



SpotLight on Maintenance

OPFMA Newsletter - Connecting Knowledge with Public Facilities' Needs!
Winter 2012

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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 - **MAR 2013**
Deadline to submit your articles **MAR 1st, 2013.**
Follow the Publication Terms on page 8 .

OPFMA – 2012 in Retrospect

By Alexandra Schneider, OPFMA Administrator/CEO

2012 was a year of many events and turns from the national level, to business and to the personal level, but concluding it successfully with our families around, makes the year great!

OPFMA shared in 2012 challenges but through OPFMA Membership attentiveness and support of educative events organized by OPFMA - it was a positive year.

The Board & the Administration appreciates very much OPFMA Membership's loyalty and support making it possible to celebrate OPFMA's 25th Anniversary!

As 2012 ends it's time for the summary review of OPFMA activity in each department.

Membership - the reason OPFMA was founded in 1987 and exists to serve!

We are happy to announce that (64) new OPFMA members joined our organization in 2012, which is wonderful as OPFMA is a non-profit Voluntary Association!

OPFMA provides valuable, educative & informational seminars, the BOC certification training, Annual Conference & Trade Show offering member's discounts, great studying and networking environment as well as food and refreshments so that our members have a pleasant experience as well. This year OPFMA developed new mini-series seminars to be offered in 2013; and to facilitate members networking, Twitter was added on OPFMA's website!

OPFMA strives to continue providing the same quality or better services to Membership - unfortunately today's economy prices are not as they were (7) years ago when Dues were updated. To keep OPFMA effective dues need be adjusted in 2013. We hope OPFMA will have its Members understanding and support.

2012 Conference -

The largest OPFMA Conference ever! It grew by 12.4% over the 2011 Conference' volume, way beyond expectations in 2012 economy!

As always we value our attendees' view - tabulate Attendees' Conference evaluation- as every detail counts and without feedback we couldn't improve the event!

We appreciate everyone giving us feedback - Here is 2012 Conference Attendees' response!



**&
Happy, Prosperous
New Year
OPFMA Supporters!**

2012 Conference	Excellent	Good	Fair	Poor
Conference Overall	69%	31%		
Meeting Rooms	49%	41%	9%	1%
Meals' Quality	56%	41%	3%	
Sleeping Rooms	56%	37%	7%	
Registration Packets	67%	33%		
Sessions' Content	55%	42%	3%	
Presenters	67%	33%		
Trade Show	64%	35%	1%	

OPFMA – 2012 in Retrospect

Continued from page 1

OPFMA Chapters - born from OPFMA members’ desire of serving their community better by bringing OPFMA and its benefits to the local level. OPFMA Chapters are open to those interested to participate - visit www.opfma.org and contact the Chairman of the Chapter of your interest - the Chairman will assist you!

At OPFMA members & BOC graduates initiative and under the leadership of Constantin Draganoiu, Chairman of Marketing & Membership Committee, a new Chapter is under development in N-E Ohio. We’ll keep you posted with its development.

BOC Certification Program grew with each passing year and gains recognition across Ohio.

2012 BOC administrative activities summary tables and 2013 BOC projection:

BOC 2012	Total Classes Started in 2012	Classes Started in 2011 - & Administered in 2012	2012 Overall Total Administered & Managed
		(6) Series 2011	
BOC Series - organized	5		5
BOC Student - registered	139	166	305
BOC Classes - administered	30	16	46
BOC Manuals - provided	973	166	1139
BOC Breakfast - provided	894	475	1369
BOC Lunch Boxes -provided	894	475	1369
BOC Instructors - paid	30	16	46
BOC Site Coordinator- paid	30	16	46
BOC Manuals - purchased	499		

2013 OPFMA Projected BOC Training

OPFMA projects organizing and administering seven BOC Series:

- (6) BOC Level- I Series and
- BOC Level -II Series,

BOC training will be held in: Columbus, Cleveland, Toledo and Dayton.

Registration for the FEB 2013 BOC L-1 Series, Columbus - Started!
BOC L-1 Series, Cleveland - MAR 2013 in to be open next month.

