

Newsbeat

*Highlights and Headlines
from in and around
Campus Services*

Commissioning Team Receives the EBie Award



Above, left to right: Mike Robbins, Eric Gregory and Ricky Tumey

Campus Services (CS) is proud to announce the commissioning team won the U.S. Green Building Council's national 2015 EBie Award. **Eric Gregory**, Commission Manager, joined by **Mike Robbins**, Commissioning Specialist, and **Ricky Tumey**, Utility Technician, won in the "Smooth Operator: Operations and Maintenance Excellence" category for their work on Goizueta Business School. The Smooth Operator award recognizes the most improved building across two or more sustainability categories achieved solely through improved operations and maintenance.

The EBies (Existing Buildings Improving the Environment) recognize improved environmental performance in existing buildings among building operators, facilities managers, owners, engineers, and other professionals. Focus areas include energy, water, materials use, lighting, and tenant engagement. A jury appointed by the Urban Green Council receives nominations nationwide, and selects the most exceptional projects as winners. Only seven EBie awards were given out in 2015.

Emory's Office of Sustainability submitted a Re-Commissioning/Sustainable Performance project particular to the Goizueta Business School. As part of the Re-Commissioning project, the commissioning team implemented operating improvements in Goizueta's HVAC systems that have resulted in over 60% savings in utility consumption. Once Re-Commissioned, they developed an automated fault detection programming within the building automation system that alerts them to performance issues that can lead to higher energy consumption, while helping guard against future performance degradation.

The EBie award ceremony was held on June 22, 2015, at the Hard Rock Café Theater in New York City. Eric and Mike were in attendance to receive their EBie.

CS is delighted that the commissioning team's hard work has been recognized at a national level. They truly deserve it!



Above: Eric Gregory, second from right, receiving the EBie award in New York.

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LEADERSHIP TEAM SPOTLIGHT
SPOTLIGHT ON: JEN FABRICK
UNIVERSITY ARCHITECT



Vacation Planning 101

Vacation season is almost over. And what a project a vacation can be! Do you avoid these warm weather opportunities to get away because it's too much like work? For instance once a vacation destination is decided, you must plan the trip, estimate the cost, buy tickets, make reservations, contact friends and family, pack clothes, phone charger, and a good book, and then hope for good weather, timely planes, and nice people. What? Sounds overwhelming? Do you realize you constantly generate this kind of thoughtful effort and never leave the Emory campus! Yes, please know that you have the skills to plan a wonderful vacation if you work at Emory.

You know how to schedule your day, budget your project, work with equipment, pack your truck/cart, manage your electronics, read instructions and, in the midst of all, still hold a smile. No matter whether it's a rainy day, the material delivery is late or the customer is boring you to death, you DO know exactly what needs to be done. Smile. And you know what to learn from these lessons of process, programming, and teamwork. Every day at work you are using and refining skills that you have personally grown due to your job performance. You may not be aware of the incremental growth, as no one gives you a degree or certificate, yet over time your skill set has matured. And it will continue to do so with your willingness to explore and take risks.

"Explore and take risks", those words define a vacation to me. Make the time to plan one for you. Go by yourself or with those you enjoy sharing time. Go somewhere that intrigues you, be it a new city, national park, beach or mountain. Or stay in Atlanta and go to places you've never been before, a "staycation". Find an opportunity to learn, to have some fun, and meet new people. Getting away provides new perspective, brings forward new ideas, and gives you the necessary break from routine. Whether you discover new foods to cook, ways to decorate, or the smells of the sea, a temporary change of environment opens doors to parts of you left unexplored. Start your thinking now about a way to discover new opportunities and interests by planning a vacation for 2016. Commit to it now. You owe it to yourself.

Jen Fabrick

We Heard You!

Workforce

We would like to see a more robust training program across CS.

