BUILDING SERVICES AND M-STORES CREATE COLLABORATION

Plant Building Services has partnered with Purchasing, Stores & Auxiliaries to create a Service Level Agreement [SLA] to improve the business operations of Building Services Warehouse. The SLA partnership initiated by Nathan Norman, Director of Building Services, has streamlined the methods, systems and processes involved with inventory, purchasing, delivery and ordering activities. The goals of this innovative approach include determining ways to improve the overall business model and identifying the best practices that not only impact, but ultimately improve, the “bottom line.” The software program provides a “cradle to grave” approach to the warehouse inventory process. All aspects of product ordering, delivery, warehouse stocking, and inventory will be completely managed through the automated software program.

Members of the PSA team are Ian Pepper, Stockkeeper III, John Bogi, M-Stores Supervisor, Zita Gillis, M-Stores Business Analyst, Greg Altland, Consultant, and Lynette Wright, Service Level Agreement Manager. Richard Williams, PBS Warehouse Manager and Carl Smith, PBS Supervisor, have worked tirelessly for the last several months to prepare for the final phase of this project!

On November 10, Building Services went “live” with the new inventory program. This collaborative effort is on its way to begin paying dividends. Building Services staff, including front line managers and supervisors, are now able to reliably predict ordering needs, establish meaningful budgets and conduct quarterly/annual cost analysis! As a result of this partnership with Purchasing, Stores & Auxiliaries, Building Services can maintain organizational control and effective management of all custodial supplies.

Paul Pritzlaff, Building Services

On November 3, 2003, Building Services implemented their new inventory control system. With the help of an implementation team from Purchasing, Stores and Auxiliaries (PSA), Building Services was able to install an inventory control system that will enable them to place orders, manage their inventory and track costs. The team developed a web-based process for ordering and a warehouse setup system that allows Building Services staff to organize and consolidate products. The warehouse staff was trained on wireless scanners that are used in picking and inventory control.

John Bogi, M-Stores
Telling Our Story

Departing from our normal budgetary doom and gloom articles, the topic of advertising seems like a good fit for this time of the year. A quote from Stuart H. Britt comes to mind “Doing business without advertising is like winking at a girl (or boy) in the dark. You know what you’re doing but nobody else does.”

Obviously, we in Plant Operations need to know what we are doing. Too much depends on our knowing our jobs and doing the right things at the right time. In our world, however, just knowing our jobs isn’t enough. Our mission in Plant Operations is to maintain the physical environment and provide related services in such a way as to support the University in reaching its goals of excellence in education, research, and public service. The community needs to know that we are here doing the things behind the scenes that support the University’s goals.

Certainly, knowing how to do our jobs leads to excellent results by keeping the University “going,” but there are other areas to consider before the community will feel that the resources invested in Plant Operations are dollars well spent. These other considerations have to do with things like the community knowing what Plant Operations does as well as the image and impressions we make with the community while going about our duties.

As a direct result of our strategic planning efforts, we have begun a concerted effort to reach out to our contacts in the schools, colleges and administration to, in effect, tell the “Plant Operations Story.”

Through the Facilities Users Network (FUN), we have been able to hear more about what our customers’ needs are, while also educating the community about our capabilities, constraints and duties. We have created a Users’ Guide, we are actively involved in the continuous process of renovating our web site, and we are making inroads to having more stories about our people and successes in the University press. We also are pushing hard to strengthen our reporting so our customers can be kept up-to-date with accurate information about the status of their projects. All of this effort is geared toward the advertising of what we do.

The remaining piece has to do with image. Most of you are aware of the new Plant Operations “M” that we have placed on our trucks, and our slogan of “We Make BLUE GO.” It used to be that if any vehicle transgression was noted on campus, it invariably came back as a “Plant” vehicle. The Plant Operations Lead Team decided to take action by differentiating our vehicles from the other University service vehicles on campus.

And since we made that distinction, complaints about our vehicles have dropped dramatically. The data confirms what we believed all along – others were creating most of the problems and that we only needed to tell the community who we were in order to raise our image.

We also have made progress in the area of identifying Plant Operations employees to the community. We now provide a variety of work shirts, jackets and caps to distinguish ourselves from other units within the University. And, once again, we feel that this serves to present the image of the maintenance, construction or custodial professional. This identification program continues to grow and I encourage all to take advantage of the program.

