

## MISSION

We serve OSU faculty, staff, students, and community by creating and maintaining an inspiring campus environment to support essential research, education, and outreach.

By doing this, we help OSU achieve prominence as an outstanding institution of higher education and drive our organization's financial and resource model through sustainable and cost-effective growth.

# OSU Facilities Management Newsletter

SUMMER ISSUE 2016

## Ron Tarbutton Named Interim Chief Facilities Officer

Mr. Joe Weaver, Sr. Vice President of Administration and Finance announced that Ron Tarbutton, Director of Operations and Management, will assume the position of Interim Chief Facilities Officer, replacing Rick Krysiak.

Ron has held his current position since 2013. Ron served as the Lead for the Next Level organizational redesign where his leadership created the structure of the new maintenance organization that has brought many improvements and innovations to Facilities Management.

Ron held past positions with the United States Air Force, Honeywell International, Frymire Services Inc. and prior to joining OSU, he was the Director of the Physical Plant at Texas Woman's University in Denton, Texas where he was responsible for the strategic direction and management of services, design, construction, contract administration; sustainability, recycling and refuse programs; emergency preparedness and disaster recovery of plant and facilities infrastructure. Ron oversaw all building trades, landscape services and custodial services, generation and distribution of campus utilities, energy and water conservation programs, and utility allocations.

Over his impressive 35 year career, Ron has received numerous awards and recognitions. He is currently serving on the CAPP board Representative for Professional Affairs and national APPA Professional Affairs Committee. Ron received his bachelor degree from OSU and MBA from University of Dallas. Ron proudly served in the US Air Force as Chief of Facilities Operations obtaining the rank of Captain. *Please give Ron your full support in this transition period!*



## Facilities Management Bids a “Fond Farewell” to Rick Krysiak

*I will miss all the people in FM. We have done a lot together during my 10 years at OSU, especially over the last two years. The Next Level transition was a tough task, but we handled it well. The organization is now set up for continued success for many years. I know it wasn't easy, so I want to thank everyone for their support of the program and for the hard work that everyone put forth on the effort.*

*I just wanted to say “Thanks” again for everyone's hard work and support. What you do on a daily basis makes OSU a great University. I also want to say it's been a pleasure working with everyone and I will miss you all. Go Pokes! ..... Rick*











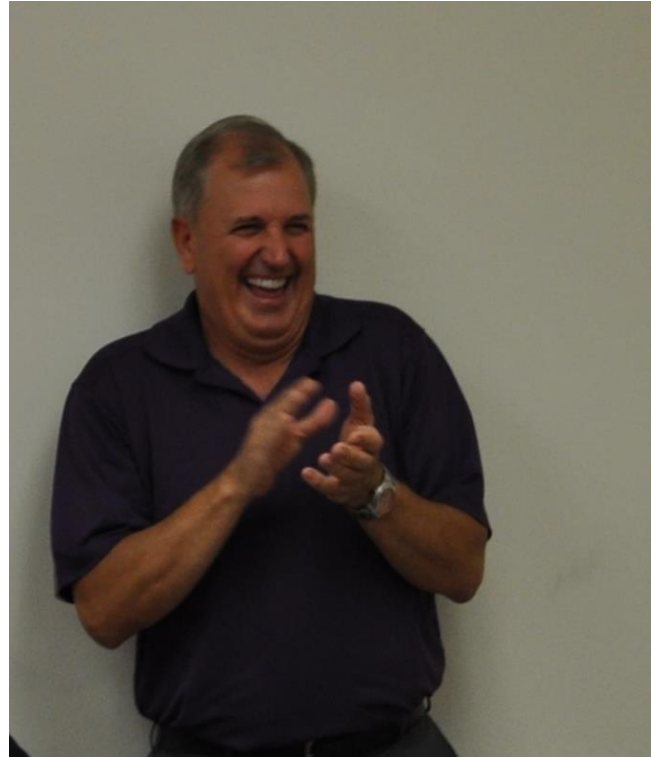
*Thanks to Bill Hilson,  
for taking the  
wonderful pictures and  
Jeff Sweeden & the  
FSS Events Crew for  
setting up the room!*



*Thanks to Geena  
Brownell, Tiffany  
Munday, Yankun Li,  
Renee Smith, Joyce  
Altman and Jenelle  
Feddersen for serving  
at the party!*









## FM & LRFP “Jerky Challenge”!

Long Range Facilities Planning and Facilities Management teamed up a fun event that included determining who makes the best jerky. The event was held on Friday, June 3<sup>rd</sup> with music, ice cream and trophies. Mr. Joe Weaver, OSU Sr. Vice President of Administration and Finance gave out the trophies for Best Traditional, Best Non-Traditional and Wild Card jerky entries. The emcee for the event was Gary Armijo, LRFP. Thanks to all who worked to make this a success!