Based on 2013 BOC Series projection, in addition to the BOC Series started in 2012 and completed in 2013, **OPFMA will organize and administer (55) BOC classes throughout 2013!**

OPFMA Has Completed Two New Projects in 2012 -

Their implementation is scheduled for the end of March, 2013.

OPFMA developed Mini-Series Seminars on following topics:

- Facility Electrical Safe Work Practices
- Reducing Utility Consumption in Public Facilities
- Preventative Maintenance Cause and Effect

SCNO Study - of OPFMA organizational functionality and recommendations on increasing our effectiveness.

Board analysis and talks have begun and some amendments on OPFMA By-Laws are under consideration.

We believe OPFMA Membership will be pleased with the outcome of our efforts on both fronts.

Our Members feedback helps us to serve better the Membership’s interests!

The easiest way to contact us is: www.opfma.org - share your view or questions by using “Contact us”

Events OPFMA participated:

OPFMA attended OSBA Conference & Trade Show in Nov 2012. Ron Atkins, OPFMA President, organized the booth and long with Tom Hand and John Beckemeyer brought OPFMA in spotlight, promoting OPFMA educational programs and membership benefits.

Regional Facility Manger Meeting on Dec 13th 2012 - Mr. David J. Grzechowiak, Metro Columbus Group Facilities Manager of Ohio Department of Administrative Services (DAS) had invited OPFMA to make a presentation of OPFMA/BOC to the group! Presentation was made by Constantin Draganoiu, Chairman of OPFMA M & M Committee and questions answered with OPFMA staff, Cornel Pod, BOC Program Coordinator. The participation was impressive! DAS hosts the BOC Series starting Dec 14th 2012.

OPFMA expresses Special Appreciation to DAS for hosting quite of few of OPFMA’s BOC training series. A BOC series takes (7) months commitment from our host - Thank You so Very Much!

OPFMA New Members – Welcome Aboard!

Individual Member

- Todd Gerstner - [Wapakoneta City Schools](#) - Maintenance
- Ken Stegman - [Indian Hill Schools](#) - Facilities Supervisor
- Mark Pruchnicki - [Cuyahoga Valley Career Ctr.](#) - Maint
- William J. Frey - [Riverdale Local Schools](#) - Maint Supervisor
- R. Jay Merritt - [Washington Local Schools](#) - Supervisor,
Facilities & Technical Services
- Doug Keller - [Washington Local Schools](#) - Asst. Supervisor,
Facilities & Technical Services
- Jeff Hill - [Ohio Dept of Transport.](#) - Bldg Construction
Superintendent

Paul Wieber - [Ohio Dept of Transport](#) - Transport Manager 1

Institutional I Member

- [Pioneer Career and Technology Center](#) - [Jim Grubbs](#) -
Director of Business Affairs
- [Black River Local School District](#) - [Joe Kmitt](#) -
Maintenance Supervisor

Corporate Associate Member

[Mitsubishi Electric Cooling and Heating](#) - [Mike Machemehl](#) -
Area Manger

OPFMA Welcomes the 2013 Board of Trustees Leadership

- President: [Ron Atkins](#)
- Vice-President: [Randy Crossley](#)
- Secretary/Treasurer: [Wayne C. King](#)

◆ BOC Level-1 Graduates – Columbus ◆

May, 2012 – Nov, 2012

OPFMA Board of Trustees and Administration Congratulates the Graduates!

OPFMA praises all facilities for investing in their employees' training and giving them the opportunity to obtain the BOC Certification!

OPFMA continues to offer assistance to the BOC graduates beyond the Graduation Day as well as assisting those who need to make up for some exams!



Meet the BOC Graduates:

