

March 2011

Bluegrass Chapter of IFMA
Lexington, Kentucky

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IFMA Awards of Excellence

1997 Distinguished Member
1998 Educational Programming
2001 Small Chapter of the Year
2003 IFMA Fellow Award
2005 Newsletter Publishing

BLUEGRASS

BLUEPRINT

Program News

Casey Cropper
Program Chair and Vice President
Bluegrass Chapter of IFMA



March Program

WHAT: Filtration, Energy Savings and Total Cost of Ownership

- **Air Filtration Ratings and Type**
ASHRAE MERV Standard, Appendix J Rating
- **Proper Filter Selection**
Course Fiber vs. Fine Fiber, Filter Loading Characteristics, Life Expectancy and Performance
- **Total Cost Of Ownership**
Costs: Initial, Maintenance, Energy, Disposal, Inventory, Admin
Environmental Impact, Performance Problems, Indoor Air Quality, Compliance Issues

This program was submitted for CFM Maintenance Points. The Education Department of the International Facility Management Association reviews the educational content of all programs. This event was awarded 1.0 CFM Maintenance Points per session hour attended. The CFM Maintenance Points awarded are designed to provide a record of an individual's progress toward CFM recertification.

**WHO: Roger Stamper
Special Projects Sales
Camfil Farr**

Roger Stamper joined Camfil Farr in 2010. Prior to that, he spent 11 years with Steril-Aire, Inc as owner, VP of Sales and Board Member. He has BA from the University of Kentucky and AA from IUPUI in engineering management. He is a member of ASHRAE, ASHE, AEE, BOMA and IEST.

WHEN: Tuesday, March 8th
Lunch at 11:30 with meeting at Noon

WHERE: Lexington Herald-Leader Building
100 Midland Avenue
Lexington, Kentucky 40508-1999



Message from the President

Mary Martin

President, Bluegrass Chapter of IFMA
HMC Service Company

Well, it looks like we are finally heading into Spring. I am sure we are all thankful the weather is starting to warm up. It's time to plant new seeds and new ideas.

I would like to thank our February speakers for an informative program on Technology Security. Looking back over the last 3 – 4 decades and the advancements in Technology, what tremendous progress we have made. Now, we need to make sure the information is safe and secure. It is vitally important to your business and your employees.

Shade Frazier and **Glenda Cooper** have decided to share duties as the Hospitality Chairs this year. They have already scheduled our first Social Hour on March 8th at 5:30 at Winchell's on Southland Drive. Our March speaker, **Roger Stamper**, of Camfill Farr has graciously decided to pick up the tab for appetizers and drinks. If you know anyone who is interested in becoming an IFMA member, this would be an ideal time to bring them along to meet some of our members.

We will also be participating in the **Big Brothers – Big Sisters Bowl-a-thon** on March 19th. Please come out and join us or cheer us on. If you have any questions, please get in touch with **Casey Cropper** – ccropper@cbehq.com.

I would also like to take a few minutes at our March meeting to talk about our programs. An idea has been brought to the board to possibly look at a submission form where everyone can submit ideas for programs and/or speakers. We would list those on the website. Each monthly team could then contact a speaker or we could have the program chair line up the speakers each month and allow the monthly team members to follow up with all IFMA members to remind them of the upcoming meeting and topic. Either way – we would like some input on how you all would like to handle this issue. We do have a speaker with OSHA lined up for our April meeting.

I look forward to seeing everyone on Tuesday – March 8th.

Mary

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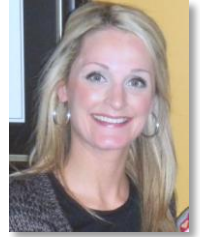
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Bluegrass Chapter

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Looking Back...

Bluegrass Chapter Meeting – February 8, 2011
Casey Cropper



NetGain Technologies

Founded in 1984 by Don Jacobson, NetGain Technologies has evolved a lot like technology. From its modest beginnings with a single office and small team to now having a team of 130+ and offices in Lexington, Louisville, Little Rock, Chattanooga and Cincinnati; NetGain Technologies has successfully met the changing needs of businesses.

Mark and Jim Jacobson purchased the company from their father in 1995 and have expanded the company to become one of the region's largest Information Technology providers. Strategic partnerships with world-class manufacturers such as: Cisco Systems, HP, Microsoft, Citrix, VMWare, etc. allow NetGain Technologies to provide a multitude of solutions.



Hazard Communication Guidelines for Compliance – Part 2

Identifying Responsible Staff

Hazard communication will be a continuing program in your facility. Compliance with HCS is not a "one shot deal." In order to have a successful program, you must assign responsibility for both the initial and ongoing activities that have to be undertaken to comply with the rule. In some cases, these activities may be part of current job assignments. For example, Site Supervisors are frequently responsible for on-the-job training sessions. Early identification of the responsible employees and their involvement in developing your action plan will result in a more effective program design. Involving affected employees also will enhance the evaluation of the effectiveness of your program.

