Open Enrollment begins soon

UAB’s annual open enrollment for benefits will begin 7 a.m. Oct. 27 and conclude 5 p.m. Nov. 13. Eligible employees can choose among dental, vision and health insurance plans, plus voluntary life and accidental death and dismemberment insurance and tax-deferred spending accounts for health and dependent care for 2018.

You can review your benefit detail report anytime on the UAB for Me portal at uab.edu/hrintouch.

This is an active open enrollment, which means any benefit-eligible employee who does not select a 2018 health care plan option during the enrollment period will not have UAB-provided health care coverage (medical, dental, vision) beginning January 2018. Detailed offerings of these plans have been announced via the eReporter for the past

Facilities works together on special project

Dozens of people worked for more than a year to build a house, only to tear it apart. It was all part of the plan, and right now that house is in Denver, Colorado.

“This is the first time UAB has taken part in a project like this, and it gave us a great opportunity to connect students to real world design, construction, and marketing,” said Julie Price, Manager of UAB Sustainability.

The surviv(A L) House was built by UAB School of Engineering students, outside contractors and many Facilities Division employees. UAB is one of 12 collegiate teams selected to participate in the U.S. Department of Energy Solar Decathlon 2017 competition. The team was tasked with designing and building a house powered completely by solar energy, disassembling it, driving it to Denver, reassembling it, competing in 10 areas, then disassembling it to return home to Birmingham.

It is a huge feat, and the team counted on the
few weeks and can be found in a PDF format on the UAB for Me portal. The information in the articles will better enable you to make the best choice for your household.

**Changing Tiers**

This past year, UAB announced it would realign its coverage options to offer three premium tiers: 1) Single, 2) Employee + Children and 3) Family. To ease the cost increase for covered spouses, UAB will offer a fourth, temporary tier for employees covering only a spouse or a spouse and one child.

**Premium Assistance**

To ease premium cost for qualified employees, UAB will offer a premium-assistance program for eligible employees in 2018. Details will be available on the UAB for Me portal at uab.edu/hrintouch.

**Benefits Fair**

The UAB Benefits Fair will be held 7 a.m.-4 p.m. Oct. 27 in the UAB Hospital West Pavilion Atrium to help answer any questions you may have before choosing your benefits for 2018.

Can’t make it but have individual questions?

**Facilities HR information sessions**

As in past years, Facilities HR will host information sessions and enrollment assistance. The Facilities Professional Development Center will be open whenever outside of regularly schedule class time for employees to complete their enrollment using the computers. Employees with access to tablets may also complete their enrollment using the tablets.

Look for information about assistance to come soon. Stay up-to-date about Open Enrollment details by visiting uab.edu/hrintouch.

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**Group Spotlight**

Facilities Financial Management serves all areas of the division, helping to ensure payroll, purchases, contracts, and budgeting run smoothly.

“We budget and track expenses for one of the most complex divisions on campus,” said Jessica Stephens, Financial Officer II. Stephens graduated from UAB, and said she enjoys working with people who love what they do.

“It is just a very proud environment. UAB employees have a lot of pride for where they work,” Stephens said.

The work Facilities Financial Management does is fast paced and deadline driven. It can be stressful during peak times, such as the annual budget season, but the team supports each other to offset the stress.

“I am constantly learning and being challenged daily,” said Deborah Dial, Financial Officer II. “I also work with a good group of people.”

Dial said she would like others to know that her team strives to provide excellent customer service in a timely and efficient manner, while adhering to university and state standards.

At the end of the day, it’s about working together to accomplish great things for the university.

“I enjoy working with multiple people on a daily basis,” said Deivid Delgado, Financial Officer II. “I know that no one day will be the same since I will have to talk to many people inside and outside of our organization. I enjoy seeing the end product of many months of hard work when we tour the new facilities that have been built through our division.”

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Don’t forget to sign-up or update your B-Alert settings to include text alerts.

Visit uab.edu/balert for more information.

And don’t miss out on the new Rave Guardian app free from your phone’s app store. Sign up using your UAB email address.
Facilities Division Newsletter

October/November 2017

Group Spotlight

Hixie Clark’s group of 20 covers 13 buildings and a parking deck. They get to campus before the sun comes up to ensure their areas are ready when faculty, staff and students arrive for the day.

“Coming in to work and seeing the students and customers, that makes me smile everyday,” said Jacquelyn Johnson, Environmental Services Specialist.

The group knows working as a team and having that camaraderie is important, and it’s evident when you see the group together. There are a few big personalities that get everyone laughing.

“No matter what we go through, we come together as a team and make it work,” said Learnest Suggs, Environmental Services Specialist.

Like most of the Building Services groups we’ve featured so far, the team members really appreciate their customers. They note the ones that show appreciation for the work they do, or the ones they’ve gotten to know.