You not only will help in raising the image of the division, you also will enhance security and save personal expenses by not having to purchase as much work clothing. What a deal!

Lastly, remember that it is all of you – Plant Operations employees – who are the ultimate salespeople. Every one of you is an ambassador to the University community. It is through your excellent work, your conduct, your appearance and your communication that we ultimately tell the Plant Operations story to the campus community. Each time you come in contact with a customer you are representing all of us. Keep telling the right story!

About the Plant Exchange

The Plant Exchange is produced by members of the Plant Operations Division at University of Michigan. Its purpose is to inform its staff and the University community of activities, accomplishments and information about Plant Operations and the work we do.

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December 2003, The University of Michigan Plant Operations
Editors: Valerie Amo, David Judge, Kristin Miller, Paul Pritzlaff
The Regents of the University of Michigan:
David A. Brandon, Ann Arbor; Laurence B. Dretch, Bingham Farms; Olivia P. Maynard, Goodrich; Rebecca McGowan, Ann Arbor; Andrea Fischer Newman, Ann Arbor; Andrew C. Richner, Grosse Pointe Park, S. Martin Taylor, Grosse Pointe Farms; Katherine E. White, Ann Arbor; Mary Sue Coleman, ex officio

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2003 Manager of the Year

We are pleased to recognize Carl Smith as the Manager of the Year for 2003. The Manager of the Year Award is determined by reviewing peer nominations for Managers of the Quarter. Carl’s participation, commitment and dedication to Building Services mission provided strong support for his nomination for this special award. Over the past year, Carl has taken on many additional responsibilities that included assisting with the new computerized software inventory system at the Warehouse (see related article on page 1). While the challenges that face a front line supervisor are difficult and at times can be overwhelming, Carl has successfully incorporated the essential concepts developed in the department’s High Performance Team Model programs.

Carl is an excellent leader and directly supports his staff by pitching in when the need arises. Every day, he demonstrates his superb leadership skills to his staff, customers and visitors with a smile and “Win-Win” attitude. Congratulations Carl!

Paul Pritzlaff
Building Services

Carl’s Accomplishments

Carl was chosen for Manager of the Year based on these accomplishments, as noted by his peers:

- Expanded responsibilities include assisting with warehouse management and restructuring the warehouse / delivery operations.
- Significantly improved the overall custodial maintenance of his assigned area.
- Consistent sharing of custodial operations information with fellow supervisors, custodians and customers.
- Supports and assists his fellow supervisors in obtaining the supplies and equipment they need to successfully perform their duties, going out of his way to do so.
- Actively promotes the development of High Performance Work Teams in his area.

2002-2003 Building Services Managers of the Quarter

<table>
<thead>
<tr>
<th>Quarter</th>
<th>Manager</th>
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<tbody>
<tr>
<td>1st Quarter</td>
<td>Virginia DuFour</td>
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<tr>
<td>2nd Quarter</td>
<td>James Talley</td>
</tr>
<tr>
<td>3rd Quarter</td>
<td>Lukeland Gentles</td>
</tr>
<tr>
<td>4th Quarter</td>
<td>Carl Smith</td>
</tr>
</tbody>
</table>

Carl Smith applying temporary tattoos at the Plant Picnic. Photo by David Judge.

Carl Smith and his wife Sheila holding the cake during the Manager of the Year award celebration. Photo by David Judge.

Ginny DuFour accepting Manager of the Quarter Award. Photo by David Judge.

Jim Talley. Photo by Paul Pritzlaff.

Luke Gentles accepting Manager of the Quarter Award. Photo by David Judge.
ICU Renovations

Recently Construction Services completed renovations to three nursing stations in the Hospital’s Intensive Care Units (ICUs). Since ICUs are a unique and sensitive environment, Construction Services faced key challenges of conducting the renovation work while the ICUs continued their operations. These challenges included maintaining a safe and healthy environment for patients while not interfering in the work of the medical staff. To meet these challenges Construction Services Foreman Jack Duey and Mike Heffelfinger, Project Assistant, carefully coordinated the renovation activities of the Construction Services Tradespeople with ITComm/ MCIT, Biomedical Engineering, Interior Design and Environmental Services. Of course, this project was strongly supported with the cooperation of the nursing staff that was instrumental in making this project ‘do-able’. We appreciate the patience and would like to thank all of the staff that were temporarily displaced and detoured while the project took place. The end product – the new nursing stations – provides the nursing staff with an improved ergonomic and aesthetic environment while allowing for more flexibility in managing their work.

