



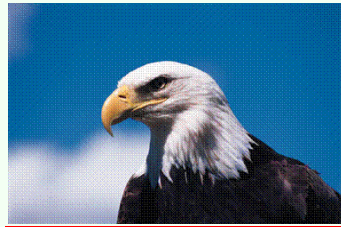
SpotLight on Maintenance

OPFMA Newsletter - Connecting Knowledge with Public Facilities' Needs!
Spring 2011

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Ohio Public Facilities Maintenance Association

OPFMA is a not for profit 501(c) (3) independent educational trade organization



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Editor's Note:

Next Edition - **June 2011**
 Deadline to submit your articles
 or ads is **June 01, 2011**
 Follow the Publication Terms
 on page 8 or contact the Editor.

OPFMA – 2011 First Quarter Highlights

By *Alexandra Schneider, OPFMA Administrator/CEO*

OPFMA activities are picking up the pace after a slower start than we had in previous years. The national economic uncertainty had unfavorably touched OPFMA revenues.

As the country faces an ongoing price increases, in the **last five years** OPFMA had kept **same dues, conference attendance fees, BOC tuition and other seminar fees**. We plan to keep the same fees and to make up for the difference by having larger number of participants in OPFMA educative events!

The Board is working tirelessly on expanding the OPFMA presence across the state to make OPFMA more accessible to all Ohioans. To achieve this goal, OPFMA needs its Membership's support and involvement in promoting and participating in the OPFMA organized educative events!

OPFMA Corporate Members' support by participating not only in the Trade Show but by organizing seminars for OPFMA members; sponsoring OPFMA events and functions is much needed and appreciated as well.

OPFMA Membership Chairman, Constantin Draganoiu, had helped the NE Ohio OPFMA Chapter establish a solid foundation and run with clarity serving Chapter's needs and promoting OPFMA.

OPFMA's 3rd Chapter established in Dayton! John Beckemeyer, OPFMA Past President, had assisted Thomas Hand and the interested group to layout Dayton Chapter's foundation.

In only two weeks Tom Hand had managed by promoting OPFMA enthusiastically and talking with interested members and non-members to have Dayton Chapter's first meeting on Mar 4th 2011 at Elements IV Interiors.

The following members had participated in **Dayton Chapter's Organizational Meeting:** Mitch Fogle (Hayner Cultural Center), Roger Ely (Piqua City Schools), Dale Chance(O'Neill and Associates), Tom Hand (BOC Instructor),

John Beckemeyer (OPFMA past president), Ramona Carver (City of Dayton) and Bryan Smith (National Trail High School) The By-Laws had been discussed and **Thomas Hand** was elected **Dayton Chapter's first Chairman**.

The Chapter provides a local forum for facility operations professionals to network and share ideas, experiences and knowledge. Tom Hand is working with group's support on expanding the newly founded Dayton Chapter.

The Administration works on updating the OPFMA website to include the SouthWest, NorthEast and Dayton OPFMA Chapters info, as well as creating features for other OPFMA Chapters under development.

Contact OPFMA Membership Chairman, Constantin Draganoiu, with questions about OPFMA Chapters!

BOC Classes

OPFMA had administered (4) BOC classes in Dayton and (5) BOC classes in Columbus. We are working on new BOC Level-1 Series in North Ohio area.

Cleveland (Orange City Schools) Series starts on **Apr 28th 2011**. **Registration is still open!** Register today - Reserve your seat!

BOC Toledo Series are moving slower than predicted; still under development.

Also under development are the **BOC Level-1 Series** for **Cleveland Metro City Schools**. There are (3) BOC series going to run in parallel and projected to start in April 2011.

OPFMA 2011 Conference & Trade Show Oct 24th & Oct 25th

Reserve the dates - Register Early!

Ron Atkins, OPFMA Vice-President and the Conference Committee Chairman, is working ardently with the entire Committee and the Administration on planning the workshops, selecting speakers, entertainment - your suggestions and input is always appreciated!

The easiest way to contact us is by visiting:
WWW.OPFMA.ORG

North-East Ohio - OPFMA Chapter

The NE OH Chapter has grown and a great foundation has been established in a short time. Under the active and enthusiastic leadership new men of action came aboard! The NE OPFMA Chapter is open and welcomes other public facilities - i.e. hospitals, libraries, counties, and cities from the NE area!

