Laboratory Research Health & Safety (OH&S) program receives innovation award

Laboratory Research Health & Safety, a program within Occupational Health & Safety, was recently awarded the Campus Safety, Health, and Environment Management Association (CSHEMA) Innovation Award of Merit for Process Improvement. An award ceremony took place on Monday, July 9, in Baltimore, Maryland, to honor this accomplishment.

CSHEMA recognizes institutional leaders who are advancing a culture of safety on their campus and institutions with outstanding programs that improve research safety on campus with the Innovations Awards. The CSHEMA Innovation Award honors the achievement of institutions across three innovation categories in safety: safety culture, resource enhancement, and process improvement.

The Process Improvement Award recognizes

Campus Maintenance filters out the costs

Campus Maintenance is looking at the air handlers to lower costs in the Shelby Interdisciplinary Biomedical Research Building. While the 315,000 square foot, 12-story building is designed and maintained to be energy efficient, it still has room for improvement.

The building currently uses four air handlers, also known as heating, ventilation, and air conditioning (HVAC) units. The units are about 100 times larger than the size of an average home HVAC unit. Each unit requires 20 HVAC filters to operate.

“We purchase HVAC filters on a routine basis, and it seemed like a good opportunity for improvement,” said Richard Watts, Campus Maintenance Engineering Manager. “We work with our vendor to find the best HVAC filters to accommodate our needs. Recently, we found out about high efficiency filters.”

Please see CSHEMA, Page 2
CSHEMA
From Page 1

Successfully designed or re-engineered programs that use innovative methods of training or educational courses that improve a service in response to a campus need.

Each candidate submitted a project for the CSHEMA Award Committee to review and consider for the achievement. Laboratory Research Health & Safety Program, led by Director Judy McBride and Assistant Director Rani Jacob, submitted a project titled, A Tiered Approach to Laboratory Safety and Emergency Response Training: Providing Hands-on, Cost-effective Training to a Large Group of Students.

This innovative training model was developed to enhance safety in research and teaching laboratories. The two-tiered approach divides graduate students and teaching assistants (TAs) into an advanced tier (Tier II) and undergraduate students into a basic tier (Tier I) of training. Tier II students are enrolled in an online training program and a day-long, hands-on workshop. Tier I students will take an online basic safety course and be trained in the classes by the TAs on emergency response and use of safety equipment.

The training program is very cost effective ($1.43 per student), easy to implement, practical enough to train thousands of students per year while linking theory and practice. This will help to improve safety conditions in laboratories and other workplaces along with saving time and resources.

The program was designed so that any institution could easily implement this innovative training method to provide cost-effective and efficient hands-on and face-to-face safety training to many students.

“I believe that the group has put together a project that enhances our safety culture here at UAB,” said Timothy Key, Executive Director of UAB Research Safety. “They developed this approach in response to a request from one of the departments at UAB after an incident in a lab showed that the lab teaching assistants were not adequately prepared for such events.”

Key said that the training was so well received that the department has presented the training program to several departments across campus.

“By providing online training the hope is to address a larger number of students, especially undergraduate students that were not being reached before,” said Key. “By combining online PowerPoint presentations, videos, and quizzes the goal is to provide meaningful and applicable training in a way that promotes greater retention of the subject matter. The hands-on portion is intended to reinforce the information provided by online and didactic training sessions. The hope is that the teaching assistants and graduate students will be better prepared to respond appropriately and timely should an incident occur in their labs.”

FILTERS
From Page 1

After researching the new filters, Campus Maintenance decided to run an energy efficiency test in Shelby on the HVAC filters. A portion of the filters in the building were recently replaced with high-efficiency filters. The test was initiated to compare the performance of the high-efficiency filters and the standard filters that were used in the past.

“The filters should potentially save around $8,000 a year per HVAC unit,” Watts said. “Unit readings will be taken every month to monitor the filters. This will help provide a better understanding of the energy reduction over time.”

Watts said that the best feature about the new filters is the air resistance capability. Less resistance in the air flow will mean that the units can function at a high capacity without using too much energy. He said the air resistance is expected to remain low throughout the life of the filters.

