



Facilities Management Department Newsletter at the University of San Diego

More of our key people..

Message from the Office of the AVP



I am very excited to share this newsletter with you. Each semester we highlight the ways Facilities Management has made a positive impact on USD. This issue we'll also share with you news of personnel transitions within the Facilities Management Department.

After five years of exceptional service as Assistant Vice President, Melissa Plaskonos will be leaving USD to take on new challenges. I have worked closely with Melissa on many programs and projects and she has been a wonderful steward of University resources and both FM and the University have advanced with her efforts.

We intend to initiate a national search for a new AVP and in the meantime I will serve as the interim AVP. We are fortunate to have an experienced and well-qualified team of Directors supporting the AVP position. Each is an expert in their field with decades of industry experience. They are:

- Bob Brauer, Director of Building & Grounds Operations, rbrauer@sandiego.edu
- Dave Schaper, Director of Environmental Health & Safety, dschaper@sandiego.edu
- Trey McDonald, Director of Sustainability, rmcdonald@sandiego.edu
- Zachary Knipe, Director of Planning, Design & Construction, zknipe@sandiego.edu

On that note, we completed several important projects this Summer, such as the renovations of the Math, Anthropology and Behavioral Neuroscience spaces in Serra Hall, and the opening of the new Belanich Engineering Center. We started construction on the new Missions and Ministry buildings and we progressed in our design of the new Learning Commons building and Copley Library renovations. I look forward to serving the University in this interim role and will continue the tradition of excellence that Facilities Management is known for. Merry Christmas!

Sincerely, Lynne Morris
Interim AVP, Facilities Management



Erin Borzage
Sr. Project Manager



Tim Doudna
Sr. Project Manager



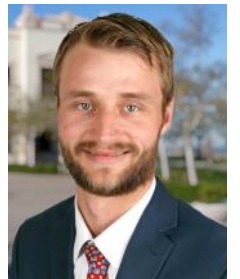
Meaghan Christman
Sr. Project Manager



Zachary Randel
Sr. Project Manager



Brian Litchfield
Project Manager



Myles Morris
Project Coordinator

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Cover Photo, FM Leadership Team, from left: Zach Knipe, Bob Brauer, Interim AVP Lynne Morris, Dave Schaper, Outgoing AVP Melissa Plaskonos, and Trey McDonald.

Roll Call: New Facilities Management Employees

Jesse Garcia
Gardener I

Jesse has worked in the grounds trade for over a year, and before coming to USD, he worked in the automotive industry. Jesse's mother, Norma Arteaga, has been a custodian at USD for seven years. In his free time he enjoys spending time with his three-year-old son Ares, going to the park, jump zone, and watching the Padres.



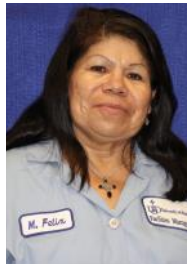
Jose Luna
Gardener I

Jose is originally from Zacatecas, Mexico and came to the US as a child with his family. He has been working in landscaping since 1990 and worked for USD for two seasons before returning as a full-time Gardener. He is married to Ortensia and has two children, nine-year-old Hector and two-year-old Paula. In his free time, he enjoys going out with his family for a nice dinner.



Maria Felix Lopez
Custodian I

Maria is originally from Puerto Vallarta, and grew up in Nayarit, Mexico before moving to San Diego in 1984. She is married to Pablo and they have one adult daughter. She has been in the cleaning industry for over 30 years. When she is not at work, she enjoys going to the beach and an occasional trip to the casino.



Ryan Hughes
Gardener I

Ryan is a San Diego native and recently graduated from Cuyamaca College with a degree in Nursery Technology. His wife's name is Mary and they have a four-year-old daughter named Aubrey. One of his hobbies is working on old motors and building engines from start to finish.



Zachary Randel
Sr. Project Manager

Zachary brings over 17 years of construction management experience to USD. He has worked at Sempra Energy and has his own contracting company. Zach has a BS from the University of Richmond and joint JD/MBA from SDSU/Cal Western School of Law. He is married to Sarah and they have three girls, 10-year-old Theadora, eight-year-old Helen, and three-year-old Frances.



