



Minnesota Educational Facility Management Professionals

The Messenger

May 2020
Newsletter

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Cold Spring, Minnesota



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MASMS.ORG

MASMS Custodial/Maintenance/Grounds Appreciation Days has always been our way to say thank you to our custodial, grounds and maintenance Staff!

Due to the impact of COVID-19 that would affect the overall quality of Custodial/Grounds/Maintenance Days and, most of all for the safety of our members, it is with regret that MASMS will be cancelling all of these events statewide that were scheduled for June.

We want to thank our custodial, grounds and maintenance staff, especially during these trying times. Across Minnesota, school building and grounds staffs are doing their part to help stop the spread of the novel coronavirus.



*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!*

Chapter Officers Information

Chapter Officers are an important part of MASMS. Monthly chapter meetings are a staple of MASMS, providing educational and networking opportunities on a regular and continuing basis. Without chapter officers, chapter meetings would not happen! Thank you to all who volunteer each year at the chapter level.

With chapter meetings not taking place this spring, chapter officer elections were not held. Chapter elections for 2020 will take place at the first chapter meeting in the fall.

President: Presides over chapter meetings, prepares agendas and helps select educational programs for chapter meetings and custodial days.

Vice President: Assists in selecting educational programs, presides over chapter meetings in the absence of the president.

Secretary: Keeps minutes of all the chapter meetings.

Director: Is the liaison between the Chapter and the Executive Board bringing information and concerns to and from the chapter.

Vendor Rep: Is the liaison between the vendor members and the Chapter Officers.

Chapter positions to be filled for 2020:

President | Metro Chapter
Secretary | North, Northwest and West Chapters
Vice President | Southern Chapter
Director | North, Northwest and West Chapters

Consider volunteering as a chapter officer. Contact your current chapter officers to offer your skills and knowledge. Also, new ideas for educational sessions and topics are always welcome. Please share your ideas with your chapter!

MESSAGE FROM
THE BOARD

Doug Slininger
West Central
Chapter Director

Hello Everyone,

Hope everyone is doing well.

If you haven't looked at the Covid-19 Discussion Form on the MASMS website, please do. If you have questions take a look, maybe your question has been brought up and discussed. If not, please throw it out there and look for responses.

It has been and will continue to be challenging times for you and your staff, not only in cleaning, but I'm sure some may have a lot on their minds. It may be themselves or someone they know that is at high risk. Visit with your staff as they may need that shoulder to vent on, as everyone needs that once in awhile.

Keeping a positive outlook will help everyone in these challenging times.

Hopefully soon the shelter in place order will be lifted and that will relieve some tension, I hope.

Stay Safe, Doug

WELCOME NEW MASMS MEMBERS!

Business Members

Heather Ashbough, Duluth Schools
Todd Passenheim, Osseo Schools
Jodie Stackhouse, Osseo Schools
Dave Patterson, Osseo Schools
Dan Holthus, Osseo Schools
Eric Parker, Osseo Schools

Business Members

Patrick Carder, State Supply
Brady Hendricks, Virco, Inc.
Gregory Meyer, 3M Commercial Solutions
Megan Prins, Ace Moving & Warehousing

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company/masms](https://www.linkedin.com/company/masms)



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.

Facility Cleaning & Disinfecting Lessons from COVID-19

Taken from a Powerpoint Presentation by Amy Satterfield, IEA, Inc

Fast Facts SARS-CoV-2/Coronavirus/COVID-19 Remaining Viable on Surfaces:

Copper | 4 Hours Cardboard | 24 Hours Stainless | 72 Hours Plastics | 72-96 Hours

Routes of Transmission include respiratory droplets and contact surface. Aerosolized (smaller than droplets) maybe possible in medical/nebulizer scenarios vs. typical workplace.

SARS-CoV-2 can be inactivated quite easily with many commonly used disinfectants. It is the same family as Coronavirus (colds/respiratory diseases) and therefore same virus envelope structure. TIME is a valuable deactivator of the virus –if feasible, limiting access to impacted areas for virus die-off prevents spread.

How to respond in your facility? Fight, or Flight or Tactical Approach?

HVAC Operation During COVID-19

According to ASHRAE For Schools/Office Facilities (Vs. Medical) Operate HVAC to provide full air exchanges and dilution and provide sufficient filtration.

