



THE UNIVERSITY OF  
TENNESSEE  
KNOXVILLE

FACILITIES SERVICES

# FACILITIES SERVICES WEEKLY

**FEBRUARY 19, 2024**

## **Departmental Emergency Management Training for 2024**

Mark down the remaining dates for 2024 emergency management training. **You MUST register for the session you plan on attending. Please email [fstraining@utk.edu](mailto:fstraining@utk.edu) to let them know which session you prefer.**

Make-Up Session: Wednesday, Feb. 28 - Rooms 101/102 at FSC - 8:30am

Make-Up Session: Wednesday, Feb. 28 - Rooms 101/102 at FSC - 2:30pm

## **Senior Insurance Specialty Group Medicare/Social Security Meeting**

The Senior Insurance Specialty Group meeting originally scheduled for January 18th at 8:30am has been rescheduled to Wednesday, February 21st at 8:30am. Make plans to join as Karen Kakura shares with our team about Medicare options and Social Security.

## **Healthy Lifestyle Weekly Event Series Kicks Off Thursday, February 15 at 11am**

Beginning last week, the Center for Health Education & Wellness is partnering with Facilities Services to host a weekly Healthy Lifestyle lunch and learn-style session through Thursday, March 21. Participants will be able to set and work to achieve individual goals and learn skill sets that will help them meet those goals. This program aims to motivate and build autonomy in a way that promotes a healthy lifestyle that can be incorporated as part of your daily routine. Participation in each session is encouraged, but it is not required. To sign up, email Angela Eidemiller at [aeidemil@utk.edu](mailto:aeidemil@utk.edu).

## **Workers Comp Training - February 21 at FSC 102**

Supervisors are expected to sign up for one of three upcoming workers comp training events scheduled for February 21st in FSC 102. Sessions are offered at 8:30am, 2pm, and 5pm. It is required that all supervisors attend a session. Reach out to [fstraining@utk.edu](mailto:fstraining@utk.edu) to sign up.

## **FSC - Ongoing Office Construction**

Please keep in mind that construction is ongoing at the Facilities Services Complex. During this time, Room 121 is ONLY accessible through the computer lab. The other door is blocked and signage states that this will be the case until the end of the project.



## BUILDING SERVICES

### Student Union:

- Carpet in 281 Visitor Center was cleaned.
- Carpet in Ballrooms A, B and C were spot cleaned and cleaned.
- Hallway carpet near catering corridor was cleaned.
- Office carpet cleaned 236, 235, 234, 232, and 231.
- Monumental stairs were blown and mopped.
- Window sills in the L1 dining were dusted and cleaned.
- The seating area at the end of the Rocky Top corridor, furniture was moved and the floor was dust mopped and cleaned.
- Stairwells in both phases were swept and mopped.
- Spot cleaning of carpet in event rooms 262 all, 270, and 362 all occurred several times throughout the week.
- Current count of cardboard bales at Concord lot is 42.
- We gained a new teammate, so training occurred last week.
- KATE training is in progress.

### Additional Work:

- Carpet cleaned conference room 300 in IAAM.
- Staircases swept and mopped in: AMB, Nursing, Dabney-Buehler, Communications/SS
- Classrooms 118 and 119 Bailey floors scrubbed with scrubber
- Hallways in Bailey and Claxton scrubbed with ride on scrubber
- Spot cleaned carpet 7th floor AHT
- Ayres Total Clean/Tiny Trash system was updated and explained to customers of building how it works and what day each floor is assigned
- 2010 and 2016 Lake Ave Daycares sprayed with T360
- Conference room in 111 SS suite carpet cleaned
- 4th floor Comm/SS floor scrubbed and burnished

## OPERATIONS & LANDSCAPE

## LANDSCAPE SERVICES

- Finalize designs and order flowers for spring/summer flower beds
- UTIA VREC: Provide excavation for new water service line throughout the facility
- Annual performance reviews (cont)
- Middle Drive: Coordinate pavement repairs associated with excavation for storm and sanitary sewer repairs (cont)
- Landscape Beds: Campus wide landscape cleanup and mulch installation (cont)
- Sorority Village: Excavation support to the Plumbing group for geothermal system repairs (cont)
- Irrigation Systems: Resume GPS location all underground valves, meters, and components (cont)
- Sorority Village Entrance: Order materials for landscape renovation of main entry bus stop circle (cont)
- Regal and Lee Stadium: Submitted estimate to UT Athletics for new dumpster enclosure and trees for screen plantings along railroad tracks (cont)
- Biosystems Engineering Bldg: Rain garden landscape enhancement improvement project (cont)
- SERF: Excavation support for steam infrastructure leak (cont)
- UTIA GATOP Gardens: Provide routine common area maintenance (cont)
- Autonomous Mowing Study: Working with several companies to develop a future plan to integrate autonomous mowing units throughout campus (cont)
- Landscape Services Staffing Study: Revise greenspace data to reflect campus changes to the landscape since 2015 (cont)

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### LANDSCAPE SVCS (CONT.)

