

# SCHEDULE & SESSION TITLES

## Day 1 - Monday, October 31st, 2005

	OPERATIONS	SAFETY & SECURITY	BUILDING OPERATOR CERTIFICATION	CONSTRUCTION
8:30 am	Registration			
9:00 am	Welcome; Keynote Address: Gene Rugala, former FBI Agent, "Protecting Our Public Buildings – My Job and Your Job"			
9:45 am	BREAK			
10:00 am	Training for Non-trainers, Pat Reid, EDD <i>Cleveland State Univ.</i>	Behavior Pattern Recognition – what it is and how it's used, Gene Rugala <i>Rugala Associates</i>	Efficient Lighting Fundamentals, (BOC 104) John Fetters	Dealing With the Project in Trouble, Jack Rosati <i>Bricker &amp; Eckler Attorneys</i>
11:00 am	Time Management, Pat Reid, EDD <i>Cleveland State Univ.</i>	Access Controls & Surveillance Equip., Tony Smith <i>SimplexGrinnell</i>	Facility Electrical Systems, (BOC 107) Bill DeCoste	Successfully Managing Your Construction Project, Milt Lewis <i>Grange Insurance Co.</i>
12:00 noon	LUNCH – EXHIBITION / TABLE TALK SESSIONS			
3:30 pm	Teamwork, Pat Reid, EDD <i>Cleveland State Univ.</i>	Why Your Staff Needs to Know CPR, Bob Mossbarger <i>Franklin County PFM</i>	Building Systems, (BOC 101) Tom Hirsch	Life Cycle Costing, Todd Vandebusch <i>Johnson Controls</i>
4:30 pm	BREAK			
5:00 pm	Cash Bar Reception & Networking			
6:00 pm	DINNER (Raffle Drawing Before)			
7:00 pm	AWARDS AND ENTERTAINMENT (Raffle Drawing After)			

## Day 2 - Tuesday, November 1st, 2005

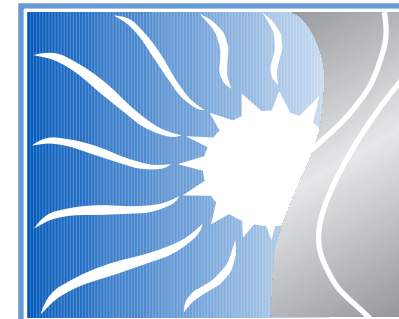
	OPERATIONS	SAFETY & SECURITY	BUILDING OPERATOR CERTIFICATION	CONSTRUCTION
7:30 am	Breakfast and Business Meeting			
8:30 am	Cooling Tower Maintenance, Dave Klus <i>Benner Mechanical &amp; Elec. Co.</i>	Safety Teams – Do's & Don'ts, Dennis Jolly <i>Franklin County PFM</i>	HVAC Systems & Controls, (BOC 103) Fred Guarino	Making Your Old Building Green, Robert Fuller <i>Roberta Camerauca Fuller &amp; Assoc. Engineers</i>
9:30 am	Green Cleaning, Rebecca Reynolds <i>Green Clean, Inc.</i>	OSHA – The Top 10 List of Citings to Avoid, Keith Bullock <i>Ohio Bureau of WC</i>	Indoor Air Quality, (BOC 106) Paul Novak	Qualifying Contractors, Mark Wantage <i>Ohio School Facilities Commission</i>
10:30 am	BREAK			
10:45 am	The ABC's of Floor Care, Mark Zimmer Roy Leahy <i>Legacy Commercial Flooring</i>	Disaster Planning & Recovery, Ralph Linne <i>Hamilton Co. Facilities Department</i>	Energy Conservation Techniques, (BOC 102) Randy Crossley	Keep Your Building Dry, Bill Plate Dave Youse Joe Shappa <i>Feinknopf, Macioce, &amp; Shappa Architects</i>
11:45 am	LUNCH			
12:30 pm	RAFFLE AND CLOSING			
1:30 pm	Conference Ends			

For more details please visit our web site at [www.opfma.org](http://www.opfma.org).



Ohio Public Facilities Maintenance Association  
P.O. Box 835  
Cleveland, OH 44070

**CONFERENCE  
ATTENDEE  
INFORMATION**



**TOMORROW IS HERE!**

2005 OPFMA Conference and Trade Show  
October 31 and November 1, 2005  
Columbus Marriott North, Columbus, Ohio

# OPFMA 19<sup>TH</sup> ANNUAL

# CONFERENCE AND TRADE SHOW

# TOMORROW IS HERE!

October 31<sup>st</sup> (Monday) and November 1<sup>st</sup> (Tuesday), 2005  
Columbus Marriott North  
Columbus, Ohio



**ATTENDEE REGISTRATION INFORMATION**

## OPFMA 19<sup>TH</sup> ANNUAL CONFERENCE AND TRADE SHOW

October 31st and November 1st, 2005  
Columbus Marriott North

**Early Registration Deadline – Monday, September 26 (receive a special gift)**

**Final Deadline – Wednesday, October 24**

**IMPORTANT:** You can register by mail or fax, copy this form and complete it for each registered attendee. **Please fax or mail your registration right away** rather than waiting for a PO number. Provide your PO number to OPFMA when you receive it.

