

Facilities Management Monthly Operating Report

MAY 2026

sodexo
CAMPUS



On behalf of the Facilities Management team, I'm pleased to present the **May 2026 Monthly Operating Report.**

We are proud to be your partner and appreciate the opportunity to help you achieve your strategic goals. Our goal is to continually improve Quality of Life for the WKU campus community by creating exceptional experiences for all.

Sincerely,

Kenneth Branch

Kenneth Branch
Resident District Manager
kenneth.branch@sodexo.com | 270-745-2108



CONTENTS

Welcome	2-3
Work Order Stats	4
Plant Operations	5-7
Maintenance Services	8
Custodial	9-11
Grounds	12-13
Technical Training	14
Safety	15
Team Updates	16

DFM Management Team



Ken Branch, PE
General Manager/
Resident District Manager



Angie Jackson, PHR, SHRM-CP
Business Operations
Manager/Deputy Director



Jennifer McLeod
Human Resources/Training
and Safety Manager



Dan Uhls, MA
Maintenance Manager



Mark Allen, CEM
Energy Manager



Kyle Davenport
Campus Services Manager



Carla Nally
Environmental Services
Operations Manager



Catherin Cabrera
Evening Environmental
Services Manager



Ronnie Allerkamp
Housing Operations
Manager



Ray Murillo
Housing Facilities
Manager

Work Order Stats

WORK ORDERS:

Received: 3473
Completed: 1769

PREVENTATIVE MAINTENANCE:

Received: 2406
Completed: 998

EVENTS

SUPPORTED:
Events 17

REACTIVE

MAINTENANCE:

Received: 645
Completed: 404

PROACTIVE

MAINTENANCE:

Received: 419
Completed: 365

Work Type	Priority	Received	
		Received	Number
BLM		0	
CAN		0	
CAT		0	
CLEAN		0	
CM		0	
CMSTA		0	
COMPLAINTS		0	
LSD		0	
MOVE		0	
PM		2406	
PROACTIVE		419	
QUOTE		2	
SAF		1	
QA	0	0	
	3	0	
	5	0	
RM	0	0	
	1	0	
	2	7	
	3	4	
	4	1	
	5	616	
	50	0	
SDXD	2	0	
	3	0	
	4	0	
	5	0	
SP	0	0	
	1	0	
	3	0	
	4	0	
	5	17	
WAR	5	0	
	RM Total	645	
Total		3473	

Heat Plant

- Boiler Inspection went very well
- Set up for Manhole work



McCormack Hall

- HVAC and Exchanger Controls Upgrades
- Status: Complete
- Contractor: Johnson Controls

Chilled Water Plant

- New Pump and Motor
- Status: Complete
- Contractor: Southern Electric Motor

- Steam pipe repair-summer repairs are continuing throughout the month.



- Chill Water Plant-Repaired Chiller



- Evaporator Repair-Chill Plant Roof



- Replacement Chiller-Temporary-Grise Hall



Maintenance Services Completed Projects

- **Kentucky Building Roof**

Target completion date: May 2026

Current activity: Production

Next Week Activity: Mobilize

Concern/Issue: Overlap with Hilltopper Demo
and other KYB repairs

Contractor: Swift

Funding Source: AP

- **Environmental Science and
Technology Hall**

Target Completion Date: May 2026

Current Activity: Schedule Hold

Concern/Issue: These projects always see
significant creep

Contractor: AT4/Red Carpet

Funding Source: OCSE

CUSTODIAL



INSPECTIONS:

5 Completed
100% Score

WORK ORDERS/PMs:

31 Received May 2026
41 Completed May 2026

PROJECTS IN PROGRESS:

Cost Savings Project-Hand
Soap-In Progress

UPCOMING PROJECTS:

Summer Project Planning
and HRL Support for
housing transition.

Operations Updates



Conducting Leadership Alignment Sessions with Supervisors and PM Manager every Tuesday



Cost Savings Project-Hand Soap-In Progress



Summer Projects-In Progress

Completed Projects



Floor Prep/Waxing at College High Hall



Glass Detailing

Congratulations to Azemina Ibresivic for Staff Excellence Award!
\$1000.00 given to the recipient of this award.



WORK ORDERS/PMs

- 14 Received
- 2 Completed

SEASONAL PROJECTS: COMPLETED

- Installation of summer annuals across campus

PROJECTS IN PROGRESS:

- Round 1 Fertilization
- Mulch
- Irrigation

In-Progress Project- Tree Assessment

What: Identifying Dead Trees and Limbs

Issue Addressed: Removal of dead/dying trees, along with dead wooding existing trees

Funding Source: 929993

Method: In-House/Contractor



Installation of Summer Annuals Across Campus

Removal of fall annuals due to increase in temperatures. Summer annuals can handle the temperatures



Arbor Day Celebration 2026

WKU Campus Services attended Bowling Green City Arbor Day event to support tree conservation within the community. WKU provides compost for new tree saplings to all that attend



- Continuing Education completed for trades with licenses
- Maximo Training for new hires
- Supervisor training for custodial
 1. How to build a strong safety culture at work
 2. How do you manage an employee with a bad attitude
- Custodial Method of the Week
 1. Stripping of Hard Surface Floors
 2. Top Scrubbing Hard Surface Floors
 3. Floor Machine Pad Assignments
 4. Carpet Extraction
- Training academic side custodians on cleaning techniques for resident halls
 1. ESAs providing support to Resident Hall cleaning for transition to university's change to a P3 with housing



MONTHLY TRAINING TOPIC:
Hand and Hand Tool Safety

SAFETY WALKS COMPLETED:
41



May
Hand and Hand Tool Safety

[May Safety Training \(English\)](#)
[May Safety Training \(Spanish\)](#)
[May Safety Training \(Swahili\)](#)

Monthly Accidents/Incidents

Month	Cause	Category
July	Lower back strain - repetitive motion	Light Duty - 2 days
Aug	Ankle sprain - steps	Light Duty - 14 days
Oct	WKU - Knee injury	Light Duty
Nov	Ankle contusion	Report Only - First Aid
Jan	WKU-Shoulder strain	Light Duty
Feb	Slip/Fall	Light Duty-7 days
Feb	WKU - Metal Chard	Report Only - First Aid
April	Slip/Fall	First Aid Only
May	Chemical splash in eyes	Report Only - First Aid



NEW HIRES:

- Paul Palmer
- Christina Bergen
- Kaylianna Thompson-Mitchell
- Deshawn Crowe
- Mwajumba Etabo
- Joseph Barnes
- Ilunga Celestin
- Cing Khaw Vung

KUDOS NOMINATIONS: May 2026

- Mikey Cowles

Williams's Region with Sodexo:

We had some incredible recognition stories come in this month. This month we have a 4-way tie for region winner for Kudos!

Ken Branch from Western Kentucky University nominated **Nancy Miller** for taking action to keep her and her teammates safe.

Nancy is an amazing team player. She is always available to help whenever we need her. She puts safety first. On 3/19 Nancy faced a dangerous situation: a man chased her. Nancy acted decisively, alerting her team members and activating lockdown mode to keep them safe. She called WKU PD and ensured her own safety until police arrived.



Nancy we are so proud of you for being aware of your environment, staying calm and acting.

Through Sodexo's Experiences Matter customer service program, we strive to build a team dedicate to providing exceptional experiences at every opportunity. As part of this program, 'KUDOS' is our formalized, manager led recognition developed to acknowledge those employees who go above and beyond for the campus communities we serve.



Thank you.



WKU Facilities Management