



Newsbeat

Highlights and Headlines
from in and around
Campus Services

Stephen Sheldon wins CS SELECT Employee of the Year



Above left to right: Robert Williams, Matthew Early, Stephen Sheldon and Todd Kerzie

Congratulations to **Stephen Sheldon**, Heavy Equipment Operator, for being awarded the 2014 CS SELECT Employee of the Year. Stephen received nominations from **Jimmy Powell**, Director of Exterior Services, and **Abraham Bravo**, Automotive Mechanic, for going above and beyond his job duties.

This past June, Stephen was one of the first respondents of a major incident that occurred on campus. A DeKalb County water main on Houston Mill Road ruptured causing the Emory Conference Center Hotel and the Miller Ward House

water supply to shut down. The Emory Conference Center was in the middle of preparing for a 300 guest wedding while the Miller Ward House was hosting a 150 guest reunion. This caused great distress to the event planners.

Stephen knew he had to act quickly. He was supplied with a fire hose to pull water from a hydrant on Clifton Rd. It enabled the Emory Conference Center to restart their cooling towers. Restoration of the cooling tower operation saved the potential loss of \$45k worth of food and provided much needed cooling to guest rooms that had been without air conditioning for hours. He continued to work diligently all day to repair the water main. Due to his work, the wedding and reunion were able to proceed without additional major interruptions.

In a separate nomination, Stephen was also acknowledged for his strong leadership capability in organizing the readiness of the Roads and Grounds department's inclement weather plan. This included coordinating vendors and parts for equipment. This extensive plan allowed his team to ensure the roadways were clear so that Cliff Shuttle buses were still able to run despite the snow earlier this year.

Rick Allen, Emory Police Department Sergeant, and **Mike Purdom**, Grounds Supervisor, were awarded 5 CS SELECT letters for their work in collaboration with Stephen. They were the runners up for CS SELECT Employee of the Year.

Campus Services is proud of Stephen, Rick and Mike for exceeding expectations while having a strong work ethic. Their hard work is greatly appreciated.

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Above left: Matthew Early, Rick Allen and Craig Watson Above, left: Matthew Early, Mike Purdom and Todd Kerzie





LEADERSHIP TEAM SPOTLIGHT

SPOTLIGHT ON: CHARLIE ANDREWS

AVP OF PLANNING, DESIGN, & CONSTRUCTION

CHANGE

The only thing that is an absolute in the human experience, the only thing that is guaranteed to happen to us while we exist on this planet, the only thing that we can be 100% certain of occurring, is change. Think about it, we are born and almost instantly grow and change in physical form. Within a very few months our brains develop and change. We learn to walk and speak, all the time evolving and

changing. Change is a constant in our lives. The seasons change, the weather changes, our attitudes change, our feelings change, our bodies change. Ok... I think you get it – everything and I do mean everything, is constantly changing. Give it some thought -- I think you'll agree.

So why are we as humans so adverse to change? Sometimes, I think it's a big cosmic joke, the only thing that we can be absolutely certain about happening -- we resist. And some of us go to great lengths to resist anything that resembles change, sometimes at great cost. We change jobs because things have "changed" at the old place. We change partners, sometimes several times, because that old relationship has "changed". So we jump around trying to do everything within our power to keep our world in a constant and steady state. Maybe, we are hard wired to believe that we can control our destiny if we resist change. Maybe, we resist change simply because we have no power over it and we have learned from our ancient ancestors that there is more safety in control and predictability and we can only accomplish this by keeping our distance from that dreaded thing called ... change.

I don't know the answer, but I do know that there can be a great deal of suffering inflicted on ourselves and others by holding tight to the way things are, or ... actually; to the way things were. We resist the new boss who is different from the old boss; the new boss who has higher expectations of us and pushes us to achieve more and better results, but it's a change ... so we passively or sometimes actively resist. We cling and attach to the good old days. Maybe that's why nostalgia often feels so comforting. Because it is the past and the past doesn't change (except how we think about the past does actually change) and often that feels really good.

