



# FPM NEWSLETTER

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## FPM During COVID-19

It's been an ever-changing season. Many people are now working from home or on leave while we ride out a global pandemic. We hope everyone stays healthy during this time and want to let you know that even though the campus is closed, there are many people working very hard behind the scenes to keep essential operations going, many of which are a part of FPM.

Thank you to all the Facilities employees that have been working through this time to keep our facilities operating and the buildings sanitized. We truly appreciate all that you do- truly, this campus could not keep running without your efforts. Thank you to our senior leadership for working our unit through this crisis. Thank you to Safety & Assurances team for developing and supporting plans for disinfection, PPE, and workplace guidelines for those working on-site during this time.

While we are all at home during this time, make sure to check your e-mail regularly for updates and to also visit this UWM website to review any new information or changes: <https://uwm.edu/coronavirus/>.

Information for FPM About Working Remotely: <https://uwm.edu/facilities-planning-and-management/working-remotely-questions-answered/>

## Ongoing Training Opportunities and Future Training

The FPM Training and Development Working Group originally planned to have a training opportunity for all FPM employees in April 2020. Because of the changes with the COVID-19 pandemic, stay tuned for this opportunity to be offered in the Fall 2020 school year! In the meantime, there are lots of training opportunities you can be a part of at home. If you recall, the previous all-FPM Training Session focused on LinkedIn Learning, which is a free service for UWM employees. There are some really wonderful opportunities that you are encouraged to pursue while you are working from home, including:

Knowledge  
is  
power!



**FPM Training Resources: Working Remotely:** This is a webpage that provides additional training resources for FPM employees.

<https://uwm.edu/facilities-planning-and-management/training-resources-working-remotely/>

**Microsoft Teams Essential Training:** This course will help you navigate the core components of Microsoft Teams. This is particularly useful for employees who are using this for their primary means of communication outside of e-mail during this time.

Link: <https://www.linkedin.com/learning/microsoft-teams-essential-training-5/communicate-effectively-using-microsoft-teams>

**Time Management- Working from Home:** This is a great opportunity for those new to working from home. This will discuss time management techniques that you can hopefully apply in an extended time away from the physical office environment.

Link: <https://www.linkedin.com/learning/time-management-working-from-home>

**Managing Stress for Positive Change:** It's a stressful time, and this course will help you assess your stress and how to best cope and manage it during this time and beyond.

Link: <https://www.linkedin.com/learning/managing-stress-for-positive-change>



## Update from FPM Fair Expectations, Respect, and Inclusion Working Group

By Andy Dummann, Brian Harness, Jennifer Herriges, Chuck Kremer, Leah Stoiber, Karen Wolfert

We asked Human Resources about UWM strategic directions on diversity, equity, and inclusion carried out from an HR perspective.

### **How is diversity and inclusion handled in the hiring process? Job postings?**

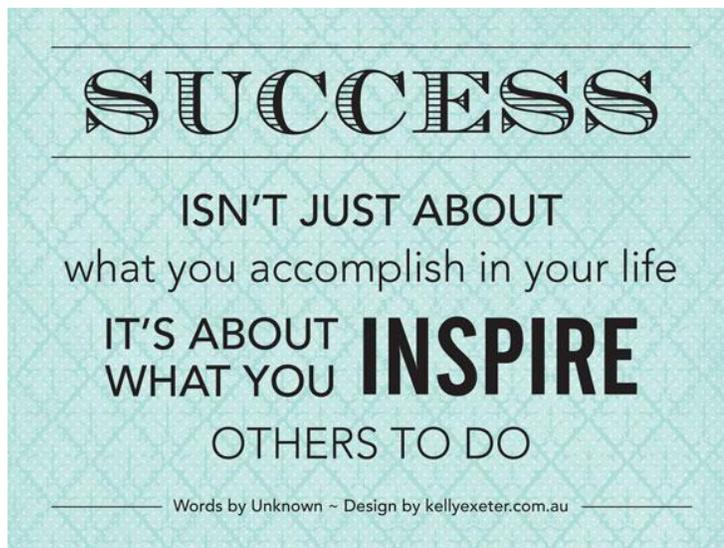
Many HR professionals at UWM challenge supervisors or search committees to consider alternative advertising channels in an effort to increase the diversity of an applicant pool. As we become more skilled at executing business processes in shared services, this is a point the HR Business Partners will become more skilled in.

