

Facilities Management

AVC Advisory Board Meeting Minutes

Date: August 27, 2008

Facilitator: Al Stoverink

Attendees: Adam Prestidge, Anthony Passalacqua, Billy Pierce, Bobby Colburn, Don Neldon, Esther Boyd, James Jones, Andy Hill, Ozie Brown, Patricia White, Randy West

Note Talker: Terri Reithemeyer

Time: 12:00 p.m.

Location: FM Conference Room

1. Welcome New Members

- Al welcomed new members
- 2 members declined membership, Kyle Cooper and Shauna McLard. Andy Hill was the elected person to replace Kyle Cooper, Andy accepted. The replacement for Shauna was Erin Brawley. QuIP secretary will prepare an offer letter for Erin.
- Each board member introduced themselves and what department they represent.
- Al's message for new members:
 - Discussions in meetings are very beneficial
 - Discuss issues freely, another way for departments and employees to have a voice
 - Board addresses all issues
 - Board avoids discussion of personnel issues that relate to specific individuals
 - Submit agenda items to AL or Allison by email or bring to the AVC meetings.
 - Share board meeting minutes with respective departments
 - Updated AVC information in FM Voice article

2. Employee Satisfaction Survey

- The current board members have been reviewing the 2008 Employee Satisfaction Survey. The board has been trying to simplify the survey

(reduce number of questions and reword unclear questions, break survey into categories-management)

3. A.S.E.A./SEBCO – Vanpool

- AI encourages members to take this issue to the Staff Senate.
- Place on next month's agenda. Allison Jordan will gather information about this service. AI would like to take the rates from the information and apply to our area for estimates.
- Survey- the board will compile a survey for FM to determine if there is a interest among employees during the next board meeting.

4. FMOP: AVC Advisory Board

- Lanny Tinker and Allison Jordan has seen items in the FMOP: AVC Advisory Board that needs revised.

New Business:

1. Sidewalk on Northbound Caraway

- There is a fence beside a construction area that blocks pedestrians' vision. AI has talked to the contractor moving the fence or extending the fence further to force a temporary extended sidewalk.
- Same situation in front of Hypess. Crosswalks at the interception obstruct vision of pedestrians and motorists.
- Board members state that signage would help in both locations.

2. FM Cookbook

- Esther Boyd asked all the board members to bring in their favorite recipes and place them in the box in the FM Break Room. They are also having a "name the cookbook" contest. Deadline for both recipes and contest is September 30th.

3. Payroll Deductions and ASU Events

- Patricia White asks if there is a way for ASU events to be deducted from employee's payroll checks.
- Members also ask if employees can get discounts on parking decals.
- AI will look in to both issues and report back to the board in next month's meeting.

4. Parking West of Library

- Bobby Colburn asks about the new strip west of the Library. It is a question of is this additional parking? Al stated that as long as it is not signed or reserved, employees can park there.

5. Sodexo Delivers to Library

- Patricia White stated that Sodexo use to be able to deliver merchandise to the North Entrance of the Library, but now told they have to deliver to the South Entrance. Al suggests having Sodexo talk to David McKinney.

6. Recycling Funds

- Don Neldon states that he has suggestions on how to increase recycling revenue through separation of items such as coils. Different types of metals bring different amounts.
- Money from recycling either goes back into the recycling fund or the university fund. Al will check on it.

7. Raises

- Randy West asks about how the government determines labor market wages for Skilled Trade workers. He read that the state is doing much better economy wise and wants to know what, if any, is going to be done about the suspended raise increase for grades 17 and above. Al stated that this will be on the agenda for next spring's budget meeting. Legislation will address positions and labor rate.
- Andy Hill stated that a person can go to Google and type in the type of trade/position and add calculator. This will give you a calculator for any salary for any trade/position.