



THE UNIVERSITY OF  
TENNESSEE  
KNOXVILLE

FACILITIES SERVICES

# FACILITIES SERVICES WEEKLY

NOVEMBER 27, 2023

## 2023 Ryan McDonald and Colt Jones Memorial Toy Drive

The 2023 Ryan McDonald and Colt Jones Memorial Toy Drive runs from Monday, November 13 to Monday, November 27. To donate, bring a new, unwrapped toy to the front desk lobby of the Facilities Services Complex, the first floor of Morgan Hall, the College of Veterinary Medicine brick foyer, or the East Tennessee AgResearch and Education Center main office. A flyer with more information is included at the end of the newsletter.

## Coloring Books & Art Supplies Drive

We also have an opportunity to partner with the Office of Community Engagement and Outreach as they serve a local community group known as Grandparents as Parents. This group has taken on the role of guardianship for their grandchildren and doesn't receive state financial allowances for them which often leads to financial hardship. We've been asked to supply:

- Coloring books for all ages
- Colored pencils
- Crayons
- Washable markers
- Puzzle books for all ages

The deadline for these items is November 30th. You can drop them off at Sam's desk in the Facilities Services Complex by the wall of windows next to Beth O'Neill (and her balloon). Please reach out to me with questions. A flyer is attached to print and hang in your work spaces as needed.

## Senior Insurance Specialty Group Medicare/Social Security Meeting

We have an agent coming to the Facilities Services Complex from Senior Insurance Specialty Group in January 18th at 8:30am and again in March 20th at 3:30pm to speak with our team about Medicare options and Social Security. More information is to come, and we'll be looking to get a head count to see how many are interested in attending to plan for additional sessions so be on the lookout!

## Facilities Services Holiday Party - Tuesday, December 19

Join us on Tuesday, December 19th in the Student Union Ballroom at noon for a fun time of food, prizes and fellowship. A shuttle schedule will be sent out as we near the event date, and this event will be Zero Waste thanks to our partnerships with Aramark and the Office of Sustainability! We can't wait to celebrate with you. A flyer is attached, and we'll remind you as the date nears. If you have work photos you'd like to submit for the party slideshow, email those to me, Sam Ledford, at [sjones80@utk.edu](mailto:sjones80@utk.edu) or text them to me at 865-771-1531. Contact Alyssa Antal with questions about the party at [aantal@utk.edu](mailto:aantal@utk.edu).



## BUILDING SERVICES

- Carpet cleaned in room 303 and CCB

### Student Union:

- In the auditorium we removed gum under the seats and floor.
- We began scrubbing the terrazzo on the first floor near the Volunteer entrance.
- Terrazzo was high sped to polish the floor near the entrance.
- Carpets were cleaned in the offices of 273 A, C, D, E, F and G.
- The back corridors on 1st, 2nd and third floors were cleaned.
- The catering corridor on the second floor was scrubbed.
- The ballroom carpets were vacuumed, and the carpets was cleaned.
- Stairwells in both phases were swept and mopped.
- The carpet in 377 was vacuumed and cleaned.
- Spot cleaning of carpet in 362 all was done several times.
- The inside of the built-ins was cleaned on L1 and G1.
- We had a meeting with both shifts and Tyler went over training on the 360 machine.

## OPERATIONS & LANDSCAPE

### LANDSCAPE SERVICES

- Football Game Support: Breakdown and storage of all football related support items such as road barricades and dumpsters.
- Bulk salt bin: Installation of hoop-style roof structure on salt bin for winter season.
- Landscape Irrigation Systems: Begin winterization of systems campus wide (cont)
- UT Sub-station: Excavation support for installation of new lighting (cont)
- SERF: Excavation support for steam infrastructure leak (cont)
- McClung Museum: Excavation support for increased chiller unit pad (cont)
- Leaves: Campus wide leaf-drop management (cont)
- Ayres Hall: Installing plant replacements associated with the December freeze event (cont)
- Snow equipment: Inspect and prep snow removal equipment for the upcoming winter season (cont)
- Tickle College of Engineering: Begin sprucing up landscape and outdoor spaces in preparation for the Accreditation Board for Engineering and Technology visit in mid-October (cont)
- First Impressions Project (near McClung Museum): Installation of new site furnishings on concrete pad (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)

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## LANDSCAPE SERVICES (CONT.)

