

The Messenger Minnesota **Educational Facility Management Professionals**

Registration for the 2021 MASMS Conference is now open!
RESILIENCE IN ACTION

TOGETHER AGAIN
LET'S HAVE SOME FUN IN 2021

Conference | Thursday September 30th & Friday October 1st, 2021

Holiday Inn and Suites, 75 South 37th Avenue, St. Cloud, MN

Educational Opportunities | Educational sessions beneficial to all areas of Building & Grounds!

Great Trade Show on Thursday Afternoon | This is your opportunity to visit with over 200 vendors under one roof.

Presidents Reception | Banquet | Entertainment | Thursday

Enjoy an evening with your peers and business members—network, relax and honor achievements.

Twelve \$500 Building & Grounds Grants will be Awarded on the Trade Show Floor Drawings for twelve (12) \$500 Building and Grounds Grants.

Networking | Three days to network and learn from your peers and MASMS business members!

Dollars for Scholars Golf Event | Wednesday September 29, 2021 | 10:00 AM

Wapicada Golf Course, 4498 15th Street NE, Sauk Rapids, Minnesota

Registration starts at 8:30, shot gun start at 10AM, dinner at 4:30 PM. 18-hole best ball tournament, with fun on the course all day long!

Proceeds from this golf event fund the MASMS Scholarship Program

Open to all MASMS Educational and Business Members Teams are assigned at random.

Member Appreciation Reception | Wednesday September 29, 2021 | 7:30 PM Holiday Inn and Suites, 75 South 37th Avenue, St. Cloud, MN

All Business and Educational Members are Invited!

Join us for an Hors d'oeuvres reception with light entertainment and great networking opportunities

Full Conference Schedule: 2021 MASMS Conference Schedule

Registration Forms | WWW.MASMS.ORG | 2021 Conference Information and Registration under "MASMS" News!



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Colin Green

State President

A message from the President

The school year has ended and each of us can be proud for making it through. It has been a challenging year yet we can be grateful for making it through and for learning as we went along. This year tested our abilities and offered the opportunity for innovation. As necessity is the mother of invention, so also is MASMS with responding to the unknowns of this last school year. We saw this when Past President Jim Leuer had the foresight to bring together a community of professionals each week to identify solutions to seemingly insurmountable Covid19 related problems.

Myself along with other leaders in school health and safety; managers like Marc Bachman, Scott Kaminski, Maureen Mullen, Kevin Johnson, and Seth Putz to name a few, along with the ever-present help of Ruth Kraemer, had the opportunity to step in and serve as moderators as facility managers addressed the challenges of the pandemic in our schools, communities and lives.

Together we watched the collaboration and communication about problems and solutions develop into sincere human connections. The trusted tool box that is MASMS was there, but so was a safety net that MASMS provides through its community of dedicated professionals. That community in MASMS is what is available to all members, and I for one am

looking forward to engaging in it at our State Conference this fall.

This school year has ended and we got through it together. I want to thank every MASMS member for seeing it through and coming through stronger at the end. Whatever challenges come in the years ahead, because they will come, I'm confident that we will all be able to handle it based on how we handled this challenge.

A special thank you to each and every custodian who kept putting in the work to keep their schools safe by accepting a higher risk than others. Without your essential effort, this year's success wouldn't have been possible.

Sincerely, Colin Green

ATTENTION BUSINESS MEMBERS An Opportunity to highlight a new or remodeled school building your company designed or built.

We are looking for pictures for the front and back of the 2021 MASMS Directory. We need high quality pictures (outside and inside), a short description of the project along with <u>all MASMS business</u> members connected to the project (Architects, Construction Managers, Engineers, District Staff, etc.)

Please contact the MASMS Office at 1-320-685-4585 or <u>ruth@masms.org</u> with questions or to submit pictures and information.

The first 2 submitted before August 1st will be selected for the cover of the 2021 directory. All other submissions will be featured in the MASMS Newsletter throughout the year.

