in late January with a target completion date of May 2008.
- Law School will be getting a new roof as the weather clears and warms.
- St. Johns Church west side has had roof and gutter repairs completed. The scaffolding will be moving to the east side for the same work.
- Wareham Building (formerly O'Keefe building on 16<sup>th</sup> Street) the first occupants have moved in on the 3<sup>rd</sup> and 4<sup>th</sup> floors. Welcome University Relations, Development, Alumni Relations and Public Relations to our side of the campus.

Stop by Creighton Hall (formerly Administration Building) first floor and see the new lights and fresh paint in the east to west hallway. It really lightens and brightens the hallway.

The pace of new projects does not slow so we are continuing to ask for your patience and cooperation as we work in your spaces.



## Energy Management:

The Holiday break is over and classes are back in session. The cold weather continues to drive up the utility costs. The goal is to maintain 68° in office spaces and living quarters; and 66° in meeting rooms, classrooms, and laboratories during October through April. We are pleased to announce the addition of the new Wareham building to our energy management system, and soon the new Harper Center will be added as well. We have been working closely with the contractors to get the best possible HVAC controls package for the new athletic building. We have also been attending weekly classes to gain valuable training on the controls system we use.

### ***Cold Weather Tips:***

The cold winter weather is here at least until mid March, so dress accordingly. Dress in layers to conserve body heat and wear the proper shoes or boots for better traction on slippery areas. Keep a winter emergency kit in your car in case of emergencies. These can be purchased at any department stores, or you can put one together yourself. Items to consider for an emergency kit are: warm blankets; energy bars; water; candles; matches/lighter; flashlight; batteries; first aid kit; shovel; and even an extra cell phone battery. Other items to consider are fluorescent marking tape to tie on to your car antenna as signal you need help; some quart sized baggies to melt snow and use for drinking water or to store matches; and pen and paper in case you need to leave a note.

---

---

### Thanks for Making My Day Program

Did someone go above and beyond his/her duties to help you or someone else? Go to [www.creighton.edu/adminfinance/](http://www.creighton.edu/adminfinance/) to locate the form and nominate them.

---

---



### Gardening tips:

**“Something Old, Something New” from Jessica Heller**

The completion of the renovations at the Wareham Building at 17<sup>th</sup> and Webster has brought two new varieties of tree to our campus. ‘Dubloons’ crabapple was planted on the west side of the building, along 17<sup>th</sup> Street. This disease-resistant variety reaches 18 feet in height and has an upright, spreading habit. Its foliage is deep green in color and double white flowers appear in spring followed by persistent yellow fruit.

On the south and east sides of the property, elm trees are making a comeback. The variety ‘Accolade’ has excellent insect and disease resistance as well as the same upright, vase shape that made the American Elm so popular before the arrival of Dutch Elm Disease. This hybrid elm also shares the American Elm’s ability to adapt to varied soil and moisture conditions. ‘Accolade’ elm has dark, glossy foliage and good yellow fall color.



## HEALTHBREAK

### 10 Great Foods for Healthy Eating

The Mayo Clinic lists the following 10 healthy foods to include in your meals because of their positive health benefits. Each food meets at least three of the following criteria:

- ▶ Good or excellent source of fiber, vitamins, minerals and other nutrients
- ▶ High in phytonutrients and antioxidant compounds, like Vitamin A, Vitamin E and beta carotene
- ▶ May help reduce the risk of heart disease and other health conditions
- ▶ Low in calorie density, meaning you get a larger portion size with a fewer number of calories; and readily available.

- **Apples**

Soluble fiber that can lower blood cholesterol and glucose. Vitamin C protects cells from damage and aids in iron and folate absorption.

- **Almonds**

Packed with fiber, riboflavin, magnesium, iron, calcium, vitamin E, protein, and heart-healthy monounsaturated fat.

- **Blueberries**

Phytonutrients that may prevent urinary tract infections, improve short-term memory and promote healthy aging. Also low-calorie source of fiber and vitamin C.