- Campus Steam/Condensate Leaks: Heavy Equipment Team is supporting excavation for various repairs throughout campus (cont)
- UTIA Business Incubator Bldg: Grade soil and sew grass following installation of new steam and condensate service to the building (cont)
- UTIA EESRB Green Roof: Working with UTIA Administration on a maintenance agreement for the green roof (cont)
- Tom Black Track: Provide excavation for water and storm water repairs (cont)
- Landscape Services Staffing Study: Revise greenspace data to reflect campus changes to the landscape since 2015 (cont)
- Irrigation Systems: Monitor, adjust and repair as needed throughout summer (cont)
- Native Burial Mound and Garden: Repair damages to mound & stone council ring from truck incident (cont)
- Urban Forest Master Plan (City of Knoxville): Serving on advisory board
- Military War Dog Memorial: Landscape irrigation and planting renovation in preparation for the 25th anniversary celebration in July (cont)
- 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)
- Irrigation Systems: GPS locate all underground valves, meters, and components. (cont)
- TREC: Provide excavation support to the Plumbing team for repair of steam condensate leak (cont)
- Ayres Hill ADA staircases: Coordinate with FS Design on landscape plan for new staircases (cont.)
- Recruiting to fill vacant positions

## MOVING & EVENT SVCS

- Delivered and set up tables and chairs for Presidential Courtyard Party event.
- Delivered tables for Ayres Hall Lunch event.
- Picked up chairs from Fred Brown Army ROTC event.
- Picked up tables and chairs from Vet School TLC Concourse event.
- Picked up tables and chairs from UT Gardens weekend event.
- Delivered, set up, and picked up tables and chairs at Student Services Building event.
- Delivered captain's chairs to Student Union Ballroom for Student Success event.
- Transferred clothing racks, storage containers, and delivered tables and chairs to Clement Hall Courtyard for Free Store Pop Up event.
- Delivered and set up tables to Baker Center Rotunda for Bangladesh Ambassador Reception event.
- Delivered tables to Alan Jones Aquatic Center for Swim Meet.
- Picked up tables from Hodges Library event.
- Provided and set up tables, chairs, and sound system to UT Warehouse for Recycling Day event.
- Delivered and set up chairs to Kingston Pike Building Studio for All Hands Meeting event.
- Delivered and set up tables and chairs to Strong Hall Atrium for Geography Awareness Week Lecture Reception event.
- Delivered and set up tables and chairs to UTCVM TLC Concourse for Thanksgiving Potluck event.
- Transferred tailgate supplies and set up tables, chairs, barricade's at Student Union Plaza for Alumni Relations Tennessee Tailgate event.

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### MOVING & EVENT (CONT.)

- Provided electrical support for Watch Party event at Student Union Plaza.
- Delivered cocktail tables, pipe & drape, and set up room for Vice Chancellor Benton’s Leadership Academy Event.
- Delivered and set up speaker stands, tables, and chairs for Bob Kessling’s pregame show.
- Delivered chairs to Equity & Diversity for event.
- Delivered tables and chairs to Strong Hall room 101 for UT Graduate School of Medicine Panel.
- Provided gameday support for tailgating events across campus.