The Messenger

Vendor Gorner

Business Lessons from Ben Franklin



In the spirit of the 4th of July holiday, I thought I would share some business advice from one of the founding fathers, Ben Franklin:

"Promises may get thee friends, but non-performance will turn them into enemies." Don't overpromise and underdeliver, you should be doing the opposite! It is important to follow through and make sure that commitments made to your customers, and others, are met. Broken promises will result in a lack of confidence and trust, which are both critical for successful business relationships.

"Never ruin an apology with an excuse." We all make mistakes; it happens to every person and business. When you make a mistake, stand up to it and work hard to address it head on. Don't make excuses. As Ben was also quoted as saying: "He that is good at making excuses is seldom good for anything else."

"Glass, china, and reputation are easily cracked and never well mended." In business your reputation, both your personal reputation as well as the business's reputation, is everything. It can take years of hard work to build up a positive reputation and that can all be destroyed in a heartbeat

through bad decisions or other actions that can harm it. Another famous entrepreneur, Warren Buffet, stated: "It takes 20 years to build a reputation and five minutes to ruin it. If you think about that, you'll do things differently." Your reputation is an important asset, one of your most important ones, so work hard to protect and maintain it!

"Tell me and I forget, teach me and I may remember, involve me and I learn." Taking time to mentor and train people is always a struggle, but that "hands on" approach is so much more effective for people to learn what you are trying to teach them. Never underestimate the value of taking time to show people the ropes. Give them an opportunity to work with you directly – it will pay dividends!

Wishing you and your family a great 4th of July!

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The "Tool Box" for Educational Facility Management Professionals



Work safety

Health & Safety

The MASMS Health & Safety Committee supplies information for this section. If you have a specific topic you would like to see covered, let the MASMS office know.

Situational awareness can save your life.

Half of all accidents and injuries could probably be eliminated through situational awareness – the practice of paying attention to your surroundings, not just passing through them. At work, employees who take the time to observe their workplace surroundings and take action to correct problems, such as spilled liquids or oil, slipping hazards, missing machine guards, the smell of fumes or gas, will create a significantly safer workplace. Outside of work, people can scan their surroundings and take common sense precautions to help them stay safe.

Minnesota, the rest of the United States and the world have taken significant hits concerning unusual crises or problems that have affected us inside and outside the workplace in the past year-and-a-half. Facing situations such as workplace violence, political and cultural divide, civil unrest, a global pandemic, isolation, mental illness and active shooter incidents has left government officials, health experts and employers perplexed, sometimes causing them to give conflicting information, which only leads to more confusion and unease in the public.

Although the employer is ultimately responsible for their employees' safety, workplace conditions can sometimes change minute by minute. And employees must oversee their own safety at times, especially when they are separated from the main work location – working at a jobsite or in a client's home, traveling and staying overnight in an unfamiliar location, working in areas where their health and safety may be in jeopardy. Taking some of the simple steps below could help keep employees safe.

Observe your surroundings

Use your five senses – and trust your sixth sense – to warn you of any impending danger or problems. Realize some areas that appear safe in the morning may not be safe in the evening.

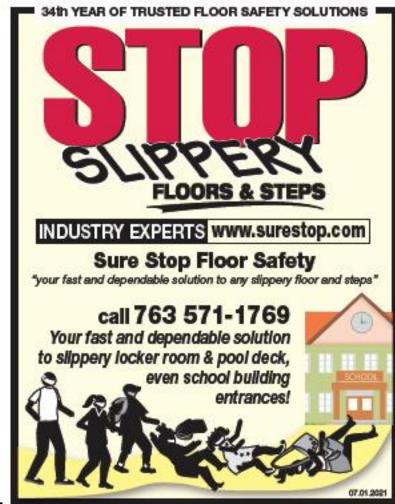
• Observe your surroundings, but avoid staring at anyone for long periods of time, which may seem aggressive to some people.