No evidence to date that suggests SARS-CoV-2 will impact ventilation in non-medical setting.

EPA Guidance:

DO NOT use Ozone machines | DO NOT rely on room air purifiers to combat

Some Emerging Article Discussions On:

Humidity Control | Most non-medical facilities are not designed for high humidity levels.

Biopolar Ionization/UV Lights, etc. may not be effective in large HVAC spaces.

Make sure to review any alterations with a design professional!

Continued on page 4

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The "Tool Box" for Educational Facility Management Professionals

Facility Cleaning & Disinfecting Lessons from COVID-19 (Continued from page 3)

Cleaning | Disinfecting | Sanitizing **CLEANING** - removes germs, dirt & impurities from surfaces
DISINFECTING - kills germs on surfaces
SANITIZING - Process of lowering germs on surfaces to a safe level.

What Surface Disinfectant to Use?

Be sure to verify against approved product lists and contact time:

EPA <https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2>

Center for Biocide Chemistries

<https://www.americanchemistry.com/Novel-Coronavirus-Fighting-Products-List.pdf>

What Surfaces are High Touch? | Audit Your Facilities High Touch Surfaces

CDC Website Provides Guidance. Here are some examples:

Main Entrance Door (inside AND outside)	High Traffic Door Handles	Desks/tables in work areas
Fixture Faucets	Break Room Appliances	Chair Arms (office/break rooms)
Drinking Fountain Triggers	Light Switches	Playground Equipment/Toys/Sport Toys
Computer Keyboards/Mouse	Phones	

What are NOT typically high touch:

Ceiling	Walls (possibly below 6' if childcare area)
HVAC	Floors (unless floor activities/crawlers)

Confirmed or Suspected COVID-19 Case In Facility CDC recommends:

Close off area for 24 Hours or as long as feasible; Ventilate/circulate Air; Clean & Disinfect

If nobody is in the facility or sections –general maintenance cleaning sufficient after targeted cleaning.

Emerging Challenges:

Sanitizing Process

Two Primary Methods to Mitigate Virus or Flu Outbreak

Control the Facility (Closing or Sanitizing) * & Control the People (Isolate, Hand Washing, Distancing, Masks)

Commercial/Educational Buildings Are Not Medical Facilities. Years of Bio-loading on Surfaces.

This can reduce the effectiveness of disinfectant by:

Protecting the germs/virus through physical barrier

“chews” through disinfectant before it can be effective

Residue from disinfectant can leave sticky surface to accumulate

Medical facilities do not allow bio load to accumulate through process of ongoing sanitizing

This means your outbreak targeted efforts may not be as effective as you expect.

Document and Focus on an Effective Sanitizing Program for Situation

Healthy General Cleaning & Successful Targeted and Enhanced Cleaning in Response to an Outbreak

Gold Star Method

Step 1: Elbow grease and general soap/water to remove bio-load
 (no repeat use of cleaning pad!)

Step 2: Correct disinfectant with correct contact time

Step 3: Clean damp cloth to wipe disinfectant

Sound Familiar??

Washing hands with soap and water is the best way to get rid of germs in most situations.

Sanitizers can quickly reduce the number of germs on hands in many situations. However, sanitizers do not get rid of all types of germs. Hand sanitizers may not be as effective when hands are visibly dirty or greasy.

The Smear

No pre-cleaning & spraying/applying disinfectant

Wiping off with multi-use rag or towel

Accumulates bio-loading and smears to the next location

Disinfectant product becomes less and less effective

Continued on page 5

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SYLVA

Facility Cleaning & Disinfecting Lessons from COVID-19 (Continued from page 4)

The Overdose

- No pre-cleaning & spraying/fogging disinfectant
- Bio load never removed
- Product can damage/corrode facility materials

Residual disinfectant leaves residue which can accumulate more bio load
 * Fogging/Wide-Area Spraying Not Recommended by the EPA

How do You Know if Sanitizing Works?