#### Moves:

- Unloaded Semi-truck load of furniture and took into Neilson Physics.
- Moved 40-60 furniture items at Andy Holt Tower between second floor, P2, first floor.
- Transported non-functional refrigerator from IAMM lab 144 to Recycling.
- Uncrated and moved large heavy safe from Central Supply Warehouse to Walters Academic Building A215.
- Moved T.V. and old equipment from Baker School 329 to AV closet 118.
- Picked up micro fridge from surplus and delivered to Perkins Hall 213.
- Moved bookcases from Dunford Hall 2218 to McClung 405.
- Loaded and transported percussion instruments from Natalie Haslam Music to Alumni Memorial Building.

- Disassembled large U shaped desk and hutch and moved from Claxton Education Building room 335 to Taylor Law School room 158.
- Moved furniture into renovated rooms at Hoskins Library and hauled away broken furniture.
- Moved desk from Claxton Education Building 4th floor hallway to Bailey Education 525A.
- Moved furniture from Stokely Management Center between 321 and 329.
- Moved items from SERF 215 to loading dock and into a vehicle.
- Picked up chairs and white boards from surplus and delivered to McClung Tower and Blount Hall.

#### Banners/Misc:

- Finished removing and returning homecoming banners.
- Reinstalled the IT Takes A Volunteer banners around campus.
- Adjusted banners at Ayres Hall for the arrival of SEC Nation.
- Adjusted banners at Haslam Business Building and Ped Walkway.
- Delivered packing materials to Perkins Hall, Dunford Hall, Greve Hall for upcoming moves.

### ZONE MAINTENANCE

#### ZONE 1

- Got work orders caught up by having short week.
- Had a few issues with Frat 1804 we have to address .
- Covered resident halls thru thanksgiving .
- Having to address some steam issues at Massey Hall.

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### ZONE 2

- In HPER checked and adjust chemicals in pools
- In Andy Holt - worked on replacing motor on air handler in penthouse
- In Communications continued switching from AC to heat, checked and replaced lights in Room 28
- In Student Services work on switching from AC to heat and addressed window leak near 413
- Cleaned gutters on roof of Hearing & Speech
- Throughout zone worked on heating problems and checked and replaced lights as needed
- General building maintenance throughout zone

### ZONE 3

- Zone 3 continues working with contractors for the UT Conference Center renovations
- Haslam Business renovations remain on schedule
- Diligently working through PMs zone-wide and preparing for cold weather

### ZONE 4

- Repaired a grill at Rocky Top
- Repaired a pulper at Stokely
- Repaired a grill at the Student Union
- Repaired cooler lighting at Cumberland Ave.
- Repaired dish machine exhaust at Anderson Training
- Repaired a dish machine at McCord
- Repaired a steamer at Vol Hall

### ZONE 5

- Neyland Stadium finished up checking the stadium and starting the winterization process.
- Regal soccer: finished up the season and winterized the 2nd floor restroom and concession area.
- Allan Jones: prepared for the upcoming USA dive meet.
- Football complex: general maintenance all over building for recruiting and visitors.

### ZONE 7

- No report received.

### ZONE 8

- We will be preparing all of our buildings for cooler weather this week.
- Our One-Call team has been busy answering calls for campus.
- We are repairing leaks in condensate drains in several of our bays in the Greenhouses.
- We have recently made repairs to the heating system for the elevator room at the Plant Biotech building.

### ZONE 9

- We have been changing filters in several of our buildings in the zone.
- Our Archibus work request for November will be an area of focus us this week for their completion.
- We are working with construction to limit the access to the front of the Jewel Building on Gay Street.

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## SPECIALTIES TEAM

- Installed three door operators at Thompson Boling Arena
- Repaired operators at Magnolia and Fred Brown Halls
- Cut down door at Communications
- Assisted with door post removal at Hodges Library
- Readjusted operator arm on breezeway door at Claxton Education
- Reprogrammed door operators at Morgan Hall and Conference Center
- Replaced door button for operator at Walters Academic
- Replaced push pad and programmed interior handicap door at Student Aquatic
- Replaced windows at Conference Center Building
- Installed office and conference room windows and doors at Facilities Services Complex
- Replaced busted glass at Humanities breezeway to McClung Tower
- Replaced broken glass door at radio station entry at Communications
- Transporting lifts to various campus locations
- Assisted A/C Controls with resetting outside air dampers at McClung Museum
- Investigating noise in ductwork in training room at Conference Center
- Assisted Zone 8 with FLIR camera and FLEXIM flowmeter to check how water flow to VAVs at ETREC Johnson
- Installed HOBO humidity and temperature sensor at SERF
- Working with A/C Controls and Zone 7 maintenance on repairing GEX valve and water valve for fume in SERF Room 109