## The Judges



Pictured Left to right seated at the judges table: Rick Krysiak (FM), Mike Buchert (Long Range), Leon Jones (OSU Police), Denise Brooks (Long Range), Don Machart (FM), Jeremy Brown (Office of the President), and Steve Spradling (Parking and Transportation Services)

Also pictured standing is: Joyce Altman (FM) and Joe Weaver (OSU Sr. VP Admin and Finance) assisting with the judging tasks

## The Winners!



Pictured Left to right:

Dustin Jones (FM In-house Construction) the Traditional winner

Joe Weaver, OSU Sr. Vice President Administration and Finance (trophy presenter)

Mark Glaze (FM Zone 2) the Wild Card Winner

Nathan Moorman (FM Life Safety) the Non-Traditional Winner



## *Landscape Services Holds 2<sup>nd</sup> Annual “Behind the Scenes of OSU Campus Beautification”*

The event was held Saturday June 18<sup>th</sup>, from 8 a.m. – 12 p.m. and allowed attendees to learn about campus gardens, plants and maintenance from the experts who designed, installed and continue to care for them regularly. There were tours available that included one that features trees, shrubs and perennial identification, another focusing on seasonal colors, or ornamental edibles.

“The tours are the highlight of the morning since they are geared to help with plant identification, site selection and placement. Of course, the wrap-up session at the end of the morning helped us tie it all together and provide some additional behind-the-scenes gardening tips,” said Steve Dobbs, OSU Grounds and Landscape Manager.

The conference also featured educational seminars, plant trial opportunities, gardening experts and refreshments. In addition, educational displays provided information on irrigation, forestry, turf grass, proper planting and pests.



Pictured above: Holly Pasmore, Landscape Services, Coordinator Greenhouse, discussing the types of plants located in the Formal Garden with participants of the event.





Steve Dobbs, Manager, Landscape Services and David Brown, Coordinator Landscape Design Services discussing the types of plants in the two beds and why those plants were chosen.

John Stephens, Landscape Services, Horticulturist, discussing the types of annuals planted and the topiary.



David Brown, speaking to the group about how the designs are chosen for a specific area or building on campus.

*(Ron Tarbutton and his wife Liz, attended the event)*

← *(Seated in front row)*



## OACUPPA Spring Association Meeting Hosted at OSU

Rick Krysiak, (former) Chief Facilities Officer, Facilities Management and OACUPPA President, hosted the Spring OACUPPA (Oklahoma Association of College and University Physical Plant Administrators) at the OSU Student Union on May 20th.

The event was attended by 44 participants from OSU, NEO, NOC, University of Tulsa, OSU Okmulgee, Oklahoma Baptist and many other schools across the state. The purpose of the organization is to share ideas for the improvement of facilities management in higher education. The FM Next Level initiatives included many best practice guides from APPA.

The event included:

- Kickoff by Mr. Joe Weaver, OSU Sr. Vice President Administration & Finance
- Morning and afternoon workshops
- Presentations from Steve Dobbs, FM Landscape Services Manager and Mike Buchert, Director Long Range Facilities Planning
- A walking tour of one of OSU's newest spaces on campus, the Human Sciences addition, which houses various spaces for our restaurant management degree programs



Event concluded back at the Student Union with a round table discuss of OACUPPA business



## FM Employees Setting up the “Staff Appreciation Day Event” at Boone Pickens Stadium and Graduation



**Pictured above with Pistol Pete (left to right):**

Daniel Alexander (Assistant Supervisor FSS Moves/Special Events), Chad Tucker (Assistant Supervisor FSS Recycling), Jeff Sweeden (Manager FSS)

