



Minnesota  
Educational Facility Management  
Professionals

*The Messenger*

JANUARY 2015 NEWSLETTER

The “Tool Box” for Educational Facility Management Professionals

**START OUT THE NEW YEAR RIGHT!**

**PLAN TO ATTEND THE**

**MASMS STATE MEETING**

**Tuesday January 13, 2015**

**All MASMS Members are Invited to this State Wide MASMS Meeting!**

Location:	Minneapolis Blvd Hotel, 2200 Freeway Blvd, Minneapolis MN (Just north of 694 off of Shingle Creek Parkway)
9:30-10 AM	Registration
9:55 AM	Welcome and announcements
10:00 AM	Educational Session Chad Giblin, U of M Urban Forestry and Extension Nursery Topic: Chad will present on winter tree care/pruning, Emerald Ash Borer, and some of the tree blights and diseases we are currently seeing and options for treatment.
11:00 AM	Educational Session Tim Farnan, Minnesota Pollution Control Agency (MPCA) Topic: Tim will present the results from the recently completed MPCA study “The Costs and Benefits of Minnesota K-12 Waste Management Programs”. The study evaluated how trash and recycling Programs impact costs for schools and identifies strategies for reducing costs and improving recycling performance.
Noon	Randy Morris, update on 2015 Legislative Session Activities
12:10PM	Business Meeting, Committee Reports, New business, Old business
12:20 PM	Lunch

**Invest in Your Career!**

**Plan to attend 2015 MASMS Events!**

**Training Workshops—State Meetings—Chapter Meetings  
Conference—Special Events!**

**Check out the MASMS calendar at [www.masms.org](http://www.masms.org)**

A HAPPY  
NEW YEAR

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**MASMS DAY ON THE HILL**

**Tuesday February 10, 2015**

8:30 AM	Meet at the Minneapolis Blvd Hotel, 2200 Freeway Blvd, Minneapolis MN
8:45 AM	Board a Bus to the State Capital (Room 330 North, State Office Building)
9:30 AM	Update on 2015 Legislature (Randy Morris)
9:45 AM	Sen. Chuck Wiger, the Senate K-12 Finance Chair, Rep. Jennifer Loon, House K012 Finance Chair LeRoy Stumpf & Authors of Facilities Bill (IF the bill has been introduced.)
10:30 AM	Members meet with their Legislators
11:30 AM	Board Bus to go back to Mpl Blvd Hotel; Lunch on the Bus

To Register for this event go to [www.masms.org](http://www.masms.org) and select "Member Login" (Top of the window). Enter your username (first initial and last name; Enter password "masms" (unless you changed it). Select "Meeting Registration"; Select "Day on the Hill"; Enter your name and organization.

## New MASMS Members

### Educational Members

Travis Evenson, LeSueur-Henderson Schools  
Jim Anderson, NE Metro  
Ken Ullmann, NE Metro  
Dave Johnson, NE Metro

### Business Members

Bill Johnson, Northland Recreation  
Mike Dorsey, Northland Recreation  
Sue Ayers, Northland Recreation  
Matt Kitzmann, Service Solutions Center  
Jon Stowell, Service Solutions Center  
Matthew Garrison, The Gordian Group  
Thomas Hand, SunEdison

## MASMS Facility Manager Certification Program

The process of achieving MASMS certification ensures that you are continually improving and refining your skills. **Achieving MASMS Certification can improve overall performance, improves qualifications, and develops necessary new skills.**

**Knowledge. Inspiration. Achievement.**

**Certification** The MASMS Certification Program is offered by the Minnesota Educational Facility Management Professionals Association (MASMS). The certificate program is managed by the MASMS Educational Committee with support from the MASMS Executive Board and staff.

**Purpose of the Program** The purpose of the certification program is to develop a knowledge base for Building and Grounds/Facility leaders to provide safe and healthy educational facilities in Minnesota.

Contact the MASMS office at [ruth@masms.org](mailto:ruth@masms.org) to register in the MASMS Certification Program.

## TRAINING OPPORTUNITY—Certified Plant Supervisor (CPS) Training

MASMS, in partnership with the Association for Facilities Engineering (AFE), will be offering the Certified Plant Supervisor (CPS) training and examination in March 2015. The cost of this training and examination is \$500 (this is the fee that goes to AFE). **MASMS will be covering the cost of hotel (if you are more than 1.5 hour drive away), breakfast and lunch both days!**

You will be sent study materials 6 weeks prior to the class. This class is a review of the study materials, and is not meant to be complete instruction. You must plan to spend the necessary time studying the materials prior to the class. This class is LIMITED to 20. There will be no exceptions to this limit. Mat Miller, MASMS CPS Certified Instructor (Austin Public Schools) and Maureen Mullen, MASMS CPS Certified Instructor (Rockford Public Schools) will be facilitating this class.