So I'm curious as to why we choose to suffer by not accepting and embracing change. What do we gain by pushing away the present reality? It takes courage to let go of the past and stay open to the unknown. It can be very threatening to skate on the edge of uncertainty. But I believe it is the place where our personal growth occurs. I believe it is the place of freedom and fearlessness, a place where life is lived with richness and the place where one discovers aliveness. And nothing is more important than aliveness, because to live without aliveness is to not live at all.

Charlie Andrews

IN MEMORIAM

CLEVELAND HAMILTON



We were all saddened by the passing of **Cleveland Hamilton** on October 18, 2014. Cleveland started with Emory University in January 1999 in Facilities Management where he remained until his passing.

“Cleve” as he was affectionately called, was known for his honest and loving spirit. He would always offer encouragement and support to others when they needed it the most.

Cleveland was a hard worker who was always willing help out his fellow co-workers. He is truly missed here at Emory!

SUZETTA LOCKLEAR

We were all shocked and saddened by the passing of **Suzetta Locklear** on April 5, 2014. Suzetta began her career with Emory University in September 1992 in Building & Residential Services where she remained until her passing.

Suzetta was a fun loving person with a bright smile. She never hesitated to assist her co-workers and was a calming presence during stressful time. She loved making people laugh and participating in our line dancing classes!

Suzetta brought joy into so many lives. We miss her very much!



DANNY RENCHER



We were all saddened by the sudden passing of **Danny Rencher** on December 7, 2014. Danny started with Emory University in October 2001 in Facilities Management. He joined the CS Procurement Department in 2003 where he worked until his passing.

Danny was known for his upbeat spirit and kind nature. He would always greet everyone with his big smile and was willing to help everyone in any way he could. He enjoyed his job and his caring nature meant a lot to so many people.

Danny was a diligent and positive worker. He is greatly missed here at Emory!

EPD OFFICERS RECEIVES AWARDS



Above, left to right: Darrell Johnson & Craig Watson

The Georgia Association of Campus Law Enforcement Administrators (GACLEA) recently presented two Emory Police Department (EPD) employees with awards of excellence. On November 6, 2014, GACLEA held their 40th Anniversary celebratory dinner at the Miller Ward Alumni House to present the first Oris T. Bryant Officer of the Year Award went to **Officer Darrell Johnson** and the Alex K. Johnson Member of the Year Award to **Chief Craig Watson**.

The Officer of the Year award is presented to a deserving nominee at the fall meeting every year. The award was renamed this year to honor the late Oris Bryant, Jr., who served as Chief of Police at Georgia Southwestern State University. It was presented to Officer Johnson by Oris Bryant Jr.'s widow, Mrs. Bryant. Officer Darrell Johnson earned this honor through his consistent devotion to his profession, including his excellence in providing the Georgia Teen PRIDE (Parents Reducing Incidents of Driver Error) program for the Emory Community. His personal commitment to the GHOST OUT program in DeKalb County High Schools during prom time to reduce teen driving injuries and fatalities also proved that he was truly deserving of such an honor.

Chief Watson, a past president of GACLEA, continues to chair the constitution and by-laws committee. He earned the Alex K. Johnson Member of the Year Award due to continuing to give his time and energy in promoting the association.

The Georgia Association of Campus Law Enforcement Administrators was founded in 1974 at Emory University representing 12 institutions. The late Emory Police Chief Alex Johnson served as the association's first president. Forty years later, the association thrives with Chiefs of Police membership from more than 50 Georgia colleges and universities.

Campus Services would like to congratulate Officer Johnson and Chief Watson for these well deserved awards. We are proud of the work they are doing in the community.

CS HIGHLIGHTS

NEW SUPERVISOR



Above: Kortney Henderson

Campus Services (CS) is pleased to welcome **Kortney Henderson** as a new Supervisor of Building & Residential Services. She joined Campus Services in December 2014. Kortney comes to Emory with over five years of previous housekeeping experience.

Kortney is responsible for supervising the night shift staff in Goizueta Business School, Schwartz Performing Art Center and Glenn School Church. She is really excited about being at Emory and is looking forward to building relationships with her customers and co-workers.