## **Are there any staff training sources/requirements to educate staff to recognize and change implicit bias?**

There are no current requirements for implicit bias training. This is a point I anticipate the Chancellor's Diversity, Equity and Inclusion initiative will consider. Human Resources has offered an inclusivity training as a single event professional development opportunity.

## **How is UWM reviewing pay and promotion inequity, and making adjustments to change the behaviors and systems that drive equity?**

Each year, one of our employee categories (faculty, academic staff/limited appointees, or university staff) are reviewed for salary equity by an external party. Issues identified are explored and remedied as necessary. UWM's annual affirmative action plan reviews all hires and promotions, looking for inequities or potential bias. This is led by the Office Equity & Diversity Services.



## **An FPM Success Story**

By Rick Koehler

While sharing the good work that happens in Facilities, Planning and Management we often hear stories of "Recent Success". This success story is several years in the making and we couldn't be happier with how it is turning out. Sua Thao was hired in November of 2018 as an HVAC Specialist Advanced in the Preventive Maintenance shop of Facility Services. Sua has more than successfully made it through his probation period and is now a reliable team member whom we often count on for troubleshooting problems and reporting on

various building related issues throughout campus amongst his other duties.

This story starts several years earlier when, after receiving his Associates degree from UW Marathon, Sua decided to leave his large family in the Wausau area and come to UWM for its engineering program. Like so many students, Sua needed to work while pursuing his education. He worked in manufacturing but needed a more flexible schedule to allow for his classes. Sua had always been very interested in building systems and how things work behind the scenes. When an opening in the Preventive Maintenance department opened here, along with a flexible student schedule, it was a perfect fit. After sweeping a lot of mechanical rooms and pumping a lot of steam pits and working with our full-time staff troubleshooting HVAC issues, Sua realized that he really enjoyed this field, he decided to attend MATC to pursue classes directly relating to HVAC Preventive Maintenance. Sua's desire to further his education, his good attendance and great work ethic were noted and we were able to put him in positions of Limited Time Employee and project employment. Finally, the timing was right, and we had an opening in the Preventive Maintenance shop. Sua's educational background, related work history in HVAC at a higher education institution, and excellent work ethic made him an easy choice for his Full Time Employment.

I asked Sua what he liked about the Preventive Maintenance Field as well as what he found most challenging. Sua explained to me how he really enjoyed working independently and the multiple ways of successfully solving problems. He went on to say that when you are able to apply your educational background and job experiences to troubleshoot difficult and complex building related malfunctions, it is incredibly rewarding. I couldn't agree more.

Judging by the proactive choices and strong work ethic Sua Thao has demonstrated I have no doubt that this "long time" recent success story is just the beginning.

# Safety & Assurances Update

By Danielle Rintala

Safety and Assurances have moved their offices to their homes at this time to maintain social distancing and safety. There is a link available with COVID-19 resources for researchers and telecommuters at: <https://uwm.edu/safety-health/COVID-19-Guidance/>. We'd like to remind everyone to continue to practice social distancing, stay at home whenever possible, and to make sure you're integrating ergonomics into your work-at-home office area. Remember to take breaks, move around and change positions, check your posture, stay hydrated, and to take care of yourself when working at home.



## Campus Planning Projects

By Geoff Hurtado

Campus Planning Projects that are ongoing include:

- New Chemistry Building
- NWQ Renovations
- Sandburg Hall Renovations
- New Engineering Building AE selection and planning
- Purin Hall Renovation
- Klotsche Addition and Annex
- Mitchell Hall Facade Repair and New Windows
- 9th and 10th Floor Renovations in EMS
- Multi-Building Facade Repairs

While many have been slowed/ halted at this time, these are what will be on-going once operations are up and running again on campus!