**Below is Graduation (FM setup this event)**



**Above Staff Day Setup: (left to right):**

**Top:** Daniel Alexander and Robert Redman (Material Mover FSS Moves)  
**Middle:** Joshua Cavalier (Student FSS Recycling) and Charles Case (Material Mover FSS Recycling)  
**Bottom:** Robert Redman (Material Mover FSS Moves)



## FSS Moves and Special Events

*Setting up an event or moving a department requires a lot of hard physical labor! Thank You! for all the work you do every day of the year!*

**Pictured below (left to right):**

**Back Row:** Charles Lewis, Danial Alexander

**Middle Row:** Jacob Southwick, Dan Webb, Jarod White

**Front Row:** Kevin Black, Cameron Richardson, Will Eaton, Robert Redmond, Victor Gonzalez, Jacob Shay





## *Please Welcome Our Newest Team Members to the FM Family!*



Kim Trunk, Contract Specialist, Construction and Contract Services (CCS).

Kim joined the FM CCS team in April. Previously, Kim worked as a Senior Buyer in the OSU Purchasing Department for 4 years. Prior to coming to OSU, Kim worked for Mercury Marine for 24 years in the Purchasing, Supply Chain and LT-5 Corvette Diversified Department until the facility closed and relocated. Kim is a long time resident of Stillwater with her husband, Bruce and children Brad, DeWayne, Steven and Shelby.



Gregg Johnson, Painter II, Zone 1.

Gregg joined the Zone 1 team in April.

Greg is from Cushing and enjoys going to his children's sporting events.



John Corbell, Carpenter 1, Zone 1.

John joined the Zone 1 team in April. John enjoys riding motorcycles and driving his jeep. John also raises goats!



Robert Redmond, Material Mover II, FSS-Moves/Special Events.

Robert joined the FSS team in May.

Robert is a former teacher who also has experience in warehouse management, automotive maintenance and retail merchandising! He comes from an OSU Family where both his parents and his wife are OSU Graduates and worked for OSU as well!



Braden Fielding, Utilities Distribution Maintenance Assistant.

Braden joined the Utilities Team in April.

Prior to coming to OSU FM, Braden worked on the pipeline with Vince Myers Company!



Jaydee Wood, Grounds Keeper I, Landscape Services.

Jaydee is a happily married father of two and long term resident just outside the Ingalls community, east of Stillwater.

Jaydee is a hard worker and a great addition to the landscape maintenance crew! In his off time, he enjoys fishing and deer hunting and trapping an occasional nuisance raccoon as well as working around his home.



Angel Gonzalez Acosta, Grounds Keeper I, Landscape Services.

Angel is from Puerto Rico and living here in the states with hopes to become a student in the English Program very soon. Angel is a happily married father of three daughters. In his time off, he enjoys OSU sports. Angel says he prefers baseball and football! Angel is also an avid fisherman and goes fishing at every chance he gets. Angel is a hard worker and a great addition to the landscape maintenance crew and always goes about his job with a smile on his face!



Charles Hillier, Central Plant Operator, Energy Services.

Charles was born in Oklahoma but grew up in Los Angeles Ca. In the mid 90's he moved to Lawton, Oklahoma where he met his wife of 17 years.



## International District Energy Association (IDEA) 2016

OSU Energy Services Director, James Rosner, along with project team members from the firms of Frankfurt Short Bruza and Burns & McDonnell, presented ***Moving Toward Greater Sustainability; Oklahoma State University Builds a New Central Plant*** at the 2016 International District Energy Association Conference in St. Paul, MN, June 20-23.

The presentation summarized activities over the past four years as OSU Energy Services evolved from evaluating the pros and cons of privatization to completion of a 20-year Utility Master Plan that includes the design of a new Central Plant and Utility distribution system.

OSU Energy Services did not privatize and continues to fulfill its mission to provide the Stillwater campus with reliable and economic utility services. The resulting Master Plan catalogues and analyzes the entire campus utility system and provides a roadmap for correcting existing deficiencies over the next 5-20 years.

Attending the conference from Facilities Management was James Rosner, Tim Titus, Matt Driskel and Phil Curley.