Facility Name \_\_\_\_\_

Attendee's Person \_\_\_\_\_

Address \_\_\_\_\_

City/State/ZIP \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

E-mail \_\_\_\_\_

Special arrangements required. (Please include or attach a description of these.)

### Registration Fee:

- Single OPFMA Member \$250
- Single Non-Member \$295 (includes 2006 dues)
- 3-4 Attendees (Same Member Facility) \$225 ea X \_\_\_\_\_ attendees = \$ \_\_\_\_\_
- 5-9 Attendees (Same Member Facility) \$215 ea X \_\_\_\_\_ attendees = \$ \_\_\_\_\_
- 10+ Attendees (Same Member Facility) \$200 ea X \_\_\_\_\_ attendees = \$ \_\_\_\_\_
- One Day Registration \$150 (plus dues if not a member) \$ \_\_\_\_\_

For meal planning purposes, I will need the following meals at the conference (check all that apply):

- Oct 31st Lunch  Oct 31st Dinner  Nov 1st Breakfast  Nov 1st Lunch

**Total Cost:** \$ \_\_\_\_\_

**Purchase Order Number** \_\_\_\_\_

**Fax your Registration Form at: (440) 716-8519**

**Mailing Address: OPFMA, P.O. Box 835, Cleveland, OH 44070**

**For more information call (866) 570-7880 visit our web site: [www.opfma.org](http://www.opfma.org).**

### Anticipated Workshop Attendance (For Planning, Non-Binding)

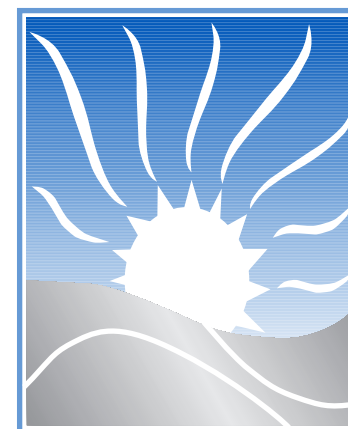
Key: Operations (O) Safety & Security (S) Building Operator Certification (B) Construction (C)

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|--|---|
| <p><b>Oct. 31, 10:00 am</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Training For Non-Trainers (O)</li> <li><input type="checkbox"/> Behavior Pattern Recognition (S)</li> <li><input type="checkbox"/> Efficient Lighting Fundamentals (BOC 104) (B)</li> <li><input type="checkbox"/> Dealing With the Project in Trouble (C)</li> </ul> <p><b>Oct. 31, 11:00 am</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Time Management (O)</li> <li><input type="checkbox"/> Access Control &amp; Surveillance Equip. (S)</li> <li><input type="checkbox"/> Facility Electrical Systems (BOC 107) (B)</li> <li><input type="checkbox"/> Successfully Managing Your Const. Proj. (C)</li> </ul> <p><b>Oct. 31, 3:30 pm</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Teamwork (O)</li> <li><input type="checkbox"/> Why Your Staff Needs to Know CPR (S)</li> <li><input type="checkbox"/> HVAC Systems &amp; Controls (BOC 101) (B)</li> <li><input type="checkbox"/> Life Cycle Costing (C)</li> </ul> | <p><b>Nov. 1, 8:30 am:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Cooling Tower Maintenance (O)</li> <li><input type="checkbox"/> Safety Teams – Do's &amp; Don'ts (S)</li> <li><input type="checkbox"/> Building Systems (BOC 103) (B)</li> <li><input type="checkbox"/> Making Your Old Building Green (C)</li> </ul> <p><b>Nov. 1, 9:30 am</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Green Cleaners (O)</li> <li><input type="checkbox"/> OSHA – Top 10 List to Avoid (S)</li> <li><input type="checkbox"/> Indoor Air Quality (BOC106) (B)</li> <li><input type="checkbox"/> Qualifying Contractors (C)</li> </ul> <p><b>Nov 1, 10:45 am</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> ABC's of Floor Care (O)</li> <li><input type="checkbox"/> Disaster Planning &amp; Recovery (S)</li> <li><input type="checkbox"/> Energy Conservation Techniques (BOC 102) (B)</li> <li><input type="checkbox"/> Keep Your Building Dry (C)</li> </ul> |
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## CONFERENCE AND TRADE SHOW

# TOMORROW IS HERE!

The challenge of the past five years is still with us; we continue to be expected to do more with less. We have already reduced operating and equipment budgets; we've been told that we can't fill vacant positions; we have out-sourced some tasks; we work longer hours; and, we don't see any end in sight. However, since we are professionals, we know that we must respond to the growing level of expectations in a positive and timely manner. We know that we must learn new ways of doing our jobs; learn new ways of reporting our results; and, learn how to use the tools and equipment that can help us get our job accomplished in an efficient and effective manner.



