

February 2025  
Monthly Report



## Facilities Management Team

Ken Branch  
General Manager  
7 years Supporting  
WKU



Angie Jackson  
Business Operations  
30 years Supporting  
WKU



Jennifer Mcleod  
Sodexo HR  
11 years Supporting  
WKU



Mark Allen  
Energy Manager  
7 years Supporting  
WKU



Dan Uhls  
Maintenance Services  
10 years Supporting  
WKU



Carla Nally  
Environmental Services  
13 years Supporting  
WKU



Catherine Cabrera  
Environmental Services  
Evening Manager



Kyle Davenport  
Campus Services  
8 years Supporting  
WKU



Ronnie Allerkamp  
HRL Operations  
4 years Supporting  
WKU



Ray Murillo  
HRL Manager  
5 years Supporting  
WKU



Matthew Keyser  
HRL Camp Services  
Manager



## Safety and Training



### February

Bloodborne Pathogens, Emergency Action Plan, Covid Update

[February Safety Training \(English\)](#)

[February Safety Training \(Spanish\)](#)

[February Safety Training \(Swahili\)](#)

### The "Big Three" Threats

While many diseases can be spread through blood, three specific pathogens pose the most significant risk:

- Hepatitis B (HBV):** A highly resilient virus that attacks the liver. It can survive in dried blood on surfaces for up to a week.
- Hepatitis C (HCV):** The most common chronic bloodborne infection in the U.S., which can lead to permanent liver damage.
- Human Immunodeficiency Virus (HIV):** The virus that causes AIDS by attacking the immune system. It is more fragile than Hepatitis but still a critical concern.

### Additional Trainings Completed:

#### Method of the week:

1. Weekly office cleaning
2. High/low dusting and damp wiping
3. Baseboard cleaning
4. Vacuuming

#### ESA Supervisor Training:

1. How leaders hold employees accountable
2. Electrical safety in the home

#### Skilled Trades Continued Education Units for Licensing:

1. Herbert Hess Fire Alarm Inspector Certification
2. Shane Smith HVAC Masters
3. Rooks Howard HVAC Masters

## Campus Services

### Completed Project-Recycling Storage

#### New signage for recycling dumpsters

Issue Addressed: New recycling signage for dumpsters to distinguish waste from recycling dumpsters for WKU Campus use only

Funding Source: 320214

Method: In-House



# Maintenance Services/Plant Operations

## Commons Helm Library Coil Replacements

- **Challenge(s)/Issue(s):** Freeze Protection
- **Funding Source:** 320208
- Located on the roof of the Commons Helm Library
- Due to failure in programming, pipes froze and then burst in multiple points
- The entire coil needs to be replaced
- When cold weather hits, the program is supposed to keep the hot and cold water low at 50% to keep the water from freezing, but the program shut off the hot water, causing damage to the pipes



## Reutilization of the Hilltopper Generator

- **Issue Addressed:** The Hilltopper Generator was repurposed ahead of demolition to replace two smaller generators at Bates Runner Hall and McLean Hall. Two new transfer switches were installed. This was a condition-based renewal.
- **Funding Source:** HRL-\$TBD
- **Method:** Outsource (ATEK)



## Environmental Services

### Operational Updates:

- Conducting Leadership Alignment Sessions with supervisors and PM Manager every Tuesday
- Equipment-Yearly equipment Inventory/Repairs as needed
- Events support- Basketball/Baseball/Softball/VanMeter/Knicely
- Field House Event March 24<sup>th</sup>
- Volleyball/Soccer Banquets (Harbaugh Club) March 27/28



Employees clean salt after winter storm

## Welcome New Hires!

Alice Broderick  
Caleb Williams  
Dominik Lewis  
Blake Davis  
Roger Toto  
Audensia Cortez  
Maddison Thaxton  
Kayla Cox  
Nanette Panuelo  
Pascaline Saimon Mtepa



# KUDOS!

Email received from Dr. Conley at Grice Hall, he complemented the whole cleaning team for keeping the classes clean each day! He also complimented Maya, stating that she works really hard.



# Work Control Stats FY26

## February 1-28, 2026

Date Range for Report 2/1/2026 12:00 AM to 2/28/2026

Work Type	Priority	Work Orders within period range						Received Pri
		Received	Open		Completed			
			Number	%	Number	%		
BLM		0	0	0.00%	0	0.00%		
CAN		0	0	0.00%	0	0.00%		
CAT		0	0	0.00%	0	0.00%		
CLEAN		0	0	0.00%	0	0.00%		
CM		0	0	0.00%	0	0.00%		
CMSTA		0	0	0.00%	0	0.00%		
COMPLAINTS		0	0	0.00%	0	0.00%		
LSD		0	0	0.00%	0	0.00%		
MOVE		0	0	0.00%	0	0.00%		
PM		2042	1674	81.98%	368	18.02%		
PROACTIVE		405	99	24.44%	306	75.56%		
QUOTE		5	3	60.00%	2	40.00%		
SAF		5	2	40.00%	3	60.00%		
QA	0	0	0	0.00%	0	0.00%		
	3	0	0	0.00%	0	0.00%		
	5	0	0	0.00%	0	0.00%		
RM	0	1	0	0.00%	1	100.00%		
	1	0	0	0.00%	0	0.00%		
	2	6	6	100.00%	0	0.00%		
	3	8	3	37.50%	5	62.50%		
	4	3	2	66.67%	1	33.33%		
	5	932	316	33.91%	616	66.09%		
	50	0	0	0.00%	0	0.00%		
SDXD	2	0	0	0.00%	0	0.00%		
	3	0	0	0.00%	0	0.00%		
	4	0	0	0.00%	0	0.00%		
	5	0	0	0.00%	0	0.00%		
SP	0	0	0	0.00%	0	0.00%		
	1	0	0	0.00%	0	0.00%		
	3	0	0	0.00%	0	0.00%		
	4	0	0	0.00%	0	0.00%		
	5	32	19	59.38%	13	40.63%		
WAR	5	0	0	0.00%	0	0.00%		
	RM Total	987	346	35.23%	636	64.77%		
<b>Total</b>		<b>3439</b>	<b>2124</b>	<b>61.76%</b>	<b>1315</b>	<b>38.24%</b>		

75%  
PRO WOS  
COMPLETED

18%  
PMS  
COMPLETED

66%  
RMS  
COMPLETED

# National Wear Red Day FEB. 6, 2026

## Facilities Management Goes Red:

Did you know that cardiovascular disease is the number one killer of women, claiming more lives than all forms of cancer combined? By going red, we raise funds needed for life-saving research and ensure every woman has the tools she needs to live a longer, healthier life.



**Our Mission**

Guided by our shared value, each one of us is fully empowered to consistently exceed the expectations of the university to insure a safe, clean and stimulating learning, working and living environment for all involved. To this end, we will provide the most efficient and effective routine and preventative maintenance services needed to support the strategic goals of Western Kentucky University.