Jim Hadden
Carpenter

Welcome to New Employees

Construction Services is happy to welcome two new managers to our family: Rich Gross-Foreman I Architectural Trade Shops, and Mark Bevington-Project Assistant.

Rich is a long time resident of Ann Arbor with over 30 years of construction experience, both locally and throughout the United States. Rich was hired to oversee the operations of the Cabinet, Sign, Spray, Glass, and Upholstery shops.

Mark Bevington is no stranger to the University. Mark began his career as a temporary employee in Grounds and Waste Management in the summer of 1999 and 2000. Mark began working as an intern in Construction Services in April of 2001 and remained with our group through his graduation from EMU with a degree in Construction Management in December of 2002. Mark’s role in our group will be to provide support for Bill Welch and his team of Tradesman and Managers.

Mark Bevington.
Photos by Paul Guttman

Paul Guttman
Associate Director
Our Own “Fab Four” Obtain State Licenses

On October 1, Dave Gilbertson and the Plumbing Shop held a pizza luncheon to celebrate four of their staff members passing the recent State of Michigan Plumbers License exam. These four journey persons: James Bogi, Tim Brummett, Beth Stephens, and Russ Weiner, were part of a study group that spent two months worth of Saturdays prepping for the grueling day-long exam. Congratulations are in order to the Fab Four!

*Tom Sullivan*
*Training Coordinator*

---

Welcome to Our New Apprentices!

We are happy to extend a warm welcome to the new apprentices who have been selected in 2003. The Joint Apprenticeship Committee selected these four qualified employees from a highly competitive pool of over 90 candidates. The new apprentices will spend roughly the next five years acquiring the skills and knowledge needed to master their trades.

*Tom Sullivan*
*Training Coordinator*

---

Russ Weiner, Jim Bogi, Beth Stephens, and Tim Brummett demonstrate that they are all ready for some serious “Wrench time”. Photo by Mary Gaul.

---

All Photos by
Lori Ramirez, Work Control
One of the Good Guys

Don Boike was one of the good guys. He was never one to stand out in a crowd, but more importantly, he was a valuable part of our Grounds team. Whenever you needed help, he rearranged his day to assist without complaints or compromise. He took pride in his work and tried to do what he could to please everyone. A person like that is hard to find. I feel blessed to have worked with him. He was indeed one of a kind.

Don worked for the University for 17 years. Some of you may remember Don as a Custodian when he started his career in Building Services. Some of you may remember him as a Groundskeeper working in Family Housing at North Campus. He sometimes used the hydrosedger and repaired lawns before we had a Turf Crew. Lastly, some of you may know Don as a Heavy Equipment Operator helping out on water main breaks, construction projects, and landscape projects. Wherever and whenever you may have met him, one thing was certain. He was a hard-working, down-to-earth man who was dedicated to his job and always tried to make your work easier.

Besides his job at the University, he was dedicated to his family and helped run the family farm. Many of us remember the BBQ where Don brought in “Boike” beef for us to enjoy. Everyone who saw his truck knew his dedication to the farming industry. His license plate had an insignia of a barn and silo with the saying “FeedU”. He also had an extensive collection of John Deere items.

Don passed away peacefully in his sleep on October 27th, 2003. It was quite a shock to most of us. He was only 39. His passing has reminded us of how short all of our lives are, and also how much better our days would be if we all smiled a little more. Don always had a pleasant smile and gave a friendly hello to all he met. He will be greatly missed by all who knew him.

Ann Wilson
Horticulturalist

Pedestrian Bridge Opens

On September 15, U-M’s second Pedestrian Bridge officially opened to pedestrians and bicyclists and linked the Medical and Central campuses. The elevated bridge, located on Washtenaw Avenue at the Huron Street curve, will provide a safe crossing point for those moving between these areas. Construction of the 172-foot ramp began in mid-May and was completed in four months.

Diane Brown
Facilities & Operations

Rich Robben, the first central campus administrator to cross the bridge on a bicycle. Photo by Horace Bomar.
DAIS Trivia:

Question: Can you guess how many major database records we store?