Campus Services places a high value on continuous learning and is dedicated to the development of employees. To this end, Campus Services currently offers a variety of training and development opportunities for leaders and non-supervisory staff. Ongoing training programs include computer training, technical training, safety training, lunch & learn sessions, and the CS Leadership Development Series. In addition to these options, Central HR offers many training and development opportunities as well as offerings by individual departments or units. For a listing of upcoming training sessions and dates, please visit the CS Training and Events Calendar at http://www.campserv.emory.edu/finance_business/trainingcomm/calendar.html or the Emory Learning Center website at <http://www.hr.emory.edu/eu/learning/>

Since this question was asked by EPD, we wanted to specifically mention specialized EPD training options...The Emory Police Department has a series of in-service training sessions scheduled for January-June 2016 that will be distributed by October 30th and the schedule for July-December 2016 will be distributed by April 30th. Having this advance notice will help staff accommodate work/vacation plans. For more information about the topics that will be included, please visit the EPD shared drive to view the schedule after October 30. The police department is also working with the FBI to provide "ALERRT," an active shooter training program. Personnel from EPD are serving as instructors in the FBI sponsored course. Attendance opportunities will be dependent upon FBI scheduling.

--Lisa Underwood and Craig Watson

Innovation

Can PDC create a standing "continuous improvements" shop work order for individuals to track their time while helping to improve PDC and CS?

PD&C will continue to create work orders for individuals to track their time spent on various non-billable efforts. A good example of this recently is the time spent on Process Improvement with Chameleon Consulting Corporation. Because this effort involved a heavy time commitment from all members of the PD&C team a special work order was created to track all of the time spend by all members of the team. Doing it this way allows for more accurate KPI reporting and also helps explain variances in recharges over time. We will continue to employ this strategy going forward. Please contact your supervisor if you need more information about this process.

--Charlie Andrews

Culture

Our organization is large and is made up of many diverse departments. It would be great if we had employee and/or department spotlights in the newsbeat so we can learn more about who we are and what we do in Campus Services.

This is a great idea and we will be adding an employee or department spotlight feature in the Newsbeat and on the Electronic Screens (E-Screens) beginning this fall. Thank you for the suggestion!

--Lisa Underwood

Customer Experience

Can we improve our communication to customers about work that has been done in their buildings?

What a great suggestion and we are making progress in this area! We have what we call "Production Meetings" with customers in their buildings that have been a fabulous way for customers to get to know us, and share what is going well, what needs improvement in our services to them. We recently started sharing the number of work requests from their building over the past fiscal year, and the job categories so they have an overall idea of their building issues. This has been well received. Additionally, we've prepared a report that highlights the Major Repair & Replacement (MR&R) projects funded since 2010. These two reports have been well received, and provide an overall summary of work that heretofore has not been available.

--Karen Salisbury

HAPPY RETIREMENT & THANK YOUR FOR YOUR YEARS OF SERVICE



Above: Vickie Evans and Perry Singleton

Perry Singleton began his career at Emory as a carpenter in the Facilities Management (FM) department in June 1978. After 17 years as a carpenter, he became a locksmith. He retired as a locksmith in the FM Security Shop in September 2015, after 37 years of continuous service.

Perry was known for his kind and funny demeanor. He was always willing to help others out and he wouldn't hesitate to be there for someone in need. Team members and students could always count on Perry to come to the rescue. His former supervisors complimented him on being such a hard working and dedicated employee.

At Perry's retirement party held on September 3, 2015, he grinned with pride as employees gave speeches about how they enjoyed working with him. "I enjoyed my years at Emory because of everyone here. All of you made this a fun and wonderful place to work," he said smiling. Perry is excited about spending time with his five granddaughters now that he is retired.

Perry was an amazing employee who always gave 100% to his job. We are grateful for his service to CS and he will be truly missed!



*Top left: : Chris Jackman cutting cake for all the guest. Top right: Bob Simon, Perry, Jason Lauth and Scott Bishop
Bottom left: The FM Security Shop Bottom right: Travis Hicks, Ron Campanelli and Stanley Jones*

CS HIGHLIGHTS

NEW SUPERVISOR



Above: Rasheed Abdullah

Campus Services (CS) is excited to welcome **Rasheed Abdullah** as a new supervisor in Building & Residential Services (BRS). Prior to joining Emory, he worked for ABM Industries at Hartsfield-Jackson Airport.

Rasheed brings over nine years of management experience in retail and custodial services. He will be responsible for leading a team of nine employees on the evening shift. Rasheed is excited to join such a prestigious institution as Emory, while looking forward to growing and developing his team.