We are excited to welcome Kortney to our team. Please give her a warm welcome.

NEW SUPERVISOR



Above: Brian Knox

Campus Services is excited to welcome **Brian Knox** as a new Supervisor of Building and Residential Services. Brian brings over 25 years of housekeeping experience in medical, convention, and commercial industries to Campus Services.

Brian is responsible for the Administration East areas on campus for the evening shift. Since joining CS in December 2014, he has been most impressed with our Mission, Vision & Values. "I'm excited to be a part of the culture here and ensuring that we do the right thing, the right way, and for the right reasons," he

stated.

We are excited to have Brian on our team. Please make sure you give him a warm welcome!

CS HIGHLIGHTS

EPD JOINS MIDTOWN'S TREE LIGHTING PARTY



Above: Officer Steve Casole pretending to arrest the Grinch.

Emory Police Department (EPD) at the Emory Midtown Hospital joined hospital administrators and staff at the Holiday Tree Lighting party on December 1, 2014, in the Medical Office Tower lobby.

Sgt. Maurice Parks, Officers Steve Casole, Edwin Gonzalez, David Jackson and Gregory Adams took part in the festivities as everyone focused their attention on making sure the children had a wonderful time. Volunteers served ice cream and hot chocolate as the children mingled with some of their favorite holiday characters, including The

Grinch. A magician with his rabbit fascinated everyone while also performing mysterious card tricks.

There were smiles all around, especially on the faces of the Emory officers who enjoyed this opportunity to serve in their community.

EPD OFFICER WINS OXFORD PHOTO CONTEST

The City of Oxford, home to Oxford College, recently celebrated the 175th anniversary of its incorporation as a city. A Convocation Ceremony was held on December 6, at the Old Church featuring guest speakers Dean Stephen Bowen and Emory Professor Emeritus Hoyt Oliver. As part of the anniversary celebration, the City of Oxford hosted a photo contest collecting photos of the City and College to be used in an upcoming City of Oxford calendar.

Bob Walker, Emory Police Captain, was selected as one of the photo contest winners. Bob submitted a photo depicting the Oxford College Ox-House and adjoining pond.

Congratulations to Bob both for being selected and for showcasing such a beautiful setting on the Oxford College campus.



Above: Bob Walker's submitted photo of Oxford College's Ox-House on the pond.

CS HIGHLIGHTS

2014 POLICE ACADEMY GRADUATES



Above: Chief Craig Watson, Officers Jeremiah Foster and Darrell Johnson

Below, right: Officer Matthew Davis

During the past year, the Emory Police Department has welcomed several new police officers who have chosen Emory as their career home. We offer our congratulations to those officers who, in 2014, successfully completed 11 weeks/408 hours of rigorous training that included classroom-based lecture and practical skills building sessions. As mandated by state law, all police officers in Georgia must complete this training in order to earn certification through the Georgia Peace Officer Standards and Training Council (POST).

- ♦ **Officer Matthew Davis** graduated from Fulton Academy on 07/25/14.
- ♦ **Officer Steve Casole** graduated from North Central Georgia Academy on 03/27/14.
- ♦ **Officer Randall Terry** graduated from North Central Georgia Academy on 10/31/14.
- ♦ **Officer Jeremiah Foster** graduated from North Central Georgia Academy on 12/19/14.

We wish each of them a successful career at Emory University.



BRS & FM STEAM PLANT WINS TOYS FOR TOTS DRIVE



Top, left: Avril Occilien-Similien, Sgt. Frank Bryant and Traci May

Campus Services (CS) enjoyed another successful Toys For Tots Drive in 2014. Joined by the Marines Foundation Toys for Tots campaign, CS raised 694 toys for families this year.

We are proud of the work our Toys for Tots coordinators did this year championing their departments to donate toys. Congratulations goes out to Building & Residential Services (BRS) for collecting the most toys (Building Coordinators, Donna Matthews & Mattie Young), and FM Steam Plant for collecting the highest percentage of toys (Building Coordinator, Frankie Parker).

We would like to thank everyone for donating to such a wonderful cause.