## SUSTAINABILITY

- We hosted a free store pop-up outside of Clement Hall last week to celebrate their winning the POWER Challenge.
- We attended the Campus & Community Resource Fair to promote the resources we provide for students.
- Our Free Store opened a Big Orange Pantry - Pocket Pantry last week, so now students can get free meals provided by BOP when visiting the Free Store.
- Our Free Store hosted a Reduce, Reuse, Regalia Pop-Up at the Student Union.
- Our office hosted an America Recycles Day event at our recycling facility. We had a vegan buffet provided by UT Catering. Several organizations came to promote their businesses such as KnoxFill, 4th and Glass, WestRock, Keep Knoxville Beautiful, and the Sustainable Business Organization.
- We had a successful Zero Waste Gameday on Saturday, we hosted 20 volunteers.
- Some recycling totals:
  - 2,820 lbs bottles and cans
  - 10 tons of food waste composted
  - 2.5 tons of animal waste composted
  - 15.2 tons of leaves from landscaping composted
  - 146.8 lbs of material donated to the free store
  - 251.4 lbs of material taken by students from free store

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## LOCK & KEY SERVICES

- Phi Kappa Psi – Exit hardware has come off door
- ETREC – set up cores and install Robot Bldg.
- 1610 University Ave. – repair & switch locks around
- Conference Center – rekey doors
- Andy Holt Tower – install lock
- Brehm – lock broken
- U.T. Warehouse – provide keyed padlocks
- A & A – repair combination lock
- Kingston Pike Bldg. – repair lock
- Front office – Processing key request, key pick up and drop off
- University Housing – many recores and repairs
- Preparing for our move on December 11 to Walters Academic

## 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

- 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!

- Game Day Support
- New Computer Installations
- Investigate campus phone numbers for Building Services
- Investigate invoices that belong to another department, pquick
- Discuss OneDrive Quota changes and who is affected
- EOC Laptop Upgrades
- Register devices in NetReg
- Recycling and Surplus Inventory

## UTILITIES SERVICES

### A/C SERVICES

- Fred Brown – Repaired Subway service line unit and undercounter units
- Allan Jones – replace compressor in Dectron Unit
- IAMM – Worked PM on house air.
- Humanities – repaired chiller no. 2
- JARTU- Repaired hot water coil.
- Aux. Services - repair leak on steam Humidifier
- Stadium – Prep AC systems for Vanderbilt game
- Student Union- Worked on reach in cooler.
- Music – recover refrigerant from McQuay chiller
- Hesler Biology- Repaired hot water leak.
- Heavy Duty Equipment – Repaired unit in Trailer.



### ELECTRICAL SERVICES

- Shorted out wall pack and LED Strip lights at Neyland Stadium
- Damaged wiring in Motor for Air Handler Andy Holt Tower Penthouse
- Quazite in ground junction box cover missing at HPER
- Lost power at Haslam Business College's first floor
- Lost power to cubicles at South College
- Lost power to multiple panels at Massey Hall due to Steam Leak
- Lost power to UT Football Locker Room as a result of Steam Leak Condensate
- Perkins Hall Main Switch Board condensate from Steam Leak
- Temporary electrical power for Belford at the International House
- Air Handler power at Thompson-Boling Arena
- Motorist hit Campus Standard Light Pole at Humanities and Social Sciences Building
- Installation of temporary electrical power for VIP Toilets for Tailgating
- Removal of temporary electrical power for VIP toilets Tailgating Power
- HV field marking of underground HV and LV distribution from daily 811
- Lindsey Nelson Stadium – Underground Distribution survey
- New Carrousel Theater – Manhole survey
- Steam Plant – Air Compressor Power Recording
- P3 Andy Holt Spare 500KVA Pad Mounted Transformer relocation to Main substation Storage
- Neyland Stadium – Vanderbilt Game support
- P3 Caledonia OH Distribution Modification – KUB/UT