**Pictured left to right:**

**Mike Isch**, RA of Frankfurt Short Bruza – New Central Plant Project Manager

**Brian Sauer**, PE of Frankfurt Short Bruza – Utility Master Plan Project Manager

**Justin Grissom**, PE of Burns & McDonnell – Utility Distribution Project Manager

**James Rosner**, PE – Director of OSU Energy Services



The new Plant incorporates 21% more efficient boilers, 31% more efficient chillers, exhaust air energy recovery, occupancy sensors on ultra-low flow plumbing fixtures and LED Lighting, and overall 42% reduction of energy Services' campus footprint. In addition, the new Plant's architecture integrates with the rest of campus, and the building design includes an 80-seat classroom, observation room and daylighting throughout the building.

## *Business Ops Employees Attend Asset World 2016 Conference*

FM Business Operations employees Suminda Mapitigama, Maurice Ntwari, Mike Krueger and Jenelle Feddersen attended the Asset World 2016 Conference in Colorado Springs on April 5th-8th. This conference gives attendees an opportunity to learn, grow and share with other AiM product users. The conference is an intense workshop for attendees to learn best practices, new product introductions, network with peers and direct access to key Asset Works staff.

The group brought back immediate benefits to FM by working with on-site Asset Works staff that provided a solution to a current AiM issue and they also have several process improvement ideas for the future they learned from networking with other universities at the conference!



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## *UMS Employees Complete Training and Launch New Program*

Jana Snow and Barbara Dobson completed training for shipping of Hazardous Materials. This training is required for UMS to package and ship dangerous goods in accordance with Federal and International regulations.

UMS is preparing to launch a new Work Order/Invoicing program that was written by FM IT Employees. This new program allows for a seamless process from initial entry by the customer to the monthly invoicing by UMS. This increases UMS efficiencies by eliminating many hours of data entry! Great collaborative effort between FM IT and UMS on this process improvement!





## *Working Safely is a Top Priority!*

In the photo, Fred Causley, Zone 1 Supervisor, puts on PPE, personal protective equipment, in order to work safely. He is in the Physical Sciences men's restroom operating an electric masonry saw with vacuum attachment (very messy) to cut a hole in the interior block wall next to the sink. Other staff will install an access door kit in the hole, allowing asbestos abatement staff to abate older asbestos insulation from aging hot water pipe that must be replaced.



## *Zone 1 Quarterly Lunch*

Each quarter Zone 1 holds a luncheon to celebrate their team work. This past luncheon Scott James and Aaron Moore made and cooked the hamburgers made from a sausage meat blend. All was cooked on a bed of hot coals.

## *Zone 1 Team*

Charles Vasso, Jayson Dobson, Steven Townley, Aaron Moore, Douglas Lockett, Fred Causley, Scott James, Lyle Mitchell, Brian Sanders, John Corbell, Greg Johnson, Michael Hicks



## *Chad Tucker Receives Certificate*

Chad Tucker, Assistant Supervisor FSS-Recycling, received his certificate for completion of the Leadership Development Program and a letter of congratulations from Mr. Joe Weaver, Sr. Vice President of Administration and Finance.

The Leadership Development Program is designed to enhance the supervisory skills of managers, supervisors, administrative personnel, and those aspiring to be supervisors at OSU.

The program consists of 30 hours of required courses and 20 hours of specially marked electives. By completing the 50 hours of courses within a 3 year period, the employee qualifies for the LDP certificate. Congratulations Chad!



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## *FM Work Extends Beyond the Main Campus Area*

We often forget that OSU is a very large property that can take the FM workers out several miles away from the "main campus" area to do their jobs.

Brian Sanders, Zone 2 is working on a plumbing issue at a cabin located at Lake Carl Blackwell.





## *FM Strives to be Even Better*

The Next Level initiative moved the organization from “Physical Plant” to the more encompassing “Facilities Management” which included new processes, organizational changes and increased use of technology. However, with FM it is not a “one and done” kind of initiative.

Each week a group of FM employees meet to review processes and identify opportunities to continue to make FM more efficient and to share/learn from each other.

Many process improvements have come out of this group such as:

- ✚ Developing a standard for entering work order phase descriptions by FM Work Control. This gives better location information to the technicians on their hand held devices so they can proceed to the next work order nearest to their current location. This reduces travel time and improves efficiencies.
- ✚ The creation of planned and unplanned work orders. This gave the managers a tool to quickly see if an employee was absent. This prevented work orders from being assigned to employees who were absent that day and delaying the work order response time.
- ✚ In the photos, Geena Brownell, FM Materials Expediter for O&M, is training on how to create a query in AiM. This training will help the managers to be more efficient using AiM in their daily work activities.