- Urban Forest Master Plan (City of Knoxville): Serving on advisory board
- Morgan Hall: Ongoing landscape protection support associated with roof repairs, window replacement, and brick tuck-pointing project (cont)
- Vet Med Addition: Participate in the final irrigation and landscape punch list walk with the designer and contractor (cont)
- TREC: Provide excavation support to the Plumbing team for repair of steam condensate leak (on hold)
- Ayres Hill ADA staircases: Coordinate with FS Design on landscape plan for new staircases (cont.)
- Recruiting to fill vacant positions

### MOVING & EVENT SVCS

#### Events:

- Volunteers for Christ on Ped Walkway.
- Risers for event at Zeta Tau Alpha house.
- Student Engagement event at Haslam Business Building.
- Welcome Wednesday event at HSS Plaza.
- COAD Career Day event at Student Union Ballroom.
- Breakfast of Champions event at Zeanah Engineering Complex.
- Plant Biotech room 140 event.
- Winter Engagement Fair at Student Union Plaza.

#### Moves:

- Lab chairs from Greve Hall to Walters Academic Building.

- Picked up boxes from Andy Holt Tower 8th floor and placed into storage.
- Transferred boxes of artifacts from Middlebrook Building 239 to pallets, wrapped and stored in room 130.
- Moved several truckloads of furniture out of Greve Hall and Concord to Panhellenic, SERF, Middlebrook Bldg, Mossman, Cherokee Mills.
- Moved boxes in Conference Center Bldg suite 312.
- Moved furniture from AMB 114 to McClung Tower 711.
- Delivered packing materials to Andy Holt Tower 5th floor, IAMM.
- Moved furniture from HMC 331 to HMC 246.
- Moved boxes from AMB 123 to McClung Tower 1203.
- Moved equipment from McClung Tower 316 to AMB 136.
- Moved bookcases from Austin Peay to Conference Center 313A (Psych Clinic).
- Moved furniture from McClung Tower 1203 to 119 AMB.
- Moved furniture in Haslam Music Bldg 252.
- Moved 4 freezers from Dabney Buehler 487 & 674 to SERF 202.
- Moved sofa from Mossman 217 to SERF 638.
- Picked up chairs from HBB basement and took to Panhellenic.
- Removed all furniture from Blount Hall 1st floor lobby, hauled away 3 refrigerators, and moved a fridge from ground floor up to 1st floor.

#### Surplus:

- Loaded furniture from 208 McClung Tower and took to Surplus.
- Picked up items from Surplus and delivered to AMB 199



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## MOVING & EVENT SVCS (CONT.)

- Picked up furniture from Surplus and delivered to Hoskins Library basement G03 for ROTC.
- Picked up furniture from Surplus and delivered to Hoskins Library basement G03 for ROTC.
- Picked up furniture from Surplus & delivered to Andy Holt Tower 301, Loaded furniture from 301 & took to Surplus.

## ZONE MAINTENANCE

### ZONE 1

- Staying caught up with work orders in the resident halls.
- Rackley Roofing has been on-site giving quotes for work in the sorority & frats ,and resident halls.
- Starting to get some of the hot water issues resolved in the resident halls.
- Spring break starts March 11th. – 15th.

### ZONE 2

- A+A - work on all-gender restroom on 1st floor and changed belts on AHUs 5,6, and 7
- HPER - checked and adjusted chemicals in pools
- Andy Holt - heating problems on 8th floor
- Communications - work on heating problems in Room 472 and cleaned roofs on 2nd and 3rd floors
- Student Services - worked on sink in Room 104 and water fountain near HR
- Hearing & Speech - Assisted AC Svcs on heating problems
- General maintenance throughout the zone

### ZONE 3

- Blount Hall renovations to ground and first floor ADA restrooms are nearing completion
- Conference Center's new cooling tower is getting closer to being put in service and renovations are on schedule for 2nd and 3rd floor upgrades
- Working diligently on PMs and OSHA training

### ZONE 4

- Repaired a pot washer and dishwasher at Rocky Top Dining
- Repaired an oven at the Student Union Phase II
- Repaired a sink and faucet at Cumberland Ave. Food Court
- Repaired an ice maker leak at Stokely
- Repaired an oven at Fred Brown Hall

### ZONE 5

- Neyland Stadium: Recruitment prep
- Sherri Lee Softball, Regal Soccer stadiums: pre-season prep
- Lindsay Nelson Stadium: Assist Contractors in renovation projects and also preparing for upcoming baseball season.
- All rest of zone General building maintenance.