**Date:** March 18 – 19, 2014 **Time:** 8:00 AM – 4:00 PM Both Days

**Location:** St. Cloud Holiday Inn and Suites, St. Cloud, MN 56301

### Steps you must take to register for this class:

- Application Process:
- 1.) Email the MASMS office that you will be applying for this class ([ruth@masms.org](mailto:ruth@masms.org))
  - 2.) Fill out the application. This application needs to be approved by AFE
  - 3.) Send application and \$500 check to MASMS office before **March 5th, 2015.**
  - 4.) If you are more than 1.5 hours away MASMS will cover the cost for lodging for the nights of March 17<sup>th</sup> & 18<sup>th</sup>.
  - 5.) The MASMS office will send out your study materials as soon as your application is received.
  - 6.) Study Study Study - Contact the MASMS office to register!

## GIVING YOU MORE SAVINGS IN 2015

### CELEBRATE THE NEW YEAR WITH REBATE SAVINGS

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January  
1st  
is the  
first  
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page  
of a 365  
page  
book.

Write a  
Good  
One!



## 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

### Time to Start Thinking About Tornadoes!

In January, tornadoes may be the last thing on your mind. However, this is the best time to put StormReady on the front burner and start the application process with your governing National Weather Service office. Beginning now gives you the lead time you may want to take some of those extra steps necessary to certify the district as StormReady.

The significance of certifying an entire school district as StormReady with the NWS is that it shows the students, parents and staff that the district has taken steps in its crisis management program that makes it much more capable of monitoring changing weather conditions, distributing that information, responding to any warnings and managing any impact. While many districts certify a building or two, it is much more important to stand up a framework that heightens the advanced posture district-wide. This directly benefits all students and staff within it through the greater severe weather awareness and faster action. Please remember, while an active shooter situation in our schools is our biggest fear, severe weather is our biggest and most realistic threat. Just ask the folks up in Wadena.

In the metro, the Twin Cities NWS and Hennepin County Emergency Management (HCEM) are working together to facilitate getting more school districts certified StormReady. This is the best time of year for everyone to look at the crisis management program and the StormReady program to determine what districts have and what they need to add / enhance to make them StormReady. Working together with your serving NWS office and county emergency management, we should be getting more districts Storm-Ready.

Eastern Carver County is already taking the next steps. If anyone else wants to take the plunge and wants any help or advice, I will be glad to assist. In this case, more is definitely better.

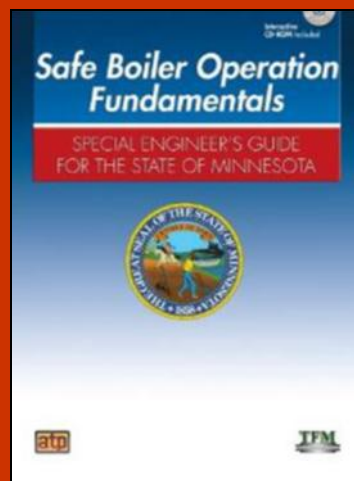
Submitted by:

Jeff Goldy **Health & Safety Coordinator, Hopkins Public Schools**

### Radon Awareness Month

January is Radon Awareness Month. Radon is a serious health threat that many people take for granted. Radon Awareness Month is necessary to make the public aware of the danger of radon.

Click here for more info: <http://radonawarenessmonth2014.com/>



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## The Importance Of Protective Covers For Your Wood Sports Floor

*Submitted by: Greg Gillett, Hillyard*

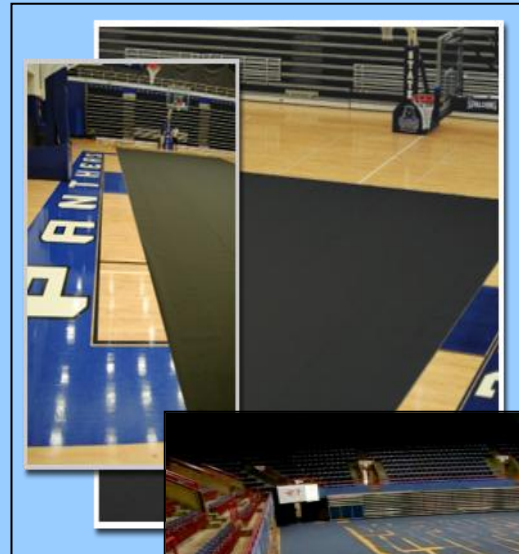
Most hardwood floors in today's school facilities are used for many different types of events throughout the school year, so your floor has to hold up to a lot more than sports. Dances, concerts, graduations, and many other activities take place on your wood sports floor. It gets heavy foot traffic, stains, scuffs, impact from furniture and much more.

Schools spend thousands of dollars every year to maintain a high appearance of their wood sports floor, and there are many ways to protect your investment throughout the school year, along with years to the life of your wood sports floor.

The most cost effective alternative is to purchase a floor cover. A floor cover offers effective protection of your hardwood floor during any event be it a school dance, trade show or concert. Hold events for fundraising, voting and more, while protecting your floor and generating income.