John Arkley ([Southern Local Schools](#)), Todd J. Ashley ([Pschtecinc Public Schools](#)), James Bobst ([Maysville Local School District](#)), Shawn Branham ([Seneca East Local Schools](#)), John Burnie ([Ohio Dept of Transportation](#)), David Clark ([Northmont City Schools](#)), Frank Dietz ([Mahoning County Board of DD](#)), Jon Field ([Lakewood Local Schools](#)), Chad Gartin ([Collins Career Center](#)), Isaiah Hatfield ([Centerburg Local School](#)), Scott Hinkle ([Hillsdale Local Schools](#)), Matt Hittle ([Zanesville City Schools](#)), William A. Jolliff ([North Central Correctional Complex](#)), Larry Kennedy ([Warren Local Schools](#)), Dean Kessler ([Ohio Dept of Transportation](#)), Edward Charles McCoy III ([Western Reserve K-12 Complex](#)), William Middlestead ([Trumbull Correctional Institute](#)), Bob Montgomery ([Ohio Dept of Transportation](#)), Bob Nemeth ([Northmont City Schools](#)), Bryan Parker ([DRC Chillicothe Correctional Inst.](#)), Larry Parker ([DRC Ross Correctional Inst.](#)), Michael Smith ([Springfield Local Schools](#)), Brian Thomas ([Northmont City Schools](#)), and Tonya Thompson ([Ohio Dept of Transportation](#)).

◆ BOC Level-1 Graduates – Toledo ◆

Apr, 2012 – Oct, 2012

OPFMA Board of Trustees and Administration Congratulates the Graduates!

OPFMA commends all facilities for investing in their employees' training and giving them the opportunity to obtain the BOC Certification!

OPFMA continues to offer assistance to the BOC graduates beyond the Graduation Day as well as assisting those needing to make up for some exams!



Meet the BOC Graduates:

Candy Ackerman (Toledo Public Schools), Mike Agoston (Toledo Public Schools), Jim Blodgett (Huron City Schools), Katonia Brank (Toledo Public Schools), Noah Broadway (Toledo Public Schools), Bruce Fender (Salem City School District), Crystal Ford (Toledo Public Schools), Janet Gargac (Toledo Public Schools), Olaf Gerhardt (Toledo School for the Arts), Jacob Grau (Bucyrus City Schools), Kenneth Hardy (Salem City School District), Chuck Hoffmann (Toledo Public Schools), Joyce Huggins (Toledo Public Schools), Patrick Hutchinson (Lorain County JVS), Cathy Kroggel (Toledo Public Schools), Roxanne Marx (Toledo Public Schools), Steve Polega (Toledo Public Schools), Christine Ramirez (Toledo Public Schools), Bob Stainbrook (Toledo Public Schools), and Andrew Thompson (Toledo Public Schools)

Your Boss and You

When you take a long time, you're slow.
When your boss takes a long time,
he's thorough.

When you don't do it, you're lazy.
When your boss doesn't do it, he's too busy.

When you take a stand, you're being
bull-headed.
When your boss does it, he's being firm.

When doing something without being told,
you're overstepping your authority.
When your boss does the same thing,
that's initiative.

When you're out of the office,
you're wandering around.
When your boss is out of the office,
he's on business

When you're on a day off sick,
you're always sick.
When your boss is a day off sick,
he must be very ill.

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Susan Rowland - 216.870.7516
Joe Schuler - 614.309.8658

"Stay thirsty my friend"...for knowledge!

Dave Waibel/ Tom Lee, Waibel Energy Systems

Facility managers are responsible for the safe, efficient, and budget minded operations of their buildings. The job description also may include: Personnel Director, Counselor, Emergency Responder, Safety Manager, Hazardous Waste, Scheduling, Utility, and Energy Management. Sound familiar? HELP!!!!

I realized quickly that my experience teaching, coaching, custodial, maintenance, grounds, and general construction that more assistance was needed in this position. The sources of information were readily available.

The effective evaluation and making practical applications to our operations was more challenging. A concept that was primary to my decision process was "**Character Does Matter**".

Relationships- Build trust through truth and mutual respect. "Give it to me straight Doc" I appreciated the willingness of individuals, companies, and public to present truthful information.... Even when it hurts! Differences of opinion are common. The resolution and moving forward is more important than getting your toes stepped on. The handshake should be peaceful not painful.

Realization- Business is in business to make a profit. The amount of value provided needs to be a chief consideration- not a decision just on price. The value of a proposal can save money and prevent potential down time that negatively impacts operations.

Revive- Successful organizations are not complacent. Education, innovation, and involvement are all quality characteristics. "Lead, follow, or get out of the way" has

meaningful application for successful progress. The ability to be open to new "Out of the box" ideas will expand thought processes.