We are pleased to see welcome Rasheed to Campus Services. We know that we will see great things from him and his team.

NEW SUPERVISOR



Above: Martha Anderson

Campus Services (CS) is pleased to announce the newest member of our leadership team. On August 17th, **Martha Anderson** joined CS as a supervisor in Building & Residential Services. She will be responsible for leading a team in residential housing.

Martha comes to Emory with over eight years of experience in facilities and building management. She is most excited about meeting new people and developing lasting relationships around campus.

We are thrilled to welcome Martha to our CS team. Please give her a very warm welcome.

CS HIGHLIGHTS

NEW SUPERVISOR



Above: Adrian Harrish

Campus Services is (CS) delighted to welcome **Adrian Harrish** as a new supervisor in Building & Residential Services. Prior to joining Emory, she worked in the custodian department at Georgia Tech.

Adrian brings over seven years of experience in the custodian field. She will be responsible for leading a team of eleven night shift employees. Her team will be responsible for the cleanliness of the Psychology and Theology buildings along with Woodruff PE Center.

We are happy to welcome Adrian to CS. We wish her great success and look forward to great things from her.

E&U TEAM REACHES ENERGY REDUCTION GOALS



Above, left to right: Joan Kowal and Ciannat Howett

Campus Services (CS) hit a major milestone for Fiscal Year 2015 (FY15). The Energy & Utilities (E&U) team achieved Emory's energy reduction goal for FY15.

In order for the E&U department to achieve these goals, various strategies had to be in place during construction, renovations, maintenance, and customer behaviors that contribute to energy reduction. By E&U working diligently with all departments in CS, they were able to accomplish these reduction goals. **Joan Kowal**, Senior Director of E&U, was presented with a plaque by **Ciannat Howett** from the Office of Sustainability Initiatives in recognition for a job well done.

We are extremely proud of the E&U team for all of their hard work. We know that they will work hard to repeat their success in Fiscal Year 2016!

CS HIGHLIGHTS

CS LEADERS SELECTED FOR EMERGING LEADERS PROGRAM



Above: Avril Occilien-Similien and Darryl Miller

Congratulations to Darryl Miller, Facilities Management (FM) Zone B Supervisor and Avril Occilien-Similien, Assistant Director, Human Resources (CS-HR) for being selected as participants in the Central Human Resources 2015-2016 Emerging Leaders at Emory program (ELP). They are two of twenty participants who were selected to participate in the first cohort of this leadership development opportunity.

The Emerging Leaders at Emory program is targeted toward mid-level leaders and is designed to create an environment that fosters excellence in Emory's workforce, strengthens leadership performance across the University, and establishes a leadership pipeline for succession planning across the university. This eight month program held its kick-off session on September 2nd where the selected participants and their leaders were in attendance, and Mike Mandl, EVP of Business Administration, was the keynote speaker.

NON-SUPERVISORY DEVELOPMENT PROGRAM COMING SOON



Above: Traci May speaking with non-supervisory staff in a lunch & learn session.

Campus Services Human Resources (CS-HR) is developing a non-supervisory development program that will provide participants the tools to develop leadership skills. Individual contributors who are considered high-potential and who are being considered for a transition into a position managing people would benefit from this program.

This CS program will focus on development in three modules: Communication, Managing Performance and Delivering Results. It will contain blended learning formats such as classroom sessions, coaching and hands-on activities and will run from March 2016– August 2016. This program should not be confused with Central HR's Aspiring Leaders Program.

As we approach the launch of this program, more information will be made available.

CS HIGHLIGHTS

ROADS & GROUNDS TEAM ATTENDS STMA FIELD DAY



Above, left to right: Antonino Garcia, Abraham Bravo, Candido Lara, Parrish Price, Sergio Sosa and Curtis Singleton

The Facilities Management Roads & Grounds team attended the Sports Turf Managers Association (STMA) Field Day in Gainesville, GA on August 4. This fun event provided turf care education along with vendor services for companies throughout Georgia.