Above left: Avril, BRS coordinators Mattie Young and Donna Matthews with Traci
Above, right: Avril with Steam Plant coordinator Frankie Parker



CS HIGHLIGHTS

THANK YOU TO OUR CS VETERANS

On November 11 & 13, Emory University honored our veterans with several Veteran's Day events. Thank you to those Campus Services (CS) veterans that attended these functions and to all the CS veterans. We are forever grateful for the service that you have provided to our country!



*First from the left: Todd Kerzie Fifth from the left: Mike Purdom Second from the right: Frankie Parker
First from the right: Matthew Early*

CANNED FOOD DRIVE RESULTS

We would like to thank everyone who was able to participate in the 2014 Stop the Hunger Food Drive. This year Emory collected a total of 973 pounds of food. That equals 811 meals going to those in need.

Thank you to all who donated. We appreciate your contribution to this drive.

PROCUREMENT DEPARTMENT DOOR DECORATING CONTEST WINNER



Above: Debbie Copeland standing in front of her door decoration.

Congratulations to **Debbie Copeland**, Procurement Specialist, for winning her team's Door Decorating Contest. After losing their team member, **Danny Rencher**, the Procurement Shop decided to have a door decorating contest to boost their holiday spirit. **Todd Kerzie**, AVP of Facilities Management and **Karen Salisbury**, Chief of Staff were the judges. Debbie's festive door won over both judges.

Congrats to Debbie and the CS Procurement Department for showcasing such great holiday spirit.

CS HIGHLIGHTS

CS BLOOD DRIVE SAVES 93 LIVES



Above: Todd Kerzie donating.

Below: Darryl Miller and Victor Jackson talking while donating.



Campus Services (CS) held its second blood drive of the year on Friday, December 5. Thirty one (31) CS employees were able to donate blood saving 93 lives.

Our CS blood drive coordinator, **Shervon Lewis**, teamed with **Chris Jackman**, Director of Operation & Maintenance (O&M) to encourage employees to donate. O&M made breakfast and smoothies for all donors. **Milton Thomas**, Staging Supervisor and **Victor Jackson**, Zone D Supervisor, each won two AMC movie tickets in our blood donor drawing.

CS is so proud of all our employees who came out to donate blood. We appreciate your contributions to help save lives. Let's commit to saving more lives with our next CS Blood Drive in June!

EPD LAUNCHES COFFEE WITH A COP PROGRAM



*Top, left: Robin White, Officer Marvin Poulson and Brenda Reed
Bottom, right: Lt. Jay Schmah and Officer Darrell Johnson*

On Friday, December 5, Emory Police Department (EPD) held its first Campus Services (CS) Coffee with a Cop Session in the CS Building B breakroom. This program allowed all CS employees who had any questions or concerns about EPD or the Emory community the opportunity to talk with various member of EPD over coffee and refreshments. **Darrell Johnson**, EPD officer, coordinated this effort to allow CS employees time to get to know officers or offer suggestions or feedback.

We appreciate the EPD team for taking time out of their day to serve the CS family!

The program was a great success.



Fourth Quarter CS Service Awards



David Banks, FM Zone B Maintenance	30 years
Keith Thomas, FM Zone D Maintenance	30 years
Mirian Willis, Building & Residential Services	30 years
Tammy Burns, Building & Residential Services	25 years
Marion Mayes, Building & Residential Services	25 years
Gus Robinson, FM Security Shop	25 years
Kenny Rome, FM Paint Shop	25 years
Robert Williams, FM Roads & Grounds	25 years
Tim Corley, FM Roads & Grounds	20 years
Michael Morris, Planning , Design & Construction	20 years
Milton Thomas, FM Staging	20 years
James Beaver, FM Energy & Utilities	15 years
Darrell Dickens, FM Roads & Grounds	15 years
Kelli Howell-Robinson, CS Human Resources	15 years
Mou Cheng Tam, Building & Residential Services	15 years
Audrey Wilson, Building & Residential Services	15 years
Tanyette Arnold, Building & Residential Services	10 years
Michael Payne, Building & Residential Services	10 years
Beverly Walker, Building & Residential Services	10 years
Robert Warren, FM Recycling	10 years
Richard Mittenzwei, Emory Police Department	5 years
Lesia Violette, Emory Police Department	5 years