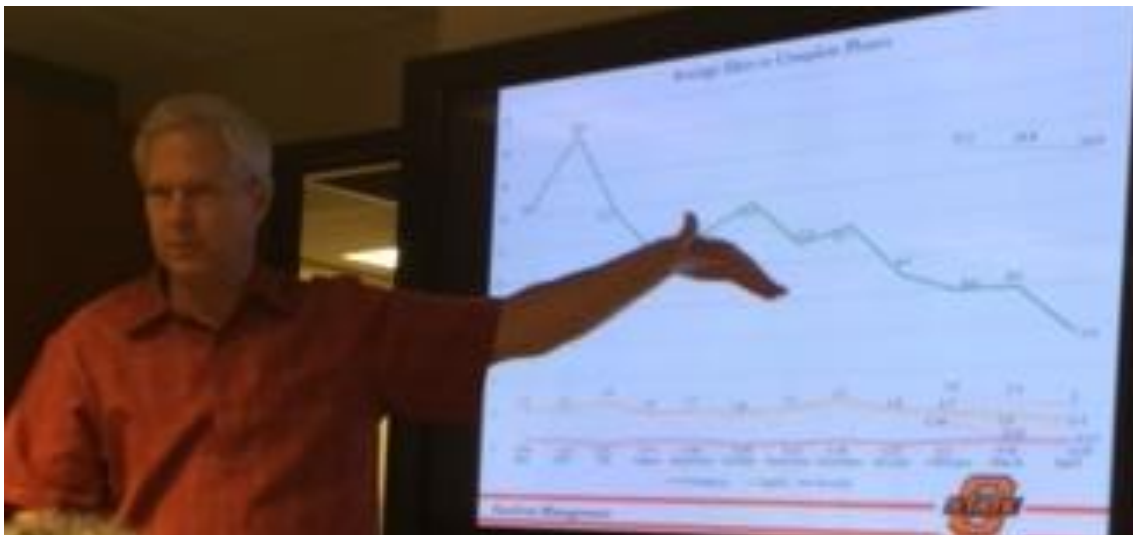


## *“Voice of the Customer”*

Each quarter, Ron Tarbutton, Interim Chief Facilities Officer and the O&M Zone Managers host a meeting with the Facility Representatives of the OSU University Colleges to discuss services provided by FM Operations and Maintenance. These meetings have provided valuable feedback on the types of services most important to our Customers and stimulated two way communications about how well FM is meeting the Customer’s needs.

In the photo below, Ron is showing the O&M metric that tracks the average time to complete work order phases since the implementation of the Next Level initiatives. Notice that the trend is downward which is great news as this indicates we are continuing to improve by decreasing the time from customer request to job complete! Great improvement!