- Utilize Infection Control Knowledge –medical facilities methods
- Documentation that bio load has been removed
- Maintain surface cleanliness levels
- Understand how clean surfaces are pre-process start
- Use the correct cleaning & disinfecting procedure

Confidence in the Process

Ensure Confidence through 3rd Party testing:

- Surface testing pre/post to document successful methods
- Documentation for stakeholders/administration on what cannot be seen visually (common practice and recommended by AIHA)
- ATP Swab Sampling –Utilized in infection control/Operating Rooms
- Provides verification that bio-loading has been removed, surface is sanitized, therefore minimized risk of spreading infection

Emerging Challenges: Unintentional Impacts of Product Use

Mass amounts of product being pumped into environment; \$\$\$Spent on products –does it need to be?; Availability of Products

Non-COVID-19 Exposure Issues | Building Occupants

Large amounts of chemical use is starting to cause IAQ issues to emerge:
 Irritant to lungs/asthma & Skin Irritation/burns

Non-COVID-19 Exposure Issues | Building Staff

Worker Safety Concerns.
 Not trained on chemicals; if hazard added to job duty –require ERK training;
 Used to chemicals –but “crisis brain” kicks in trained brain not used!
 Improper use of chemicals –burns/hives/lung/respiratory issues starting to occur.
 Well-intentioned overuse of chemical “More is Better”
 The number of OSHA calls has been increasing.

Primary focus of facility managers in time of crisis should be:

- Know the reliable facts (CDC,WHO, MDH, John Hopkins sources)
- Make sure approach to sanitizing facility is effective, functional and economical to minimize risk of infection spread
- Utilize your resources that have your best interest in mind; do your due diligence
- Document wherever you can for confidence in your facility processes and trainings
- Keep children, staff, public and yourself as safe as possible

Sources:
 New England Journal of Medicine | March 17, 2020
 NCBI (The National Center for Biotechnology Information)
 WHO Article | March 29, 2020

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COVID-19 Discussion Forum

MASMS has added a COVID-19 Discussion Forum for members to use to share information during this time. Feel free to use this forum to share information or ask questions about COVID-19 applicable to MASMS members.

Login at www.masms.org

- Select the "Covid-19 Discussion Forum" button on the left side of this window.
- Use this forum to share information on the COVID -19.

Contact the MASMS office with questions
 (320) 685-4585 or ruth@masms.org

Vendor Corner



*Mike Remington, Inspec
MASMS Vendor Rep*



Visit the MASMS On-Line Store

Order your items and
pick them up at the
conference!

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Go to web site:

<https://masms2020.itemorder.com>

Order and pay for your
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Items will be delivered to
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Store opens on
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will close on
September 4, 2020

For every item purchased
at the MASMS On-Line
Store, \$5.00 is donated
to the MASMS
Scholarship Fund!

Getting Through Tough Times

These are challenging times without a doubt. Winston Churchill once said: "If you're going through hell, keep going." We all need to do the best we can to bear down and keep moving forward the best we can. A former teacher of mine sent me an interesting email recently that I feel puts this current virus crisis in perspective a little bit:

Imagine you'd been born in the year 1900. On your 14th birthday, World War I starts and doesn't end until you're 18 with 22 million people perishing in that war. Later that same year the Spanish Flu epidemic hits and in the next two years 50 million people die from it. When you turn 29 the Great Depression begins and doesn't end until you turn 33. Just six years later World War II starts and when you turn 41 the United States is fully involved in the war. 75 million people perished in that war. Then the smallpox epidemic starts and kills 300 million people in your lifetime. When you turn 50 the Korean War starts, costing another 5 million lives. From the time you were born until you turn 55 you deal with the fear of contracting Polio each summer, watching friends and family that contract it become paralyzed or dying from it. As you turn 55 the war breaks out in Vietnam and goes for nearly 20 years, another 4 million perish. In your later years you live with fear of nuclear war throughout the Cold War and Cuban Missile Crisis.

Think about what your parents and/or grandparents went through! Perspective is an amazing thing that gets more refined and enlightening as time goes on. Your parents and/or grandparents were called to endure all of the above - you and I are called to stay home for a couple of months and sit on our couch. I sincerely hope you and your loved ones stay healthy and well throughout this crisis and take care!



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MASMS Award Nomination

Each year, MASMS recognizes outstanding members who are dedicated leaders within the area of facilities, grounds and health and safety operations for Minnesota K-12 and higher education schools. We encourage you to consider nominating yourself or a colleague for recognition. Nominate someone who you feel has the qualities of a leader who is committed to excellence in the operation and care of educational facilities and who is an exemplary representative of MASMS.