- Your phone can be your friend or enemy. Use preset emergency numbers on your phone for speed dialing and call your employer if conditions change where you are located, but do not get distracted by your phone or use it for general texting or entertainment if it takes your attention away from your surroundings. The state will give emergency warnings for storms, road closure or public safety hazards, such as curfews, so keep your phone charged and ready for use. Remember you can also text 911 if you are unable to talk.
- Observe who could help and who may hinder a situation if one arises. What can be used as a barrier or a weapon?
- Do not appear to be a victim or be overly aggressive. Predators look for vulnerable, distracted and easy prey. This does not mean you should invite aggression by appearing challenging, arrogant or aggressive. It is important to be confident and aware of your surroundings. Don't look like a tourist, even if you are one.
- Pay attention to your intuition, that sixth sense. If a situation feels wrong, it probably is. Your body and mind can process millions of pieces of information quickly and can often detect danger before it fully reveals itself.

Have two exit plans

Always have two exit plans, so if one becomes blocked, you can still leave a situation. Remember, an exit door is not the only exit, you can use a window or whatever else you can think of. If you are disabled or otherwise hindered physically, it is important you have a plan in place if you cannot run or fight.

Continued on Page 5



WELCOME NEW BUSINESS MEMBERS

Dan Martineau, Clean Response Delbert Feenstra, Knutson Construction Keane McWaters, Knutson Construction Kathy Johnson, Signation Sign Group Scott VanderHeiden, Emanuelson-Podas Rick Dale, Emanuelson-Podas Sue Peterson, ISG Thad Dahling, ISG Charlotte Nienhaus, ISG Kevin Benz, Fire Protection Equipment Co. Kyle Gardner, State Supply Company Larry Fryklund, State Supply Company Cory Meyer, Kline-Johnson **Todd Goldwasser**, CFS Interior & Flooring Vicky Langan, CFS Interior & Flooring Tammy Jo (TJ) Riebe, Cloud Disinfect-It Patrick Carder, Liberty Supply LLC Nate Oleson, Hillyard Inc. Gary Lovitz, Ingensa, Inc. Rochelle VanDenHeuvel, Ingensa, Inc.

WELCOME NEW BUSINESS MEMBERS

Steve Field, Field Environmental Consulting
Matt Lloyd, Super Set Tile & Stone
Scott Berning, Super Set Tile & Stone
Brandon Larson, H2I Group
Mike Ludwig, H2I Group
Brandon Sward, H2I Group
Jay Pomeroy, Bolton & Menk, Inc.
Wes Thone, Roof Spec, Inc.

WELCOME NEW EDUCATIONAL MEMBERS

Lisa Alden, Stewartville ISD Robert Dahl, Stewartville ISD Josh Light, Stewartville ISD Kyle Uecker, So. Washington County ISD

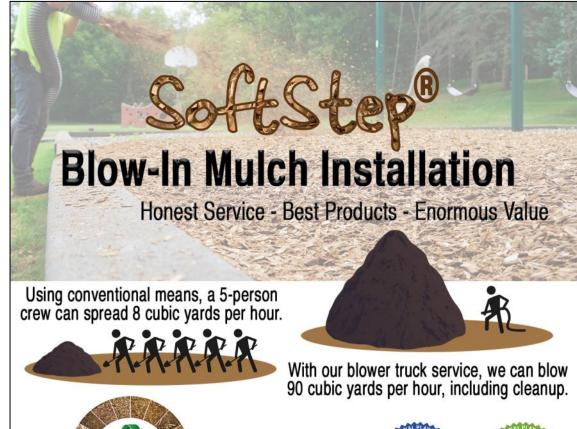
Situational awareness can save your life.

Continued from Page 4.

- Park your vehicle in a manner so you won't be blocked in.
- If you cannot get to your car safely, look for a safe area you can get to.
- The GPS on your phone may help you get to a safe place.

Try de-escalation techniques

De-escalation techniques are an important skill everyone should learn. Such techniques can help calm a tense situation, so those involved don't become more heated and agitated. Courses are offered in-person and online, which could give employees confidence in handling difficult situations. Those who are situationally aware may notice others' body language, mood changes and other warning signals even before a situation escalates.



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Project Highlight

Submitted by: **H+U Construction**"Top Project of 2020" by Finance & Commerce magazine

Humboldt High School | Saint Paul Public Schools

Type: Additions, Renovations and Deferred Maintenance

with a project cost of \$43.9 million.