Regular gym floor maintenance is a time consuming and costly business. When you take into consideration, the employee time used in general maintenance (sweeping, mopping), regular maintenance (sanding, refinishing, waxing), as well as the cost of supplies, the total cost over 20 years will be quite high. When you could spend a nominal amount on a floor cover to protect your hardwood and potentially save tens of thousands of dollars in maintenance costs through the years.

There is a wide range of different gym floor cover available to fit your needs and to protect your floor. There are vinyl systems, light weight non slip poly covers that can be custom cut to the length of your gym, light weight tile systems, and courtside runners available from a number of different manufactures. Contact your local distributor to see what options fit your needs the best and get an on-site demonstration.



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## Local School District Implements Security System

Submitted by: Kathleen McKittrick, Pro-Tec Design

In a grim reminder that mass shootings can happen anywhere, at any time, school districts across the United States are increasing measures to reduce vulnerability controlling access and installing video surveillance, in addition to requiring government issued ID check-in stations.

Anoka-Hennepin School District personnel found assistance in the design engineering, installation and deployment of an integrated security system. Many options were researched to present concepts and procedures for a cost effective solution to that district's needs. Fire and life safety codes in the district were adhered to.

Access control has been implemented throughout the district on all exterior doors. These doors are now controlled via time zones, thereby unlocked during passing (school bus) time and locked during all other times via secure electrified lock. In the event of a situation, various staff members have the ability to override the schedule with a push of a button, locking down the entire facility.

When a visitor wishes to enter a facility during time when the entrance is secured, they will be stopped at the vestibule until they are granted access by the receptionist.

Within the vestibule the visitor is required to initiate a conversation with the receptionist by pushing the audio/video intercom. In turn, the receptionist will greet the individual, inquire the reason for the visit and advise of the next step, which is to swipe their driver's license.

When the driver's license is swiped through the ID scanner several data points are quickly verified on the system. The visitor's name is validated along with any notes previously entered for that individual. The software also has the ability to quickly cross-check the information with local and national criminal and sexual predator databases.

District personnel have a process in place to monitor court orders, missing forms, class room notes, etc. The software also allows the district to run useful reports. Examples; visitor log for day, month, year and visitors in building at any given time (local police and fire departments are fond of this feature) amongst many others.

Upon receptionist approval the system will then allow the initiation of the printing of a badge (prints within the vestibule) and will unlock the doors allowing access.



## FACILITIES MATTER

Do you need a building tune up, energy modeling and analysis, or an assessment of your facility systems?



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## MASMS CALENDAR

January 13, 2015	State Meeting
January 15, 2015	Northern Chapter Meeting
February 10, 2015	MASMS Day on the Hill at the State Capital
February 18, 2015	Southern Chapter Meeting
February 19, 2015	Northern Chapter Meeting
March 10, 2015	Metro Chapter Meeting
March 19, 2015	Northern Chapter Meeting
April 14, 2015	Metro Chapter Meeting
April 15, 2015	Southern Chapter Meeting
April 16, 2015	Northern Chapter Meeting
May 12, 2015	State Meeting
May 21, 2015	Northern Chapter Meeting


## Reminder – PERA Election

MASMS members are reminded to vote in the PERA Board of Trustees election. It is important for school district personnel to vote — we make up about 40 percent of the PERA membership, so we need to have our voices heard. Three at-large positions are up for election, which comprises only 27 percent of the seats on the Board. For information on the candidates, see the [PERA website](#).

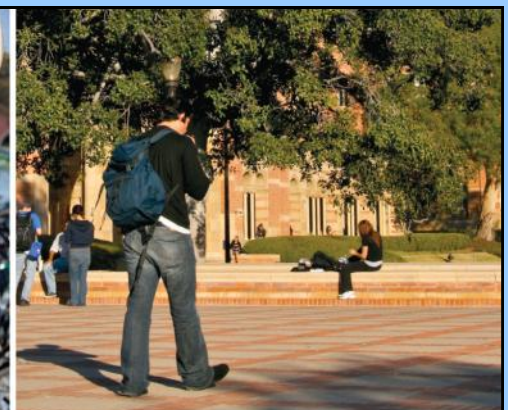


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### FUN MASMS TRIVIA!



### Second Generation Facility Professionals

The Dads of these three men were/are long time members of MASMS. Name the three that are pictured, name their fathers and districts where they worked/work, and win a \$25 gift card for your school district or company! First to e-mail the correct information to the [ruth@masms.org](mailto:ruth@masms.org) will be the winner!

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### PRESS RELEASE

#### LAURENCE J. KOCH, AIA JOINS INSPEC, INC.

Inspec, Inc. in Minneapolis is pleased to announce that Laurence J. Koch, AIA, has joined the firm. Mr. Koch has over 31 years of experience specializing in exterior walls, windows, and specialized consulting of architectural systems. Larry's wealth of experience in quickly assessing complex situations and delivering effective solutions is a great addition to Inspec's expertise with building envelope projects.

Inspec provides smart engineering of roofs, walls, windows, pavements and waterproofing for clients throughout the country with offices in Minneapolis, Milwaukee and Chicago. For more information please contact Fred King or John Skraba at 763-546-3434.