For any safety and health program, success depends on commitment at every level of the organization. This is particularly true for hazard communication, where success requires a change in behavior. This will occur only if employers understand the program and are committed to its success, and if the people presenting the information motivate employees.

Identifying Hazardous Chemicals in the Workplace

The standard requires a list of hazardous chemicals in the workplace as part of the written hazard communication program. The list will eventually serve as an inventory of everything for which you must maintain an MSDS. At this point, however, preparing the list will help you complete the rest of the program since it will give you some idea of the scope of the program required for compliance in your facility.

The best way to prepare a comprehensive list is to survey the workplace. Purchasing records also may help, and certainly employers should establish procedures to ensure that in the future purchasing procedures result in MSDSs being received before using a material in the workplace.

The broadest possible perspective should be taken when doing the survey. Sometimes people think of "chemicals" as being only liquids in containers. The HCS covers chemicals in all physical forms -- liquids, solids, gases, vapors, fumes, and mists -- whether they are "contained" or not. The hazardous nature of the chemical and the potential for exposure are the factors that determine whether a chemical is covered. If it's not hazardous, it's not covered. If there is no potential for exposure, (e.g., the chemical is inextricably bound and cannot be released), the rule does not cover the chemical.

Look around. Identify the chemicals in containers, including pipes, but also think about chemicals generated in the work operations. For example, welding fumes, dusts, and exhaust fumes are all sources of chemical exposures. Read labels provided by the suppliers on hazard information. Make a list of all chemicals in the workplace that are potentially hazardous. For your own information and planning, you also may want to note on the list the location(s) of the products within the workplace, and an indication of the hazards as found on the label. This will help you as you prepare the rest of your program.

Paragraph (b), scope and application, includes exemptions for various chemicals or workplace situations. After compiling the complete list of chemicals, you should review paragraph (b) to determine if any of the items can be eliminated from the list because they are exempted materials. For example, food, drugs, and cosmetics brought into the workplace for employee consumption are exempt; rubbing alcohol in the first aid kit would not be covered.

Hazard Communication Guidelines continued

Once you have compiled as complete a list as possible of the potentially hazardous chemicals in the workplace, the next step is to determine if you have received material safety data sheets for all of them. Check your files against the inventory you have just compiled. If any are missing, contact your supplier and request one. It is a good idea to document these requests, either by copy of a letter or a note regarding telephone conversations. If you have MSDSs for chemicals that are not on your list, figure out why. Maybe you don't use the chemical anymore. Or maybe you missed it in your survey. Some suppliers do provide MSDSs for products that are not hazardous. These do not have to be maintained by you. If you have questions regarding the hazard status of a chemical, contact the manufacturer, distributor, or importer.

You should not allow employees to use any chemicals for which you have not received an MSDS. The MSDS provides information you need to ensure you have implemented proper protective measures for exposure.

Preparing and Implementing a Hazard Communication Program

The HCS requires all workplaces where employees are exposed to hazardous chemicals to have a written plan that describes how that facility will implement the standard. Preparation of the plan is not just a paper exercise -- all of the elements must be implemented in the workplace to comply with the rule. See paragraph (e) of the standard for the specific requirements regarding written hazard communication programs. The only work operations that do not have to comply with the written plan requirements are laboratories and work operations where employees only handle chemicals in sealed containers. See paragraph (b), scope and application, for the specific requirements for these two types of workplaces.

The plan does not have to be lengthy or complicated. It is intended to be a blueprint for implementing your program -- an assurance that all aspects of the requirements have been addressed.

Many trade associations and other professional groups have provided sample programs and other assistance materials to affect employers. These have been very helpful to many employers since they tend to be tailored to the particular industry involved. You may wish to investigate whether your industry trade groups have developed such materials.

Although such general guidance may be helpful, you must remember that the written program has to reflect what you are doing in your workplace. Therefore, if you use a generic program, you must adapt it to address the facility it covers.

For example, the written plan must list the chemicals present at the site and indicate where written materials will be made available to employees. It also may indicate who is responsible for the various aspects of the program in your facility.

If OSHA inspects your workplace for compliance with the HCS, the OSHA compliance officer will ask to see your written plan at the outset of the inspection. In general, the following items will be considered in evaluating your program.

The written program must describe how the requirements for labels and other forms of warning, materials safety data sheets, and employee information and training, are going to be met in your facility. The following discussion provides the type of information compliance officers will be looking for to decide whether you have properly addressed these elements of the hazard communication program.