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### ZONE 7

- Dougherty : Repaired inoperable light fixtures. AHU and Package Unit filters changed.. Exhaust fan Belt Changes. Replaced bad lights in fume hoods Relocate light bulb burn in station in penthouse
- Ferris Hall : conducted daily walkthroughs and weekly walkthroughs. Replaced floor tiles room 209.
- Perkins Hall : conducted daily walkthroughs and weekly walkthroughs. Repaired exhaust fan for south side bathrooms. Repaired exhaust fan for fume hoods in room B057/58.
- Min Kao : Working on lights, working on restrooms, working on ceiling tile, doing building checks.
- SERF : Grease motors and bearing in all air handlers, Lay floor tile in room 419
- Nursing : Room to room mold checks
- Zeanah : replaced light ballasts, repaired handicap door closer arms, unclogged toilet, diagnosed A/C power issues, diagnosed leaks, assisted controls shop, repaired trash can cabinet doors, replaced faucet batteries
- Tickle : replaced light bulbs, diagnosed outside light issues, replaced electrical box punch out, replaced paper towel dispenser, reset tripped breaker, reset chiller static pressure switch
- AMB: Replaced motor on exhaust fan in room G009, repaired flush valve room 217, replaced belt on exhaust fan in the loading dock, replaced batteries on urinal room G018, repaired lock on room 32.
- Fiber & composites: Going through replacing lights changing ballast cleaning out machine rooms
- SENTER Hall: Changed lights washed out the louvers washed out the machine room
- Student Union: Vacuumed elevator tracks walked through all the restrooms checking toilets ,sinks and urinals, lights, checked equipment had KUB Gas training this week at facilities, took all paper filters to the trash compactor.

### ZONE 8

- We have been changing filters in various air handlers in multiple buildings as they reach the end of their life span.
- We have been back flushing heating coils in various VAV's across the AG campus.
- Our One-Call team remains very busy with the Spring semester in full swing and students on campus 24/7.
- We are working to close out many of our Archibus work request as we get nearer to switching to Dash.

### ZONE 9

- We are changing office lights to LED at the Downtown West, UTIA Extension Office.
- We are closing as many Archibus work requests as possible as we get near the arrival of our new work order system.

### SPECIALTIES TEAM

- Adjusted operator arm on handicap door at Jessie Harris
- Secured front entrance doors at Conference Center
- Reset handicap door operators at Student Health
- Responded to handicap operator failure at McClung Museum. Problem was with carder reader being offline for campus door upgrades.

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### SPECIALTIES (CONT.)

- Responded to two requests for failed operators at Conference Center and Bailey Education. Door operators were turned off for unknown reason.
- Transported lifts to various campus locations
- Repaired leaking windows at Mossman
- Secured broken door at Andy Holt Tower, replaced glass and took measurements for new door.
- Repaired door and storefront frame at Dabney-Buehler
- Repairing cracked window glass for SERF room 438
- Replaced broken glass at Anderson Training Center and Lindsey Nelson Stadium
- Preparing for Specialties equipment and materials move from Fleming to Concord storage
- Replacing window at Clement Hall
- Responded to negative room pressure in SERF 519 and 531
- Checked exhaust system ductwork for concerned occupants in Hesler Biology room 116. System and room pressure operating normally as designed.
- Working with AC Controls to address VAV and GEX valve issues for fume hood failures in Hesler 438, 522, 523
- Assisting Zone 8 with vibration testing for fume hood exhaust fan in Brehm Animal Science
- Working with AC Controls on damper issues for supply air to Bailey Education room A116
- Working with AC Controls on recalibrating valves for fume hoods in Mossman room 641B
- Measured building pressure and exhaust at Jewel Bldg
- Editing Veoci asset data collection form
- Attended SIT 3 testing for DASH in Oracle DEV8 environment at Conference Center
- Testing DEV8 environment for asset management, work order flow, and creating maintenance programs