## **A Heartfelt Thanks to FPM for Service Above and Beyond the Call of Duty Helping with the Housing**

Move Out and Cleaning

By Geoff Hurtado, AVC of FPM

FPM was called upon by Housing to assist with the rushed move-out of the 800 bed Cambridge Commons and 400 bed Riverview residence halls the week of March

23, 2020. Adding pressure was the fact that the halls had to be prepared for use by the National Guard as overflow isolation facilities for persons affected by the COVID-19 virus.

Move-out was chaotic as students and their parents did not empty the buildings floor by floor but, instead, room by room without regard to floors, making an orderly cleaning plan impossible. Some students could not get to the residence halls to move their belongings so workers had to pack them up in boxes and move them to secure storage at USBR. Almost none of the rooms were cleaned by the students moving out and many were in dire need of deep cleaning.

The Housing staff was overwhelmed by this situation and a call went out to FPM for help. I am so proud to say that FPM responded admirably and in the words of Beth Lobner from Housing "we couldn't have met the deadline without all the hard-working people from FPM" It wasn't just the hard work, but also the expertise in moving by the moving crew, PM Shop and cleaning by the 20+ custodians who responded to the call. On the back end at USBR, Facility Services Shops cleared space for storage and built the racks to store the boxes and belongings, Stores and Surplus expertly stored the student contents in a secure location where it would be easy to retrieve when appropriate. Finally, our Sustainability crew made sure as many recyclable items as possible could be saved for later reuse.

Special praise from Beth for service above and beyond the call of duty goes to Steve Wilke whose calm demeanor and professionalism kept the pack-up and move out flowing as smoothly as possible, to Brian Harness for his can-do attitude and to Mike Maass, Rob Wahl and Mike Proell who came in on the weekend, worked long days and took on the most difficult cleaning challenges. Nice work!!!

I would like to recognize the people who answered the call and helped save the day.

### Environmental Services

Sidney Aldridge

Joe Ashley

Roger Berry

Cherry Burrows

Demitrice Everett

Michael Ford

Joanne Golden

Mark Bussian

Alex Stoeberl

Wendy Wendt

Sherry Halbert

Brian Harness

Quincy Jones

David Jordan

Sadie Kapczynski

Damir Kovacevic

Liam Krueger

Cedric Humphrey

Marilyn Taylor

Erica Wilson

Michael Maass

James Matz

Janice McAfee

Joe Miller

Rosemarie Morales

John Otis

Beverly Pihl

Jeff Pozorski

Rob Wahl

John Pinkston

Tommy Plunkett

Mike Proell

Michael Ramsey

Jayla Robinson

Dawn Sanders

Antonio Sheppard

Kenyetta Stanford

Bridget Watkins

### Moving Crew

Fernando Garcia  
Steve Wilke

Drake Dorfner  
Rich Rydzinski

Pete Hauser

Sam Dekeyser

### Office of Sustainability

Laura Stevens  
John Gardner

Andrew Avery-Johnson  
Kate Nelson

Nina Hartwig  
Adrian Robar

Stuart Fiets

### Stores

Michael Tuck

Brandon Chobot

Lucas Merritt

Dan Wolff

### Carpenter Shop

Eric Kozak

Roger Wolf

### PM Shop

Bret Westfahl

Bryan Richards

Facility Services and Sustainability work in the background and are infrequently recognized for their work. This time is different. You served your university admirably and made it possible to have facilities ready for the battle against spread of COVID-19 in Milwaukee. That service deserves high praise indeed.

**Thank you.**

## **Thank you to University Safety & Assurances**

By Melissa Spadanuda and Zack Steuerwald

From Melissa Spadanuda:

Special thank you to the staff in University Safety and Assurances. I have always been grateful to work with such a talented and dedicated group of people, but the frequently changing environment and numerous campus requests during the COVID-19 pandemic has further demonstrated how much I value and appreciate each person. I am so proud and impressed by everyone's responsiveness, willingness to go above and beyond, and ability to continuously meet campus needs.

