



**Minnesota
Educational Facility Management
Professionals**

The Messenger

JULY 2016 NEWSLETTER

The “Tool Box” for Educational Facility Management Professionals

2016 MASMS State Conference REGISTRATION IS NOW OPEN!

THURSDAY September 29 & FRIDAY September 30, 2016

Education—Trade Show—MASMS Banquet—Entertainment - Networking

40 Educational Sessions to Select From—See Page 7 for a Full List

**This year’s conference provides educational sessions that are
beneficial to all areas of Building & Grounds!**

GREAT TRADE SHOW Your opportunity to meet and visit with vendors. At this Expo you will find 180+ Facility Management Vendors all under one roof!

PRESIDENTS RECEPTION and BANQUET Enjoy an evening with your peers networking, relaxing and honoring achievements.

TWELVE \$500 BUILDING AND GROUNDS GRANTS TO BE AWARDED

During the Trade Show on Thursday September 29, 2016 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).



Keynote Speaker—Thursday September 29, 2016

Ted Schick

The Work That We Do

In this fun and engaging presentation, we discuss the rewarding and challenging work of the Facilities Management Professionals. From what motivates us every day in our work to leading our teams to implementing change, your leadership is the “brick and mortar” of the school district. Filled with stories and examples, this presentation is educational learning you can put to use today.



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Wednesday September 28, 2016

Dollars for Scholars Golf Event, Sauk Rapids MN

Business Member Appreciation Reception, St. Cloud Holiday Inn

**Go to www.masms.org
for registration forms!**



New MASMS Members

Business Members

Julie Deshler, Uniforms Unlimited

Dave Nallick, TMS Johnson

Jaime Wickham, TMS Johnson

Marcas Lanas, CFS Interiors & Flooring

Margaret Bishop, Nexus Solutions

Sondra Carlson, Koroseal Interior Products

Steven Hinson, Fire Construction Services

David Sweep, H & B Specialized Products Inc.

Jami Anderson, H & B Specialized Products Inc.

Brett Geboy, North Central Insulation

Mark Driste, Brothers Fire & Security

Carl Clark, Foster, Jacobs & Johnson Inc.

Dustin Collicott, Siemens Industry Inc.

Kyler Bender, Northern Technologies Inc.

Pat Mulcahey, Kraus-Anderson Construction Co.

DJ Heinle TKDA

Jeff Burns, Corporate Mechanical

Eric Larson, Corporate Mechanical

Bob Lium, Ideal Services Inc.

Vendor Corner

*Mike Remington, Inspec
MASMS Vendor Representative*



Make the Most of Vendor Minute Opportunities at MASMS Meetings!

At the MASMS Chapter meetings, vendors are given an opportunity to do a "Vendor Minute" where vendors are invited to speak to the crowd for one minute about their products or services. Since you need to keep it to one minute (there are a lot of vendors at some of these meetings), be prepared with something short and concise. Since there are several meetings a year, you could consider focusing on just one key product or service you provide and then focus on a different product or service the next time. We do not have vendor minute opportunities at the State meetings, only at the individual Chapter meetings (like I said, there are a lot of vendors!). These vendor minute opportunities are a great way to introduce yourself, your company, and your products or services! Also, don't forget: as a MASMS Business Member you may request (at no charge!) an Excel spreadsheet with all of the educational members' contact info, just call the MASMS office to request the file!

\$1,000 MASMS Grant to be Awarded to a MASMS Member School District

MASMS will be awarding the school district of a MASMS member a grant for \$1,000. The project theme this year is "getting students involved in a facility and/or grounds project". This grant will be awarded Thursday September 29, 2016 at the MASMS conference banquet.

This grant is to be used in your school for a project that involves students. The project will need to be identified by August 15, 2016 and submitted to MASMS. All applications are reviewed by the MASMS Executive Board and a winner will be chosen from the submissions.

MASMS suggests that you try and involve the students right away—get them involved!

Some project ideas include:

- Landscaping (trees and/or shrubs) -Building project
- Start or revitalize a nature center area
- Install a low maintenance garden
- Recycling and/or waste reduction
- Sponsoring a field trip(s) related to facility and/or grounds

If you are interested in this opportunity please complete the following steps:

1. Identify the project—Provide MASMS with an overview of the project
2. Provide MASMS with a timeline for the project
3. Email this information to ruth@masms.org

We look forward to receiving your project ideas and to awarding this to one of our member schools this fall!

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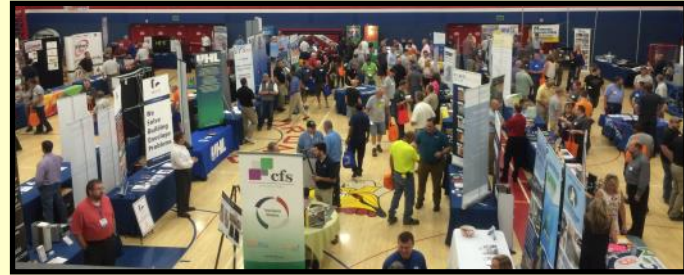
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MASMS Custodial / Grounds / Maintenance Days held in June Over 530 attended from MASMS member schools!