STMA is a professional organization committed to the sharing of knowledge, exchange of ideas and advancement of the Sports Turf industry. Twice a year they host a Field Day that consist of panel discussions on turf care, networking opportunities, vendor presentations and a guest speaker (Dr. Patrick McCullough from the University of Georgia).

We are thrilled that our Roads & Grounds team was able to attend Field Day to represent Emory University. We know the information they brought back can help us in caring for our fields.

CS ADDS NEW EXERCISE EQUIPMENT IN BUILDING B



Campus Services (CS) is continuing to grow its health and wellness initiatives. As of August 13, CS has added a recumbent bike and a treadmill in the building B breakroom. This equipment is free for all CS employees to use.

Before using the equipment, please read the instructions and FAQs posted on the wall above the water cooler to avoid injury. Also please know that you should only be using the equipment during an approved break, your lunch time or before and after work.

In an effort to promote fitness in our staff, lower cholesterol and reduce stress, we encourage you to utilize the exercise equipment. A quick workout can go a long way in fostering a healthy lifestyle.

CS HIGHLIGHTS

EMORY VEHICLE POLICY UPDATE

Emory's auto policy is renewing on September 1, 2015. The following items should be placed in the glove compartment of each vehicle:

- ◆ Current auto ID card verifying insurance coverage
- ◆ Emory's instructions on how to report an auto accident. Please remember that all accidents must be reported to your HR department within **24 hours**. This includes accidents involving vehicles leased from Enterprise or other rental companies. While it is necessary to call the Emory Office of Quality & Risk at 404-778-7933, an editable accident reporting form will need to be completed and emailed back to them in an event of an accident.
- ◆ A worksheet to assist the driver in obtaining important information at the scene.



If you have any questions about this update, please contact Jackie Owen.

ERIC GREGORY WINS REX DILLOW WRITING AWARD



Above: Eric Gregory

Eric Gregory, Commissioning Manager, was awarded APPA's 2015 Rex Dilloow Award for Outstanding Article. His article "Commissioning and Emory's Sustainable Performance Program" was selected the winner by APPA's Information & Research Committee. It had to pass five criteria categories to be able to earn the win.

As the winner, Eric's article was published in the January/February 2015 issue of *Facilities Manager*, and he was invited to the 2015 APPA conference in Chicago, IL to accept his award at a private reception.

Campus Services is so proud of the work that Eric is doing. He continues to be an ambassador for the Emory community.

HR HEADLINES

LEARNING & ORGANIZATIONAL DEVELOPMENT LEADERSHIP DEVELOPMENT PROGRAMS FOR 2016

Learning & OD is happy to announce that we have made changes to some of our existing leadership development programs and are implementing two new programs beginning in the Fall 2015.

WHAT'S CHANGING?

PREVIOUS	NEW
Manager Development Program <ul style="list-style-type: none">• Audience: Experienced People Managers• Focus: Fundamentals of Management	Essentials of Leadership at Emory Audience: New and Experienced People Managers Focus: Fundamentals of Management
Supervisor Development Program <ul style="list-style-type: none">• Audience: New People Managers• Focus: Fundamentals of Management	

- Manager and Supervisor Development Programs (MDP/SDP) will merge to become one program (Essentials of Leadership at Emory).
- The cost of the new program will be **\$900**.
- The Essentials of Leadership at Emory program will be offered twice a year (January & June).
- 20-25 participants will be selected for each cohort.
- **NOTE: Those who have previously graduated from MDP or SDP do not need to attend this program.**

WHAT'S NEW?

ASPIRING LEADERS AT EMORY

Aspiring Leaders at Emory will be offered for individual contributors who are considered high-potential and who are being considered for a transition into a position managing people.

- The cost of the program is **\$600**.
- Aspiring Leaders at Emory will be offered twice a year (March & July).
- Participants for the Aspiring Leaders at Emory program must be nominated to participate in the program and selected to attend.
- The participants in the program will complete the program together as a cohort.
- 25 participants will be selected for each cohort.

EMERGING LEADERS AT EMORY

Emerging Leaders at Emory will be offered for mid-level leaders who are considered high-potential to move into a more strategic role.