The following awards are presented at the MASMS Annual Conference in October.

Educational Facility Management Professional of the Year

Each year MASMS awards this highest honor to a MASMS member who exhibits professionalism, leadership, service and commitment to their career and life. This person is a leader who is committed to excellence in the operation and care of educational facilities and who is an exemplary representative of MASMS.

Outstanding Contributor Award | Educational Member

This recognizes an educational member outstanding dedication to MASMS and their commitment to educational facilities management.

Fred King Outstanding Contributor Award | Business Member

This recognizes a business member outstanding dedication to MASMS and their commitment to educational facilities management.

To nominate yourself or a colleague:

1. Indicate the award type (one of the 3 above).
2. List the name, job title, school/business, email and phone number of the person you are nominating.
3. Give a brief explanation of why this person should be considered for the award.
4. List the name of the person making the nomination, their email and phone number.
5. Email or mail the information to the MASMS office at 600 4th Street No, Cold Spring MN 56320 or ruth@masms.org

If you have any questions about the nomination process or leadership roles, please contact Kevin Hildebrandt, Nominating Committee Chair, at Kevin.Hildebrandt@is-grp.com.

Looking for a Mentor? Options Include:

- Meet once a month with your MASMS Mentor
- Phone contact only—Contact only when issues arise or when you need advice.

Contact the MASMS office at ruth@masms.org if you would like to find a mentor!



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Legislature Update

Sam Walseth, MASMS Lobbyist

2020 Legislature is heading to the finish Line

The state constitution requires the legislature to adjourn the 2019-20 biennial session “sine die” or “to never return” on Monday, May 18. As required by the constitution the legislature can’t pass bills on a day prescribed for adjournment ‘sine die’ and therefore they have until midnight on Sunday, May 17 to send bills to the Governor.

The Legislature continues to operate remotely and virtually as they try to process the remaining business before them. The final pieces of the legislature puzzle revolve around the bonding bill, a potential tax bill, non-controversial policy items that don’t carry a cost and what, if anything, to do with the state’s budget as we get news that the state is looking at a \$2.4B deficit for the current biennium and federal relief funds are set to flow to the state.

MASMS continues to track the Education discussion as the House and Senate debate sending a bill to the Governor that would clarify several education financial and policy issues raised during the distance learning period. One of these items has to do with the ability of school districts to transfer funds across various accounts, including LTFM revenue. Normally, school districts are prohibited from moving money across various funds, but the legislature has allowed such activity when times are tough. In fact, the Governor’s latest executive order for Education, EO 20-41, signed on 4.23.20, does allow school districts to request a broad array of fund transfers for fiscal year 2020, which ends on June 30.

Because the Governor has ordered schools to keep paying hourly staff, provide nutrition services and child care for essential workers, some schools have run their food service and community education balances down, if not into a deficit. The MDE issued guidance a few weeks ago saying schools can let go of staff whose positions are heavily reliant on fee revenues and that’s helped stop the bleeding in those accounts. In order to help schools keep these accounts from running in the red and to keep paying staff, the Governor’s EO 20-41 allows districts to request fund transfers from the MDE. The authority says school districts would have until June 30 to make fund transfers as long as it doesn’t increase state aid obligations to the school district or result in additional property tax authority for the school district. Transferring fiscal year 2020 funds from LTFM to another account should only be done as a last resort given the pandemic and we hope district officials think through this very carefully.

Pressure to continue the fund transfer authority into fiscal year 2021 (and perhaps beyond) is likely to mount as school administrators look ahead to a bleak state financial picture. We’re tracking a House Education Finance bill, HF 4542, that would codify many pieces of EO 20-41 into a session law covering the distance learning period in fiscal year 2020. We’re aware of informal requests to amend this bill to continue the fund transfer authority into 2021.

Fund transfer authority, education policy issues like radon testing and unclaimed drug policies, hang in the balance as the legislature pushes their work to the last minute. The final days and weeks of a legislative session are always messy, hazy and hard to track, but it’s even more so this session as they legislate from a distance.

SAVE THE DATE

DAY ON THE HILL

Visit with Your Legislators!

**We are planning this event
for February 21, 2021**

Watch for Details!