The Metro, Northern and Southern events were a great success!
Thank you to all who attended and helped with these events.
A special thank you to the vendors who took their time to be at the vendor showcases and present educational sessions!



As a trusted partner, FJJ specializes in complicated and challenging educational facility projects.

We bring innovative financial and infrastructure solutions for districts dealing with:

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Chip Jacobs
Jeff Schiltz

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Suite 600
Minneapolis, MN 55439
(612) 437-9416
Arif Quraishi

417 Main Avenue
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Fargo, ND 58103
(701) 371-2948
Dave Bergeron

The Minnesota Department of Health is conducting 'School Indoor Air Quality Trainings' statewide and via webinar this Fall. The details are available at the MDH site (right side): www.health.state.mn.us/divs/eh/indoorair/schools/.

Public schools must have health and safety programs that comply with health, safety, and environmental regulations and best practices, including indoor air quality (IAQ) management. This training will discuss the state's best practices for school IAQ management, which include having an IAQ Coordinator and an IAQ Plan. Registration for this class is required.

Locations:

St. Cloud: September 22, 2016 10:00 am – 2:00 pm
Bemidji: September 23, 2016 10:00 am – 2:00 pm
Roseville: October 5, 2016 8:30 am – 12:00 pm
North Mankato: October 12, 2016 8:30 am – 12:00 pm
Roseville: October 25, 2016 8:30 am – 12:00 pm
Webinar: October 11, 2016 1:00 pm – 3:30 pm



Health & Safety Section

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

HAS YOUR DISTRICT IMPLEMENTED GHS and EMPLOYEE RIGHT TO KNOW REQUIREMENTS?

Since 2012, we have been hearing updates and milestone date progress reports for the OSHA Global Harmonization Standard (GHS) for handling and labeling chemicals. In Minnesota, this falls under the Employee-Right-To-Know standard (ERK) and impacts our schools as much as commercial and industrial businesses.

The final date, June 1, 2016, has come and gone. This means chemical suppliers and those purchasing/using the chemicals are required to be fully compliant with the labeling, training and documentation. What does this mean for your school district?

You and your staff (custodial, maintenance, food service, science, art, industrial, etc.) should have documented training on GHS as of December 1, 2013. Remember, if you did not document the training – it did not happen!

Your chemicals have compliant labeling (from manufacturer AND any secondary labeling) and you have updated to Safety Data Sheets (SDS) on all products that have an SDS available.

ITEMS OF NOTE REGARDING SDS:

Some chemical manufacturers have yet to comply with this standard and still only have MSDS available

You may have old product that you are using up that does not have an SDS available

In preparing for the start of school, staff trainings and potential OSHA inspections, it is recommended that the following be on your "to do list" for tidying up your Employee Right to Know programs and chemical use:

Update your chemical inventories for all departments, purge and have hazardous waste pick up for chemicals no longer being used.

Set up an internal process to maintain and keep chemical inventories up to date annually.

Ensure your staff are trained on your chemical labels, know how to properly label secondary bottles, and are trained on the chemicals they use.

Ensure your SDS/MSDS documents match your chemical inventory, are up to date and current and that old MSDS/SDS's are archived.

ALL SDS/MSDS documents need to be made available in hard copy or electronically for affected staff at all times.....don't forget the maintenance sheds, bus garages, and kitchens!

Toolbox Talks ~ Click here for

Toolbox Talk Topics:

www.masms.org

And then click on Health & Safety
Toolbox Talks on the left!

Toolbox Safety on Chemicals

SEE HOW GORDIAN ezIQC® CAN WORK FOR YOU!

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TO LEARN MORE, CONTACT KELLIE ERICKSON AT 218.296.1772 OR VISIT WWW.ezIQcnjpa.COM.

Everyday Strategies Used to Motivate maintenance, custodial and housekeeping professionals. We will have a new idea each month in this newsletter - these ideas are not theory but come from discussions with maintenance, custodial and housekeeping professionals.

Give the Crew Real Power

It would be a good situation if you are able to give the custodial crew real power in choosing things. If it meets the specifications , you might find some more "buy -in" if people get to choose equipment, or chemicals, or participate in the crew or the team that chooses the new floor machine. Let them try different ones and then come up with what they think is the best.



Power [pou-er]

ability to do or act; capability of doing or accomplishing something

DLR Group
Christopher Gibbs, AIA
cgibbs@dlrgroup.com

Employment Opportunities:
Check it out at www.masms.org
We have new postings weekly.

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Legislature Update

Minnesota Legislature stands adjourned until January 4, 2017.