- **Broccoli**

Good source of calcium, potassium, folate and fiber. Vitamin A and C to protect cells from damage.

- **Red Beans**

Good sources of iron, magnesium, phosphorus, potassium, copper and thiamin. Excellent low-fat, low-calorie source of protein and dietary fiber.

- **Salmon**

Excellent source of omega-3 fatty acids — a type of fat that makes your blood less likely to form clots that may cause heart attacks. Low in saturated fat and cholesterol. A good source of protein.

- **Spinach**

High in vitamins A and C and folate. Plant compounds may boost your immune system and may help keep hair and skin healthy.

- **Sweet Potatoes**

High in the antioxidant beta carotene, which may help slow the aging process and reduce the risk of some cancers. Also good sources of fiber, vitamins B-6, C and E, folate and potassium.

- **Vegetable Juice**

Contains most of the vitamins, minerals and other nutrients found in the original vegetables and is an easy way to include vegetables in diet. Be sure to select the low-sodium varieties.

- **Wheat Germ**

Highly concentrated source of nutrients, including niacin, thiamin, riboflavin, vitamin E, folate, magnesium, phosphorus, potassium, iron and zinc. The germ also contains protein, fiber and some fat.





## **Heart Attack & Stroke Warning Signs**

**Do you know how to recognize if you or someone else is suffering a heart attack or stroke?**

Coronary heart disease is the leading cause of death in America. Stroke is the third killer. With the prevalence of these diseases, it's very important to be able to recognize the warning signs so immediate and proper medical attention can be provided.

### **Heart Attack Warning Signs**

- Chest discomfort that's persistent or comes and goes. Discomfort can feel like uncomfortable pressure, squeezing, fullness or pain.
- Discomfort in one or both arms, the back, neck, jaw or stomach
- Shortness of breath
- Breaking out in a cold sweat
- Nausea
- Lightheadedness
- Women, like men, do experience chest pain or discomfort as the most common symptoms of a heart attack. But other common symptoms like shortness of breath, nausea and vomiting, and back and jaw pain are somewhat more likely to be experienced by women.

### **Stroke Warning Signs**

- Sudden numbness or weakness of the face, arm or leg, especially on one side of the body
- Sudden confusion, trouble speaking or understanding
- Sudden trouble seeing in one or both eyes
- Sudden trouble walking, dizziness, loss of balance or coordination
- Sudden, severe headache with no known cause

If you recognize any of these warning signs, call 911 immediately. Acting fast can save lives. Even if you are not sure it's a heart attack or stroke, it's better to have it checked out



## **News from the Paint Shop**

The Paint Shop is beginning to use "Green Paints". This is a paint that has low Volatile Organic Compound (VOC). Green paints are a safer paint and a trend that is taking place where there are people present during the painting process, such as schools, hospitals, and offices. These paints are also good to use for painting projects in the home, especially when there are children present. It diminishes the harmful VOC's that are present in most paints. It does cost a little more, but the added benefit outweighs the cost.

# Environmental Health & Safety

On October 30 and 31, the Environmental Protection Agency (EPA) visited Creighton to conduct an inspection of our compliance with the Resource Conservation and Recovery Act (RCRA). During this inspection the EPA representative went to several areas on campus. These included Facilities Management buildings, all three Criss buildings, Rigge Science, the Lied Performing Arts Building and the Student Health Center. During the inspection the EPA found 12 items that we received citations for.

From a Facilities Management standpoint the following items were cited:

1. **A drum of waste thinner in the paint area was not labeled as Hazardous waste.** (This drum was relabeled and will now be checked monthly by EH&S to ensure the label stays affixed.)
2. **Universal waste was stored in excess of one year.** (This container was not full, however, it had been stored longer than one year. Therefore from now on all containers will be emptied every 6 to 9 months to ensure that this does not happen again.)
3. **Universal waste drum not closed.** A light bulb was stored in a cardboard box. (From now on all light bulbs must be placed in the round bins or other designated containers so that they can be closed properly.)
4. **Universal waste Items not labeled.** Items in the waste storage cage were not properly labeled. (In the future all items will be labeled as they are placed in the waste area.)
5. **Universal waste container was not dated.** (This is the same material listed above and these will be dated as part of the labeling process.)