- Phil Fulmer Steam Installation and coordination with HV underground Distribution
- Vet School Dec 16th Outage coordination

#### Fire Alarm:

- Student Union Phase 1 Fire Alarm
- Mossman Engineering Building Supervisory Trouble
- Perkins Hall Smoke Detector full of Steam Condensate
- Allan Jones replaced smoke det. and base on the second floor.
- Parking Services replace ceiling tiles that have sprinkler heads in them.
- JIAMS replaced dirty smoke in the east mechanical room.
- Neyland Stadium fire watch support.
- TBA lady Vols fire watch
- International House disable/enable duct detectors for Belford.
- White Ave. parking garage reset pull station on the second floor.
- Phi Mu clean dirty smoke det.
- Mossman reset duct det. causing a supervisory trouble.
- Kappa Kappa Gamma fire panel trouble reset and cleared.
- JARTU disable/enable smoke det. for AC shop.
- Alpha Omicron Phi installed a new door holder.
- Haslam disabled/enabled the sprinkler system for MASCO.
- JARTU replaced the bad pull station.
- SMC reset smoke det. that went into alarm on the 5th floor.
- North Carrick replaced smoke det. on the 3rd. floor.
- Laurel Hall clean dirty smoke det.
- Mossman replaced batteries in the LSP.
- SMC reset smoke det. that went into alarm on the 5th floor.
- Daily Assist MASCO with pump tests and inspections.

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## PLUMBING SERVICES

- Senter Hall PVC leaking in B-4
- Strong Hall recirculation pump leaking in room 214
- Hesler Biology toilets will not flush on the fourth floor
- Acid drain stopped up in lab room 172 UT Inst. Advance Materials
- Bio System soil science drain line for air handler stopped up in room 165
- Delta Zeta Sorority 3" PVC drain leaking in mechanical room 116
- South Stadium 1st floor galvanized pipe busted on water supply
- Law library water fountains at elevator 3rd floor not working
- Clarence Brown toilets in men's room loose from wall
- Lake Ave Daycare needs a new faucet for the janitorial sink
- Magnolia Hall GO 115 ¾ per water line broken on Hot water line.
- South greenhouse trap primer is leaking above the ceiling in the men's bathroom
- South Carrick Leslie leaking in the machine room
- Brown Hall drains stopped in the kitchen at the grease trap
- UT Drive services building drain clogged in room 107
- Strong Hall Pen house 6" Fernco leaking on drain

## STEAM PLANT

- Worked on air compressor
- Fixed roof fan
- Preholiday inspection of all equipment
- Cleaned up the plant

## CONSTRUCTION SERVICES

- Andy Holt Tower: Phase II renovations; Cubicles on P1
- Art and Architecture: Build a wall 312; Remove walls 431; Pressure wash and repair pavers on 3rd floor terrace; Install Unistrut grid for camera and lights 235; Receptacle and data 117
- Austin Peay: Paint and carpet 301F, 410B
- Auxiliary Services: Electric work for equipment 139
- Ayers Hall: Make offices on the 3rd floor
- Bailey Education: Paint A527; Paint and carpet A509
- Baker Center: Office renovations on 1, 2, 3
- Biosystems Office Building: Flooring for 110
- Campus: Water meters for cooling water make-up
- Carrick Hall North: Paint walls on all floors
- Claxton Building: Change 4th floor women's restroom to all gender restroom; Paint 121
- Clement Hall: Install trash compactor
- Communications: Remove door and fill in wall 107E; Remove shelving, paint, carpet 98, 99, 100; Renovate 45
- Conference Center Building: Paint and carpet 4th floor; Renovate Suite 313; Paint 308B; Install monitors for 308
- Dabney Buehler: Renovate 204G for students lounge; Renovate 655 for staff lounge; Install dishwasher 302; Repair water damage 302; Carpet 481