Project Size: 200,000/SF

Construction Manager/Contractor: H+U Construction

Architect: Cuningham Group Architecture Structural/Civil Engineer: Clark Engineering MEP Engineer: Ericksen Ellison & Associates Technology Consultant: The Westlund Group Theatrical Consultant: Schuler Shook Food Service Consultant: Rippe Associates



Project Description: Building additions and renovations to ensure the school is able to meet the 21st century learning needs of students. Project features include two 3-story building additions:

1.One addition providing a "house" for the middle school students and relocate the main entry of the building to provide an identifiable entry adjacent to parking.

2. The other addition allows the right-sizing of learning spaces to support the existing student population.

Modified the site to provide an outdoor plaza adjacent to the main entry for outdoor learning. Several interior renovations to right-size classrooms; co-locate Career and Technical Education and Fine Arts programs to allow for greater collaboration; and relocate administration services directly adjacent to the main entry for a safe and secure entry.



The "Tool Box" for Educational Facility Management Professionals

Construction and Equipment Purchases with Federal Relief Funds

Information provided by Bianca Virnig, Metro ECSU

A district submitting a budget with **construction or major equipment** (unit cost of \$5,000 or more) must receive **prior approval from MDE for that particular expense** before the overall budget can be approved. Instructions on how to receive prior approval can be found in the <u>Construction and Equipment Purchases in ESSER and GEER</u> document on the <u>CARES Act Funding Information</u> page. When evaluating requests, a key question will be: How are these funds being used to **respond to the COVID-19 pandemic**?

Here's some additional information, if it's helpful: I'll start with a brief overview of the different funds that are currently available to most districts or will be available soon. There are a few other niche funds that get used for other state-directed activities, but these are the main ones available to districts:

- **ESSER I 90% formula funds** (FIN 151 in our finance code system) are available to districts that were Title I-A-eligible in 2019-20. These funds can be used very broadly for most COVID-19-related needs, including for purposes as broad as maintaining operations and staffing in the face of declining revenue from other sources.
- ESSER I 9.5% state-directed grants (FIN 152) are available to districts that were not Title I-A-eligible in 2019-20, and/or received less than \$10,000 of ESSER I 90% formula funds, and/or received a share of funds lower than their share of students from historically underserved populations. These funds can be used for four particular topics:
 - **Technology** (devices, hotspots, broadband, etc.)
 - Summer school programming (in-person)
 - Mental health
 - Needs specific to students from historically underserved populations
 - **GEER funds** (FIN 153) are available to nearly all districts and can be used for two particular topics:
 - **Technology** (same as FIN 152)
 - Summer school programming (same as FIN 152)
- ESSER II 90% formula funds (FIN 155) are available to districts that were Title I-A-eligible in 2020-21 and can be used for the same broad set of expenses as the FIN 151 funds.
- are available to districts that were **not** Title I-A-eligible in 2020-21 and can be used for the same broad set of expenses as the FIN 151 and FIN 155 funds.
- e ESSER III formula funds (FIN 160) will be available shortly to districts that were Title I-A-eligible in 2020-21 and can be used for the same broad set of expenses as the FIN 151 and FIN 155 funds
- ESSER III learning recovery funds (FIN 161) will also be available shortly to districts that were Title I-A-eligible in 2020-21 and can only be used for expenses that support learning recovery. Further guidance on those allowable uses will be coming from MDE.

The first round of funds (FIN 151, 152, and 153) can be used through **September 30, 2022**.

The **second round of funds** (FIN 155 and 156) can be used through **September 30, 2023**.

The third round of funds (FIN 160 and 161) can be used through September 30, 2024.

Unlike most other federal funds, these funds are **not** restricted by a supplement-not-supplant requirement, which further expands the potential range of uses. For all of the funds, a key question from MDE will be: How are these funds being used to **respond to the COVID-19 pandemic**?

