

Facilities Management & Capital Project Status Report

March 2020

Facilities Management – Maintenance and Operations - General

- In the past month the Facilities maintenance crews have completed 289 work orders and are currently working on 237 open work orders.
- Discussions are occurring with the City of Duluth to update our Joint Power Use and lease Agreements.
- Gender neutral signage at specific locations are now installed at all secondary sites but OEMS. A meeting at OEMS was conducted and those signs will be installed.
- Discussions are occurring frequently related to property sale decisions and opportunities to explore.
- I am working with both local and state level Historic Preservation groups as related to the listing of HOCHS. Specifically, the City of Duluth Historic Preservation Commission, Duluth Preservation Alliance, and the State Historic Preservation Environmental Review Program Manager.

Employee News

- Interviews were conducted, and Heather Ashbaugh accepted the job offer for Supervisor of Operations. She has many years of experience in this field, and will be a huge asset for the District. Please welcome her when you see her; brief introduction below.
- Jason Barsness, Coordinator of Health and Safety, resigned to take a similar position at WLSSD. Jason was with us for 7 years. We are currently advertising for his replacement.

Capital Construction

- Federal COPS grant work for 12 sites is proceeding. I anticipate access control work to be complete by mid-April 2020. Site visits to meet with principals and clerical staff are ongoing as related to new hardware and features that our new systems will provide.
- The LTFM approved roof replacement project at Rockridge is starting this week.
- Contracts are being signed and required documents collected for the summer start of Congdon Parks masonry work.

Building Operations – New Supervisor of Operations

- *Hello, my name is Heather Ashbaugh and I have spent the last 17 years working in higher education, at both UMD and the College of St. Scholastica. My experiences with the Facilities departments at both colleges will be beneficial as I begin my new position with Duluth Public Schools. In my spare time, I love to hike and garden, as well as spend time with my family and my dogs.*

Health, Safety & Environmental Management

Environmental/Health/Safety

- Assisted with facilities department Covid-19 response

Emergency Response

- Assisted in District Wide Emergency Response Communications Drill

Workers' Compensation Activities

- March
 - 14 First report of incidents
 - 0 OSHA recordable incidents

2020 YTD Incidents

- 55 First report of incidents received
- 8 OSHA recordable incidents
- 81 Days away from work
- 208 Days of restricted work