Reliability-Sustainability-Accountability-In today's modern and sophisticated schools it is a given the systems are expected to be reliable. To some this may mean proper maintenance to keep the systems running, and keeping the environment comfortable. The real story is sustaining the efficient performance, and being accountable for energy reductions that save money for the school system. Improving the efficiency of the systems can move the expense of maintaining reliability to actually showing a return on investment. Saving what is spent in utilities is a wise investment decision, and will more than fund the cost of keeping a reliable system.

Responsibility- "You make the call" Step up to the plate and be the individual where the buck stops. Accept criticism and consequences and use this information to better your operation. Acknowledge strengths and weakness, seek advice, offer assistance, and include successful people around you. It is time to get back to work at a place where these principles are put into practice!



Life's Lighter Side

The Bigwig

A young lawyer had just started his own firm. He rented a beautiful office and had it furnished with antiques.

Sitting there, he saw a man come into the outer office. Wishing to appear the hot shot, the lawyer picked up the phone and started to pretend he had a big deal working.

He threw huge figures around and made giant commitments. Finally he hung up and asked visitor, "Can I help you?"

The man said, "Yeah, I've come to activate your phone lines."

•••

Always remember that you are unique; just like everyone else!

Asking for Directions

A Swiss guy, looking for directions, pulls up at a bus stop where two Americans are waiting.

"Entschuldigung, koennen Sie Deutsch sprechen?" he asks.

The two Americans just stare at him.

"Excusez-moi, parlez vous Francais?" he tries. The two stare.

"Parlare Italiano?" No response.

"Hablan ustedes Espanol?" Still nothing!!

The Swiss guy drives off, extremely disgusted.

The first American turns to the second and says, "Y'know, maybe we should learn a foreign language."

"Why?" says the other. "That guy knew four languages, and it didn't do him any good."

Retrocommission Your Facility for Maximum Efficiency and Cost Savings

Martha Grasty, Director, National Operations, CLEAResult

Facilities often need tune-ups, just like cars. Ignoring this important step, equipment and systems can operate inefficiently, wasting energy and money.

Smart facility managers apply a “tune-up” practice called retrocommissioning, or RCx for short. The benefits? You can save up to 15 percent each year on energy bills, manage energy use more effectively, and provide more comfortable, productive spaces for staff and visitors.

RCx focuses on optimizing a facility’s performance instead of replacing equipment. It targets steps like operations and maintenance, system integration and operating schedules. Many of these steps are no- or low-cost and often pay for themselves in less than two years.

Mercy Tiffin Hospital began an RCx program in late 2011 and identified several operational practices that could be changed very quickly at very little cost. “Places like nutrition services, certain administrative areas and some store rooms aren’t used around the clock,” noted David Recker, the Manager of Facilities Operations for the Tiffin facility. “We can save money and energy by smartly heating, cooling and lighting those spaces and scheduling set-backs in areas that aren’t occupied 24/7.”

RCx projects typically begin when you engage an RCx expert. Ideally, screening should be the first step. You want to confirm that your facility is a good candidate for RCx. If control systems are outdated or nonexistent, you aren’t willing to implement recommended RCx measures, or train staff, you probably aren’t ready for RCx.

On the other hand, if your facility is a good candidate, the RCx expert will study your facility and its major mechanical systems. The expert will check the control system. Is it integrated with all other energy-using systems? Are elements missing and the settings correct? Is staff trained to operate the system? Next, targeted energy equipment and operations will be assessed.

The study concludes with recommendations and a prioritized list of changes to systems, equipment, control settings, and practices that will lead to greater efficiency and cost savings.

Can RCx really help you save energy?

In a word—Yes. Recently, an RCx study was completed at a 463,000 square foot City-County building in the Upper Midwest.

The RCx expert identified several low cost quick payback (0.2 years) measures that yielded energy savings (electric and gas) of approximately \$65,733 per year, a savings of 7 percent of the annual utility bill.

Estimated implementation costs were \$13,000. When the prioritized capital improvement measures were added in, the energy savings increased to \$106,980/year, a 12 percent savings on the annual energy bill. Estimated projects total costs were \$398,000.


The lesson from RCx is very simple: take care of what you have! Maintain your facility and keep it in good working order and you’ll save energy and prolong equipment life.