Now that many of us have become comfortable (and even proficient!) with accessing work related data through the Facility Focus software, you may remember that we didn’t always feel that way. As part of supporting Plant Operations’ move into the “Information Age”, the Database and Information Systems [DAIS] group was charged with providing a reliable channel for data storage and retrieval in a client-server environment.

To meet this technology challenge, DAIS left their baggage behind and the group entered the new worlds of Oracle database administration as well as Facility Focus administration and support. We took on new roles as liaisons to CSI-Maximus, developers of Crystal Report and application systems analysts for interfaces with M-Pathways. We admit, the road was rocky at times, but we tackled each challenge along the way.

DAIS staff has over 125 years of combined experience in the computer business and are proud to have delivered a reliable channel to access data. A productive past and a successful present gives us the confidence to tackle our future projects that include plans to upgrade Facility Focus to version 3.9.1, implementing a pilot PDA program and upgrade report accessibility to a truly web based solution.

Mona Herndon
Programmer

Answer: Currently DAIS is responsible for storing 9,852,556 major database records.

C.A.R.E. Catalog On-Line

Wondering what to order with those coupons? The C.A.R.E. Team is pleased to announce that the award catalog is now on-line. Please visit the website at http://www.plantops.umich.edu/director/CARE/catalog/.

To redeem your coupons, please contact one of the C.A.R.E. Team members shown below.

John Gleason, Leader
Building Services
7-0639
jgleason@umich.edu

Valerie Amo
Plant Operations
4-3400
vamo@umich.edu

David Click
Construction Svcs
6-0264
palenque@umich.edu

Tim Kennedy
Facilities Mtnce
7-3348
timken@umich.edu

Pam Smith
Grounds/Recycling
4-1601
pamelas@umich.edu

Alan Stevens
Work Control
4-5735
ats@umich.edu

Anna Tobias
Building Services
3-6355
ate@umich.edu
2003 SERVICE AWARDS

Staff Achieve Long Term Service Milestones

Congratulations to the following members of Plant Operations who celebrated their 10, 20, 30 and yes, 40 years of service to the University in 2003. Your dedication to the University and to Plant Operations contributes to the success of the division and makes it possible for the University to attract and retain the brightest students, researchers and teachers possible.

10 Year Awardees
Mike Bowen, Senior Engineer; Marie Brummett, Custodian II; Joseph Burman, Electrician; Edward Cates, Heavy Equipment Mechanic; Gordon Corwin, Sheetmetal Worker; Robert Croskey, Locksmith; Beth Eagle, Custodian II; Norman Eaton, Custodian II; Harris Frye Jr., Custodian II; Donny Hagen, Custodian II; Bonnie Hellner, Custodian II; William Hepburn, Elevator Maintenance Mechanic; Joseph Hovorka, Maintenance Mechanic I; Michael Irby, Custodian II; Robert Knowles, Maintenance Mechanic II; William Love, Electrician; Robert Lund, Maintenance Mechanic II; Don Lystra, Design Engineer III; Diane McDonald, Applied System Administrator III; Diana McVey, Custodian II; Karl Neuvirth, Sheetmetal Worker (retired); Catherine Newton, Administrative Associate I; Nathan Norman, Director of Building Services; Deborah Olejniczak, Office Assistant III; Ronnie Osenroth, Custodian II; Sandra Patterson, Secretary III; Roberto Pinto, Custodian II; Joycelyn Reynolds, Custodian II; Kristal Smith, Custodian II; Marcus Steger, Maintenance Mechanic II; Michael Swanson, Design Engineer III; Christopher Sylvester, Sanitary & Storm Water Systems Specialist; Glen Theeck, Circuit Operator; Tim Thiry, Groundskeeper II; David Walls, Materials/Equipment Expediter; Rodney Wiley, Maintenance Mechanic II.