He also said that the new filters will last up to 3 years before requiring a replacement, a year longer than the standard filters. He believes fewer filter replacements will be helpful overall because it will require less maintenance.

“In the long run, this improvement will save energy as well as cut material and labor cost,” Watts said.

Mike Evans, HVAC PM Mechanic, working on the new energy-efficient air filters in the Shelby building.
The first confined space rescue training was held with the Birmingham Fire Department and Steam Operations Department on Monday, June 4th.

The purpose of this training was to educate the Steam Plant personnel about safety and to expose the Birmingham Fire rescue crew to the UAB steam vaults and potential hazards that might be present in the event of an emergency rescue.

The two hour training session started with a meet and greet to provide valuable information about Steam Operations’ systems and how the department operates. The rescue crew also learned how to navigate Steam Plant related emergency situations by setting up rescue equipment in the vaults and practicing mock rescue retrievals.

Both parties took away critical information that will be helpful if a Steam Plant vault emergency occurs. The collaboration was such a success that more trainings will be held.

Campus Instrument and Controls (IC) is a three-person group within the Energy Management Department. The team works to contribute and provide an efficient, quality environment for customers and guests of the UAB campus.

The group works to troubleshoot Facilities equipment, control new and renovated building utility installation, retrofit building controls, and support energy-saving projects.

“Our goal is to save UAB millions of dollars in building utilities,” said Danny Matlock, IC Mechanic.

Matlock said that most of their work is challenging environments that “help keep the mind sharp and that open up new opportunities for improvement.”

“While technically challenging at times, the variety of different systems that support Facilities operations require oversight and accuracy to keep the operating costs at a minimum and maintain optimal operating environments,” said Victor Jordan, IC Technician.

The team agrees that their behind-the-scenes contribution to Facilities operations is important and crucial to maintaining and improving the university.

“Since I started work here in 1978,” said Jordan, “I have been a witness to many changes as the university has evolved. A lot goes on in the background, and our customers don’t always see what all Facilities does to support the university’s daily operations.”

The Campus IC team said that their operational success stems from experienced coworkers, supportive leadership, and a teamwork-driven Division.

“Victor Jordan, who has 40 years of experience working at UAB, and our management group and engineering department make my job easier every day,” said Matlock.

“Our management provides the material support and guidance we need on a daily basis,” said Jordan. “A lot of what we do relies on the support of other Facilities departments.”

If you have a group you would like to see featured in a Group Spotlight, please let us know. Contact Hadley Turner, Facilities Communications Specialist, at hadleyt@uab.edu or by calling 934-8930.

If you see a safety training opportunity in your area, please contact UAB Campus Safety Manager, Rob Emmons at remmons@uab.edu or 205-934-0063 for assistance in setting up a training session.


**Answers to F.A.C.E. questions**

**Supervisor Discussion**

Supervisors will be provided with a dialogue resource to help promote discussion in small groups. This will ensure that all questions are clarified and answered fully. If you have questions about this new process, please contact Natalie Merrill, Communications Manager, at nmerrill@uab.edu for more information.

Please take this opportunity to participate in open dialogue and to ask follow-up questions.

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**WORK ENVIRONMENT / EQUIPMENT**

**Q: Can the painting contractors use the same paint UAB uses for Maintenance? Slow ProMar semigloss + Eggshell?**

**A: Thank you for this suggestion. We are working to implement campus wide standards. While there will always be different colors, we can attempt to standardize the finishes. With the addition of Melody Gillezeau, Sustainability Project Manager, she is now working on standards for the entire campus and we should see the standards be updated over the next 6 months.**

**Q: I was wondering do our department have a back pack vacuum? I think it would be very convenient to have one instead of hauling a big vacuum around while pushing our cart to clean up.**

**A: Thank you for such a great suggestion. We will look into this and let you know when we can fit this into our budget plans.**

**Q: Individuals in wheelchairs have to ask someone to open the door for them at the Facilities Conference Center. Install automatic door open on the Facilities Conference Center door.**