Veronica Zavala
Administrative Assistant II

Veronica has been in the administrative field for nine years and previously worked with Pelican Auto Finance for four years. She is married to Luis, and they have two children, ten-year-old Adrian and two-year-old Lilly. She spends weekends watching her son play baseball and enjoys watching movies. She plans to pursue a degree in Accounting in the near future.



Welcome, Baby!

- Jovani Rojo** welcomed his 3rd child, baby Giovanna on Nov 16th.
- Derick Huergo** welcomed his 2nd child, baby Yazmine on July 16th.
- Brian Bobadilla** welcomed his first child, Chloe Sofia on July 29th.
- Ernesto Chavez** welcomed his first child, baby Alfonso on Oct 29th.

Electronic Key Requests are Here!

We are excited to announce that key control cards can now be submitted online. These key requests are for any new or duplicate key for a USD building or office. The online request is powered by DocuSign and is available to use now at the FM Work Request Page.
<https://isd.sandiego.edu/home.html>

Team Spotlight: Facilities Help Desk

The Facilities Help Desk is the central hub for all FM work requests and we have a great team ready to answer any question or guide you in the right direction. So far this year they have processed over 18,352 work requests, though this is only a fraction of the support they provide to FM and the campus community. They are also here to help with key requests, pool vehicle reservations and provide any assistance you may need. Below we have outlined some quick reference points for your convenience:

- Maintenance work requests may be submitted via our [customer portal](#)
- To see a list of your open requests: [faculty/staff](#) or [residential](#)
- Inquiring on an existing work order, email us at facilities@sandiego.edu
- You can learn more about prioritization of work orders through our [website](#)
- And electronic key requests can be submitted via our [customer portal](#)



The Help Desk Team, from Left: Samantha Martinez, Veronica Zavala, Melody Tran, and Giselle Sanchez

Building Maintenance: Two Long Term Employees Making Big News



Thomas (Tom) Rogers

Senior Superintendent Tom Rogers was recently recognized at the Employee Appreciation Luncheon for celebrating his 45th year with the University of San Diego. Tom came to USD after completing four years in the United States Navy as a Boilerman. He has worn many hats since starting here in 1973: Utility Mechanic, Supervisor, and currently, Senior Superintendent for the Building Maintenance department.

The year before Tom started was a significant milestone in USD history. This was the year the Men’s and Women’s Colleges merged. This puts everything into perspective when you think of his many years of service. During this time, Tom has acquired a great knowledge of campus history and he’s built many professional relationships with the campus community. His personal, friendly leadership style are hallmarks of the “USD Way”. We are truly appreciative of his dedicated service.



Charles (Charlie) Thomas

Grounds and Transportation Manager Charlie Thomas joined the University in 1984. After 35 years of service to the University, he has decided to retire in May 2019. Before coming to USD Charlie served four years in the United States Navy as a postal clerk. Charlie started his career at USD as a Grounds Supervisor and in 2013 he was promoted to the Grounds and Transportation Manager.

Charlie has made many significant improvements to the Grounds department. He implemented our centralized, computer-controlled irrigation system and implements constant improvements in plant selection and area layout. These accomplishments have decreased our water usage over the last five years. With Charlie’s team of thirty-three employees, USD was named one of “The most beautiful campuses in the nation”. Thank you for your service, Charlie, we will truly miss you.

Sustainability: Trey McDonald and The Vampire Energy Slayers



Trey McDonald

Facilities Management and the Office of Sustainability is pleased to announce that Trey McDonald has been promoted to Director of Sustainability. Trey has worked in several capacities within sustainability for over 20 years. He’s been a biologist, environmental scientist, and university sustainability officer. Prior to his position at USD, he served as the sustainability officer for the University of North Carolina at Greensboro and as the first sustainability coordinator for the University of Richmond. Trey lead the development of comprehensive sustainability programs at each institution.

Outside of work, Trey enjoys restoring large, expensive things such as houses and cars. He and his wife Sara (a marine biologist with both the Monterey Bay Aquarium and Scripps) have won historic preservation awards for home renovations in both Florida and North Carolina. They also have two large, unruly dogs they adopted three months ago. Trey is an avid distance runner with two marathons to his credit, an all-around sports fan, and a self-avowed science fiction geek.

