

Facilities Management & Capital Project Status Report July 2024

Facilities Management – Maintenance and Operations - General

- In the past month, the Facilities maintenance crews have completed 202 work orders and are currently working on 263 open work orders.
- Rockridge property survey was completed to establish property boundaries with neighbors. Blocks 106 and 95.
- Utility locates for Laura MacArthur shed build completed.

Capital / Construction

- Lincoln park pool resurfacing has begun and is ahead of schedule.
- Duluth News Tribune building Utility mapping with Jamar underway.
- Lowell Elementary flooring is ahead of schedule.
- Stowe concrete removal and installation scheduled to begin. Fencing removal completed.
- Dry Sprinkler system installations for Lincoln Park and Ordean scheduled to begin with Summit Sprinkler. Old Glycol systems to be removed per MN Fire Marshal.
- Lowell loading dock exterior wall repair is pending Stretar Masonry availability.
- Myers Wilkins new Playground Fence installed.

Discussion with Legal Representation

No discussions

Building Operations

The Operations staff are well underway conducting Summer maintenance projects and deep cleaning the buildings. I'm very proud of our Building Operation staff. They are doing a great job on getting the schools ready for the kids to come back. Lowell and Laura MacArthur are doing a great job keeping up to schedule despite the fact they are working around all the flooring work being done.

- We are still working on filling licensed positions. Most of the Custodian positions have been filled. We would like to welcome new incoming Custodians: John Gissendanner at Denfeld HS, Liam Siers at East HS, Vanessa Wirta at Laura Mac and Jenna Black at Piedmont. Operations and HR has continued looking to fill Engineer II positions at Lowell and Myers-Wilkins; and Second Shift Engineer II positions at East, Lincoln Park, and Ordean Middle School as well as Denfeld now that Mitchell Kinnear has moved on to St. Louis Schools ISD 2142. Second Shift Engineer I positions remain open at Piedmont, Lakewood, Laura MacArthur, Lester Park, and now Rockridge following the departure of Ross Stankiewicz, who retired after working with the district for almost 20 years. Custodian I positions remain open at East High School and Denfeld.
- I would like to recognize Erik Johnson, who passed his 2C Boiler License exam and is now the Second Shift Engineer I for our District Service Center.

Health, Safety, and Environmental Management

- **Audits & Inspections**
 - One automotive hoist at Denfeld HS needs to be replaced, replacement has been ordered and installation has been scheduled. Install pending locate on in floor heating system.
 - IEA did radon testing at all school sites in Feb, two rooms were slightly over the action limit (One at Denfeld, one at Congdon). Follow up testing was conducted per Minnesota Department of Health guidelines. Retests passed - results will be presented at August COW meeting.
 - Fire code corrections at East HS still under way

- **Regulatory Reporting**
 - Nothing needed in June

- **Systems & Technology Updates**
 - New Health and Safety Management Vector EHS Management system set up and in use. Will create training for how to use hazard reporting forms over the summer.

- **Training**
 - Aerial lift training completed for scissor lift, after district lifts are inspected first week of July, training will be conducted on those lifts.
 - Basic Life Support & First Aid renewal training for nursing staff scheduled for August 28th.

- **Chemical and Hazardous Waste Disposal**
 - Other old chemicals at DNT pickup scheduled for 9:00 July 10th.
 - Bulb and battery pickup google form was sent out to building engineers to get inventory for July disposal. Pickup date being scheduled.
 - Extra cleaning chemicals found at Garfield building brought to WLSSD June 5.

- **Document Updates**
 - Goal to complete a thorough review of all HSE procedure documents and policies in FY25.

- **Injury and Incident Statistics**
 - **June 2024 (as of 7/2/2024)**
 - **OSHA Recordable Rate (TRIR): 0.00**
 - **OSHA Recordable Injuries: 0**
 - **Days Away from Work: 0**
 - **Days on Restricted Duty: 0**
 - **Non-recordable Injuries: 2**
 - **Near Misses/Hazards Reported: 1**

 - **2024 Year-To-Date**
 - **OSHA Recordable Rate (TRIR) (Goal ≤ 1.00): 1.85**
 - **OSHA Recordable Injuries: 11**
 - **Days Away from Work: 59**
 - **Days on Restricted Duty: 28**
 - **Non-recordable Injuries: 58**
 - **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.