20 Year Awardees
Robert Baldus, Carpenter; Duane Bollinger, Heavy Equipment Mechanic; Marvin Bryant, Plumber; James Carlson, HVAC Controls Specialist; Mark Dresch, Mech A/C & Refrigeration; Gary Ernst, General Foreman; Bruce Everard, Facility Systems Technician I; Glen Ford, Maintenance Mechanic III; Richard Hadden, Supervisor, Key Systems; Gary Harlacher, Mech A/C & Refrigeration; Thomas Keller, Service Foreman I; Guy Hurlbutt, Fire Alarm Electrician; Michael Klappeher, Steamfitter; Mark Leighton, Maintenance Mechanic III; Robert Mann, Custodial Supervisor III; Terry Moore, Maintenance Mechanic III; Samuel Moran, Service Foreman II; David Ollila, Electrician; Esteban Pan, Custodian II; Kenneth Pope, Mech A/C & Refrigeration; Thomas V. Rumple, Foreman I; Clifton Sanders, Custodial Supervisor III; Cynthia Schaeder, Administrative Associate I; Juventino Villarreal, Heavy Equipment Operator I; Myron Williams, Steamfitter; Barbara Woniewski, Custodian II.

30 Year Awardees
Gregory Boone, Heavy Equipment Operator II; Ronald Cheesman, Millwright; Robert McMacken, Maintenance Mechanic III; William Minard, Groundskeeper II; Jerry Pauley, Custodian II; Charles Scott, Groundskeeper II; Randolph Weiner, Custodian II.

2003 Retirees
Best wishes to the Plant Operations employees who have retired so far in 2003! Your contributions to the University of Michigan & Plant Operations are greatly appreciated.

<table>
<thead>
<tr>
<th>Name</th>
<th>Department</th>
<th>Years of Service</th>
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</thead>
<tbody>
<tr>
<td>J. Annette Bardouille</td>
<td>Plant Academy</td>
<td>17</td>
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<tr>
<td>William J. Bedford</td>
<td>Building Services</td>
<td>24</td>
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<tr>
<td>Lewis J. Camp</td>
<td>Facilities Maintenance</td>
<td>30</td>
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<tr>
<td>Eileen M. Clements</td>
<td>Work Control</td>
<td>16</td>
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<tr>
<td>Jack R. Dunn</td>
<td>Building Services</td>
<td>18</td>
</tr>
<tr>
<td>Robert G. Fischer</td>
<td>Facilities Maintenance</td>
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<tr>
<td>Sharon L. Guenther</td>
<td>Utilities &amp; Plant Engineering</td>
<td>44</td>
</tr>
<tr>
<td>Manfred Hilberer</td>
<td>Utilities &amp; Plant Engineering</td>
<td>31</td>
</tr>
<tr>
<td>Dennis L. Kelley</td>
<td>Facilities Maintenance</td>
<td>38</td>
</tr>
<tr>
<td>Douglas H. Kelsey</td>
<td>Facilities Maintenance</td>
<td>26</td>
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<tr>
<td>Samuel A. Lawrence</td>
<td>Facilities Maintenance</td>
<td>26</td>
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<tr>
<td>Jack T. Lockridge</td>
<td>Facilities Maintenance</td>
<td>17</td>
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<tr>
<td>Susan I. Masters-Blackburn</td>
<td>Building Services</td>
<td>31</td>
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<tr>
<td>John L. Moran</td>
<td>Construction Services</td>
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<tr>
<td>Michael Moses</td>
<td>Facilities Maintenance</td>
<td>10</td>
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<tr>
<td>Richard P. Murphy</td>
<td>Facilities Maintenance</td>
<td>29</td>
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<tr>
<td>Donald M. Nagel</td>
<td>Construction Services</td>
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<tr>
<td>Karl J. Neuirth</td>
<td>Construction Services</td>
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<tr>
<td>Douglas W. Rampy</td>
<td>Construction Services</td>
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<tr>
<td>Godofredo M. Robeniol</td>
<td>Facilities Maintenance</td>
<td>25</td>
</tr>
<tr>
<td>Ronald W. Zatorski</td>
<td>Facilities Maintenance</td>
<td>23</td>
</tr>
</tbody>
</table>

New Employees
Plant Operations welcomes the following folks who joined the organization as full time, permanent employees between September 1 and October 31, 2003.

BUILDING SERVICES
Fred Davis Jr., Custodian II

CONSTRUCTION SERVICES
Richard Gross, Foreman I
Steven A. Roberts, Electrician

FACILITIES MAINTENANCE
Eric Bergeron, Maintenance Mech I

GROUNDs/RECYCLING
Tracy Artley, Recycling Coordinator

UTILITIES & PLANT ENGINEERING
Kim R. Borregard, Design Engineer III
Dennis Kretin, Steamfitter
Robert Morikawa, Design Engineer III
William P. O’Dell, Design Engineer III

40 Year Awardee
Robert Koyle, Steamfitter.
Central Power Plant Wins EPA Combined Heat & Power Award

On September 16th, the Central Power Plant (CPP) received the USEPA Energy Star/Combined Heat and Power (CHP) Award. The award was presented by Christian Fellner, CHP Partnership program coordinator for the EPA Energy Star program. Danny Jones, CPP maintenance mechanic, and Bill Weakley, CPP Results Engineer, accepted the award on behalf of the plant staff during the Energy Fest on the Diag. The CPP qualified for the award based on the performance of the plant for calendar year 2002.