### SUSTAINABILITY

- Jay Price received the Keep Knoxville Beautiful Felicia Award for Lifetime Achievement at the Orchids Awards on 2/7/24 "for promoting a cleaner, greener, and more beautiful community." The award was presented by former KKB Director and former UT Recycling Supervisor, Khann Chov.
- UTK tied with Georgia Tech in the Outdoor Events Cleanup Category of the 2023 Zero Waste Touchdown Challenge.
- Free Store hosts volunteers 10am-12pm on Mondays, up to 12 people. All slots are full every week this semester except Spring Break!
- The Free Store now has a pocket pantry and satellite spot for Food2Vols meals. Those ready to heat meals are made by the Culinary Institute from leftover food from dining facilities on campus and are free for any faculty, staff, or students who need them. Free Store hours:
  - M: 1pm - 6 pm
  - T: 10am - 6pm
  - W: 9am - 4pm
  - Th: 10am - 6pm
  - F: 9:30am - 5pm
- Call for nominations for Environmental Leadership Awards to be submitted. The form can be found on our website, [sustainability.utk.edu](https://sustainability.utk.edu).

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## SUSTAINABILITY (CONT.)

- Some recent recycling totals:
  - 6,360 lbs bottles/cans
  - 10,180 lbs paper
  - 8,520 lbs glass
  - 10.55 tons of pallets
  - 875.6 lbs of materials donated to Free Store
  - 521.87 lbs of materials picked up from the Free Store

## LOCK & KEY SERVICES

- Vet. Medicine – install lock
- Nursing Education – repair lock
- West Skybox – install hardware
- Student Union – install hardware
- Senter Hall- pick lock open
- Blount Hall – install locks
- Baker Center – exit door not locking
- Hesler Biology – repair locks
- Front Office – Processing key request, key pickup and drop off
- University Housing – many recores and repairs, assisting as needed

## COMM & INFO

### COMM & PR

- Send any photos of your work team that you'd like to see featured on FS social media directly to Sam at [sjones80@utk.edu](mailto:sjones80@utk.edu) or 865-771-1531!

## TRAINING

- Emergency Management Makeup sessions have been scheduled for Wednesday, February 28 at 8:30 and 2:30. Please email [fstraining@utk.edu](mailto:fstraining@utk.edu) to sign up.
- Training Calendar is available online! Visit <https://fs.utk.edu/comminfo/training/> to view upcoming training dates, times and information throughout the year. The calendar is located below the "Login for online training" link. Check back often as new events and opportunities are added often!

## FS IT

Looking for an update or information on the DASH implementation process? Visit <https://liveutk.sharepoint.com/sites/DASHProgram> to learn more!

- Activate Digital Signage Display for DESIGN Services at FSC
- Phishing Email Reports
- New Monitor Installations, You want one ????
- New Office setup for Zone Maintenance
- New Computer Installations and Upgrades
- Ring Central Training
- Restore Lost folder for User
- LanMan meeting
- Purchase new Microsoft Project License, troubleshoot installations
- Help with Calendar Sharing

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## UTILITIES SERVICES

### A/C SERVICES

- Hesler Biology- Repaired Growth chambers B006D and B005B.
- Arena – repair freezer
- Rocky Top Dining – Worked on both Rack refrigeration units. (POD Stored and Freezer).
- Bess - rebuild heating water pump
- Dabney Buhler – Repaired VAV box in hallway 5th floor.
- UT Drive Building A – Repaired Heat in 2 areas.
- Student Health – replace tube bundle in building heat exchanger
- Stokely Hall – repair make up air unit no.2
- Hodges Library – Repaired air leak in basement.
- Conference center – install float valves in cooling towers
- Intramural Fields – replaced Inducer assembly on unit heater
- Hesler Chiller Building – Repaired air compressor.
- Walters Life – repaired leaks in heating water coils
- Early learning Lake Ave – Repaired freezer.
- Strong Hall – repair heat exchangers
- SERF- Repaired – Walk-in cooler.
- Howard Baker – Got ice machine up and running.
- Glazer Building – Repaired Heat in RTU.
- Mossman – Repaired cooler.

