



Inside FP&M

Providing excellence in facilities and services for our university community

A newsletter for employees of UW-Madison Facilities Planning & Management Division | October 2015

facilities.fpm.wisc.edu/newsletter.htm

Comings & Goings

Welcome & Congratulations New & Promoted Employees at FP&M

Tannya Ballard	Custodian
Michael Elvord	Custodian
Kirstin Fosdal	Sr. Facilities Plan spec
Sue Fritts	Dir. Human Res.
Samrawit Gebrehiwet	Office Associate
Cindy Jenkins	Financial specialist Sr.
Hanna Johnson	Office Associate
Tharmo Kyi	Custodian
Hong Liu	Custodian
Timothy Marsden	Carpenter
Megan McBride	Assoc Facil Architect
Johnnie Millar	Custodian
Mark Montgomery	Motor Veh Oper-Light
Kathleen Moran	Oper Program Assoc
Christopher Myers	Carpenter
Javier Moreno Osuna	Custodian
Lee Pao	Custodian
Jennifer Roth	Gardner
Ricardo Portillo	Custodian
Nalley Rojo-Ruiz	Custodian
Joseph Toney	Power Pint Oper-Sr.
Troy Wolter	Carpenter

*Please join us in wishing the following FP&M employees the best in their **Retirements***

Ralph Grossman	Auto/Equip Tech-Sr.
David Holzhuetter	Locksmith – entry
James Pence	Waste Mgt Spec Sr.

From the Desk of Associate Vice Chancellor—Bill Elvey

Welcome to October! As we settle into the routine of the Fall semester, I want to bring your attention to several key updates happening this month. I am very pleased to announce, the Human Resources Director vacancy has been filled. Sue Fritts will be joining FP&M on October 1st, please join me in welcoming Sue to the division, I imagine many of you will have an opportunity to meet her in the coming weeks. I also want to welcome Mike Pena to his new position as Director of Safeguard Services in the Physical Plant. As a project appointment for the past two years, Mike has successfully re-energized the safety program. I am looking forward to having Sue and Mike on board.

Please be aware, [Annual Benefits Enrollment](#) is happening **October 5 to October 30, 2015**, and the [2015 Employee Benefits Fair](#) will be held on **Tuesday October 6 from 9:00 A.M to 3:00 PM**. I strongly encourage everyone to take the opportunity to attend the benefits fair and become informed of the insurance plan changes for 2016.

I recently attended the annual MAPPA regional

meeting/conference in Milwaukee and was very pleased to see several FP&M employees participate in the conference. Our Training Officer Shoko Miyagi showcased our many EID (Engagement, Inclusion & Diversity) accomplishments in a breakout session presentation.

Speaking of EID, the FP&M EID plan was recently updated to reflect updates, accomplishments, and key actions for the coming year. Much of the progress made during the last year can be attributed to the use of a cross-functional work team model, which was utilized for both the Employee Onboarding and Performance Review projects. The work team model works well for FP&M, bringing together a diverse group of employees from across the division to ensure practical solutions that gain employee buy-in. I invite you to read the plan located on our website at http://facilities.fpm.wisc.edu/documents/2015-16_EID_Plan_Update-final.pdf.

As always, thanks to everyone for continuing to provide excellent services to our university community!

Annual Enrollment / Benefits Fair 2015

Mark your calendar! 2016 Annual Enrollment is here! It runs **October 5 to October 30, 2015**. This is the only time you can make changes to certain benefits without having an eligible family event or qualifying employment change.

The annual [UW-Madison Employee Benefits and Resource Fair](#) will be held **Tuesday October 6 from 9:00 A.M to 3:00 PM** at Union South—Varsity Hall. This is your opportunity to meet with staff from the health plans and other benefit vendors.

There will be many [important changes](#) to the State Group Health Insurance plans for 2016. These changes may result in higher

out-of-pocket expenses for medical care so it is important for everyone to be informed of the various changes and employee options. For example, all health insurance plans will have deductibles, cost-sharing and copays; and uniform dental benefits will change. The employer contribution to the health savings account for the high-deductible health plans will also change.