**A: Thank you for such an inclusive suggestion. We will look into this and consider the feasibility of the project and coordinate with physical security. We are also looking at getting a bigger awning for the Conference Center entrance as well.**

**Q: Can we put a designated lost & found place up, at least once per month where employees might find something they lost.**

**A: The UAB Police Department maintains a detailed lost and found operation. Please call (205) 934-4649 or visit the UAB Police Head Quarters, at 1117 14th Street South, for inquiry of lost items.**

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**WORK ENVIRONMENT / EQUIPMENT**

**Q: Why do electricians have to do blanket warmers, this should be done by Biomed.**

**A: The electricians are tasked with repairing blanket warmers right now because Biomed cannot take care of electrical issues. We repair if we can and call in help if it is beyond our experience to repair. That is the agreement we have with the Hospital Management at this time.**

**Q: We have recently completed our 2nd personality evaluation in 3 years. But there is not a budget for technical training, so we have not had training courses that cost money in a longer period than that. Eliminate personality evaluations and apply cost to technical training.**

**A: Thank you for your recommendation. We will incorporate technical training with soft skill training in the future.**

**Q: We need to go to 4 10 hour workdays?**

**A: Each shift is set based on business need. The shifts are set to ensure that work can been completed in a timely manner and that your customers needs are being met. Please discuss your current work schedule with your supervisor for specific information.**

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**HOSPITAL OPERATIONS**

Several questions were asked regarding the hospital cafeteria and other operations. Hospital Environmental Services maintains the hard floor area of the food court and Food & Nutrition maintains the tables and other duties. No services are provided to Au Bon Pain nor Starbucks. While Facilities does not manage this operation, we have forwarded your concerns to hospital administration.

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**Want to submit a question?**

If you want to submit a question or comment, place it in a comment box or send an email to fac-suggest@uab.edu.

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**UAB Employee Policies can be accessed at uab.edu/policies/Pages/default.aspx**
Answers to F.A.C.E. questions

SAFETY

Q: Homeless people roaming around.
A: Safety is always a serious matter. It is one of our core values. We have several resources available. Please call dispatch about suspicious individuals in the buildings so that we can determine if they have a legitimate reason for being there. You can reach nonemergency dispatch by dialing 934-4434 and emergency dispatch at 911 or 934-3535.

1. Sign up for a parking space close to the building you are assigned to work.
2. Call UAB Police Escort
3. Install RAVE Guardian application on your smartphone to have additional protection while walking.
4. Partner with others on your shift to walk together to your workplace. Consider using Transportation Bus Escort Service. Call 205-934-8772 to request a ride on campus.

Please consider these options and let your supervisor or Director know if you need additional help.

Q: During inclement weather, you need to let people stay home, especially Building Service. We have to be here at 4 a.m., there could be black ice on the roads. It's very dangerous. All we are doing is cleaning up. It is not relevant for us to be here.
A: UAB and Facilities closely monitors weather conditions and strives to communicate with employees regarding their need to be on campus. Building Services employees play a key role in preparing the campus for operations. If you are unable to safely arrive on campus when scheduled to work, please communicate with your supervisor.

Q: Establish an inclement weather policy.
Q: Why does the hospital still not have a bad weather plan in place? No one knows anything about who stays and who goes.
A: The Adverse Weather Plan is posted on the Facilities website. Please review the plan, and refer questions to your supervisor, manager or Facilities Payroll.

It’s also important to sign up for B-ALERT, the university’s emergency notification system, that uses voice calls, SMS text messages and e-mails to communicate to the entire campus all at the same time. B-ALERT also integrates with Facebook and Twitter. To register for B-ALERT or update your existing information in the system, go to uab.edu/balert. All registration is connected to your BlazerID.

The UAB Severe Weather & Emergency Hotline at 205-934-2165 also will be updated as appropriate to provide official updates on the university’s and UAB Hospital’s opening and closing status.

Q: On bad weather days, why don’t you just delay the campus until you make a decision so it can be fair for everyone as well as Building Services?
A: The decision to close or delay campus operations impacts students, employees and patients, many who travel from outside the Birmingham area. With different shifts and schedules, it is difficult to make a decision that impacts all areas the same. Building Services employees play a key role in preparing the campus for operations. If you are unable to safely arrive on campus when scheduled to work, please communicate with your supervisor.

