

# Facilities Management & Capital Project Status Report October 2024

## Facilities Management – Maintenance and Operations - General

- In the past month, the Facilities maintenance crews have completed 443 work orders and are currently working on 269 open work orders.
- Facilities Pro new software installation and Server migration is complete. Working with IT to button up final items.

## Capital / Construction

- Myers Wilkins Gym Shoring and bracing is in place to support the exterior wall and roof
- Myers Wilkins work has started with Northland Engineering establishing the repair scope of work, ICS is reaching out to contractors and dealing with price quotes and dealing with the City of Duluth for Permitting. We have been in contact with insurance companies and gone over all the current scope with their contracted Engineer and representative.
- Laura MacArthur water main is repaired with the full system flushed.
- Dead trees at East are scheduled to be removed later this month with Ricks Tree Service.
- Myers Wilkins Chiller coil has been replaced. Still waiting on what further repairs will be needed.
- Summit Sprinkler will be doing maintenance and testing on all of the PreAct systems installed in all of the gyms this month.

## Discussion with Legal Representation

No discussions

## Building Operations

As we continue to navigate challenges within Operations, we are still experiencing issues related to employee illness and open positions. We appreciate everyone's efforts during this time and encourage open communication regarding workload and support needs.

We would like to extend our congratulations to the following individuals who have recently stepped into the role of:

### **Engineers:**

- Julie Brun at Myers-Wilkins
- Erick Johanson at Lowell

### **Second Shift Engineers:**

- Scott Giegling at Laura MacArthur
- Dale McRae at Lakewood
- Jack Davis at Stowe
- Scott Goldfine at Piedmont

- Ben Belden at Lowell
- Mitch Kinnear at East HS

**Custodians:**

- Laurel Bakken at Denfeld
- Ron Benson is a Floating Custodian

Additionally, we are pleased to announce that Liam Siers has successfully passed his special boilers license examinations. This achievement enhances our team's capabilities and ensures we maintain our operational standards.

Thanks to all the Building Operations staff for your continued dedication and hard work.

**Health, Safety, and Environmental Management**

- **Audits & Inspections**
  - Automotive hoist at Denfeld HS replacement ready for use.
  - Radon testing results submitted to MN Dept. of Health
  - Fire code corrections at East HS still under way
  - Basketball hoop inspections completed - repairs complete at elementary and middle schools. Repairs for East HS and Denfeld HS are in the process of being scheduled.
  - Semi-annual playground inspections completed 9/6.
- **Regulatory Reporting**
  - Nothing needed in August
- **Systems & Technology Updates**
  - Nothing new in August
- **Training**
  - Basic Life Support & First Aid renewal training for nursing staff completed for August 28th.
  - I Love U Guys Foundation Standard Response Protocol training completed for Duluth Leadership Team Thursday Aug 15th from 1:00-3:00
  - Animated SRP video posted to district YouTube page and Safe & Welcoming webpage
  - Respirator training and fit testing completed for August 12th.
  - New hire general safety training held for certified and non-certified staff 8/20 at DSC
  - All staff Emergency training held at Denfeld 8/27, with additional breakout session in the afternoon
- **Chemical and Hazardous Waste Disposal**
  - Bulb and battery pickup date being scheduled. (Pending utilities staff availability)

- **Document Updates**

- Emergency Operations Plan updates complete.
- Classroom flipbook Emergency Operations Guide complete
- Goal to complete a thorough review of all HSE procedure documents and policies in FY25.

- **Injury and Incident Statistics**

- **August 2024 (as of 9/6/2024)**

- **OSHA Recordable Rate (TRIR):**
- **OSHA Recordable Injuries: 1**
- **Days Away from Work: 0**
- **Days on Restricted Duty: 0**
- **Non-recordable Injuries: 2**
- **Near Misses/Hazards Reported: 0**

- **2024 Year-To-Date**

- **OSHA Recordable Rate (TRIR) (Goal  $\leq 1.00$ ):**
- **OSHA Recordable Injuries: 12**
- **Days Away from Work: 59**
- **Days on Restricted Duty: 28**
- **Non-recordable Injuries: 60**
- **Near Misses/Hazards Reported: 15**

*The OSHA rate or TRIR (total recordable incident rate) is equivalent to the number of injuries requiring care beyond first aid per 100 full-time workers.*