“My favorite part of working for UAB is the customers and the friendships you develop,” said Adrian Herron, Environmental Services Specialist.

It’s important to recognize the impact the Building Services groups have by interacting with customers everyday. They’re the face of our Facilities Division, and they do important work.

This group works in buildings like Webb, Worrell, School of Nursing, Ryals, School of Health Professions, and others. They ensure those buildings are clean, and that the customers in the buildings are happy with their environment.

Their role is crucial to the mission of UAB. Faculty and students see the results of their work and want to teach and learn here.

What’s new in construction

- **Center for Nuclear Imaging Research demolition**
  Demolition of Center for Nuclear Imaging Research to begin in late November.

- **Intramural Field**
  Groundbreaking scheduled for October 12th.

- **ROTC**
  Groundbreaking scheduled for November 10th. New facility will be 12,770 sq. ft., and will house offices, classrooms, gym, locker rooms, etc.

Have an idea for the Newsletter?

Want to see a group featured in the newsletter? Let us know! Email Natalie Merrill at nmerrill@uab.edu.

Have an idea for Staff Council?

The mission of the UAB Staff Council is to support the vision, mission, values and goals of the University while providing a voice for staff on issues related to them.

Lotoya Beard is an Engineering Manager in Hospital Maintenance and will represent the Facilities Division on the UAB Staff Council for two years. She can be reached via email at lbeard@uab.edu.

Facilities 2017 Goals

- Develop Sustainability Master Plan
- Evaluate Project Management Software
- Develop & Deploy Customer Service Survey
- Apprenticeship Program/Professional Development
- Small Business Utilization
- Define Mission-Critical Programs/Continuity of Operations
Answers to All-Hands, FACE questions

SAFETY

We have grouped all questions related to Safety in this area.

Q: Are UAB Police suppose to check buildings at nights? Building Services comes in at 4 a.m. and that is a big concern for us.
A: UAB Security has the responsibility to ensure the safety of our campus. If you notice any suspicious activity or need immediate assistance, please call our non-emergency line at 934-8835.

Q: Where was my protection? I got to my building at 4:05 a.m. A man pulled up behind me and got out of his car. His car was running, the door was open, and he asked me if this was a doctor office. We need additional protection while walking.
A: We understand your concern. We recommend the following options:
1. Sign up for a parking space close to the building you are assigned.
2. Install RAVE Guardian application on your smart phone to have additional protection
3. Partner with others on your shift to walk together to your workplace.

HR/BENEFITS

We have grouped all questions related to HR/Benefits in this area.

Q: Why do we have two human resources and who is in the authority acting in charge? And is all information shared equally between the two departments for this organization?
A: Facilities encompasses 700+ employees. Facilities HR provides on site assistance and is more familiar with Facilities employees individual situations and can address your concerns in a more timely manner. Facilities HR is an extension of Central HR, and follows all policy set forth by that organization. If you have more specific question, please contact Facilities HR at 934-8835.

Q: Why are we (UAB) the largest medical facility in Alabama, paying the highest premiums for our insurance coverage?
A: We understand the concern. This is a University level decision, and we will share your question with our Staff Council representative, Lotoya Beard.

Q: Why is UAB recognizing MLK day instead of Veterans Day. Where's the diversity?
A: UAB leadership is committed to recognizing the contributions of all individuals. MLK Day is a federal holiday that celebrates the work of Dr. Martin Luther King Jr. in the fight for civil rights. It is an appropriate day to recognize his legacy.

Q: Could it be done again? Other colleges do it. I was just checking to see if UAB could or would do it.
A: This is a University level decision, and we will share your question with our Staff Council representative, Lotoya Beard.

Q: On Christmas Eve to the day after New Year’s Day (one week) have off with our family. It has been done before and it saved UAB money. Could it be done again?
A: This is a University level decision, and we will share your question with our Staff Council representative, Lotoya Beard.

Q: What do we do when the supervisors bully the employees?
A: This sounds like a serious concern, and we encourage you to utilize the management in your organization to resolve this issue. If you feel you have done so without resolution, please contact Facilities HR at 934-8835.

Q: We have grouped all questions related to Safety in this area.
A: Facilities leadership appreciates the work all of our employees do, and knows every role is important to the day-to-day operation of UAB. This is why an emphasis is placed on gathering feedback and positive suggestions for improvement. Your feedback will be brought up at the next Leadership Team meeting.

Q: When will the AVPs get out here with the workers and see what we do to make them look good?
A: Facilities leadership appreciates the work all of our employees do, and knows every role is important to the day-to-day operation of UAB. This is why an emphasis is placed on gathering feedback and positive suggestions for improvement. Your feedback will be brought up at the next Leadership Team meeting.