TRANSPORTATION SERVICES

Q: It was mentioned for the CH19 parking deck gate to beep when raising to signal pedestrians that a car is coming out of the parking deck. The parking lot arms do this on 19th by Bevill.
A: Thank you for the great suggestion! Transportation Services will proceed with implementing this. They have already reached out to our parking equipment vendor about installing the exit gate buzzer to the CH19 parking deck.

Q: Would it be possible to install mirrors in the 10th Street parking deck? It would improve visibility, not just for cars but also for the increasing number of pedestrians.
A: Thank you for the great suggestion! Transportation Services will survey the 10th Ave Parking Deck to determine the best locations for mirror installation. They have previously done a similar application at the Administration Parking Deck.

F.A.C.E.

Q: Put cards to write on around these boxes
A: Thank you for calling this to our attention. We will ensure that one of our FACE members are restocking the suggestion forms for each box.

Reach Out

We often refer questions to different organizations for additional help. Please find contact numbers below:

Facilities Human Resources........... 934-8835
Occupational Health & Safety........... 934-2487
Training Specialist ..................... 934-1054

Sign-up | Update | Download

Don’t forget to sign-up or update your B-ALERT settings. Visit uab.edu/balert for more information.

And don’t miss out on the Rave Guardian app free from your phone’s app store. Sign up using your UAB email address.
Employees who want to use one of the 16 new electric car charging stations in Lot 16A, Lot 16E, Sixth Avenue Parking Deck and the 19th Street Parking Deck must obtain a special electric vehicle permit from UAB Transportation.

To acquire an EV permit, employees must bring their vehicle registration to the Transportation office at 608 8th Street South; the registration must be in the employee’s name and EV permits must be renewed annually.

Unlike the eight public access charging stations on campus that assess a fee and require the ChargePoint mobile app to operate, the new employee-only charging stations do not charge per use. EV permits will be charged at a rate associated with the lot or deck in which they are located. Employee parking permit pricing can be found on the UAB Transportation website.

“At UAB, we want to give UAB employees every opportunity to consider sustainable options, especially when it comes to their commute,” said Julie Price, manager of UAB Sustainability.

The stations are subject to a four hour time limit, and drivers who violate these policies are subject to a fine.

Two more employee-only stations will open with the new Collat School of Business building later this summer.

Employees who drive an electric vehicle but are not assigned to a lot or deck that supports EV charging should contact UAB Transportation at 205-934-3513 or transportation@uab.edu to request parking reassignment or give user feedback.

2018 Facilities Picnic T-Shirt Design Winner

1st Place: Howard Adams

2nd Place: Joe Swaika

3rd Place: Roger Nash

Facilities 2018 Goals

Communicate UAB Engagement Survey results in small group settings

Survey staff to learn about communications needs

Define Performance Metrics

Implement Employee Recognition Program

Enhance FACE Committee Responsibilities

Determine how to provide “Welcome Day” type refresher sessions for existing employees
Facilities Training organizes Digital Literacy Training Program

UAB Facilities Training has partnered with UAB Organizational Learning & Development (OL&D) to create a Digital Literacy Training Program. Facilities Training and OL&D have partnered together on several different training program projects to provide helpful courses for employees.

For general training programs, Facilities Division employees are able to contact Facilities Training and register for any course available. Some of the offered courses include Beginners Outlook, Fundamentals of Typing, Intro to Computers, and many more. The Digital Literacy Training Program takes it a step further than that.

Laura Marsh, Facilities Training Specialist, said that the new program was created after recognizing a large variety in the needs and skillsets of the employees that registered for training.

“Each employee will take an assessment to evaluate their specific digital literacy needs,” said Marsh. “After the initial assessment, each employee will be assigned to a training course based on skill sets – ranging anywhere from computer mouse demonstrations to working with PDF forms.”

Marsh said the program will start in phases. Building Services Supervisors and Managers will be the first to participate in the program.