## CONSTRUCTION (CONT.)

- Dougherty Engineering: Renovate restrooms on 1st and 3rd floors; Carpet 322; Pushbutton lock 217; Paint and carpet 422; Close door openings 217; Paint 4th floor door frames; Install glass in doors 405
- Early Learning Center: Install new stove
- Equity and Diversity: Install a ramp
- Facilities Services: Reinstall wind turbine; Construct new office spaces
- Ferris Hall: Remove doors into 101A and 101B-add door from foyer into rooms; Access controls 101, 102, 103, 104
- G-3, G-4, G-13 Garages: Install counting systems
- Glazer Building: Renovation for classroom
- HPER: Paint B020; Paint and carpet 328
- Haslam Business Building: Switch access controls to UTPD server; Move thermostat 236; Add glass to door 308
- Hesler Biology: Electric work 114; Renovate 104 and 105 for labs; Repair ceilings on 5; Remove growth chamber 245; Paint and carpet 537
- Hodges Library: Renovate suites on 1st and 6th floors; Cabinets and furniture G016; Extend cubicle space in Veterans Center; Patch and paint 305D; Electric 630
- Hoskins Library: Flooring for Air Force
- International House: Interior painting on both floors
- Jessie Harris: new door 229; Paint B016
- Kingston Pike Building: Electric, painting, flooring 123
- McCord Hall: Electric and concrete work 054
- McClung Tower: Replace penthouse ladder; Install ground wire for OIT 1203A
- Morgan Hall: Paint and electric 121; Paint and carpet 114 and 225; Carpet 118
- Perkins Hall: Paint and carpet 315
- Pratt Pavilion: Repairs to settled concrete
- Morgan Hall: Paint 104D
- Mossman Building: Renovate labs 343 E & F, 351 E & F
- Nielsen Physics: Paint, misc. Grad Student space 105; Paint and misc. work 218, 215
- Reese Hall: Paint entire building; Resurface deck and parapet
- Rocky Top Dining: Add bagel making station 110
- Senter Hall: Access controls 103
- SERF: Renovations for 106 and 108; Electric and lab exhaust 109; Electric in 506; Remove server rack 233
- Sigma Kappa Sorority: Add water detection system to attic mechanical spaces
- Sorority Village: Add card reader to gate
- Stokely Management Center: receptacle for digital signage; Data Center move from M2 to M3
- Strong Hall: Lab renovation in 720F; Install fire shutter 317
- Student Aquatic Center: Remove small shed from basement
- 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; Repair fence at basketball courts; Concrete work
- Student Services: Paint 209B
- Student Union: Install closers on dressing room doors G201
- Thompson Boling Arena: Utilities for compactor; Electric and data for digital menu board
- UT Arboretum: Electric service to Holly Garden
- UT Drive Building A: Install door 131A
- UT Drive Building B: Electric work in wind tunnel area
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FACILITIES SERVICES

# FACILITIES SERVICES WEEKLY

NOVEMBER 27, 2023



## CONSTRUCTION (CONT.)

- UT IAMM: Electric and utility work G025; Electric, utilities, pit modifications G007; Whiteboard 332; Electric work G034
- Zeanah Engineering: Office furniture 276, 375, 376; Donor plaque
- 1610 University Ave.: Move door 230A; Monitors for 4 rooms and blackout shades
- 1817 Melrose Ave.: Add door bell and panic buttons
- 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/fsccommentbox](https://tiny.utk.edu/fsccommentbox)

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# WEEKLY SAFETY STAND DOWN

## HOLIDAY SAFETY - GRISWOLD STYLE

Today's Safety Stand Down is a bit different. We're going to look to the Griswolds for what NOT to do on your holiday break.