- There is **NO COST** to the department for this program.
- Emerging Leaders at Emory will be offered every other year, beginning in Fall 2015.
- Participants for the Emerging Leaders at Emory program must be nominated to participate in the program by their senior leadership and invited to attend.
- 20 participants will be selected for each cohort.



Applications for the **Essentials of Leadership at Emory** and **Aspiring Leaders at Emory** programs will be available early-October.

For additional questions, please contact **Anisthasia Carter, Associate Director of Learning & Development**, 404-727-9563 or abcart3@emory.edu.

Second Quarter CS Service Awards



Lee Johnson, FM Recycling	45 years
Timothy Ivey, FM Security Systems	35 years
Frederick Allen, Emory Police Department	35 years
Tom Tarantino, Planning, Design & Construction	25 years
Julie Hale, FM Operations & Compliance	20 years
Joseph Williams, FM Zone E Maintenance	15 years
Jasmin Nukic, FM Zone C Maintenance	15 years
Ghulami Haqqani, FM HVAC Operations	15 years
Evelyn Bolton, Building & Residential Services	15 years
Rosa Welch, Building & Residential Services	15 years
Brenda Earley, Building & Residential Services	15 years
Tikeidra Collins, Building & Residential Services	15 years
Veronica Lofton, CS Finance Operations	15 years
Carol Adame, Planning, Design & Construction	15 years
Michael Roberts, FM Zone E Maintenance	10 years
Jody Berley, FM Zone D Maintenance	10 years
Eric Weber, FM Energy & Utilities	10 years
Shirley Sims, Building & Residential Services	10 years
Andra Price, Building & Residential Services	10 years
Arich Drisco, Building & Residential Services	10 years
Latosha Nolen, Building & Residential Services	10 years
Sandra Moore, Building & Residential Services	10 years
Sharon Williams, Building & Residential Services	10 years
Doris Hall, Building & Residential Services	10 years
Heath Miller, Planning, Design & Construction	10 years
Leigh Vaughn, Emory Police Department	10 years
Lionel Randall, Emory Police Department	10 years
Lance Brock, FM Zone H Maintenance	5 years
Chuck Beck, FM Zone E Maintenance	5 years
Russell Miller, FM Preventative Maintenance	5 years
Anthony Jackson, FM Electrical Distribution	5 years
Steven Sanders, FM Zone C Maintenance	5 years
Tonya Brown, Building & Residential Services	5 years
Cheryl Rudolph, Building & Residential Services	5 years
Phyllis Reese, Building & Residential Services	5 years
Johnny Perdue, Building & Residential Services	5 years
Janice Lewis, Building & Residential Services	5 years
Shabrekia Arnold, Building & Residential Services	5 years
Dylan Green, Building & Residential Services	5 years
Destinae Barnes, Building & Residential Services	5 years
Steven Walker, CS Parking Services	5 years
Ryan Andrews, Emory Police Department	5 years

Congratulations on your continuous years of service. We appreciate you!

CAMPUS SERVICES OPEN POSITIONS

*~submitted by Kelli Howell-Robinson, Human Resources
Posted as of 9/1/2015*

Department	Job Title	Job Requisition ID	Positions open
BRS- Oxford	Custodian	51588BR	1
BRS- Oxford	Custodian, Sr	53416BR	1
CS Information Technology	Business Operation Specialist	53603BR	1
CS Information Technology	Applications Dev/Analyst, Sr	54916BR	1
EPD	Police Officer	47916BR	1
EPD	Community Service Officer	55256BR	1
Grounds	Landscaper	48345BR	3
Grounds	Crew Leader	55081BR	1
HVAC	Supv, HVAC	53620BR	2
HVAC	HVAC Mechanic	53630BR	1
Oxford	Electrician	52500BR	1
Oxford Maint.	Mgr., Facilities	54190BR	1
PDC	Campus Planner	54918BR	1
Plant Operations	Plant Operator	53999BR	1
Plant Operations	Plant Operator, Sr	54000BR	1
Recycling	Recycling/Waste Specialist	55650BR	1
Security Systems	Locksmith, Sr	48874BR	1
Security Systems	Access Control Tech	48772BR	1
Staging	Special Event/Moving Specialist I	48748BR	1
Steam Plant	Steam Distribution Mech.	46100BR	1
Steam Plant	Steam Distribution Mechanic, Sr	53249BR	1
Steam Plant	Specialist, Water Chiller	54189BR	1
Steam Plant	Plant Maintenance Specialist	54187BR	1
Zone E Maint	Maintenance Mechanic	39362BR	2
Zone E Maint	Sr. Maintenance Mechanic	53408BR	1
Zone F & Zone B	Maintenance Mechanic	47638BR	2

All applications need to be submitted electronically at <http://www.hr.emory.edu/careers/index.html>

Wellness Corner

Stay Active.
Eat Well.
Relax.
Live Long.