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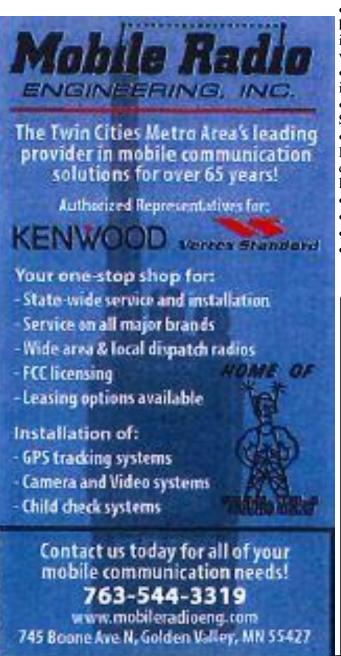


Construction and Equipment Purchases with Federal Relief Funds Continued from page 7

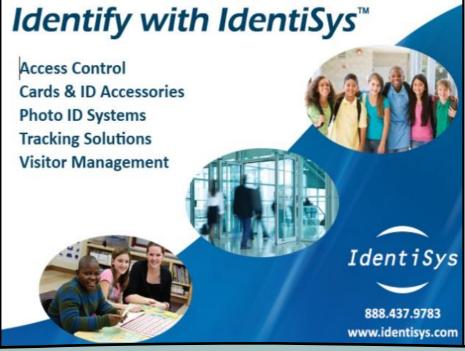
To apply for funds, districts must complete a few steps in a few different sections of the SERVS grant management system:

- In the Manage Allocations / Competitive Awards section, the superintendent must accept the relevant award.
- In the Grant Management section, the district must upload an application document. This looks different for each program, and a given program's document(s) can be found by clicking on "Search Open Grant Opportunities," then entering the three-digit FIN code. The person who has the necessary role in SERVS to do this varies from district to district, but is often either the business manager or the superintendent.
 - The deadline to upload these documents for FIN 151, 152, and 153 was May 1, 2021.
 - The deadline to upload for FIN 155 and 156 is June 30, 2021.
 - The deadline to upload for FIN 160 and 161 has not yet been finalized, but will likely be early fall of 2021.
 - Also in the Grant Management section, the superintendent must "sign" the application.
 - In the Manage Applications & Budgets section, the district must submit an object-level budget for each fiscal year in which they are using the funds.

As stated earlier, a district submitting a budget with **construction or major equipment** (unit cost of \$5,000 or more) must receive **pri**or approval from MDE for that particular expense before the overall budget can be approved. Instructions on how to receive prior approval can be found in the Construction and Equipment Purchases in ESSER and GEER document on the CARES Act Funding Information page.



- Also in the Manage Applications & Budgets section, and after MDE has approved the budget, the district can begin drawing funds to reimburse itself for the expenses listed in the budget. Funds cannot be drawn in advance of expenditures.
- The deadline to draw funds for expenses from June 30, 2021 or earlier is **September 13, 2021**.
- The deadline to draw funds for expenses from the first quarter of SFY22 (meaning July 1-September 30 of 2021) is December 13, 2021.
- The draw deadlines will continue on a quarterly basis through at least December 12, 2022, at which point we will consider whether to maintain that draw schedule or adjust it. That means the remaining confirmed draw deadlines will be:
- March 14, 2022 for expenses from October 1-December 31, 2021.
- June 13, 2022 for expenses from January 1-March 31, 2022.
- September 12, 2022 for expenses from April 1-June 30, 2022.
- December 12, 2022 for expenses from July 1-September 30, 2022.



Message from MASMS Lobbyist, Sam Walseth

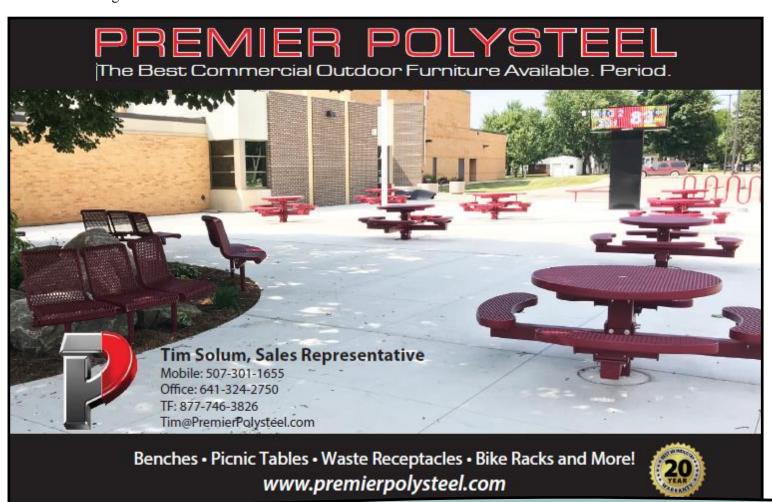
June Special Session winds down.

