

**Employee Advisory Committee
Division of Facilities
September 26, 2006**

Members Attending

Leah Flores	PJ Jones	Francisca Martinez
Lisa McVey	Diana Meyer	Roger Padon
John Summers	Lawrence Vega	

Members Absent

Ralph Alvarado	Gina Braaton	Silvia Cortez
Steve Nelson	Vicki Schlieper	

Guest

Randal Stone	Babette Brock	Aaron Scheffler
Donna Spears		

Ex-officio Members

Rosie Schoenfeld	Charles A. (Chuck) Sippial, Sr.
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Lisa McVey, committee member, began the meeting at 9:01 a.m. John Summers, Vice Chair, led the remainder of the meeting.

Minutes

The minutes from the August meeting were approved. Roger Padon made a motion to accept the minutes. Lisa McVey seconded and the motion passed.

Vice President's Report

Chuck Sippial reminded EAC members the Council of Built Environment was created by Dr. Gates. All councils created by Dr. Gates have a student serving on the council.

Currently, there are 13 units housed in the General Services Complex (GSC) and six more units will move into GSC once Phase II is completed. An employee at the GSC reported the doors are not automatic and very hard to open. The building was built for commercial use. Chuck Sippial will ensure the doors meets ADA requirements.

Chuck provided information on upcoming construction projects. Some projects have been completed, some are in progress and many will begin shortly, including Ross Street Utilities.

Rosie Schoenfeld contacted Rod Weis regarding the concern employees had about A&M bus drivers not looking before pulling out in front of vehicles. Rod asked that all incidents with buses be reported to 845-9700. The caller should provide the time of day and location of the incident and the number of the bus involved in the incident.

Safety is very important and Chuck reminded employee to always be safe. Do not do something if it is not safe. Employees were also encouraged to be safe on highways. The Physical Plant had an accident free month in August and employees were congratulated for this achievement.

Benefits B

No report. Alissa Schroeder will move to Qatar so Jill Pollock will be contacted about a new Human Resources representative for the EAC committee.

Old Business

Landscape Maintenance has the primary responsibility for picking up dead birds on campus. They have been trained on the inverted bag method to pick up dead bird to minimize the risk of exposure. TAMU tracked down 30 reports of dead birds, but these birds did not fit the criteria to be tested for West Nile.

New Business

Aaron Scheffler and Babette Brock from the Environmental Health and Safety Department (EHSD) provided information on the services they provide. Aaron will attend future EAC meetings as an ex-officio member. Randall Stone is assisting on an interim basis with Safety at Utilities. Babette discussed the safety team pilot program conducted by custodial. This program will be expanded to other areas. Aaron can be reached at 845-1208/450-6382 and Babette can be reached at 845-8395/739-1790. They are working to improve communication and to make life easier and safer for employees and students.

Lab inspections are done yearly. Non-sleeping quarters are inspected every three to five years. Fire extinguishers are checked monthly. Open lab doors should be reported to EHSD immediately. The hazardous material box found outside the Chemistry Building should not have been there.

The President's Meritorious Service Award deadline is September 30. Please nominate your co-workers that do an outstanding job.

The Physical Plant has currently raised \$3,500 through SECC fundraisers. Additional fundraisers include Little Caesar Pizza Kits, a Roast Beef dinner, the AM6 barbecue and the Silent Auction.

Adjournment

Leah Flores made a motion to adjourn the meeting. Lawrence Vega seconded and the meeting was adjourned at 10:05 a.m. The next EAC meeting will be held on Tuesday, October 31, 2006 at 9:00 a.m. in 218 Administration Building.