## ELECTRICAL SERVICES

- Defective Lighting Timer at Hesler Biology Room 531
- Breaker tripped at Haslam Business Generator Running
- Defective outdoor lights at Strong Hall
- Light fixture defective at Allan Jones Aquatic Center
- Parking Garage Lights not working at Vol Hall Garage
- Receptacles not working at HPER
- Damaged Louver Wiring at South Greenhouse Bay 7
- East Ramp lights not working at Thompson Boling Arena
- Repaired dock leveler power at Dabney-Buehler
- Ran Conduit for AHU power at IAMM
- Added electrical power for Belfor

### Fire Alarm:

- Dougherty assisted Simplex in troubleshooting issues on the fire panel.
- Zeanah disable beam detectors for balloons hung in the atrium.
- Anderson Training assisted MASCO with the tripped-out dry system.
- Campus assist high voltage with power outages.
- Dabney clear fire panel troubles.
- Black Culture disabled/enabled devices for Belfor
- Laurel Apts. Clean dirty smoke detector.
- Student Health responds to a fire alarm due to a steam leak.





### ELECTRICAL (CONT.)

- South Carrick cleared the 10th-floor fire alarm panel of earth-ground issues.
- CRC Landscape replace smoke det. and base.
- Music reset duct detector causing a supervisory alarm.
- Brehm assisted BST with troubleshooting fire alarm issues
- Massey Hall change the smoke head in the 7th-floor hallway.
- Tom Black Track troubleshooted earth ground and replaced the pull station.
- Clement Hall assisted Simplex with forehood inspection.
- Dogwood Hall replaced the duct detector in room 141.
- Daily assist MASCO with pump tests and five-year inspections

### PLUMBING SERVICES

- No report received

### STEAM PLANT

- Cleaned shop
- Worked on fill line for salt tanks
- Drained the fuel containment dykes
- Swapped air compressors
- Sat in on interviews for the Senior steam plant specialist position

### CONSTRUCTION SERVICES

- Alpha Tau Omega: Replace 6 doors
- Andy Holt Tower: Phase II renovations; Cubicles P121; Dimmable lighting P115
- Art and Architecture: Install Unistrut grid for camera and lights 235; Repaint front, adjust doors and replace flooring in Ewing Gallery; Add walls 431
- Austin Peay: Paint and carpet 301F, 410B
- Ayres Hall: Make offices on the 3rd floor
- Baker Center: Office renovations on 1, 2, 3
- Campus: Water meters for cooling water make-up; Classroom Renovations Summer 2024; Move sculpture from McClung Museum to Hoskins Library
- Carrick Hall North: Paint walls on all floors
- Clement Hall: Install trash compactor
- Communications: Renovate 45; New furnishings 202 and 239; Demo and new wall 102 and 103
- Conference Center Building: Paint and carpet 4th floor; Renovate Suite 313; Install monitors for 308;
- Dabney Buehler: Install dishwasher 302; Renovations 675, 676, 677
- Dougherty Engineering: Renovate restrooms on 1st floor; Paint, carpet, wall 422
- Early Learning Center: Install new stove
- Facilities Services: Reinstall wind turbine; Construct new office spaces
- Ferris Hall: Cubicle work 209
- Glazer Building: Renovation for classroom; Replace carpet in Suite 100
- HPER: Paint B020; Paint and carpet 328; Mesh gates B001, B002
- Haslam Business Building: Switch access controls to UTPD server; Add glass to door 308; Repair tile in mezzanine corridor
- Hesler Biology: Electric work 114; Renovate 104 and 105 for labs; Repair ceilings on 5; Remove growth chamber 245; Paint and carpet 537; Renovate 606

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### CONSTRUCTION (CONT.)