Governor Walz called the legislature into a special session on Monday, June 14 to begin serious work on finalizing the details of a two-year state budget plan that was agreed to on May 17. June 30th became the new deadline for finalizing all of the budget bills as the state's fiscal year ends that day. This article was written on June 29 in the final throws of legislative drama over the Public Safety bill, specifically reforms on community policing, and the Governor's continued use of peacetime emergency powers. It's my hope that by the time you read this article the special session concluded on time and we avoided a partial shutdown of some state government services.

For E-12 education, the final bill came together on a spending target of \$554M in new education spending for the next two fiscal years. The spending implications of this target were allowed to grow to \$669M in the two year budget that follows, referred to as the "tails" budget. The feature component for school districts in the new E-12 budget bill is a 2.45% and 2% annual increase on the basic education formula over the next two years, respectively. No inflationary increases for the "tails" budget to the basic formula were included in the final bill.

Coming in at 71 pages, the final E-12 bill is a far cry from the 256 pages that was originally passed off of the House floor last April. Numerous proposed mandates failed to make it across the finish line. School districts are mostly breathing a sigh of relief at the limited scope of the policy in the new E-12 bill, and to have new basic formula funds on the way. Districts receiving PreK funds through the "school readiness plus" program will see those funds continued for another two-years. A token amount of special education funding was included on a one-time basis. The major category of funding outside of the core of school district general funds, is \$10 million/year for "grow your own" teachers of color programming. Improving racial equity in public education outcomes was a major focus of discussion through the regular legislative session. Most acknowledged the need to diversify our teaching workforce to better meet students of color where they're in their educational careers. Time will tell if these new state investments have a positive impact on teaching and learning.

As for facilities; you win some and you lose some. MASMS tracked and worked on two legislative pieces this session. The first, changes to LTFM to expand the allowable uses to include digital technology and subscriptions, was not included in the final E-12 bill. This is a relief to MASMS members. On the other hand, allowing greater Minnesota school districts to have the same \$65/pupil in deferred maintenance authority for cooperative facilities as metro schools have for the Intermediate schools unfortunately did not make it into the final E-12 bill. The 2022 legislative session begins on January 31, 2022. Your MASMS legislative leadership group will continue to monitor legislative chatter over the interim.



Are you tracking for the MASMS **Certification Program?**

If you are, please watch your mail for your current tracking sheet. It will be mailed out in July. Once you receive it, please check the sheet and contact the MASMS office with any additions or changes you have.

If you are not tracking for the certification program and want to, please contact the MASMS office to start.

If you think you are tracking, and do not receive a tracking sheet in July, please contact the MASMS office.

It is time to renew your MASMS Membership!

The MASMS Membership year runs from July 1st to June 30th of each year.

Membership forms for renewal are now available.

When you click on the provided files, fill in the pages by moving from field to field with tab or your mouse, save it and email it back to the MASMS Office OR

you may open the form, print it, fill it out manually, scan it and email it to the MASMS office or copy it and snail mail it to the MASMS office.

Click here for the membership form

you need:

Education Membership Forms Business Membership Forms Retired Membership Forms

Or go to www.masms.org and select membership forms under "quicklinks" on the left hand side of the window.

Please contact the MASMS office with any questions and/or concerns (ruth@masms.org or (320) 685~ 4585).

Business Members please note: You must have your membership renewal in before you can register for a booth at the fall conference.

Looking for a Mentor, or just someone to talk to?

Meet with your MASMS Mentor in person or phone contact only. Contact the MASMS office at ruth@masms.org if you are interested!