NE Chapter's meeting on MAR 3rd 2011 was held at the Brunswick Board of Education and conducted by Chairman Mark Miciak. While the By-Laws and Chapter's needs had been discussed, OPFMA membership, BOC participation and other professional events have been addressed - the meeting's main topic was the **Energy Star Portfolio**.

Bob Kelly of Brunswick School District that had been using the system prior to 2009 had presented the system. Bob reviewed how to set up the system and what type of info is needed.

The procedures for qualifying for Energy Star Gold had been discussed. Bob shared tips on how the system can provide useful data. Building ratings was also discussed as well as how that process works.

Group's discussion expanded to administrator buy-in to achieve energy savings. The parasite load was also brought to light

The Next NE Chapter meeting will be on May 12th, at North Royalton School Board Office, hosted by Wade Schneider. Agenda topic will be Pesticides and the Board of Health.



North-East OPFMA Chapter Members –

Mar 3rd 2011 meeting

Group listed alphabetically:

David Blom (Cleveland State University), Jim Byler (Cardinal City Schools), Paul Byler (Grand Valley Schools), Brian Clark (North Royalton School District - not in picture), Rick Fabor (Berea School District), Dave Jenkins (Ehove Career Center), Robert Kelly (Brunswick City Schools), Scott Larch (Polaris Career Center), Mark Miciak (Polaris Career Center - NE Chapter Chairman), Dan McClintock (Brunswick City Schools), Wade Schneider (North Royalton Schools), John Wolf (Columbiana City Board of DD - NE Chapter Secretary) and Constantin Draganoiu (Cleveland State University & Chairman of OPFMA Membership Committee)

Going Green Cleaning in 2011?

By Tony Mercuri, Regional Sales Mgr, DawnChem, Inc.

We have all been talking about it for years! You have read dozens of articles about it in trade journals, newspapers and magazines. If your objective in 2011 is making your facility GREEN a list of priorities must be prepared.

As always, the first step is the hardest. How do I start?

STEP ONE: Gather your supervisors and explain to them that the "GREEN" is a priority for the New Year. Let them be part of the team. Their buy-in is necessary for a successful launch.

STEP TWO: Do an extensive inventory of all products and equipment used in your building(s).

STEP THREE: Set up a plan to convert product categories over to GREEN in stages. Convert your paper products over to recycled (certified) fibers in the first six months of the year. Since paper products are high turn-over, you have the ability to convert with very little or no waste.

Look for paper products that are certified: Ecologo or Greenseal, or paper products that meet the Federal Government guidelines. All of the above certifications are

accepted by the U.S. Green Building Council.

As you're converting your paper products, now is a good time to research chemical products. Again, choose Ecologo or Greenseal Standards in your selection process. Implement these changes in the second half of the year.

Do it slowly, and communicate each change in advance. Listen to comments made by the personnel using these new products; users' feed-back is valuable part of this process.

Now, do an extensive inventory of all janitorial equipment. All vacuums and extractors should be CRI (Carpet and Rug Institute) certified. If you're not ready to purchase new equipment, start the selection process. When the time comes and the funds are available, you will already know the equipment that you'll need.

STEP FOUR: Review your plan at the end of the year. How much of your original plan was implemented? All of it, congratulations! Part of it, keep on working to make it GREEN.

Soon your facility's motto will change to "Keeping it GREEN".

Musing from a New BOC Instructor ...

On January 19th I had the delightful experience of being a “first-timer” BOC 107 instructor in Columbus, OHIO and I was totally impressed and energized by the experience! I already knew the instruction materials were excellent, but I was pleasantly surprised at how well organized the entire day went through the efforts of the class coordinator, Tom Hand.

What impressed me the most, however, was the overall quality and attitude of the class participants; they really demonstrated through their attentiveness and interaction a keen desire to learn how the electrical systems they manage do function.

Throughout more than 50-years in the electrical power business I have taught many classes to numerous participants from many walks of life. This experience with BOC was one of the most fulfilling to me and certainly has challenged me to stretch my instructor tools to new levels of sharpness.

Thank you BOC 107 Class of 1/19/2011, I really appreciated the experience and look forward to the next opportunity!

Craig E. Kasper, BOC-107 Instructor

◆ BOC Level-1 Graduates – Columbus◆

September, 2010 – March, 2011

OPFMA Board of Trustees and Administration Congratulates the Graduates!