There are many Ohio engineering firms offering great resources and assistance to those interested in the RCx program

Editor’s Note:

[AEP Ohio’s Retrocommissioning program provides incentives available for customers who implement recommended RCx measures with paybacks of less than 2 years.](#)

For more info visit: AEPOhio.com/Incentives
or call 1-888-826-7774.



LEARN HOW YOU CAN REDUCE WASTED ENERGY IN YOUR FACILITY.
Call 1-888-710-4237 weekdays from 9 a.m. – 5 p.m.
Or visit AEPOhio.com/Incentives

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ENERGY IS PRECIOUS. LET'S NOT WASTE IT. **AEP OHIO**

Winter Roof Inspection

Jon Plattner, Director of Sales & Marketing, Cotterman & Company Inc.

Regardless of the season - a roof's preventative maintenance maximizes roof's longevity.

From Winter to Spring, Summer to Fall - roofs expand and contract due to changes in the weather. They receive more abuse from the elements than any other part of your property and are expected to withstand ice, strong winds, heavy rains and hail, snow and extreme temperatures. Regular inspections can identify problems in a timely manner and prevent damage from becoming too severe.

Water may penetrate small voids in the roof then freeze causing a seam to burst open as shown by the picture on the right.



Cleaning the roof and removing leaves and debris

accumulated on it throughout the year is always a useful step in preventing clogged gutters, downspouts, scupper boxes and drains that cause costly repairs. In addition it helps detect those small roof defects before them spiral into major issues resulting in costly damaged product or valuable equipment inside your facility. Conducting a roof inspection can also identify the areas of your roof that may need replacement for next year.

Mitigate these costly emergency repairs by being proactive in your roof maintenance!

Winter Checklist:

- Repair or replace deteriorated roof materials
- Verify roof drains are clear and strainer coverings are in place
- Secure any loose rooftop equipment or flashing
- Establish roof snow removal contracts
- Check perimeter metal edging

Editor's Note:

Cotterman's can provide a full roof report & budget numbers for roofing project. If interested in more details contact Jon Plattner at: jplattner@cottermanroofing.com

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Searching for Action in 2013 – Check OPFMA Open Events!

Contact us or Visit OPFMA website!

OPFMA Conference 2013

OPFMA 2013 Conference will be on Oct 21st & 22nd in Columbus at Crowne Plaza North Hotel.

Exhibitors Already Started Registering!

Early registration assures you a better booth and chances to be a presenter in 2013!

Visit OPFMA website to download Exhibitor's 2013 Registration Form - <http://www.opfma.org/>

BOC Training – Registration Open

Feb 21, 2013 Columbus

Visit: http://www.opfma.org/BOC_Level_I_Reg_Form_Columbus_Feb_2013.pdf

OPFMA Chapters

NE Chapter – undergoing formation – Get involved!

Visit: <http://www.opfma.org/OPFMANEOhioChapter.php>

2013 Board Meetings Schedule TBA

Merry Christmas
to ALL & a
Healthy, Happy
New Year



For newsletters' archive visit
our website!

www.opfma.org

2012 OPFMA Board of Trustees & Contact Information

Executive Committee

President:	Ron Atkins - Vandalia-Butler City Schools	Ron.Atkins@vandalia-butler.k12.oh.us
Vice-President:	Randy Crossley - Lima City Schools -	rcrossley@limacityschools.org
Secretary/Treasurer:	Wayne C. King - Retirees Representative -	wcking@netzero.net
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

Board Members & Chapters' Chairman

Tom Hand	BOC Instructor & Series Coord	tjhandcfm@sbcglobal.net
John Wolf	Columbiana City Board of DD	wolf@spii.net
James Miracle	Mansfield Correctional Institution	James.Miracle@odrc.state.oh.us
Steve Heitz	Wapakoneta City Schools	heitst@wapak.org

A Note from the Editor:

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

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

Let Your Voice be Heard - Just drop a note at: editor@opfma.org or visit www.opfma.org and click on "Contact us" – I would be happy to bring your ideas and comments in The SpotLight!

Thank you,
Alex

Publication and Submission – Terms & Info

"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.

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A special edition would be added as events dictate.

All materials published are copyrighted. SpotLight on Maintenance 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 e-mail attachment.

All photos and ads must be in JPEG format and sent as an e-mail attachment.

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