MESSAGE FROM CHARLES KENNEDY

Thank you for your attention and participation at the Facilities Services All-Staff Meeting on January 14. We enjoyed a record-setting attendance, and I appreciated all of the good feedback that I heard from you after the event.

I am gratified to know that every year at this event we find more reasons to recognize and celebrate our individual, departmental and organizational successes. Supervisors and managers are already working on improving ways in which we recognize and celebrate departments and staff accomplishments, including simply asking our employees which types of recognition are important to them.

I appreciate the work that you do for Facilities Services. The dedication you show in your work, and the values that guide our department's strategy, make this department a world-class organization.

At the All-Staff Meeting we discussed some of the values in our department's strategy and how they align with local non-profit *The Millionair Club Charity*, one of the organizations Facilities Services partnered with in this year's Combined Fund Drive. Executive Director Jim Miller and I talked about how these values shape an organization, and create a culture of respect and sense of community that all of our employees can take part in:

- **Commitment**
  When we're committed to our work, to ourselves and to others, we create a constancy of purpose in everything that we do.

- **Dignity and respect**
  By treating every person with dignity, we become an organization that respects individuals and cares for others.

These foundational values serve as the bedrock for our department's strategy map, and help guide everything that we do. When we all are committed to our work, guided by our values and strategy, we can do extraordinary things. That's how we serve the University of Washington today, and preserve it for a bright future tomorrow.

DON'T GET CAUGHT IN A PHISHING SCAM

THERE ARE PHISHING SCAMS POSING AS THE UW PAYROLL OFFICE. DO YOU KNOW WHAT TO LOOK FOR?

The FBI's Internet Crime Complaint Center has discovered multiple scams targeting university employees and students. Phishing is a type of scam where your account information is stolen by criminals posing as a legitimate company. In this case, they're posing as the UW Payroll Office and asking for your login information, social security number, or bank account information.

“We will never ask for any of your sensitive, personal information via email,” says Mary Dunlap, from the FS payroll team. “If you receive an email that appears to be from payroll asking for your personal information, it's probably suspicious. Check in with our team and report the email to UW-IT so you can help others not to fall for the same scam.”
FACILITIES HOLDS ANNUAL ALL-STAFF MEETING

On Wednesday, January 14, all eight Facilities Services departments came together to hear Associate Vice President Charles Kennedy and guest speaker Jim Miller, director of The Millionair Club Charity, speak about commitment.

Commitment to our work, to our friends and family, and to ourselves, was the theme of this year's meeting, alongside celebrating all of FS' wins from 2014.

The recognition portion of this year's all-staff meeting covered all eight FS departments and some of their major accomplishments from 2014, many of which were featured in previous editions of FS Employee News:

**Building Services** – American School and University Green Cleaning Award, Facility Cleaning Decisions Magazine award to Yang-Sook Choe as a 2014 Manager of Distinction.

**Emergency Management** – EM became the first fully-accredited emergency management team in Washington, and Scott Preston was recognized for assisting the Marysville School District during a high school shooting.

**Facilities Employee Services** – Human Resources assisted 25 employees in returning to work after Injuries in 2014, 85% of FS staff were in compliance with required safety training, and the payroll team processed more than 24,000 paychecks.

**Maintenance & Construction** – Won the 2014 Husky Green Award from Environmental Stewardship & Sustainability, Improved work order collaboration by 19%, Masonry Shop covered by UW Daily and KOMO News for their efforts to replace stolen bricks.

**Finance & Business Services** – Surplus achieved an all-time sales high of $2.3 million, more than doubling their sales from 2010, the energy resource conservation program audited more than 5.2 million gross square feet (nearly half of campus!), and Teresa Seyfried was recognized as a Leader of Change by the Network for Change and Continuous Innovation (NCCI).

**Engineering & Operations** – FS completed a five-year Smart Grid study, the Fire Alarm Shop commissioned a new campus indoor alert system, and the UW Tower replaced four old chillers with two new ones, increasing the tower's efficiency!

**Transportation Services** – The International Parking Institute recognized TS as their Organization of the Year, and recognized Josh Kavanagh as their Parking Professional of the Year. Fleet ranked 40th in North American fleets and second in University fleets. The League of American Bicyclists recognized the UW as a gold-level Bicycle Friendly University. Fred Hutch and SCCA chose to hand off shuttle operations to TS in admiration of Shuttles' outstanding work.
A FORMER STUDENT EMPLOYEE WHO HAS WORKED HER WAY UP THE RANKS, KATIE’S HARD WORK, FLEXIBILITY, INTEGRITY AND EYE FOR INNOVATION EARNED HER A NOMINATION FOR THIS YEAR’S DISTINGUISHED STAFF AWARD

“Katie is a walking definition of what it means to be service-oriented,” said Building Services Director Gene Woodard. “What makes her especially remarkable is her graciousness in never placing herself before the needs of others. Without complaint, she will take the necessary steps and time to explain something about Payroll procedures in such a manner that others will finally get it.”

Katie’s former and current supervisors, as well as two colleagues on campus, wrote letters nominating her for her exemplary work as Facilities Services’ payroll manager.