Hazard Communication Guidelines continued next month

FM Topics

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Hello! We have been enjoying a taste of spring. I know the few days it has been above 60 degrees have been wonderful! Enjoying just a little nice weather seems to get people more energized. There is so much to do in our lives and if we can find little helpful ways to keep motivated and focused, so much the better.

ecoScorecard

If you work with many LEED projects, you know the paperwork involved can be overwhelming and time consuming, too. Let me suggest **ecoScorecard**. ecoScorecard is a web based technology that allows users to efficiently evaluate and document products required for LEED points. If you have not yet tried it, I highly recommend it. Many manufacturers are now offering this tool including **Johnsonite** and **Azrock**.



Here's how ecoScorecard works:

- Start by creating an account on the manufacturers' web site.
- Follow each step and enter your selected product from the drop down boxes.
- Select your product for evaluation. Then, add it to your current search.
- Step 3 allows you to evaluate the product for your selected LEED rating system. Enter the price per square foot, quantity and the job site zip code.
- Step 4 allows you to document, save and print a project contribution summary.

About ecoScorecard

ecoScorecard provides product specifiers the ability to search, evaluate and document products based on environmental characteristics. The program does the calculations necessary for rating systems such as LEED, GGHC Labs 21, CHPS, and the NAHB Green Home Building Guidelines and includes and accounts for other third-party product certifications. The tool produces the product documentation necessary for inclusion in the submission process. ecoScorecard is free to users and is supported by manufacturers interested in making the specification of green products easier for customers and salespeople. For more information, visit www.ecoscorecard.com.

FM Events

Thursday, February 24, 2011
Ramada Plaza & Conference Center

Louisville Facilities Maintenance & Building Expo

The Facilities Maintenance Expo is a regional trade show featuring products and services used in the operations and maintenance of buildings, plants, and other facilities. Several Bluegrass Chapter of IFMA members and member companies were among the many participating and attending the Building Expo. This year the event included seminars on topics such as **Recognizing when a building is in Distress**, **The Commissioning Process**, and **Vinyl Roofing**.



CORT Booth
Lori Gibson visiting Mark Clark



Comstock Bros. Electric Co. Booth
Matt Corbett with Emily Rice



Greater Louisville Chapter of IFMA Booth



Building Expo

FM Events

Wednesday, February 23, 2011

U of L Clinical and Translational Research Building

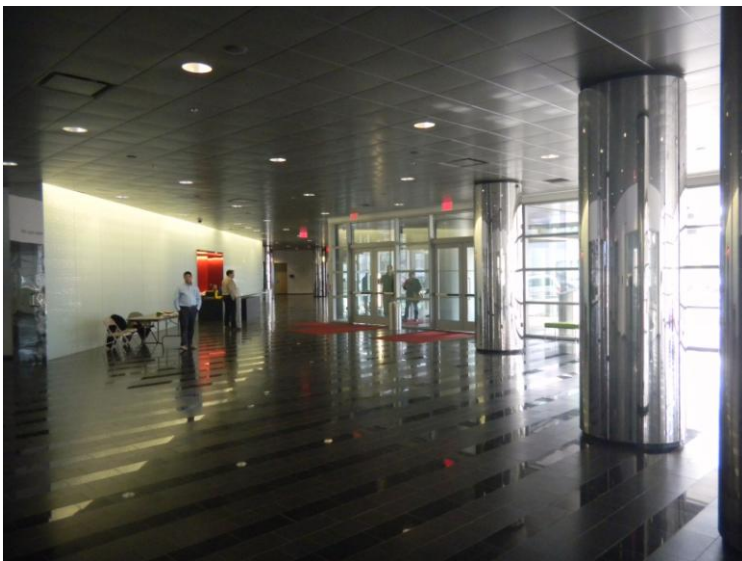
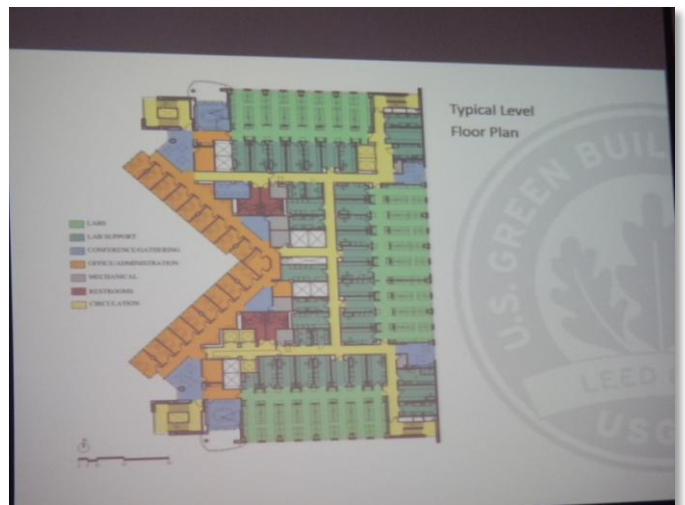
Kentucky LEED Gold Project Tour

Only 33 U.S. research buildings have earned LEED Gold and U of L's Clinical and Translational Research Building, an eight-level, 288,000-square-foot building, is believed to be the largest, said Stephen Cotton, assistant director of university planning, design and construction. The event began with an architectural project case study as it relates to the associated LEED credit criteria.