“We are strategically planning to touch all Facilities Division Departments over the next few years to create a more device focused and efficient Division,” Marsh said.

Contact Laura Marsh, at Ilmarsh@uab.edu or 205-934-1054, for more information.

Congratulations! Congratulations Bernice Bowen for being named the UAB Employee of the Month for July 2018! She is a Building Service Specialist and has been at UAB for 14 years. This marks her second time being selected as employee of the month during her employment at UAB.

Bowen was nominated by eight of her closest customers in the Department of Medicine. The nomination praised her hard work, dedication, and positive attitude.

“I enjoy coming to work every day and doing my job,” Bowen said. “I love the people I work with and work for. I’m so blessed to have appreciative customers, too. It all makes each day worth it.”

FACILITIES FAIR
EDUCATING AND PROMOTING THE VARIETY OF HEALTH, SAFETY, AND WELLNESS SERVICES AVAILABLE TO THE UAB COMMUNITY

UAB CAMPUS GREEN
10.19.2018
10 AM – 2 PM

UAB Facilities Division invites you to exhibit at the 2018 Facilities Fair on October 19 at the UAB Campus Green. This event is meant to showcase the many programs and services offered by UAB Facilities Division and to bring together a full spectrum of well-being opportunities and benefits provided to all members of the UAB family in a fun and exciting atmosphere.

By being an exhibitor at the 2018 Facilities Fair, your program and/or department will have the opportunity to share education about the variety of services you provide with UAB Students, Faculty, and Staff. This fair will create an interactive environment for you to reach out to people that may not know or realize how many benefits are offered at UAB and the surrounding community.

It is free to exhibit at this event. If your department would like to be an exhibitor at this event please contact grayj@uab.edu for more information on how to sign up.
### Facilities Division Newsletter

**Aug/Sept 2018**

#### What’s new in construction?

<table>
<thead>
<tr>
<th>Collat School of Business Building</th>
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<tbody>
<tr>
<td>Construction is approaching completion. Substantial completion projected end of July.</td>
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<tr>
<td>Anticipate occupancy in late July/early August.</td>
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<tr>
<th>College of Arts and Sciences Building</th>
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<tr>
<td>Construction is 34% complete.</td>
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<tr>
<td>Exterior walls and interior framing underway.</td>
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<td>Projected completion Fall 2018.</td>
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<tr>
<th>ROTC Building</th>
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<tr>
<td>Construction is 25% complete.</td>
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<tr>
<td>Pre-engineered metal building is in progress.</td>
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<td>Projected completion Fall 2018.</td>
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<tr>
<th>Intramural Fields</th>
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<tr>
<td>Received substantial completion on the field and storage pavilion June 28.</td>
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<tr>
<td>Ribbon cutting scheduled for Aug 29 to coincide with Student Affairs’ Recstravaganza.</td>
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<tr>
<th>Police Headquarters Building</th>
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<tr>
<td>Grand Opening scheduled for August 9, 2018.</td>
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<tr>
<th>School of Nursing Building Renovation/Addition</th>
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<tr>
<td>Construction is 98% complete</td>
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<td>Finishes &amp; Landscaping are ongoing</td>
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<td>Ribbon cutting ceremony scheduled for Sept 6, 2018</td>
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<tr>
<th>Beach Volleyball Courts</th>
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<tr>
<td>Construction is 0% Complete</td>
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<tr>
<td>Site clearing, grading and excavation underway</td>
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<td>Project completion is Nov. 2018</td>
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<tr>
<th>UAB Track &amp; Field Complex</th>
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<tr>
<td>Construction is 15% complete</td>
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<td>Site clearing, grading and excavation underway</td>
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<td>Project completion is Nov. 2018</td>
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<tr>
<th>Soccer Expansion</th>
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<tr>
<td>Construction is 15% complete</td>
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<tr>
<td>Prepping for the concrete slab to be poured</td>
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<td>Project completion is late December 2018</td>
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**Facilities Division Professional Development Center schedule for AUGUST 2018**

Check your email and the Digital Bulletin Boards for the Professional Development Center schedule.

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<tr>
<th>Sunday</th>
<th>Monday</th>
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