The Central Power Plant is a combined-cycle, cogeneration plant. This means the plant uses both gas turbine and steam turbine driven electrical generators to reduce the purchase of more expensive electricity from the utility, while supplying steam to the central campus for heating and cooling. This technology reduces fuel consumption and emissions compared to separate generation of steam and electricity.

Bill Weakley
Power Plant Engineer

Plant Safety Program Expands

OSEH support to the Plant Operations Safety Program has recently increased - Ty Patton has joined forces with Keith Trombley to administer the program. They will be working in a team approach to address health and safety concerns for all areas of Plant Operations. Keith and Ty will jointly maintain the Safety Committee Task Force activities, compliance training, job site audits, and be available to respond to employee concerns.

Ty has been with OSEH for 2 ½ years with the Asbestos and Lead Compliance Program. He has knowledge of Plant activities from this perspective, but will be visiting job sites and shops to be able to gain a better understanding of the health and safety concerns employees face on a daily basis.

In addition to maintaining their OSEH offices, Keith and Ty now have office space in the Plant Building across from the Welding Shop and plan to announce their Plant Operations office hours soon. They can also be contacted on the radio OSEH channel, and the general OSEH phone: 647-1143, or their individual phones: Keith – 764-3141 and Ty – 763-9112.

Asbestos and lead samples that need to be sent out for analysis can be given to either Keith or Ty or to Greg McKenzie at the OSEH front desk.

Our goal is to work together so we can assure everyone goes home safely at the end of the day!

Pam Barker, OSEH

Ty Patton (left) and Keith Trombley (right). OSEH Representatives dedicated to Plant Operations. Photo by Ty Patton.

Pictured from left to right: Mike Pepper, Christian Fellner, Bill Weakley, Bill Verge, Danny Jones, Rich Robben, Hank Baier. Photo by Mary Ellen Weakley.

Bill Weakley
Power Plant Engineer
Fitness Challenge Results

The Third Annual F&O Fall Fitness Challenge Contest kicked off on September 8, 2003 and ended October 19, 2003. There were 11 teams comprised of 87 participants that entered this competitive and exciting contest. The three winning teams are:

1st place: “Hearts Under Construction”
( pictured)
2nd place: “The Fatties”
3rd place: “The Fitness Disciples”

This is the second time that the team “Hearts Under Construction” earned the 1st place Championship Title for the Fall Fitness Challenge Contest since the program’s inception in October of 2001. Congratulations!

The winning team members are Mark Bevington (Team Captain), Rich Robben, Paul Guttman, Herbert Johnson, Dale Schaedig, Rick Eathorne, Cathy Newton, Alan Swan, Terry Ramsey and Aaron Bennett. The winning team received a nice trophy with their names engraved on it and a catered luncheon held on November 25, 2003. Hearts Under Construction says, “They will challenge all comers for the 2004 4th Annual F & O Fall Fitness Challenge Contest”!

Greg Lambert
Wellness Coordinator

How Much Exercise Is Enough?

For years the government has said that everybody should spend at least 30 minutes a day in physical activity, but recently the Institute of Medicine (part of the National Academy of Sciences) doubled that recommendation – an hour every day of moderately intense activity, such as brisk walking.

Exercise is essential to a healthy life. It offers a multitude of rewards. It improves mood, lowers blood pressure, and improves blood cholesterol levels. It reduces the risk of cardiovascular disease, diabetes, and some cancers. Regular physical activity helps develop and maintain healthy bones, muscles, and joints. It reduces falls among older people and relieves arthritis pain. It keeps you younger than your years. If that weren’t enough, it helps you control your weight – and obesity itself raises the risk of chronic diseases, especially diabetes, high blood pressure, and some cancers. Furthermore, many people learn to love exercise once they’ve done it for a while.