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Did you miss the MASMS Virtual Custodial/Maintenance/Grounds Days?

It's not too late!

All sessions were recorded and are available for replay. Go to www.masms.org and select Custodial/Grounds/Maintenance Days Virtual Training Session Links at the top of the page.

Sessions available:

Urethane Floor Finishes

Presenter: Chris Boxmeyer, Ultra Durable Technologies

Roof Maintenance and In House Inspection

Presenter: Larry Brown, Kline-Johnson

Cleaning

Presenter: John Richmeier, Tarkett

Play it Safe:

Facility Management of Play Structures and Surfaces

Presenter: Mary Ferrian, IEA, Inc.

Clean Up Water Damage

Presenter: Scott Clemente, Servpro

Equipment Use and Care

Presenter: John Dalman, Hillyard





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2021 Conference Highlights!



Thursday September 30th 1-5 PM Trade Show Visit with the experts! Thursday September 30th | 8AM KEYNOTE SPEAKER Mark J. Lindquist "Your Passion!"





REESTABLISHING CONNECTIONS
TOGETHER AGAIN RESILIENCE IN ACTION
A NEW BEGINNING



Networking!

Friday October 1st | 8AM KEYNOTE SPEAKER Holly Hoffman "Your Winner Within!" EDUCATION | EDUCATION | EDUCATION | Thursday September 30th & Friday October 1st

We hope that you are planning to attend this year's conference.

We are proud to have the opportunity to bring together so many dedicated, hard working building and ground leaders and staff, and business partners.

This conference brings you the unique opportunity to interact with the men and women who have dedicated their professional lives to the care of Minnesota Educational facilities and all who use them.

We hope you attend and enjoy this conference. We truly enjoy the opportunity of bringing it to you!



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UPCOMING MASMS EVENTS

09/29/21 MASMS Scholarship Golf Event
 09/30/21 MASMS Fall Conference and Expo
 10/01/21 MASMS Fall Conference

The following Chapter Officer Positions Are Open:

Please contact the MASMS office if you would be interested in serving in one of these positions.

Northern Chapter: Secretary & Director Positions West Central Chapter: Secretary

A Chapter Secretary maintains minutes of chapter meetings; A Chapter Director is the liaison between the Chapter and the Executive Board and the Chapter Vendor Rep is the liaison between business members and the chapter.

MASMS EXECUTIVE BOARD

President | Colin Green, Waseca Schools
President Elect | Chris Wirz, St. Francis Schools
Vice President | Seth Putz, Lake of the Woods
Past President | Jim Leuer, Rockford Schools
Secretary | Kain Smith, Faribault Schools
Treasurer | Kevin Hildebrandt, ISG
Vendor Director | Mike Remington, Inspec

NORTHERN CHAPTER DIRECTOR OPEN
SOUTHERN CHAPTER DIRECTOR
KEVIN JOHNSON, RED WING SCHOOLS, RETIRED
METRO CHAPTER DIRECTOR
CHRIS WIRZ, ST. FRANCIS SCHOOLS
NW CHAPTER DIRECTOR
SETH PUTZ, LAKE OF THE WOODS
WEST CHAPTER DIRECTOR
WADE NIBBE, ALEXANDRIA SCHOOLS

EXECUTIVE ADMINISTRATOR
RUTH KRAEMER, MASMS OFFICE



Information and Links for Boiler Training

We added a new section to the MASMS Website (www.masms.org) under "Quicklinks" titled Boiler License Information.

This area contains links for state contacts, resources, training and policy information.

that would be helpful to MASMS members please forward them to the MASMS office (ruth@masms.org). Additional information that may be helpful is welcome and will be added to the

If you have information and links

MASMIS YIEILILOW IPAGIES

Looking for a specific product or service? Need more information on a product?

website.

Our Business Members are listed in the MASMS Yellow Pages on the MASMS website. It is listed by product and service categories.

Just click on a name and you will go to the company's web site! Easy!



Volunteers | The broadest, and maybe the most meaningful definition of volunteering: Doing more than you have to because you want to, for a cause you consider good!