“I can’t say enough good things about Katie. She exemplifies all of the values you are looking for and more,” said Facilities Employee Services Assistant Director Donna Schmidt in her nomination letter. “She is dedicated, extremely hard-working, talented, smart, compassionate, patient, friendly, kind, creative, and provides extraordinary service to her team, customers, business partners and the University of Washington. We hear about being world class and Katie it just that. She is a world class person and employee who goes above and beyond the call of duty every day and is extremely deserving of the University’s high honor of the Distinguished Staff Award.”

“Katie is the complete package, she is an expert in her field, seeks knowledge to improve the process, understands her employees and is willing to make the process better,” said Training Center Manager Mary Jo Blahna in her support letter. “She has stood toe to toe with supervisors who wanted her to do things differently and never backed down. She has also worked very hard to help her staff improve the process and make needed changes. Under Katie’s direction the payroll team has streamlined the process that gets the job done and makes sure that all employees get their paycheck.”

Congratulations, Katie Savoie, on your nomination for the 2015 Distinguished Staff Award.
A RECENT ADDITION TO THE TRANSPORTATION MAINTENANCE TEAM, JOLES’ DEDICATION TO LEAN AND CREATING A SUPPORTIVE ENVIRONMENT FOR HER EMPLOYEES EARNED HER A NOMINATION FOR THIS YEAR’S DISTINGUISHED STAFF AWARD

“I was one of those employees that was basically a robot at work. I had no direction, and I was on my way out the door,” began one of the letters from Joles' staff, nominating her for the prestigious award. “I had my first conversation with Joles after she started in March, and from that conversation my career life changed. I told myself that I finally have someone that will work for us and that will lift us up.”

Four dedicated members of Joles’ team wrote letters nominating her, their supervisor, for her exemplary work in making their team function, ensuring their safety, giving them a platform to speak and influence their jobs, scheduling them in training to grow their positions into careers, and most of all, for the thoughtful and motivating environment she’s created.

“Joles exemplifies the values and guiding principles that support our Facilities Services strategy,” said Transportation Services Director Josh Kavanagh. “Specifically, her ability to lead with humility and demonstrate respect for every individual come to mind. Where some might have understood these to mean give the team more space, Joles understood them to mean give the team more support. Joles increased her engagement with and investment in the Transportation Maintenance team, learning from and supporting their efforts, and what they are achieving together is simply outstanding.”

“She has that contagious smile when I see her or while she is working with co-workers,” said another nomination letter. “The delight she gets from her day-to-day career shows through not only in her work, but in her attitude. Although she is full of smiles, she also knows when it is time to buckle down and get the job done. She is able to wear many hats at many times during the work day to ensure work is being completed in a timely manner and that the work is being completed correctly.”

Congratulations, Joles Tahara, on your nomination for the 2015 Distinguished Staff Award.
FS EMPLOYEES JOIN THE WHOLE U IN ATTEMPT TO BREAK A GUINNESS WORLD RECORD

DOZENS OF FACILITIES SERVICES EMPLOYEES PARTICIPATED IN THE WHOLE U’S UMBRELLA DANCE, ATTEMPTING TO BREAK THE RECORD FOR WORLD’S LARGEST UMBRELLA DANCE

More than 1,700 University employees came together at Husky Stadium on Wednesday, January 28 in an attempt to break the world record for largest umbrella dance. The dance, which consisted of roughly five moves, was to Taylor Swift’s popular song, *Shake It Off*.

The record has yet to be confirmed by officials, and it will take roughly six-to-eight weeks to hear the result. In the meantime, the Whole U has some great photos and coverage of the event.

HUSKY GREEN AWARD NOMINATIONS NOW OPEN

KNOW AN INDIVIDUAL OR GROUP WHO DEMONSTRATES COMMITMENT TO CAMPUS SUSTAINABILITY?

Since 2010 when the Husky Green Awards began, more than five Facilities Services groups or individuals have won the award. Most recently Grounds Management, of Facilities Maintenance & Construction, won a 2014 award for their effort in building an on-site compost facility, supporting campus-wide habitat restoration efforts, and helping the University of Washington become a salmon-safe institution.

Outstanding nominees typically excel in these three fields: Environmental Stewardship & Sustainability’s nomination criteria, leadership, initiative and dedication.

To nominate someone you know for a Husky Green Award, visit [http://green.uw.edu/hga](http://green.uw.edu/hga).
EMERGENCY MANAGEMENT WELCOMES VISITORS FROM HAI PHONG CITY, VIETNAM

Visitors from Hai Phong, Vietnam came to tour UW Emergency Management’s Emergency Operations Center (EOC) on Wednesday, January 28 as a part of their regional tour of emergency and disaster preparedness offices.

The group, coordinated by Peace Winds America, included disaster preparedness and response personnel, search and rescue organizers, and mitigation planners from large infrastructure-related businesses in Hai Phong. They met with UW Emergency Management staff Scott Preston, Siri McLean and Steve Charvat, and interns Patrick Knouff, Stacie Smith, Larry DeBellis and Jennifer Knick.

Goals of the visit included collaboration and learning; by connecting with emergency management peers across the globe, everyone involved will now be able to better coordinate during emergencies, and collaborate in preparing exercises and plans.

With this visit, EM has demonstrated its commitment to partnerships, and to becoming a world-class leader in emergency management.