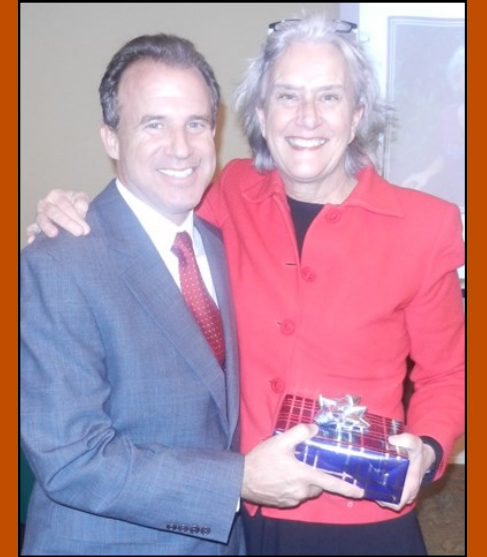
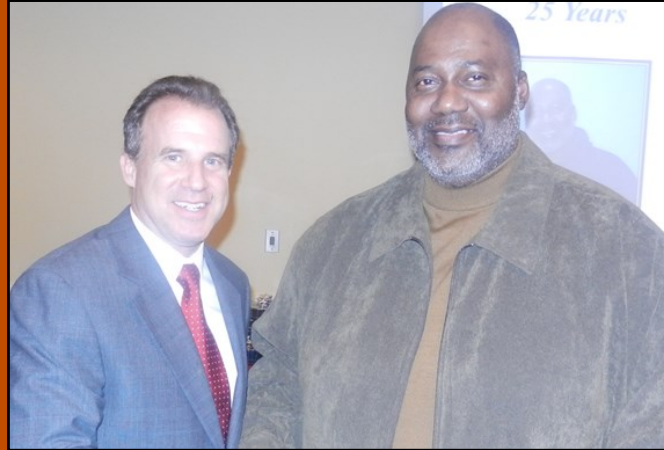
Congratulations on your continuous years of service. We appreciate you!

Supervisors,

If you have not picked up your direct reports' award, please see Kelli Howell-Robinson.

~submitted by CS HR

2014 CS SERVICE AWARD RECIPIENTS



HR HEADLINES

Important Information about your Prescription Drug Coverage



As previously communicated during Annual Benefits Enrollment, CVS/caremark will be the new pharmacy administrator effective January 1, 2015. This is a big change and there are some important things you need to be aware of. Read the information below to make sure you understand what this change may mean to you. Also, be sure to read the Welcome Kit that you will receive from CVS/caremark in January with lots more information about your pharmacy benefits.

First, ask yourself, does anyone on your medical plan (you, your spouse/partner, or child) currently have a prescription for a maintenance drug? A maintenance drug is one that is commonly used to treat a chronic or long-term condition and requires regular, daily use. Examples include drugs used to treat high blood pressure, heart disease, asthma and diabetes. Birth control is also considered a maintenance drug. For a complete list of maintenance drugs, [click here](#).

If you currently have a prescription for a maintenance drug, as of January 1, 2015, you will need to have a prescription for a 90-day supply (not a 30-day supply) AND you will need to fill your prescription in one of three ways:

- Through CVS/caremark's mail-order service
- At a CVS retail pharmacy location (at the mail-service cost)
- At an Emory pharmacy (at the mail-service cost)

For more information and resources, visit the [Prescription Drug Resources webpage](#). If you have any questions, contact the Benefits Department at 404-727-7613 or benefits@emory.edu.