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2020 Conference Event Information

Thursday October 1st & Friday October 2nd, 2020

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

Educational Opportunities The conference provides educational sessions beneficial to all areas of Building & Grounds!

Great Trade Show This is your opportunity to meet and visit with vendors. This expo is the only place you will find a great number of facility management vendors all under one roof!

Presidents Reception | Banquet | Entertainment Enjoy an evening with your peers networking, relaxing and honoring achievements as well as great entertainment!

Twelve \$500 Building & Grounds Grants will be Awarded

During the Trade Show on Thursday there will be drawings for twelve (12) \$500 Building and Grounds Grants to be used for a building and grounds project of the schools choosing! If you register for the conference, you are automatically in the drawing! (Must be present to win).

Networking Three days to network and learn from your peers!

Wednesday September 30, 2020

Dollars for Scholars Golf Event

Wapicada Golf Course, 4498 15th Street NE, Sauk Rapids, Minnesota | www.wapicada.com | (320) 251-7804

Registration: 8:30-9:30AM, with golf at starting at 10AM, followed by dinner at 4:30 PM

- 18-hole best ball tournament
- Shotgun start promptly at 10AM
- Proceeds from this golf event fund the MASMS Scholarship Program
- Open to all conference attendees. Teams are assigned at random.
- Shuttle service provided to/from the Holiday Inn at no charge. Leave your car at the hotel and leave the driving to us!

Business Member Appreciation | 7:30 PM at the St. Cloud Holiday Inn and Suites

All Business and Educational Members are Invited! | Hors d'oeuvres Reception—Entertainment and Networking

Registration forms will be arriving in your mail box by May 20, 2020!

Energy Savings You Can Rely On

With a solar subscription from IPS Solar, schools can save upwards of \$1 million on energy costs over 25 years **without spending any money upfront.**

"The savings are huge because they go not into my budget but into the general budget where they can be used for books and stuff for kids." - Kevin Johnson, Director of Buildings and Grounds, Red Wing School District

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- Faribault Schools	- Rockford Schools
- Hopkins High	- St. Cloud Schools
- Macalester College	- Triton Schools
- Monticello Schools	- Zumbrota Schools



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*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!*

MASMS is Accepting Nominations for the 2020-2021 State Vice President Position

Members of the MASMS Executive Board provide leadership, have a shared vision, a sense of mission and are responsible for the health and growth of MASMS. This position is a four (4) year commitment that rotates through the following positions:

Year One | Vice President Year Two | President Elect Year Three | President Year Four | Past President

Nominees must be employed by a school district and be a current active MASMS educational member.

Considerations include:

- Commitment to MASMS
- Leadership Ability
- Appreciation for the Respective Roles on the Board
- Ability and Willingness to Serve (disclosed their intent to their employer to serve on the MASMS Executive Board as well as understand the time commitment necessary to fulfill this role).

Complete duties of each position within this commitment are outlined on the nomination form.

Vice President | Shall be responsible for planning the educational programs at the State professional growth seminars.

President Elect | Shall Chair the State Conference Committee; be an ex officio member of all standing and special committees.

The President | Shall be the Executive Officer of the State Association; preside over meetings of the State Association; prepare the agenda for the State business meetings; sign all necessary documents and other instruments of the Association authorized by the Executive Board.

Past President | Shall provide support and leadership as requested.

Note: All positions have the support of the Executive Administrator who helps secure locations, speakers, plans details of events and any other support requested and/or required.

Nomination and Election Timeline

- Nomination forms will be emailed to membership and posted on the MASMS website no later than June 1st of each year.
- Completed forms are due back to the MASMS office no later than August 15th of each year.
- Nominations will not be accepted at the Annual MASMS Conference.
- Ballots will be distributed at the Annual MASMS Conference.
- Voting will be completed at the annual business meeting at the Annual MASMS Conference.
- Job duties start at the close of the Annual MASMS Conference.




Nomination Process

To nominate yourself or another MASMS member please complete and follow the instructions on the nomination form.

[Click here for the nomination form](#); or go to www.masms.org and select membership information under "quick links".