Meet the BOC Graduates:

Gary Bartlett (Tri-County Career Center), Wilgus Biagini (Grandview Heights City Schools), Brett A. Bradley (Grandview Heights City Schools), Larry Davidson (Talawanda School District), Robert Denman (Ohio Dept. of Transportation), Richard Feldkamp (Ohio Dept. of Transportation), Todd Forney (Olentangy Local School District), Stacy Frase (Northwest Local School), Wayne Grooms (Western Local School District), Patrick Higley (Vermilion Local Schools), William Krugman (Elyria High School), Scott McCarthy (Buckeye Central School District), Ron McCleese (Eastern Local Schools), John Parsons (Vermilion Local Schools), Roger Peterson (Upper Sandusky EV Schools), Tom Richcreek (ODOT District 2), Brian Rogers (Ontario Local Schools), David M. Schram (Southern Hills JVSD), Ken Stegman (Indian Hill School District), Jeff Wages (Indian Valley Local Schools), and Bruce Weaver (Ohio Department of Public Safety)

Master the Fine Art of Persuasion

In today’s business world, the ability to persuade is one of the most important. It’s also important to remember that **no one single piece of data or fact will sway every member of your audience.**

It’s vital to both understand and use multiple strategies to communicate your message:

Hard facts and statistics

Facts may be the best way to convince the executives who don’t have the time and/or patience to sit through a lengthy presentation. Statistics are particularly convincing when they reveal something that surprises your audience, or works against the listeners’ assumptions.

Expert opinion

Make sure the expert is someone your audience is familiar with and respects.

Personal experience

This draws your audience in immediately and reinforces what they already know and understand.

Analogies

These work well with groups who use imagination and intuition in their work. Creative minds tend to respond well to analogy as they are used to working with the abstract.

Exhibitions and demonstrations

By varying your forms of persuasion, you improve the chances of connecting with each individual member of your audience.

These work best when an audience needs to see a product or procedure to understand it fully - this can be done directly or via a video presentation.

By varying your forms of persuasion, you improve the chances of connecting with each individual member of your audience!

OPFMA New Members – Welcome Aboard!

On behalf of our long term – some for decades
– loyal members and new ones alike, OPFMA
is happily extending a

Very Warm “Welcome Aboard”!

**New members to feel at home – You Are Among
Your Peers!**

Visit our web site: www.opfma.org

Check out OPFMA seminars, BOC classes, and the
Corporate Members could be useful for your facility
– to learn about their services simply click on their
direct link provided by OPFMA.

Get familiar with www.opfma.org

Use the convenient “Contact us” feature –
OPFMA staff offers prompt assistance!

Individual Member

William Mullins - Eastern Brown Local Schools - *Project Supervisor*

Jason McIlhenny - Scioto County Career Tech. Center

Paul Byler - Grand Valley Local School District - *Head Maintenance*

Wade D. Schneider - North Royalton City Schools - *Maintenance Super*

Robert Evans - Ohio University Lancaster - *Physical Plant Director*

Dan Fazio - Solon City Schools - *Buildings & Grounds Supervisor*

Jeff Hawks - Lorain City Schools - *Energy Manager*

Kevin Haut - Lorain City Schools - *Custodial Services Supervisor*

Institutional I Member

Polaris Career Center - **Mark Miciak** - *Facility Manager*

Corporate Associate Member

Jackson Geothermal Drilling & Pump Co. - **Dave Southward** - *Business Development*

Geothermal Technology

How it Works

Geothermal represents the leading edge of heating and cooling technology. It moves heat energy to and from the earth to heat and cools your indoor environment. Geothermal technology can save you 20%-60% on your monthly energy bills.

For every unit of electricity the system uses, it provides four units of heating energy, giving a geothermal system a 400% efficiency rating on average.

Geothermal is the safest, cleanest, and most reliable space conditioning system you can buy.

Geothermal energy is an unlimited resource. This unlimited resource is constantly replenished by the sun, the surrounding earth, and the heat that is rejected while cooling in the summer.

By using the Earth to provide up to 50% of a building's total heating and cooling needs, a geothermal system is the practical use of energy and technology.

Geothermal installations combine the Earth's internal temperatures with electricity to increase heating and cooling efficiency which results in **lower operating costs.**

Those who use geothermal systems give them superior ratings because of their ability to deliver comfortable warm air, even on the coldest winter days.

Heating Cycle

Geothermal heating and air conditioning systems are rapidly growing throughout North America.

Geothermal heating involves extracting heat energy from the ground and moving it into the building. This involves a cycle of evaporation, compression, condensation, and expansion. A refrigerant is used as the heat transfer medium. Heat from the ground water is passed through a heat exchanger and is absorbed by the refrigerant.