Q: Send out calendar event/invite for future All-Hands meetings.
A: This is a great suggestion, and one that has been suggested to our FACE team members by a few people. We are working with Facilities IT on how to accomplish this for our next All-Hands Meeting. Thank you for the suggestion!

Q: Why do we have two human resources and who is in the authority acting in charge? And is all information shared equally between the two departments for this organization?
A: Facilities encompasses 700+ employees. Facilities HR provides on site assistance and is more familiar with Facilities employees individual situations and can address your concerns in a more timely manner. Facilities HR is an extension of Central HR, and follows all policy set forth by that organization. If you have more specific question, please contact Facilities HR at 934-8835.

Q: Why can’t we borrow money from our TRS because most of us need some of the money right now. It’s money we work for.
A: For questions about personal finance and TRS, please contact Julie Knight, Financial Wellness Specialist, at 934-2281.

Q: If an employee is off for medical reasons, are they allowed to return to work under light duty or restricted status? It seems this issue is handled differently in the various work areas / supervisors.
A: Each case is different, and has to be reviewed individually. Decisions regarding appropriate accommodation are made between the employee’s doctor, Employee Health, and Human Resources. The number one priority is the employee’s health and ability to safely perform their job duties.

Q: Is the tobacco policy an actual policy or more so a suggestion? We are having a problem with tobacco use in the form of “dip” / “snuff” and spitting in common areas and work spaces. They also don’t use containers that are not see through. Please inform on any restrictions if available. I’ve spoken to my supervisors to no avail.
A: UAB did issue a policy update in April 2015 regarding tobacco use on campus. You can find the policy online: http://www.uab.edu/policies/content/Pages/UAB-HS-POL-0000110.aspx. It’s important to note all forms of tobacco are prohibited on campus. It seems you have addressed the concern appropriately. Your next step is to talk with your management to resolve the issue.

Q: What do you do when the supervisors bully the employees?
A: This sounds like a serious concern, and we encourage you to utilize the management in your organization to resolve this issue. If you feel you have done so without resolution, please contact Facilities HR at 934-8835.
assistance from many members of the Facilities team to complete the challenge.

“We hope this project will be yet another reason students want to come to UAB, because the house will return to campus as a living, learning laboratory for green home design and construction,” Price said. “The Facilities Division provided critical support in purchasing, administration, specialty trade construction and much needed labor. We wouldn’t be able to go to Denver without them.”

Bambi Ingram, Sustainability Coordinator, was the powerhouse behind liaising with the School of Engineering, fundraising, finding sponsors, and wrangling the entire project. She had her hand in every element of the project.

The competition runs through Oct. 14, and the team wins at least $100,000 for successfully participating in this stage of the competition. Learn more at solardecathlon.gov. Great job to all involved!

Special thanks to: Mike Gebeke, Bambi Ingram and Julie Price; CCS personnel: Ray Barnes, Erik Beasley, Tim Dodgen, Donald Easterling, Leslie Giles, Warren Holsey, Norm Richardson, Dan Snelson, John Welch and John Walker; Campus Maintenance personnel: Doug Akers, Bob Bowden, Wayne Brooks, Stanley Buchanan, Chris Diliberto, John Downing, Jim Frugia, Keith Hare, Danny Harris, Dennis Harris, James Hawkins, Kenneth Kent, Ruben Martinez, William Jeremy McDonald, Bryan McMahan, Jeff Mims, Kevin Mousseau, Joshua Person, Brian Priest, John Rotenberry, David Seahorn and Christopher Standridge; Warehouse personnel: Hank Bolten, David Howze and George Johnson; Roofing personnel: David Lacey, Rod Marshall and Solomon Scott; Energy Management personnel: Terry Layne Waters; Hospital Maintenance personnel: Preston Cabiness.

Upcoming FACE Events

FREE UAB Football Tickets
5:30 p.m. Oct. 14th game vs. Middle Tennessee
Contact Lauren Godsey at ldogsey@uab.edu

Facilities Picnic
October 31 | 11 a.m.–1 p.m.
Campus Recreation Basketball Courts
## Positive Customer Feedback

THANKS for all you and your staff do to keep our campus attractive and enjoyable.

Although ‘my’ School of Optometry does not have a lot of outdoor “real estate,” the azaleas at the back entrance to our parking area under the building, and the loropetalums and asiatic jasmine ground cover at the front of the building – are beautiful!!!

Robert Kleinstein, OK MPH PhD
Professor of Optometry and Public Health

I have been biking across campus many mornings this summer and have noticed that the entire campus has been maintained impeccably clean and tidy. Even the surface parking lots have been kept really clean and landscaped. I wanted to take a minute to recognize the hard work and dedication by the people and team responsible for this. Please let them know that their hard work is appreciated and noticed by many.

Rahul Thadani
Executive Director, HR

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Register for classes by contacting Laura Marsh at llmarsh@uab.edu or 934-1054.

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