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UPCOMING MASMS EVENTS

9/30/20	MASMS Fall Scholarship Golf Event
10/1/20	MASMS Fall Conference
10/2/20	MASMS Fall Conference
10/21/20	MASMS Southern Chapter Meeting
10/28/20	MASMS Northwest Chapter Meeting
11/10/20	MASMS Metro Chapter Meeting
11/18/20	MASMS West Chapter Meeting
11/19/20	MASMS Northern Chapter Meeting
12/8/20	MASMS Metro Chapter Meeting
12/16/20	MASMS Southern Chapter Meeting
12/17/20	MASMS Northern Chapter Meeting
12/23/20	MASMS Northwest Chapter Meeting

Find out all the answers to the questions you see MASMS members post during the month.
Go to www.masms.org and select the QUICKLINK labeled Questions.

CPS Class Scheduled for July 15th & 16th, 2020 in St. Cloud MN

The CPS certification is part of the requirements for the MASMS Certification Program.

We have 15 openings available for this class. The AFE fee for this training and examination is \$500. MASMS covers the cost of hotel rooms and lunches. This class is a review of the study materials, and is not meant to be complete instruction. You must spend the necessary time studying the materials prior to the class.

How to register: Email the MASMS office that you will be applying for this class (ruth@masms.org) and you will be emailed the application. Fill out the application and send it back with the \$500 check (or credit card info) to the MASMS office (give yourself at least 5 weeks of study time).

Location: St. Cloud Holiday Inn and Suites, St. Cloud MN

On-line Training Opportunities

MASMS realizes that opportunities over the past few months to receive credits for the MASMS certification program have been cancelled. You now can find information for on-line courses that you can take on-line, and receive credit for the MASMS Certification program.

Login at www.masms.org and select the "On Line Training Opportunities" button on the left side of this window.

If you choose to take any of the on-line classes (listed on this site or others that you find),

you must email the MASMS office to receive credit for the class.

Contact the MASMS office with questions (320) 685-4585 or ruth@masms.org

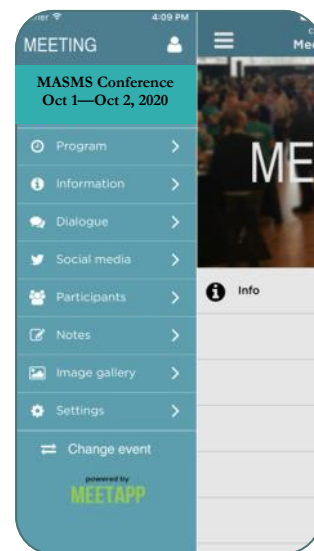
New this year at the MASMS Conference

The MASMS Conference is scheduled for October 1st & 2nd, 2020 in St. Cloud Minnesota.

This year will be utilizing a Conference App!

From your smart phone you will be able to:

- Check Schedules and agendas
- Find Exhibitor Information & Booth Locations
- Review Educational Session Information
- Review Speaker Information
- Complete Evaluations
- Exchange Information



Information on how to download the app will be out in July. At that time you can start reviewing the educational sessions and start planning on which ones you plan to attend at the conference!

MASMS EXECUTIVE BOARD

PRESIDENT | JIM LEUER, ROCKFORD SCHOOLS
PRESIDENT ELECT | COLIN GREEN, WASECA SCHOOLS
VICE PRESIDENT | CHRIS WIRZ, ST. FRANCIS SCHOOLS
PAST PRESIDENT | DON HANSON, OSSEO SCHOOLS
SECRETARY | KAIN SMITH, FARIBAULT SCHOOLS
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 EARL WOLLEAT, BRAINERD SCHOOLS RETIRED
SOUTHERN CHAPTER DIRECTOR
 KEVIN JOHNSON, RED WING SCHOOLS
METRO CHAPTER DIRECTOR
 CHRIS WIRZ, ST. FRANCIS SCHOOLS
NW CHAPTER DIRECTOR
 REED MCFARLANE, LAKE OF THE WOODS, RETIRED
WEST CHAPTER DIRECTOR
 DOUG SLININGER, ADA-BORUP SCHOOLS

COVID-19 Discussion Forum

MASMS has added a COVID-19 Discussion Forum for members to use to share information during this time. Feel free to use this forum to share information or ask questions about COVID-19 applicable to MASMS members. Login at www.masms.org

•Select the "Covid-19 Discussion Forum" button on the left side of this window.

•Use this forum to share information on the COVID -19.

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