

# Facilities Liaisons Notes

Meeting Date: March 29, 2018  
 Meeting Time: 2:00 PM – 3:00PM  
 Purpose: Information Sharing  
 Membership: Facilities Liaisons Group  
 Meeting Facilitator: Lisa Taylor  
 Location: JW204

Building	Issue	Outcome
FH	Katie had no major concerns and expressed what a good job Johnny is doing	
HLC	Dott concerned about the lines that were painted over in the parking lot are starting to appear again.	Nate stated that he is aware but cannot fix it until the weather starts to warm up. Nate asked Dott to please submit a work order as a reminder.
HLC/JW	Jordan had no concerns at this time.	
WA –Library	Deb stated that the handicap button in the WA women’s restroom does not seem to be working? Deb wanted to inform Facilities that the library hours will be reducing slightly. M-R the library will be closing at 9pm instead of 10pm.	It is possible that switch for the button could be in the off position. We will check with the custodial team.
CV	Liz stated that she is going to be putting in a work order for dumpster soon for move out.  Liz also stated that Jerome is doing a great job while Derrick has been out and that the Jacket for Jets that Mike did is gorgeous.	
JM	Sarah is asking for the paper towel roils to be checked every day in the Labs. Also that JM 132 needs to have the trash emptied every day.  Sarah inquired about the microwave for the Lobby area	Nate stated that he will check with Ken from Continental.

Building	Issue	Outcome
BW	<p>Heather stated that the door upstairs in 207 is broken and she will be putting in a work order for it.</p> <p>Heather stated that there are leaves on the patio.</p>	<p>Nate is already aware of this and is planning on taking care of it.</p>
GP	<p>Sandra inquired about water fountains – they are all showing red, replace filters...does someone check on these?</p> <p>Switchboard is requesting the latest radio list.</p>	<p>Normally the plumber would check on these, but we do not currently have a plumber. We do have filters, please put in a work order when you notice the lights on.</p> <p>Please contact Security for the list.</p>
Q&A	<p>JEPC Moving?</p> <p>Music Hall Renovation</p> <p>Beltway</p>	<p>Jim states that JPEC is limited options at this point and they do not have the proper funding. They will more than likely keep their current footprint on JC camps for at least another year.</p> <p>The musical Hall Renovation is almost fully funded</p> <p>Beltway project will be picking back up soon in a few weeks (as the weather gets warmer). Sidewalk will be poured next to the loop; some repairs will be happening on the west beltway.</p>

Attendance: Jordan Miko, Morgan Phillips, Ken Risinger, Liz Andrews, Veronica Vandenburg, Sandra Phelan, Ellen Young, Karen Hocter, Heather Wollet, Chas Lietaert, Nate Schweizer, Sarah Ebersole, Lisa Taylor, Dott Znosko, Bob Vandenburg, Deb Moyer, Katie Fall.