

FACILITIES MANAGEMENT & CAPITAL PROJECT STATUS REPORT

August 2015

Facilities Management – General

In the past month the maintenance crews have completed 254 work orders, and are currently working on 496 open work orders.

Facilities maintenance trade crews are currently scheduled district-wide.

Ongoing - Operations personnel have done a great job of cleaning and preparing the schools for students and staff to come back for start of school. We are on track to be ready at all sites.

New hire! Steve Balaich has been hired to replace John Hoban, who retired in June. Steve is our new Supervisor of Operations and comes to us from United Taconite, Cliffs Natural Resources. Steve has great experience and will be an asset to Facilities Management.

We will be interviewing shortly for Engineer 4 positions at the high schools.

Jeff Graves, Lead HVAC, retired this month. We will be interviewing shortly for this position.

Capital Construction:

Ongoing - Facilities is working with design professionals as well as time and material contractors to facilitate the completion of the School Board approved projects related to the remaining LRFP fund balance. Projects related to this have begun or are complete at Denfeld, EHS, Homecroft, Lakewood, Lester, HOCHS, OEMS Lowell, and Stowe.

Projects not complete when school starts will have coordination plans in place to allow work to continue with school in session and not impact teaching and learning.

Health, Safety & Environmental Management

- Environmental/Health/Safety
 - Meetings were held with APEX Online Training to streamline the process of updating information so employees can easily sign in for training and HR can easily download what is required of APEX without doing it by hand.
 - Safety review of the equipment for the fab labs. The Laguna equipment at East HS will need additional guarding for the lathe and router prior to use.
- Emergency Response
 - ALICE Train the Trainer Certification was completed: ALICE (Alert, Lockdown, Inform, Counter, Evacuate) is a program designed to respond to an active threat, including an active shooter, by training people on the options they have to increase their odds of survival in the face of disaster. It goes beyond the standard lockdown many schools have now and promotes a more active response based on historical active shooters and threat incidents.

- The National Guard emergency response simulated event in Duluth was conducted on August 25th. We took part in the Red Cross response and shelter exercise to assist in simulated parent/student reunification. We also were able to assess the Red Cross sheltering process to better understand how our schools may be used in the case of a catastrophic event.
- Completed EMBARC shelter fundamentals course.
- Workers' Compensation Activities
 - OSHA Recordables: 0 recordable incidents.
 - Incidents Reported: 7 injuries reported.

Risk Management

There have been no significant reportable incidents or claims relating to insurance policies for general liability, property, auto, and school leader's legal liability.