The following excerpts were taken from the blog linked [here](#).



### Lessons from Cousin Eddie - Gas Safety

Remember Clark and Ellen, looking out their front window, watching Cousin Eddie disposing waste from his RV into the storm sewer, all while smoking a cigar? There are so many environmental and safety hazards there, where do you even start? Luckily, Eddie did not blow up the Griswold neighborhood, as Clark feared. This scene reminds me of a few things you can do to protect yourself and your family from dangerous gases.

We all know about smoke detectors to warn us of fire; there is less awareness of devices detecting carbon monoxide and other flammable gasses. When we use internal combustion engines and flame-heat sources in an enclosed space—furnaces, fireplaces, temporary heaters, or gas powered forklifts—we risk exposure to carbon monoxide.

Carbon monoxide (CO) is a deadly gas you cannot see or smell. For prevention and alarm for your home or shop environment, I strongly recommend purchasing a carbon monoxide detector! Be sure to purchase carefully and read the fine print on the package. Also, pay special attention to the parts per million (PPM) alarm threshold. Depending on the manufacturer, CO alarms may sound at different levels. Pick the detector with the lowest PPM number, keeping in mind Federal OSHA permissible exposure limit (PEL) is 50 PPM over an 8-hour period. Know that some states have adopted lower exposure numbers.

If you are already shopping for a CO detector, do yourself a favor and upgrade to a combined flammable gas and carbon monoxide detector, often called a '3-in-1' or 'multi-gas detector'. These detectors will sound an alarm for natural gas, methane, and propane exposures, in addition to monitoring carbon monoxide levels.

Whether you are choosing smoke, carbon monoxide, or combination gas detection units, remember the following:

- Replace batteries twice a year.
- Read the manufacturer suggestions on number of detectors needed and where to place them, including near floors or ceilings.

# WEEKLY SAFETY STAND DOWN

## HOLIDAY SAFETY - GRISWOLD STYLE

- Read life expectancy for all units. Some have sensors that rated for 5 years while others last up to 10 years.
- Read, test, and listen for the alarm sounds, teaching your family what they mean. Your smoke detector will likely have a steady alarming sound, while your CO detector may issue 3-short beeps in a row. Some detectors even allow you to record your voice, which can work better for warning children of hazards.
- NOTE: The detectors you buy for home use are not rated for industrial use and cannot be used at work.
- Have an evacuation plan whether at work or home and ensure all people are familiar with when and how you evacuate, and where you will gather outside to account for everyone.

### Lessons from Clark - Ladder Safety

Oh, Clark! We know you wanted to impress the family, including Aunt Bethany and Uncle Lewis, with a best-in-the-neighborhood Christmas lighting display. However, using any ladder improperly, as you did, was a risk not worth taking!

Here is what I'd tell Clark...what would you tell him?

- Ditch the aluminum ladder - it's conductive! I can't tell if overhead power lines were a concern here, however, if contact is made with an overhead line by an aluminum ladder, Aunt Bethany would've been shouting out more than, "Play Ball!" I would be concerned about the light strands being energized too, but know the lights weren't plugged-in until Ellen finally figured it out. BTW—Clarks of the world: don't staple power cords of any sort!
- 'Jumping' a ladder to move it rather than climbing down and safely re-setting the ladder in another location... don't do that!
- Remember to maintain 3-points of contact on a ladder at all times! That means (2) feet and at least (1) hand in contact with the ladder.
- Also, climbing on the wrong side of the ladder is always a bad idea.

Any film buffs spot Clark practicing other unsafe ladder uses?