What’s the right amount for you?
The truth is that nobody knows what the ideal amount of exercise is, not even the Institute of Medicine or the Surgeon General. Much depends on you – how fit you are, whether you are overweight, what your goals are, how much you eat, how old you are.

Here’s how to sort out what’s right for you:
• In order to stay healthy, people who don’t need to lose weight should get a minimum of 30 minutes of moderately intense physical activity every day, or nearly every day. It should preferably be an aerobic activity (good for the cardiovascular system), such as brisk walking, running, cycling, swimming or vigorous work like raking and bagging leaves.
• If you need to lose weight, extend your routine to at least an hour a day, six or seven days a week.
• You need not pack all your exercise into one session. Short bouts of exercise during the course of a day have an additive benefit.
• Walking is the most practical, accessible exercise as well as the safest. If you have been sedentary, it may take a few weeks to get used to walking briskly.
• Look on exercise as an opportunity. Make it a habit – walk whenever possible, in preference to driving or taking a bus.
• If you are very overweight, do what you can do. It’s never too late to start exercising and to reap the benefits.
• As you get accustomed to a routine, add some strength training with free weights or weight machines. This is especially important for bone health as you grow older.
• If you are looking to boost your heart-protective HDL cholesterol, you’ll need to do longer and more intense workouts, such as brisk walking, cycling, swimming, or running.


Greg Lambert
Wellness Coordinator
Photo Board Gets New Look

With over 500 employees in the Plant building at 326 E. Hoover, it may be difficult putting names with faces. Our Photo Board addresses this situation. You may have passed it in the hallway of our Plant building, near the Sheetmetal Shop. Here, the smiling faces of fellow Plant employees can be matched with their names and departments.

The Work Control Department recently became responsible for maintaining the Photo Board. To make the board easier to maintain, we use sheetmetal backing and magnetized picture frames instead of the previously used metal rails and glass picture frames. We also decided to save money by purchasing our own camera equipment and taking the photos of the employees ourselves.

So the next time you pass someone in the hallway and wonder “Now who was that guy?”, take a look at our Photo Board and maybe you’ll get your answer!

Lori Ramirez
Work Control

Photo Board Retakes

Do you grimace when you walk by your picture on the Photo Board? Would you like to take a new picture? Now you can! Retakes for ANYONE who would like a new picture are scheduled for Wednesday, December 10, 8:00 AM to 11:00 AM and Thursday, December 18, 8:00 AM to 11:00 AM, in the Plant Operations POS Large Conference Room. No appointment necessary. Just show up and we’ll make sure to do our best to make you look wonderful (10 years younger, more hair, less fat... well, we can always try!).

Lori Ramirez
Work Control

PM Planning

PM Planning has been working diligently to compile an inventory of equipment to be maintained. In January 2003, PM Planning completed the inventory of over 270 Maintenance General Fund buildings, accounting for approximately 21,000 pieces of equipment. Today, the inventory has grown to well over 26,000 and will only get larger as new buildings are brought online. Over the past 11 months more than 23,000 preventive maintenance work requests were issued to the various shops that are responsible for performing preventive maintenance. The goal of preventive maintenance is to prolong the life of the equipment and reduce the costs associated with reactive maintenance. By moving from reactive maintenance to planned maintenance Plant Operations should realize significant cost savings in performing maintenance work.

Ed Triska
Manager, PM Program
Community Giving Program

The season of giving is upon us, and one great way to help others is to support the Plant Operations & Plant Extension “Adopt-A-Family” Program. For the past sixteen years, our organizations have worked together with the Family Independence Agency of Washtenaw County to “adopt” a family in need.

This year we are adopting a family of six. We are collecting new and used clothing, winter coats, boots, hats, gloves, and a toy for each child. We will also provide a holiday meal and other non-perishable food items.

Donations of clothes, non-perishable food items, and cash can be taken to the Purchasing Services office located near the Model Conference Room in the Plant Building. For specific questions (sizes of clothing, etc), please call Lorri Doneth at 764-9447, or email her at ldoneth@umich.edu. The deadline for donations is December 10.

Cash donations can be accepted up until December 15.

Since 1987, we have touched over twenty families with our contributions of clothing, toys and food during the holiday season. The families we have adopted have been extremely grateful. Let’s work together this year to make this holiday season special for the newest of our adopted families.

Lori Ramirez
Work Control