The refrigerant evaporates into gas. This gas is then pumped into a compressor where it is pressurized, raising its temperature to over 180 degrees. The hot gaseous refrigerant is then passed over a heat exchanger, where heat is removed and warm air is delivered into the building by way of a blower and a duct system.

Ground Source Heating/Cooling systems have no open flames, no flammable fuel, and have no potentially dangerous fuel storage tanks.

A by-product of the heating system is the production of hot water that is delivered to the hot water heater from a small pump.

Cooling Cycle

Geothermal cooling involves extracting heat energy from the air in the building and moving it into the earth. This involves a cycle of expansion, condensation, compression, and evaporation. A refrigerant is used as the heat transfer medium.

Heat from the refrigerant is absorbed by the well water resulting in the refrigerant turning cold. The refrigerant is then passed over a heat exchanger and as warm humid air passes over the cold air coil, the air is cooled and dehumidified and returned to the building.

Geothermal technology improves our environment and is the heating and cooling technology of the future!

Editor's Note: For more details or questions call: (800) 343-8037 or visit: www.jacksongeothermal.com

Sustainability and Education

By Dean M. Bortz MA, CSI, CDT

Sustainability seems to have burst upon the facilities operations and management scene, as it has across the globe. Computers are the norm, not the exception, and it seems complexity is the new “normal.”

Technology has provided new means and methods to attain system efficiencies and facility performance, yet the concepts are not new.

Education and training helps to guide us in dealing with this new “normal.” The late 1980’s introduced the first “green” measuring stick with Green Globes, (Now the Green Building Institute or GBI) The Department of Energy (DoE) promoted its EnergyStar® rating for home appliances in the early 1990’s.

Leadership in Energy and Environmental Design (LEED) was first introduced in 1998 by the US Green Building Council, and has swept across the land. New buildings now had an avenue to commission and audit the entire facility, rather than a system or machine.

The LEED-EB program for existing buildings illustrates how the USGBC is finally addressing “low hanging fruit.” This holistic approach of including operations and maintenance seems to be a new concept to many design professionals and contractors.

Yet, I found that facilities personnel seem to have an innate understanding of life cycle costing and value engineering through programs such as BOC (Building Operator Certification program), facilities personnel build upon their on-the-job experiences, prior licensing, training, and horizons are expanded to be better equipped to deal with this holistic facility approach, which is at the heart of sustainability concepts.

Who among us could ever afford to throw away materials we can use? It is often more economical to recycle, repair or re-use than to purchase new fixtures and

equipment. Learning how to apply the baseline data available is basic to being efficient and effective.

Software tools such as BEES (Building for Environmental and Economic Sustainability) and FEMP (Federal Energy Management Program) are available and little or no cost online to allow facilities personnel to “score” themselves without outside consultant time and expense.

Thermal imaging permits fact based decisions on facilities maintenance.

EnergyStar® has expanded to include many building materials and fixtures, wood and fabric products are put through their paces to gain certification as “green” by organizations testing claims by manufacturers for recycled content and volatile organic content (VOC).

Organizing and managing data through the use of CSI MasterFormat® or Building Integration Modeling (BIM) is more prevalent and provides information critical to facility operations and maintenance.

Colleges and universities, as well as groups too numerous to mention, offer courses for alternate energy technicians, sustainability, design and energy strategies, water and waste stream management and beyond.

Educators are working to provide course content that is current and applicable to facilities personnel. Thoughtful inquiry based upon factual data is crucial to providing sustainable alternatives to the inefficiencies and un-economical choices of the past.

Education, experience and efficiency have merged into a superhighway of information and choices for facilities operations and management. Gaining new knowledge to meet current and future sustainability challenges is essential for all personnel to achieve excellence.

Editor’s Note:

Mr. Dean Bortz is also a BOC 105 - O & M Practices for Sustainable Buildings -instructor; for more info contact Dean at: dbortz@csc.edu

Simple Logics

I am a nobody ... nobody is perfect ... therefore I am perfect.

If the #2 pencil is the most popular, why isn't it #1?

If carrots are so good for the eyes, how come I see so many dead rabbits on the highway?

If flying is so safe, why do they call the airport the terminal?

Regular naps prevent old age ... especially if you take them while driving.

You can pretend to be serious but you can't pretend to be witty!

After all is said and done, usually more is said than done.

Building O&M Budgets vs. Energy Efficiency Are They Competing Agendas?