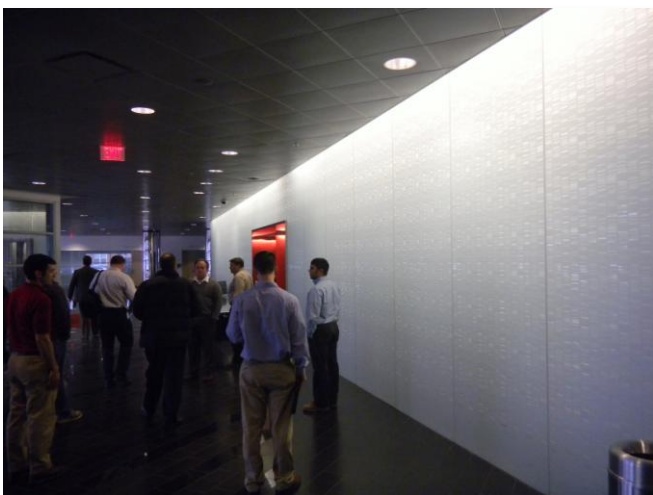
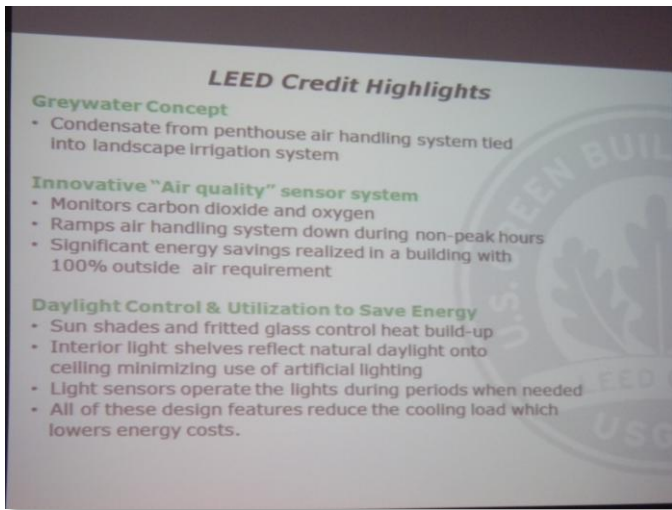
Featured LEED strategies include:

- Day lighting as it relates to energy savings
- Incorporation of an air monitoring system
- Water harvesting system

After the main presentation, a panel discussion was held with the architect, owner and construction manager. Each panelist discussed their role in the LEED system implementation and lessons learned regarding the certification process. Finally, a building tour was conducted that provided a first-hand view of the tangible results of the LEED strategies incorporated into the project.



FM Events – CTR Project Tour continued





Letters

Joanne Anderson, CFM, IFMA Fellow

Dear Bluegrass Chapter of IFMA Members,

In sunny Florida I am finding retirement is really great! In fact, it is so great that I am now finding myself in Sarasota about 7 months each year and have pretty much decided that I don't want to work for a living - not even consulting. For that reason, I have decided not to renew my Chapter membership this year. I will still remain a lifetime member of IFMA and may still attend a World Workplace or two.

As most of you may know, I was one of the founding members of the Bluegrass Chapter. When we started we had twelve members - wow, have we grown! I cannot begin to tell you how being a member of this Chapter helped me grow over the years. Most importantly, it gave me an identity and an opportunity to interact with other professionals facing similar property management problems. I still remember the program on "Pigeon Control in Parking Garages" which totally changed the way we handled bird control at the hospital. I saw so many great products and learned so much from my peers.

There is no doubt that IFMA helped me become a better Property Manager and leader in the profession.

Over the years, I served two terms as President, Vice President, Secretary, Treasurer, Membership Chair and of course for the past 8 years as Program Chair. During my time in our Chapter it has been most rewarding to see our Chapter grow and receive many awards.

We were honored to win the Education Award (for excellence in Programming) and the Best Practice Award (for the innovation of the team concept for programming which kept every member involved). The biggest thrill for me was when our we won the Small Chapter of the Year Award in 2001 and the most recent achievement for the excellent Newsletter that Gordon does for us each month. I was also very honored during my IFMA years to be awarded the Distinguished Member Award and also to be inducted into the IFMA Fellow group in 2006. Such great memories and so many great people in the business.

I wish all of you the best and hope that the Bluegrass Chapter will continue to thrive for many years. I hope your IFMA Chapter experience will be as valuable for you as it has been for me.

Take Care - I'm off to the pool!

Joanne