Vampire Energy Slayers

In October, the Office of Sustainability launched the Vampire Energy Slayers program which reached 250 employees in 8 campus buildings to raise awareness

about vampire energy.

Vampire energy is any energy consumed when electronics are left plugged in and not in use. It often disguises itself in phone charges, shredders, coffee makers and other electronics. Once an energy vampire was identified, a notice was placed on the appliance, providing tips on how to neutralize it. The simplest way being to unplug electronics after use, or switch off the power strip they are connected to.

If your office was not reached by the program, and you are interested in an audit, contact sustainability@san Diego.edu to setup a meeting with a vampire energy slayer.

Winter Preparations on Campus

Southern California’s winter is here and a mild El Nino is predicted. El Nino events can affect rainfall and it’s prudent to prepare for increased rain and wind. Often, much of our winter weather comes during the winter break and intersession when there are reduced levels of students, staff and faculty on campus. With fewer people on campus, there are fewer “eyes” that are watching for weather-related issues that affect our buildings. You can contribute to the preparation for storms, winter weather and taking care of unoccupied spaces by:

- Unplugging space heaters when not in use.
- Closing windows and doors before inclement weather.
- Reporting leaks or weather-related maintenance issues.

The following online resources may be helpful in your own preparations for inclement weather this winter:

- NOAA provides tips on how to prepare for a storm: <https://www.weather.gov/safety/winter-before>
- The City of San Diego’s website provides online resources: <https://www.sandiego.gov/storm-preparedness>
- The National Weather Service provides local weather forecasts on your computer or mobile phone, including: <https://www.weather.gov/contact/weatherreadynation>

Project Spotlight: Planning, Design & Construction

The office of Planning, Design & Construction is currently hard at work with over 50 active projects taking place all over campus. Below are highlights of three active projects in various phases of the design and construction process.



Design: Tennis Center

Design drawings for a new Tennis Center with coaches' offices, locker rooms, athlete support, and fan services are currently under development. This project also includes upgrades and modernization of the court surface to support tournament play.



Planning: PLRC

A complete exterior repainting of the Pardee Legal Research Center and surrounding stem walls is scheduled to take place over the 2019 Law School Intersession. This project is a part of our initiative to complete deferred maintenance projects on campus.



Construction: Mission & Ministry

A partial renovation of Founders Hall and construction of a new multi-purpose building are under way. The project is located in the Founder's East patio and will include an interior and exterior courtyard and patio spaces. Construction will be complete in early Summer 2019.

Environmental Health & Safety : Safety on Campus

Golf Cart Safety

An improved Golf Cart Safety Program has been introduced and it emphasizes accountability across campus. This means a safety-conscious approach to driving and reporting dangerous behavior. Some of the new requirements are:

- Video based training for all persons who drive a cart
- Supervisor led hands-on training for all new drivers of carts
- Warning stickers on all carts for the driver and passengers
- New straps and anchors for all carts equipped with cargo beds
- Rules of the road enforcement by Public Safety

Fire Prevention at Home and at Work

Winter Holidays are here and following a few simple tips for decorating will ensure a fire-safe holiday season.

- Choose holiday decorations that are flame resistant/retardant
- Keep candles away from decorations and trees
- Make sure the tree is not blocking an exit

- Replace any string of lights with worn or broken cords
- Be aware of mfr. recommendations for connecting strands
- Candles are not allowed in the workplace

Notes to Staff

Dustin and Steve did an awesome job! To diagnose the source of the leak could not have been easy, BUT they did it! They did a great job communicating to us at the LRC and they just did a sensational job. Please thank them again. This was first class all the way. Thank you from Bill and all of the LRC!
- William Froelke

Hilda did an incredible job, she is so kind and professional in all that she does. She managed to have the carpet cleaned on such short notice. The office smells clean and looks presentable. Thank you to Hilda for all of her work.
- Anzueth Zambrano

Carlos put in a lot of effort on a Friday evening. I would like to thank him.
- Alp Oktay

Thanh was very helpful getting this done on short notice and in time for graduation weekend. He is awesome!
- Uyen Nguyen

I am very pleased and impressed with the quick handling and return of the diploma covers that were left at the JCP after the graduate ceremony. The Facilities team is outstanding. Well done!
- Reul Shivers