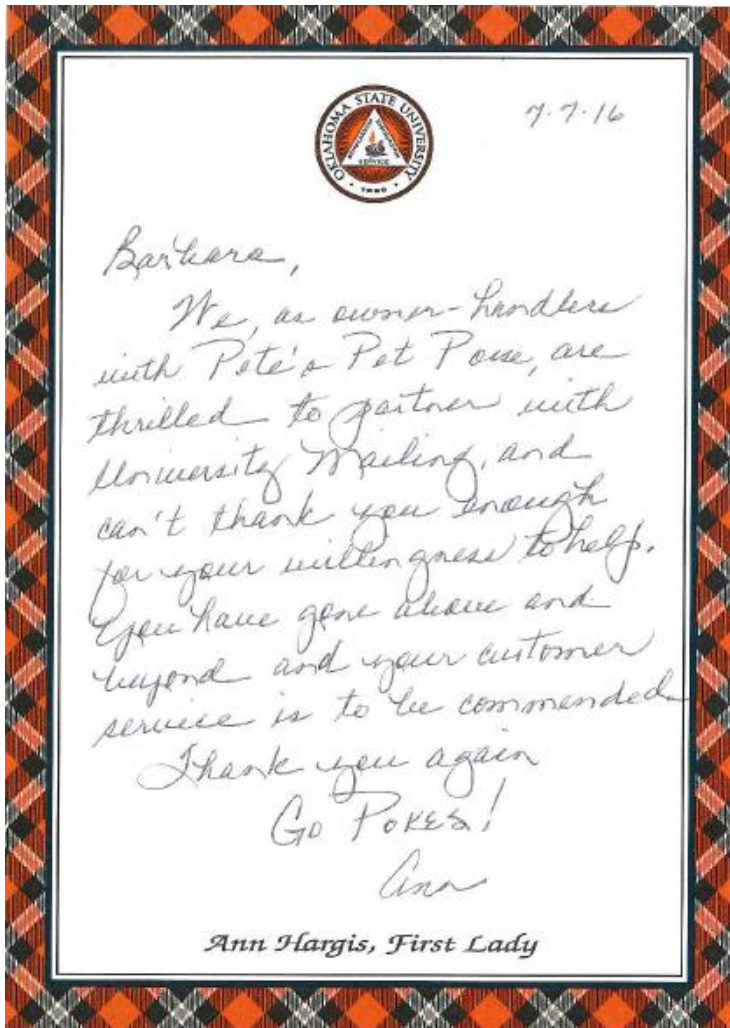
### *Facilities Management Striving to Exceed Customer Expectations!*





## UMS Partners with Pete's Pet Posse

University Mailing Services (UMS) will partner with Pete's Pet Posse (P3) to receive and distribute dog food. Connie Pirtle, Program Coordinator for P3, contacted UMS looking for a food distribution point for the program. UMS was happy to help them out by providing a place for the food to be stored until the owners could pick up the food. The first shipment arrived the first week of July and the distribution process is going smoothly. Below is a note of thanks from Ann Hargis, OSU First Lady. Pictured below are UMS employees Trudy Simank and Fred Evans.



♥ abbykatewithak

**pets4pete** Special thanks to #okstate Mailing Services for their participation in the program. They make sure our #PetTherapy pups get their monthly dog food provided by @purina - and even carry it to the car for us! #PoweredByPurina

## Facilities Management Construction and Contract Services Creates Summer Cost Savings Opportunity

Construction and Contract Services (CCS) created a success story with their internally-driven waste management system.

CCS employees Joanna Price, Kim Trunk and Julie Baer conducted a summer recycling and solid waste dumpster analysis to study vendor pick-up routes, pick-up frequencies, and dumpster container fullness to look to savings opportunities this summer. The analysis determined that the pick-up schedules could be significantly reduced due to the lighter waste and recycling needs in the summer. In addition, they found opportunities to gain efficiencies in redefining the pick-up routes taken by the waste and recycle trucks.

The team worked with Republic Services to implement a recommendation from the analysis that will conservatively result in a 25% dollar savings for the month of July!

*"The summer recommendation will be used every summer going forward and we will actively seek to continuously improve the program"* stated Kim Trunk. The team already has plans to conduct another analysis in the fall to study the school year usage and explore opportunities for improvement. Great Job!



*Pictured are Joanna Price and Kim Trunk.*





## *Energy Services Completes Utility Master Plan*

Energy Services has completed a Campus Utility Master Plan identifying system upgrades necessary in the next 5 and 20 years. Outcomes of the Plan included location of the new Central Plant and load requirement analysis to determine size and capacity, studies of the chilled water and steam distribution systems, dynamic models of the electrical, chilled water, and steam distribution systems, and services for further development of GIS utility mapping.

The Energy Services Division is comprised of five distinct and collaborative organizations: Energy Management and Sustainability – Casey Keyser, Manager; Engineering – Tim Titus, Manager; Utilities Production – Matt Driskel, Manager; Distribution Systems (Electrical & Utilities) – Steve Cookerly, Manager; and Geospatial Systems – Lynn Hazelbaker, Manager.

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## *Process Improvement Results in Cost Savings and Sustainability Benefits*

Mike Voss, Assistant Supervisor CT-MEP, was tired of seeing the bill FM received from shipping off used batteries for disposal, so he decided it was time for a change!