OPFMA can help! Regardless which public facility you work for, and regardless what your job description includes in the facilities function, OPFMA is committed to help you meet the challenges of tomorrow through a program of continuing education experiences.

The 2005 Conference and Trade Show has been designed to give you vital facility maintenance information. We have tracks for Operations & Supervision, Safety & Security, Construction, and Building Operator Certification (BOC). We added the BOC track this year to give interested attendees the opportunity to "sample" the course content in six sessions. While it's impossible to distill a one day course into a fifty minute session, our goal is to pack each of the six sessions with a sampling of the powerful course content. We hope that "sampling" will encourage you to register for the program and begin earning your certification.

As usual, all of the conference workshop sessions will be strong; they will include new topics and familiar topics. The two day conference will have 6 sessions in 4 tracks – 24 sessions to choose from while you design your own custom program. Information about the tracks, sessions, and speakers are included in this brochure. You can also find more detailed information about the sessions and the speakers at our web site [www.opfma.org](http://www.opfma.org). Watch the web site for updates.

As at previous conferences, we also expect a strong group of exhibitors on Monday, October 31. The exhibitors have told us that they like to be at this conference because the attendees are "knowledgeable" and "seriously interested in learning" about products and services that can help them solve problems on the job. We will continue with the "exhibitor-led" table talk sessions during the exhibition periods. Each exhibitor will be given the opportunity to offer one 25 minute session. Check the OPFMA web site for the updated list of exhibitors.

While the focus of the conference is continuing education, attendees will also have time for networking over great meals and during breaks. Monday evening will feature a special after dinner program and several raffle prizes. On Tuesday, after a breakfast business meeting and three more workshops, we'll wrap up the conference with lunch and our annual raffle of several dozen prizes. Everything is included in the conference fee; there are no extra charges.

Make an investment in your future! Register and join us on October 31st and November 1st for a conference that will help you meet tomorrow's challenges.

### REGISTRATION DEADLINES

(include registration forms and POs or checks):

**Early Deadline – Monday, September 26 (receive a special gift at the Conference)**

**Final Deadline – Monday, October 24**

**Visit [WWW.OPFMA.ORG](http://WWW.OPFMA.ORG) For More Conference Details!**

### ATTENDEE FEES

**(Institutional Members Only Eligible for Multiple Attendee Discounts)**

- Member Fee (Single): \$250 each
- Non-Member (Single): \$295 each (includes 2006 individual member dues)
- 3-4 Attendees: \$225 each
- 5-9 Attendees: \$215 each
- 10+ Attendees: \$200 each

### LOCATION AND ACCOMODATIONS

We're pleased to be returning to the Columbus Marriott North. We have negotiated a block of rooms at a **conference rate of only \$92/night plus applicable taxes**. Available rooms at this rate are limited so please call the hotel at (614) 885-1885 soon to make a reservation. Be sure to mention that you are attending the OPFMA conference.

### DIRECTIONS

**6500 Doubletree Ave, Columbus, OH**

From north take I-71 south to Exit 117 (Rte 161, E. Dublin-Granville Rd.), one exit south of the I-270 north outer belt. (You also may take the north portion of I-270 to I-71 south to the above exit.) Turn right on Rte 161 and go west about half a mile. Then turn right on Busch Blvd. and go north for about 3/4 mile. Turn right on Kingsmill Parkway and go east for 1/3 of a mile; the hotel will be directly ahead. If traveling from any other direction, take I-71 north to Exit 117, turn left on Rte 161 and follow the directions above.

The hotel web site, [www.marriott.com/CMHNO](http://www.marriott.com/CMHNO), has maps and driving directions along with more information about the hotel.

#### Special Note:

Please don't wait for your purchase order. Register today then send the PO number when you receive it. This will ensure that your check arrives in time.

### QUESTIONS/REGISTRATION

You may register by E-mail, fax or regular mail:

**OPFMA**  
**PO Box 835**  
**Cleveland, OH 44070**  
**Fax: (440) 716-8519**  
**Email: [info@opfma.org](mailto:info@opfma.org)**

**Questions?** Please call Alexandra Schneider at (440) 716-8518 or (866) 570-7880 (toll free). Sorry but we can't accept registrations over the phone.