Some specific examples related to Research Compliance staff include:

- Melody Harries and Leah Stoiber's on-going leadership and support to researchers conducting human subjects research and their ability to change processes quickly for research impacted by COVID-19.
- Kim Axtman for supporting Radiation Safety needs of researchers.
- Jenny Nemke had previously written preparedness plans that are now implemented in the Animal Care facility.
- Jenny Nemke, Ashley Fritsch, Elizabeth Fix, and Andrea Sachse for their on-going dedication to care for the animals.
- Jenny Nemke and Berri Forman's excellent communication skills with researchers to share the frequent changes to on-site research and animal care requirements.
- Danielle Rintala contributed to many FAQ's, documents, and information related to cleaning and disinfectants.
- Danielle also organized the campus collection of research PPE to share with local hospitals in need and is providing excellent communication and procedures for researchers that are interested in conducting COVID-19 research in UWM labs.
- Zack Steuerwald, James Fay, Danielle Rintala, Jim Olson and Bob Peck's contributions and expertise for the development of the On-site Essential Employee Work Practices document.

From Zack Steuerwald:

I would like to recognize the University Safety and Assurances staff for the resilient way they have responded to this challenging work environment. Although working remotely, we have come together to address the needs of faculty, staff, and students to help them be safe, healthy, and get through this pandemic. Whether our team is addressing COVID challenges or the challenge of remote everyday business, we all have a part in keeping US&A and UWM operating as best it can. I am extremely proud of all US&A staff, the expertise we have to offer, and the impact we have at UWM.

Some specific examples from Environmental Health, Safety, and Risk Management including those listed above are:

- Sara Riordan for continuing to serve customers remotely for general risk management consultations and keeping the risk management operations going smoothly.
- Jim Olson for his contributions to the COVID travel guidance and approvals.
- Jennifer Herriges for leading a large chemical information identification project to assist the design of the new Chemistry Building as well as Kim Axtman, Megan Diesslin, and PJ Egan's assistance with the project.
- James Fay providing just-in-time fit testing and respiratory protection training/guidance to Norris Health Center and Police Dept. and accommodating their schedules.
- James Fay and Bob Peck for addressing PPE questions and concerns of Facility Services and providing guidance to better inform staff.
- PJ Egan and Kim Axtman for addressing hazardous waste needs as campus was starting to shut down and afterward.
- Bob Peck for managing the online safety training so staff could perform training remotely, as well as to collaborators Kim Axtman, PJ Egan, and James Fay for training content.
- Bob Peck for assisting with the Essential Employee tracking process.
- James Fay for inventorying PPE and evaluating items needed and items that were donated.

## Additional Kudos

The UWM Police Department thanked Rada Drazovic for all the hard work she does for their space in Sandburg.



Congratulations to Melody Harries, IRB Administrator, Safety and Assurances, for obtaining indefinite status! Well deserved.

Happy retirement to Cindy Tweedt! Some wonderful pictures were captured of her retirement celebration to share with everyone.



## UWM In the News

UWM gaining national attention for continued sustainability efforts on campus:

<https://www.jsonline.com/story/news/education/2020/03/17/university-wisconsin-milwaukee-honored-environmental-advances/4857435002/>

UWM Plans to Raze Part of Columbia hospital complex:

<https://www.jsonline.com/story/news/education/2020/01/13/uwm-plans-raze-original-columbia-hospital-despite-some-opposition/2827029001/>

Behind the Scenes in the Biosafety Office, Nature Research: <https://www.nature.com/articles/d41586-020-00593-5>

## We Want Your Feedback and Ideas!

Provide feedback at: <https://uwm.edu/facilities-planning-and-management/contact/>

Want to feature something in the next quarterly newsletter? Send your ideas, comments, and/ or suggestions to: [rintala@uwm.edu](mailto:rintala@uwm.edu). Thank you!