Although there are continuing discussions about a Special Session, what we do know is the Legislature will reconvene in January for their long, budget-setting Session. Candidate filings closed on June 1, and all Legislative seats are up for election in November. In the coming months, MASMS members may see Senate or House candidates at their door or at community events. We encourage you to introduce yourself and MASMS, and to tell Legislative candidates about the critical need to continue investment in school facilities. The 2017 Education Finance Committee will set the funding levels provided to facilities. We encourage all members to make facility funding a high priority with the newly elected Legislators. Look for a MASMS Day on the Hill in February as an opportunity to meet with key lawmakers.

Sign up early for the MASMS 2016 Conference!

Go to www.masms.org for registration forms.

**Make this the year that you attend,
and some of your staff members!**

It's going to be great!



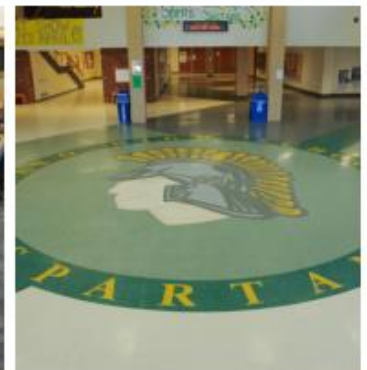
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Educational Workshops being Offered at the 2016 MASMS Conference

- National Weather Service
- Leadership 101 and Beyond
- Turf Maintenance
- Higher Security through Key Management
- Stormwater Management Facilities Inspection and Maintenance Programs
- Importance of Electrical Preventative Maintenance and how it relates to Arc Flash Hazard Compliance
- Life Safety Products—Fire/Smoke Damper Actuators
- Don't Forget about your FF&E—Flexible Furniture and Equipment Ideas
- Public Speaking and Presentations—Do's and Don'ts
- Fire Codes in Schools as it Pertains to Indoor Wall Padding
- A Higher Level of Inclusive Playground Design
- School Student/Parent Reunification Procedures—The Facility Managers Perspective
- Condensing Boilers
- Too Much Stuff: Storage Solutions for Schools
- Lighting Retrofit Role in your Maintenance Plan
- Re-Commissioning Existing Buildings for an Improved Environment and Energy Conservation
- Importance of Proper Cooling Tower Maintenance
- Sidewalk Trip Hazards
- Report Card of Building Cleanliness
- Effective Hiring Procedures
- Trends in Special Education and the Spaces that Make a Difference
- Energy Use and the Building Codes—Learn about the new 2015 MN Energy Code
- Maintaining and Protecting your Concrete Floors
- How to Build and Develop Staff Training Programs
- How to Manage Your Parking Lots and Other Pavements
- Recycling Everything—the Journey to Zero Landfill
- Elevator Inspections
- License Codes
- Indefinite Quantity Construction Procurement—Fast and Cost Effective
- Water Damage 101—What you need to know to save time, money and headaches.
- Improving Indoor Environmental Quality and Quantifying the Impact on Student Achievement
- PERA Information Session
- The Future is Now— Bridging Building Information Modeling BIM and MASMS
- Young Tree Care: From Propagation to Canopy
- Ten Year Facilities Management Planning
- Using Data to Drive Operations and Facility Maintenance Decision Making
- Window Leaks and Other Problems—Lessons learned and methods of prevention.
- Coop Purchasing/Joint Powers Contracts
- WiFi Networks and Your School Buildings
- Planning for Change—Learning from Experience, Capstone Sessions from experienced MASMS Members.

NETWORKING NETWORKING NETWORKING

The MASMS Memo Board

MARK YOUR CALENDAR 2016 MASMS Conference

Wednesday September 28, 2016 ~ Golf Event
Thursday September 29, 2016 ~ Conference/Expo
Friday September 30, 2016 ~ Conference

MASMS EXECUTIVE BOARD

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MASMS Informal Mentor Program

MASMS has an informal mentorship program.

We are soliciting names of those that would like to be a mentor, and share their names with those looking for a mentor. If you are interested in either, please contact the MASMS office.

With that said, here are some thoughts on mentorship! In today's fluid workplace, we may often have several significant people who play a role in guiding our professional growth.

A great deal of our professional growth stems from interaction with others and mutual learning. As you prepare to ask a colleague to serve as an informal mentor, please consider these suggestions:

Goals ~

Setting goals is critical to the success of your mentoring partnership. Goals give the partnership a distinct purpose and help you organize and articulate your expectations. Well-defined goals help determine the work done together, maintain the focus of the relationship, and once accomplished, signal the achievement of what you set out to do.

Time ~

A key aspect of establishing a mentor-type relationship is defining expectations about contact time.

Confidentiality ~

Depending on the focus of the mentoring relationships, it is very useful to discuss the level of confidentiality expected in the partnership.



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