So Mike started a battery recycling program that is more economically and environmentally sustainable than the previous process of battery disposal used by OSU. Voss initiated a working relationship with the company, Battery Outfitters, who will collect used batteries at no charge throughout campus, including FM and EHS offices. Instead of paying a bill, Mike's office now reports the poundage of batteries recycled to EHS, "and it's FREE, so the bottom line is we're saving money" stated Mike! OSU employees can dispose of old batteries from their department, including Lithium, NiCad, Alkaline, etc. To dispose of your department's batteries find the cart pictured here outside of 112 FMS. NOTE: please tape off the end of your batteries for safety when you drop them off at the cart.



## *It Takes a Team Effort to Accomplish our Jobs at a University of this Size and Complexity.*



*Below are “Thank you’s” from one team member to another for their support!*

- ✚ Mike Voss, Asst Supervisor CT-MEP, wants to thank **Zone 1** for their help in the elevator upgrades!
  
- ✚ Scott Hunsucker, Zone 4 Manager, wants to thank **Pest Control** for their assistance with the summer residential housing maintenance crunch!
  
- ✚ Charles Vasso, Zone 1 Manager, wants to thank **Kathy Stoops, O&M Admin Assistant** for her assistance with the preventive maintenance setup in his zone!
  
- ✚ Charles Vasso, Zone 1 Manager, wants to thank **Geena Brownell, Materials Expeditor** for her assistance with the ACOB ADA project.
  
- ✚ Rose Butler, Quality Control Associate, CCS, would like to send a Big Thank You! To **Zone 1 and Zone 2** for their help with the huge amount of dispenser installs.
  
- ✚ Electrical Distribution wants to thank **Jim Lemon, Supervisor Zone 4 Apt**, for the cooler full of iced bottled water! On an extremely hot June 15<sup>th</sup>, the Electrical Distribution team was working to restore a failed electrical transformer near building 87 in the West Neighborhood. Jim Lemon noticed the extreme heat conditions they were working under and filled a cooler full of iced bottled water and delivered to the crew!
  
- ✚ David Robinson, Assistant Supervisor CT-MEP, wants to thank the **Procurement Services Supply Department** for “jumping through hoops” to get them the refrigeration parts they needed to make 3 emergency repairs. David stated that the “Supply department always goes above and beyond to assist him”! Great teamwork.



- ✚ Renee Smith, Interim Business Operations Director, wants to thank **ALL FM Personnel** responsible for approving and submitting bi-weekly time cards for their assistance in getting timecards to Payroll. Due to the Banner conversion, the deadline was shortened for submitting to Payroll, however, FM was an able to deliver and upload the payroll file on time!
  
- ✚ Bobbi Todd, Administrative Assistant, CCS, wants to thank **All of the Procurement Services Staff and especially Heather Forquer and Lindsey Dugan**, for their assistance and patience during the past few months as she processed invoices through CCS.
  
- ✚ Business Operations Procurement Services Personnel would like to thank **all FM Personnel** who retrieve necessary product to complete Customer work orders from the Supply Warehouse. Because the Procurement Service Warehouse shut down for FY16 physical inventory counts to be performed on June 29 and 30<sup>th</sup>, we requested those needing inventory items plan ahead. FM Personnel rose to the occasion and did an excellent job of advanced planning which allowed us to perform the physical inventory with very limited disruption!
  
- ✚ Thanks to the **Business Operations Team** for their work on the AIM system adjustments. They spent countless hours the past several months to document/resolve system errors, ensure billing accuracy and to write programs for integration with the Banner conversion. Their hard work benefits everyone at FM....Thank You!
  
- ✚ Ron Tarbutton wants to thank **Kim Trunk, Contract Specialist, Construction and Contract Services**, for the excellent customer service she gave to review the refuse service contract to Ms. Donna Sinnes, Careertech. Ms. Sinnes stated her phone call from Kim was “the best phone call ever! I appreciated all the great information and the efforts of this staff to save money and be more efficient.”

If you want to send a “thank you” to a team member for going above and beyond, send your request to [marla.boles@okstate.edu](mailto:marla.boles@okstate.edu).



If you have ideas to make the FM Newsletter better, please send to:  
[marla.boles@okstate.edu](mailto:marla.boles@okstate.edu)

An electronic copy of the FM Newsletter is located on the front page of the FM Website at [fm.okstate.edu](http://fm.okstate.edu).

Thank You!