All of these violations have been addressed. However, it is important to realize that many of them were caused by overlooking items that were supposed to be completed. It will be very important to keep all of these items up to date as required by the state and federal regulations. Each citation could generate fines up to \$7,500.00 and could cost the University significant amounts of money. Other locations with violations include the Chemistry, Art, Medical School, the Student Health Center and the Hazardous Waste Storage Facility. Environmental Health and Safety has worked with all of these departments to correct any problems that existed and to make sure that those involved understand the importance of meeting RCRA regulations to the letter: including ourselves.

---

*Upcoming University Holiday*



**Good Friday**  
**Friday, March 21**

# SAVE THE DATE

► **Facilities Management Information Sharing Session**

**Tuesday, March 4, 2008**

**Session 1: 10:00-11:00 a.m. - Skutt Student Center Ballroom East**

**Session 2: 6:00-7:00 p.m. - Boyne Building Room 137**

► **"We need a Spring Break too" Luncheon**

**Wednesday, March 5, 2008**

► **Relay For Life at Creighton!-Give Cancer the Boot!**

**Friday, March 28 - 7:30 P.M.**

**Saturday, March 29 - 7:30 A.M.**

*For Students, Faculty, and Survivors in the Omaha Community*

To Get Involved Or For More Information, Please Contact:

EmilyKathol@creighton.edu or JenniferSteinmann@creighton.edu

► **ADA Symposium**

**April 15, 2008**



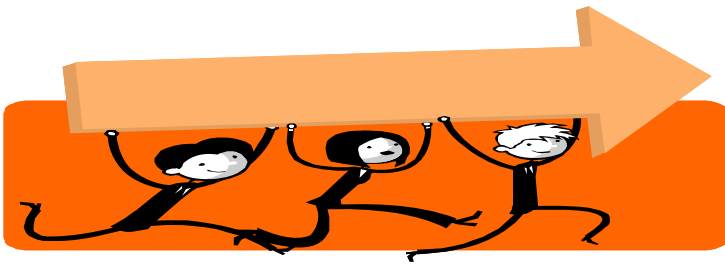
## **Facilities welcomes 2 new American Citizens Martha Castillo Theresa Soriano**

Two Facilities Management employees officially made the decision to call this country their home by becoming American Citizens.

**Martha Castillo** has worked as a custodian since January 2002. She works evenings, so she can be at home with her children during the day. Martha cleans ROTC and Human Resources and became a citizen in September 2007.

**Theresa Soriano** works the evening shift cleaning the Linn and Labaj buildings and has worked at Creighton for 8½ years. Theresa recently became a citizen on January 8, 2008.

America has always valued the contributions of immigrants, who continue to enrich this country and preserve its legacy as a land of freedom and opportunity. We are very proud of both these ladies; welcome them as official US citizens; and wish them every success.



## 11 “Musts” For A Team

- ◆ Help each other be right –  
Not wrong.
- ◆ Look for ways to make new ideas work –  
Not for reasons they won't.
- ◆ If in doubt, check it out!  
Don't make assumptions about each other.
- ◆ Help each other win and take pride in each other's victories.
- ◆ Speak positively about each other and your organization at every opportunity.
- ◆ Maintain a positive mental attitude no matter what the circumstances.
- ◆ Act with initiative and courage as if it all depends on you.
- ◆ Do everything with enthusiasm –  
It's contagious.
- ◆ Whatever you want –  
Give it away.
- ◆ Don't lose faith –  
Never give up.
- ◆ Have fun.

To live this code we must constantly think it, feel it, and believe it.

If these things are practiced consistently....  
***WE WILL BE THAT TEAM!!***