By Craig E. Kasper

In today's economic conditions, building owners and operators may well feel they are facing competing agendas when deciding how to spend operations and maintenance dollars. Whether dealing with private or public building systems, the budgets for O&M are being squeezed tightly. At the same time, owners and operators are being pushed by utilities, State agendas and national interests to adopt measures to reduce energy consumption. Are these really competing agendas or are they subtle challenges with common outcomes? Let's consider.

Accountants often view O&M line items strictly as expense, but system operators know there are "returns" associated with investments in O&M dollars. Preventative or scheduled maintenance is one example. When PM is deferred to meet budget cuts, building systems may well be placed at risk of failure. Unscheduled maintenance dollars to repair or recover systems may have multiplier effect of 3 - 4 or more times the dollars that would have been spent on scheduled PM.

When PM dollars are budgeted, one should strive to get as much return as possible for that investment. Here are a few considerations:

- **Lighting systems** - reduce the level of lighting - many areas are "over lighted" for the activity. Replace old style fluorescent ballasts when they fail with electronic ballasts - reduce energy by approximately 20 percent. Relamp with CFL bulbs or consider newer style LED (which may require replacing fixtures).
 - **Motor systems** - when replacing motors, consider those with Energy Star efficiency ratings. The higher cost will usually be justified by the energy savings. Match the HP rating to that required for the function. Motors operating at higher HP than required are wasting energy.
 - **Compressed air systems** - air leaks and un-
- of energy waste that can be as high as 30 percent of the compressor system energy. Leaks also require operating the system at higher pressures to provide the required psi at air-driven appliances. Air nozzles for cleaning can be equipped with low cost control to lower the nozzle air pressure.
- **Control systems** - operators are generally familiar with programmable thermostats that allow for time/temperature control in buildings. Lighting systems and compressed air systems may also be candidates for low cost controls to automate the "on-off" periods based upon the operating needs. The old adage "turn it off when not in use" still is the key to energy savings.

When scheduled PM's produce positive results in saving energy, these dollars can be applied to other efficiency initiatives or to sustainable energy opportunities that can further improve the building O&M costs and contribute to the overall performance of the enterprise. The "bottom line" is that the building O&M budget is collaborative with energy efficiency measures and not a competing agenda when carefully planned and implemented.

Editor's Note:

Mr. Craig E. Kasper - Sr. Energy Consultant with HULL & Associates, Inc. He can be contacted by e-mail: cekasper@hullinc.com

Family Life

An instructor holding a Marriage Seminar on communication says that it is vital that the husbands and wives know each other's likes and dislikes in order to have great communication. He asked a husband to name his wife's favorite flower.
The man leans over to his wife and whispered "It's Pillsbury, isn't it?!"

A man said that his credit card was stolen, but he decided not to report it because the thief was spending less than his wife did.

•
When a man opens the door of his car for his wife, you can be sure of one thing: either the car is new or the wife!
•

A husband and wife are getting ready for bed. The wife standing in front of the mirror takes a hard look at herself: "Look at me! Wrinkles on my face, arms are flabby, hair grey...." Turning to her husband she says: "Dear say something positive about me to make me feel better!" Husband paused a moment and sweetly said: "Well, there is nothing wrong with your eyesight."

Did You Know

Insomnia and Fatigue are caused by low level of magnesium

Nuts, green vegetables, whole grains are rich in magnesium

Eating **cheese** before bed helps a good sleep

Oatmeal cereal with sliced apple facilitates a good sleep

Sunflower seeds - a good source of **vitamin B3 & B6** - two nutrients that help your body make **melatonin that relaxes you and promotes sleep**. A steady supply of **vitamins B** is necessary to keep the melatonin flowing!

Upset stomach can be pampered with bananas, cooked rice w/o spices, applesauce and munch on toast.

Tension Erasers:

Strawberries - reduce stress and calm anxiety

Bananas - adds supply of B6 to reduces stress and anxiety

Rice - supplies B1 needed in stressful times

Beef - goes a long way towards easing tension and anxiety -

Turkey - provides Folate - a B vitamin the brain needs to process relaxing chemicals

Oranges - filed with vitamin C the brain needs to make serotonin, a chemical making you feel good and relax

Oatmeal - keeps your spirit up

Wash away fatigue with water - feeling exhausted and a little confused could be from dehydration!

Conquer Major Time Wasters

Manage your time instead of letting others manage it for you!

