

COVID-19 Response

Reconciling COVID Inventory

In February, DMF reconciled the COVID-19 supply inventory. Inventory has been regularly tracked through Maintenance Connection, but it had been 6 months since inventory was transitioned into the system. All COVID Inventory items were re-counted and adjusted in Maintenance Connection.

Item	DFM	SSB	Total
Paper Towels	30	540	570
Hand Sanitizer (16oz)	802	960	1,762
Hand Sanitizer (gallon)	17	316	333
Disposable Masks	6120	0	6120
Logo Reusable Masks	2201	0	2201
Plain Black Masks	1441	0	1441
Gloves (MED)	26	107	133
Gloves (LRG)	31	289	320
Gloves (XL)	84	558	642
Face Shields	558	0	558
Dry Wipe System	23	118	141
Dry Wipe Replacement Roll	108	118	226
Anti Fog Spray	235	0	235
Microfiber Cloths	92	0	92

Notable Adjustments

- The dry wipe replacement roll count increased due to an error overlooking unboxed replacement wipes in the stock room.
- A pallet of 16oz hand sanitizer was shifted to the Service and Supply Building.
- Roughly 3,500 disposable masks were added to the inventory by consolidating WKU inventory and Facilities Management inventory.