Changing Your
Mind and Body
...Inside Out

HEALTHY LIVING SPOTLIGHT

CAMPUS SERVICES FITBIT FAIR

On September 1st and 2nd, Campus Services (CS) hosted its first FitBit Fair in CS Training Room B. In conjunction with the Move More Challenge, CS offered help in selecting FitBit models. Office of the Vice President team members, **Karen Salisbury** and **Ashley Cobette**, offered detailed explanations on how to use your FitBit and helped participants sign up for the Move More Challenge. All attendees were able to enter into a raffle to win a Publix gift card. Congratulations to the following winners of the raffle:

Craig Frank, FM Engineering
Avril Occilien-Similien, CS-HR
Luetrell Langston, BRS
Richard Mittenzwei, EPD
Allen Adams, FM Grounds
David Dorsey, FM HVAC

Joe Ducato, BRS
Darryl Miller, B Zone
Ricky Stafford, H Zone
Alex Koyfman, FM Preventive Maintenance
Frankie Parker, FM Energy & Utilities



The Move More Challenge begins Monday, September 21. Let's Move More!

CS Maves



Come as you are, no need to change clothes!
We will be mixing it up, so all suggestions are welcome!

Let's Keep It Moving!



place: CS Training Room B

time: Every Thursday at Noon

contact: Shervon Lewis, (404) 727-1543

what we do:
3 or 4 mile walk with Leslie Sansone

Hip Hop Abs, Thighs, and Legs
with Shaun T

and Zumba!



increase your activity

Get Ready to Move More Emory!

Registration for the Move More Challenge is now open!

The Move More Challenge is Emory's first community-wide employee wellness event with the purpose of getting us all to move more! Using a Fitbit® device, you can track your daily steps and calories, set goals, and connect with others. As part of this challenge, you will also join your department's team and compete against other Emory teams. It's going to be a lot of fun, so register now!

To participate:

- **REGISTER.** Go to www.emory.edu/MoveMore to register.
- **ORDER.** After registering, print your confirmation letter. It will have all the information you need to order your discounted Fitbit.
- **JOIN.** Once you receive your Fitbit in the mail, it's time to join. Set up your Fitbit on a computer, join the challenge, and select your team!

The Move More Challenge begins September 21 and continues through November 15.



join your team



track your progress



have fun



HealthyEmory



www.emory.edu/MoveMore



Fitbit™ Setup Assistance

If you need assistance setting up your Fitbit™ device and connecting your dashboard to the Move More Challenge, Campus Services will host three help sessions:

CS Training Room B

Monday, September 14th 9:30 AM – 11:00 AM

Tuesday, September 15th 2:00 PM – 3:30 PM

AND

Friday, September 18th 8:30AM – 10:00 AM

www.emory.edu/MoveMore



American
Red Cross



HOPE begins with you.

Emory Campus Services

BLOOD DRIVE

Thursday, October 29, 2015
8am to 1pm
Training Room B

For an appointment,
log on to **redcrossblood.org**
and enter sponsor code: emory

redcrossblood.org | 1-800-RED CROSS | 1-800-733-2767 | Download the Blood Donor App

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EMORY
UNIVERSITY

WorkLife Resource Center

Care Consultation

Help navigating adult care

As an Emory University employee, you are eligible for FREE care consultation to help you with:

- ▶ *Preparing to become a family caregiver*
- ▶ *Assessment of a caregiving situation*
- ▶ *Problem-solving, planning, monitoring & implementing plans*
- ▶ *Identifying resources inside and outside of Emory*
- ▶ *Understanding Medicare and Medicaid*
- ▶ *Tapping into local, state and national resources*
- ▶ *Caring for individuals with memory impairment*
- ▶ *Understanding end of life issues*
- ▶ *Planning for your own long-term care*