There is a myth that you can "save time" - as there is a way we could bank the unused hours! The truth is that the time gets spent - the 24 hours given today are spent today - we can't bank any time today for tomorrow. Everyone is given the same amount of time every day - **each minute is nonrenewable** - how you are using each minute is all that matters. Unfortunately we easily succumb to the tyranny of the urgent!

Daily urgent projects are pushing aside the vital and planned projects as we respond to multiple demands and constant crises. We all seem to share one big problem - never enough time to squeeze in every request and keep our planned projects - Being so busy keeping up with "the urgent", we even don't stop to evaluate how to limit the demands by using some basic time management tactics.

We all seem to share one big problem - never enough time to squeeze in everything we need, or want, to do. Are we really making the best use of our time?

Time management experts have identified the five major time wasters in people's lives today as:

Spreading yourself too thin

Taking on too many things at once can hinder organization. Set specific priorities. Do so for each day - for each hour, if necessary. Complete the most important items first and have the satisfaction of knowing they're out of the way. Whenever possible, don't accept any new projects unless they clearly align with your priorities.

Being afraid to delegate

Convince yourself that it is truly not necessary to handle everything alone. You can still be certain that things are being done the way you want them by simply overseeing the projects and tasks you delegate to others. Eventually, you'll learn that these things can be accomplished without your constant guidance.

Not wanting to say "no"

You can't say yes to everything!

Again, look at your priorities and decide what you must do and what you really want to do and then turn down

any requests or projects that do not fit that criterion.

Procrastinating

Everyone procrastinates - it's easy to let things slide. But the bottom line is that the work has to be done (or delegated), so get some of those unpleasant chores out of the way first.

Divide large, daunting tasks into smaller and more manageable ones and then tackle them one at a time. When you finish a particularly big or unpleasant task, take a break and treat yourself, even if it's only a decent lunch break. You'll be re-charged as you take on the next project!

Being a slave to the telephone

Screen your calls in some way (answer machine, receptionist, caller ID etc...).

Keep personal calls at work to a minimum. Schedule no more than an hour out of your day to return all calls, if this is possible.

2011 Board Meetings Schedule

Columbus

March 9th 2011

June 22nd 2011

September 8th 2011

December 7th 2011

Phone-conferences are held monthly on the 3rd Wednesday except on months when board has meetings in Columbus

2011 Conference & Trade Show Oct 24th & Oct 25th

Columbus – Crown Plaza North

Conference Committee Meetings:

Mar 23rd 2011 (phone)

Sep 19th 2011 (phone)

Oct 23rd 2011 at Crown Plaza

For the newsletter archive visit our website!

www.opfma.org

2011 OPFMA Board of Trustees & Contact Information

Executive Committee

President: **Mark Wantage** - Ohio School Facilities Commission
Mark.Wantage@osfc.state.oh.us

Vice-President: **Ron Atkins** - Vandalia-Butler City Schools
Ron.Atkins@vandalia-butler.k12.oh.us

Secretary/Treasurer: **Randy Crossley** - Lima City Schools -
rcrossley@limacityschools.org

Immediate Past President: **John Beckemeyer** - Oak Hills Local School District
beckemeyer_j@oakhills.hccanet.org

Past President: **Constantin Draganoiu** - Cleveland State University
c.draganoiu@csuohio.edu

Executive Bd. Consulting: **Wayne C. King** - Retirees Representative - wking@opfma.org

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Note from the Editor:

Dear reader, OPFMA publishes the "SpotLight on Maintenance" for your benefit; to serve better your interests - your feedback is of a paramount importance!

Suggestions – Sharing Experiences – and Constructive Criticism! Your contribution could help other readers by bringing in "SpotLight" topics and ideas that are of special interest to you!

Let your voice be heard – email me at: editor@opfma.org or visit our web site and click on "Contact us" – I would be happy to bring your ideas and comments in The SpotLight!

Thank you,
Alexandra

Publication and Submission Information

"Spotlight on Maintenance" is the official publication of the **Ohio Public Facilities Maintenance Association**, a 501(c)(3) not for profit organization for educational and professional development of public facilities maintenance employees.

It is published quarterly and distributed in the second half of the month of **March, June, September and December**.

A special edition would be added as events dictate.

All materials published are copyrighted. The editor/publisher is Alexandra Schneider.

Deadline for articles and photos' submission is the 1st Day of the Month of Publication.

All documents must be submitted in Word format and sent as an email attachment.

All photos must be in JPEG format and sent as an email attachment.

Contact info: Phone: (440) 716-8518 Fax: (440) 716-8519 Toll Free: (866) 570-7880 editor@opfma.org