CAMPUS SERVICES OPEN POSITIONS

~submitted by Kelli Howell-Robinson, Human Resources

Posted as of 12/23/2014

Department	Job Title	Job Requisition ID	Positions open
BRS	Supervisor, Custodial	48876BR	1
Central Admin.	Financial Analyst, Sr	37440BR	1
CS Procurement	Procurement Specialist	49147BR	1
CS Procurement	Sr. Procurement Specialist	49148BR	1
CS/IT	Business Operations Specialist	44200BR	1
CS/IT	CAD Technician	49149BR	1
EPD	Police Dispatcher	46347BR	1
EPD	Coord, Fire Safety	48590BR	1
EPD: Oxford	Police officer	47916BR	1
FM High Voltage	Supv, Electrical Shop	48869BR	1
Grounds	Landscaper	35571BR	1
Grounds	Landscaper	48345BR	1
Grounds	Turf Care Specialist	47924BR	1
Human Resources	HR Associate, Sr	46879BR	1
Oxford	Landscaper	49210BR	1
Paint Shop	Plaster/Drywall Finisher	48728BR	1
Parking Svcs	Enforcement Officer	44053BR	2
Parking Svcs	Coord, Parking Ofc Operations	46630BR	1
PDC	Dir, Interiors/Space Planning	47637BR	1
PDC	Sr. Interior Designer	48039BR	1
Recycling	Recycling/Waste Specialist	48752BR	1
Security Systems	Locksmith, Sr	48874BR	1
Security Systems	Access Control Tech	48772BR	1
Staging	Special Event/Moving Specialist I	48748BR	2
Steam Plant	Steam Distribution Mech.	46100BR	1
Steam Plant	Plant Operator	4818BR	1
Zone C Maint	Maintenance Mechanic	45456BR	1
Zone E Maint	Maintenance Mechanic	39362BR	2
Zone H Maint	Electrician	47926BR	1
Zone H, Zone F & Zone B	Maintenance Mechanic	47638BR	4

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


2014 CS HOLIDAY PARTY



January

“For a better tomorrow, forget the past, make a new start, live for today and don’t let anything hold you back.”

~Anurag Prakash Ray

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 New Year’s Day 	2	3
4	5	6	7	8 Healthy Expo 	9 Timecard Adjustment System Training	10
11	12 Timecard Adjustment System Training	13	14 Timecard Adjustment System Training	15	16 Timecard Adjustment System Training	17
18	19 MLK Day 	20 Timecard Adjustment System Training	21	22 CS Moves Timecard Adjustment System Training	23 Timecard Adjustment System Training	24
25	26	27 Timecard Adjustment System Training	28 Timecard Adjustment System Training	29 Timecard Adjustment System Training	30	31

EMPLOYEE UPDATE - JANUARY

Welcome - New Hires






Cedric Franklin.....*Financial Analyst, Sr...*CS Finance Department
Wayne Angel....*Project Manager...*PDC
Randy Simon Jr....*Project Manager*PDC
Gabriel Anthony.....*Steam Distribution Mechanic, Sr.....*FM Steam Plant
Jonathan Fulcher....*Enforcement Officer....*CS Parking Services
Grant Cartwright.....*Landscaper....*Oxford
Edward Harrison.....*Custodian....*BRS
Steven Fowlkes.....*Custodian, Sr....*BRS
Ronald Greenwood....*Custodian, Sr...*BRS
Teresa Smith.....*Custodian....*BRS
Verna Weaver.....*Custodian....*BRS
Felita Cleveland.....*Custodian...*BRS
Harold Miles.....*Custodian, Sr.....*BRS
Mikell Payton....*Supervisor, BRS...*BRS

Yvette Jackson.....*Supervisor, BRS...*BRS
Kortney Henderson....*Supervisor, BRS...*BRS
John Covington....*Operating System Analyst/Admin....*CS/IT
Derrecca Ridley....*Custodian...*BRS
Monica Garrett.....*Custodian....*BRS
Melissa Tomlinson....*Custodian, Sr.....*BRS...
Steven McConnell.....*Plumber Pipefitter, Sr.....*ZDM

Congratulations - New Titles

Kail Washington.....*Supervisor, BRS...*BRS
John Clayton.....*Special Event/Moving Specialist II....*Staging Dept.
Vincent Stanley....*Special Event/Moving Specialist II....*Staging Dept.
Floyd Clarke....*Maintenance Mechanic, Sr....*ZDM

CALENDAR KEY:

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

