

**Facilities and Services
Internal Advisory Minutes
March 16, 2015**

Attendees: Matt Ochoa, Enrique Espalin, Ruben Madero, Gilbert Perez, David Avalos, Jessie Marquez, Luis Velasco, Jerry Jersvig, Hector Valera, Eric Blechinger, Priscilla Carabajal, Esther F. Amezcuita, Al Flores Jr., Roe Day, Philip Cordero, Yvonne Tellez, and Glen Haubold

Haubold started the meeting by stating that we had worked through many of the items brought to us and wanted to provide an update:

 **Essential personnel**

After lots of discussion, it was shaking out that FS would have 2 or 3 tiers of emergencies and thus multiple lists of essential personnel. This would address the concern that not every person had to be here for every emergency. Every shop was discussing and owed a draft to Haubold, which will be shared with the committee.

 **License reimbursements**

We think we have done what we can; Haubold had asked the managers for a list of required license, and Gilbert Perez submitted the CUP list.

Haubold pointed out that this is reimbursement if the employee wants to pay in advance.

Haubold has approved multiple times for taking tests and he will reiterate to all managers and supervisors that we will allow this – but he does want to approve.

 **East gate and pathway at west end**

Philip Cordero reported this was being worked out. Haubold said that Luchau was working on the path.

 **Strickland Awards**

The majority of folks in FS believe that we need more ways to recognize good work. We have several nominations, the form is located here:

<http://facilities.nmsu.edu/facilities-and-services-awards/> .

The Award will be handed out at the Picnic.

 **Employee Survey**

Haubold has met with CUP utilities and Mechanical Shop, and tried to answer all concerns. Mechanical is getting the additional space, and CUP license questions were addresses, although Haubold pointed out that when training requests are submitted for the very next day – as was recently done – they may not be finished in time.

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 **Communications**

Yard cleanup was discussed with little resolution; Haubold wanted to visit with the supervisors.

 **Activities**

Priscilla Carabajal is chairing the activities:

- o Picnic
- o FS Aggie Game-GH to touch base with Mario Moccia
- o Mingle Jingle

The Committee will work on these activities for the next few meetings.

Every representative is encouraged to ask for issues in their shop meetings.