Visit the Annual Benefits Enrollment website, <http://benefits.wisc.edu/2016> where information about the enrollment period will be posted as available

All changes made during the enrollment period are effective January 1, 2016

MAPPA Awards for FP&M Staff

Jim Bogan from Transportation Services was one of three recipients to receive the Annual MAPPA president's award. The award recognizes individuals who go above and beyond the expected participation within MAPPA. The award was presented at the Annual meeting held in September. [MAPPA](#) is the Midwest region of [APPA](#), the association dedicated to leadership in educational facilities.

Ron Pond, Custodial Services Supervisor at The Physical Plant, was awarded a \$1,000 MAPPA Scholarship to attend



the APPA Institute for Facilities Management in January 2016.

Shoko Miyagi, Training Officer for FP&M became certified to teach APPA's Supervisor's Toolkit course.

Congratulations to Jim, Ron and Shoko on their accomplishments!

Human Resource Director Selected

By Margaret Tennessen - Deputy Associate Vice Chancellor

I am very pleased to share the good news that Sue Fritts has accepted the position of Human Resources Director for FP&M beginning October 1st. Sue was selected from a strong pool of applicants and a particularly talented and experienced group of finalists so the decision was not an easy one to make.

Sue comes to FP&M from Pacific Cycle in Madison, where she was Vice President for Human Resources. At Pacific Cycle, Sue managed all human resource activities for 400 employees at four locations, including three distribution centers located outside of Wisconsin. Prior to coming to Pacific Cycle in 2012,

Sue was Vice President of Human Resources at Masco Bath, a division of Masco Corporation in Moorestown, New Jersey, where she led all human resource activities for a workforce of 1,500.



Sue brings a great deal of experience in employee relations, onboarding, recruitment, talent development, performance management, communications in a multi-lingual work environment, policy development, and overall human resources expertise to her new role at FP&M.

Review of FPM Work Order Process in Progress

The current work order and small project delivery processes are being reviewed in order to improve customer satisfaction with Physical Plant service requests, scheduled maintenance and the management of in-house projects.

Project deliverables include:

- Redesigned process (es) for Work Orders, small project delivery and customer billing in FP&M Physical Plant.
- Requirements for new technology/system to support the redesigned process (es) .
- A plan to implement the new Work Order process (es), including specific points of customer communication.
- A set of metrics to support and control the new process (es).

As part of the project, many FP&M employees will be interviewed to share their knowledge of current processes as well as thoughts for how processes can be improved.

Project team members from FP&M include:

Robert Lamma	Kirstin Fosdal
Margaret Tennessen	Randy Hager
Jennifer Badtke	Margaret Maly
Pam Barrett	Mike Pena

Also involved are the following FP&M subject matter experts :Sally Hansen, Cindy Statz, Duane Marlette, and Faramarz Vakili. Project updates can be found at: <http://www.apr.wisc.edu/FPMwork-orderPhII.htm>

2015 Partners In Giving Campaign

The annual Partners in Giving campaign is happening **October 12- November 30, 2015**. State of Wisconsin, University of Wisconsin, and University Hospital & Clinics employees join forces to raise funds for charitable organizations within Dane County.



FP&M Coordinators are being identified and will be reaching out to their departments with campaign details.



Save the Date!

10/6/2015 - [2015 Annual Benefits Fair](#)

10/5-10/30-[Annual Benefit Enrollment](#)

10/12-11/30/15 – Annual Partners In Giving
October–November–[Flu Shot Clinics](#)

Online Resources Available



FP&M Home Page <http://facilities.fpm.wisc.edu/index.htm>

FP&M Newsletters <http://facilities.fpm.wisc.edu/newsletter.htm>

FP&M Employment <http://facilities.fpm.wisc.edu/jobs.htm>

UW-Madison Employment <http://www.ohr.wisc.edu/Employment/>

Employee Support Service <http://www.wisc.edu/facstaff/employee-support-services.php>

Employee Assistance Office <http://eao.wisc.edu/>

Information in other languages

Please contact
Cultural Linguistic Services
for assistance understanding this information in

Spanish /Español
608-265-4691
or
608-265-0838

Hmong
rau lus Hmoob
608-263-2217

Tibetan / བོད་སྐད་
608-890-2545

Chinese/ 汉语
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