Appointments are available in person or over the telephone

To learn more, contact Mary Ellen Nessmith at 404-727-4177 or visit www.worklife.emory.edu

EMORY
Caregiver Support
PROGRAM

THE EMORY FIRE SAFETY OFFICE PRESENTS

AUG 10 - DEC 1

The COOKING FIRE CHALLENGE

EMORY
MEMORABILIA
GRAND
PRIZE

START  TODAY

WATCH THE VIDEO ON EMORY'S YOUTUBE CHANNEL
COMMENT TO ENTER GRAND PRIZE DRAWING
.....

TAKE THE CHALLENGE

1. FIND THE NEAREST FIRE EXTINGUISHER
2. REMOVE ITEMS STORED IN OVEN
3. CLEAN DIRT BUILDUP FROM BROILER
4. DON'T LEAVE FOOD COOKING UNATTENDED
5. RETURN KITCHEN TO CLEAN SAFE STATE



COMING SOON

September 14th, 2015



CS SELECT, our signature employee recognition program, has been revamped to incorporate our well-known "Values In Action" program to create a single, easy way to recognize employees and colleagues!



- | | |
|--------------------------|-----------------------------|
| ✓ Structure and Criteria | ✓ Ease of submission |
| ✓ Awards | ✓ Timeliness of recognition |
| ✓ Above and beyond | ✓ CS Values in daily work |

WHAT'S NEXT?

- Periodic emails with details of the program: Nomination process, New Awards, etc.
- CS-HR in attendance at your staff meeting to explain the revised program in detail

**Nominations will be accepted beginning Monday,
September 14th, 2015
More details to come!**

New



So easy. How does it work?

1 New award categories



2 Ways to nominate

Anyone can nominate.



3 Award process



Nominations will be accepted beginning Monday, September 14th, 2015 More details to come!

September

“There are no secrets to success. It is the result of preparation, hard work, and learning from failure.”
 ~Colin Powell

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 FitBit Fair	2 FitBit Fair	3	4	5
6	7 Labor Day 	8	9	10 CS Moves	11 Patriot Day 	12
13 Rosh Hashana Begins	14 FitBit Assistance Session	15 FitBit Assistance Session	16	17 CS Moves	18 FitBit Assistance Session	19
20	21 Move More Challenge begins	22	23 New Employee Orientation Yom Kippur	24 CS Moves BRS Monthly Meeting	25	26
27	28	29 Intro to Computers	30 Intro to Computers			

CALENDAR KEY:

-  Training
-  Committee Meetings
-  Sessions for Supervisors
-  Holidays/Special Events
-  Other Meetings



EMPLOYEE UPDATE - SEPTEMBER

Welcome - New Hires

- Ed Soley...Maintenance Mechanic...ZBM
- Alex Ferguson....Landscaper....Grounds Maintenance
- Jermaine Jernigan....Landscaper....Grounds Maintenance
- Wesley P. Waldrop.....Landscaper...Oxford Campus
- Martha Anderson.....Supv, Custodial.....BRS
- Rasheed Abdullah.....Supv, Custodial.....BRS
- Kimberlee Beasley.....Custodian, Sr.BRS
- Elizabeth Moore-Freeman.....Custodian....BRS
- Shakira Tucker.....Custodian, Sr.....BRS
- Dexter Crawford....Custodian, Sr.....BRS
- Matthew Callahan....Custodian, Sr....BRS
- Connie Gardner....Custodian....BRS

- Fatima Taylor...Custodian, Sr...BRS
- Ayinde Omari Luqman....Police Officer....EPD
- Lucas L. Cioffi.....Police Officer....EPD
- Andrew An.....Police Officer....EPD
- Myron Johnson.....Enforcement Officer...CS Parking Services

Congratulations - New Titles

- Thad Nelson Matthew....Crew Leader....Grounds Maintenance
- Randy Simon.....Program Manager.....PDC
- Corbett Tucker.....Crew Leader.....Oxford Campus