- Hodges Library: Renovate suites on 1st and 6th floors
- Hoskins Library: Flooring for Air Force
- International House: Interior painting on both floors
- Jessie Harris: Paint B016; Remove hood 234
- Kingston Pike Building: Electric, painting, flooring 123
- Law Complex: Refinish desk edges 158; Paint and carpet suites 161, 166, 248
- Lindsay Nelson Stadium: New sidewalk behind porches
- McCord Hall: Electric and concrete work 054; Security door 112
- McClung Tower: Replace penthouse ladder; Install LVT 1110; Paint and flooring 711
- Morgan Hall: Paint and electric 121; Paint and carpet 114 and 225; Carpet 118
- Music Building: Bulletin board in corridor
- Mossman : Renovate labs 343 E & F, 351 E & F
- Nielsen Physics: Paint, misc. Grad Student space 105; Paint and misc. work 218, 215
- Perkins Hall: Window film S010
- Regal Soccer: Dumpster pad, enclosure and landscaping
- Reese Hall: Paint entire building; Resurface deck and parapet
- Senter Hall: Access controls 103; Electric lab 101
- SERF: Renovations for 103, 106, 108, 213; lab renovations 520 and 536; lab renovations 434, 438, 439
- South College: Exterior caulking
- Strong: Lab renovation in 720F; Install fire shutter 317
- Student Aquatic Center: Remove small shed from basement; Replace some floor tiles in lobby
- Student Health: Renovate 288A and 288B for offices
- Student Rec and Fitness Center: Replace outdoor pool fence; Repair/replace roof on shade structures; Change outdoor pool lights to LED; Locks for fence; Divide 210 into 2 offices
- Student Services: Renovate 116B (paint, signage, glass, cubicles)
- Thompson Boling Arena: Utilities for compactor
- UT Arboretum: Electric service to Holly Garden
- UT Drive Building A: Install door 131A
- UT IAMM: Electric and utility work G025; Electric, utilities, pit modifications G007; Electric work G035; Exhaust in lab 242
- UT/Little River Farm: install 3 satellites on roofs
- UT Warehouse: New split door 115
- Zeanah Engineering: Card reader M167B; Deadbolt locks on suite doors and light switch 161B; Remove rubber floor/polish concrete Nuclear corridor; Move radiation monitors G116; Add access controls for 8 rooms
- 1610 University Ave.: Move door 230A; Monitors for 4 rooms and blackout shades; Electric for weather station on roof
- 1817 Melrose Ave.: Add door bell and panic buttons

COMMENT  
BOX  
LOCATIONS

- Facilities Services Complex Break Room & Shop Area
- Steam Plant (near time clock)
- Steam Plant Hill (Landscape Trailer)
- Hodges Library 1st Floor Service Hallway
- SERF Outside of Room 426
- The electronic employee comment box can be found at [tiny.utk.edu/fscommentbox](https://tiny.utk.edu/fscommentbox)

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# WEEKLY SAFETY STAND DOWN

## BICYCLES, PEDESTRIANS, TRAFFIC ..OH MY



Driving on campus can be a stressful event and always calls for extra awareness. Large groups of pedestrians, bicycles and scooters, and Starships, cars entering and exiting the multiple parking lots, utility vehicles, construction traffic, and delivery trucks are just a few of the many situations that a driver encounters every day on campus. It's our job as drivers to be alert and pay attention to the activities around us as we drive. Defensive driving skills are important to have when there is so much to pay attention too.

### Safe Driving Tips:

- Always give driving your full attention: avoid eating, drinking, cellphone use, and other distractions while driving.
- Follow all campus traffic signage: fully stop at stop signs, yield to pedestrians, and follow posted traffic patterns. When making turns, make sure you check blind spots to ensure it is safe and clear to proceed.
- Do not exceed the posted speed limit on campus roads
- Drive at speeds safe for the conditions – slow down during large campus events such as athletic events and concerts, class change times, poor weather including rain, ice, and snow, and during evening and early morning hours.
- Look out for pedestrians everywhere, at all times. Yield to pedestrians. Give pedestrians plenty of time to cross the street safely. We know they are crossing everywhere and are not paying attention to their surroundings. That is why it is important that we do.
- Share the road: be mindful of cyclist, scooters, and skateboarders who in turn must also follow the rules of the road.
- Give cyclists room. Do not pass too closely. Pass bicyclists as you would any other vehicle.
- Immediately report any accidents Risk Management and Facilities Services Safety Coordinator.

Safe and defensive driving practices are key to avoiding many accidents. Plan additional travel time so you will not be late for appointments. As always, pack plenty of patience. Vehicle accidents are Facilities Services third accident type. Let's help reduce accidents and work and drive safely.

# Medicare & Social Security Workshop

Educational Event - Wednesday, February 21, 2024 at 8:30am



Presented by Karen Kakura with Senior Insurance Specialty Group

## Medicare Topics for Discussion:

- When/How do I enroll?
- What is Part A,B,C, and D?
- I'm Still Employed
- How much will it cost?
- Medigap Vs. Advantage Plans
- Dental, Vision & More

## Social Security Topics for Discussion:

- Will Social Security be there when I am ready to claim?
- Will it be enough to live on?
- When is the best time to claim?
- What are the potential changes to the system?



Scan the QR code or contact Angela Eidemiller at [aeidemil@utk.edu](mailto:aeidemil@utk.edu)

Senior Insurance Specialty Group  
141 N Martinwood Road Suite 104-14  
Knoxville, TN 37923 ph: 865-203-2040



This is an educational event only.