### Lessons from "Sparky"- Electrical Safety

Ellen was the one who finally figured out that the overloaded outlet was powered by an adjacent switch on the wall. What can we teach Ellen and the rest of the Griswold family about electrical safety in this holiday season?

In no particular order, here are some tips:

- Do not overload outlets! It builds heat and risks fire. If you aren't sure what 'overloading' means try Googling, "How do I know if my outlet is overloaded?" You'll get a lesson on amps, watts, and volts, along with what you can safely plug into an outlet.

# WEEKLY SAFETY STAND DOWN

## HOLIDAY SAFETY - GRISWOLD STYLE

- You know those multi-strip outlets many of us have in our houses or under our desks in the office? Don't plug one into another and into another; you will quickly overload a circuit. Also, household multi-strips are not intended for industrial use. If you have one or several on your work bench or work area, that's a safety hazard.
- Clark used tons of extension cords in various holiday colors. Is that okay? Well, using them to overload a circuit or outlet is not, but that applies to any electrical device. Here are some quick tips on extension cords:
- For workplace safety, extension cords are allowed for temporary use only (90-days or less) or for tools and equipment you are moving from place to place to use. They are not allowed in place of permanent wiring.
- When you select an extension cord for home or work, get one with a ground pin (that's the 3rd, round pin on the plug). Select a cord for indoor or outdoor use as appropriate. Chose a cord with a rating appropriate for the application distance the cord will travel. Search, 'Extension Cord Length/Amperage/Size Chart' to find useful tips in selecting a safe cord for your holiday decorating needs or tools and equipment.
- For outdoor, damp, or wet locations, plug your cords into a ground fault circuit interrupter (GFCI) outlet. A GFCI protects against electrical surges, tripping faster than a standard breaker. You've seen these outlets in your bathroom and kitchen, with 'test' and 'reset' buttons. If you don't have this type of outlet where you need it, don't worry. You can buy cords with GFCI's built-in and/or portable GFCI units.
- Ditch all those two-wire white, brown, or green extension cords you bought at the craft store for \$1.98 ten years ago (you know the ones I'm talking about). When you unpack your holiday stuff, those cords are so stiff they must be flattened before use. Cheap cords with insulation so flimsy you can scrape it off with your fingernail are one pathway to a costly fire. Don't use them!

Donate to the 15th Annual

# TOY DRIVE

Honoring Ryan McDonald  
November 13 - 27, 2023

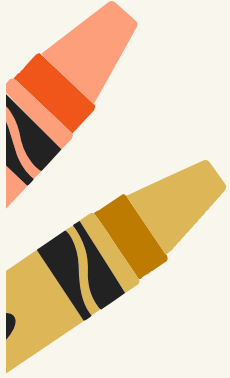
The 15th annual toy drive honoring the memory of Ryan McDonald will be held from November 13 to November 27. Ryan was tragically killed during a shooting at Central High School in 2008 when he was 15 years old.



The toy drive aims to inspire hope for area children dealing with difficult times during the holiday season. To honor Ryan's memory, as well as his aspirations to become a children's counselor, toys are collected by Roger McDonald every year in his nephew's name. The toy drive benefits Helen Ross McNabb and Child & Family of Tennessee.

To donate, bring unwrapped new toys to the collection box near the front entrance of the Facilities Services Complex at 2040 Sutherland Avenue.

**Donations can also be given at several drop-off locations on the UTIA campus. For more info, contact Roger McDonald at 865-705-9994 or [jmcdona3@utk.edu](mailto:jmcdona3@utk.edu)**

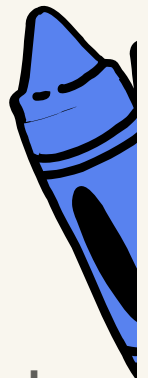


GRANDPARENTS AS PARENTS

# ART MATERIALS & PUZZLE BOOKS

Collecting Items Now - November 30

- Coloring books for all ages
- Colored pencils
- Crayons
- Washable markers
- Puzzle books for all ages



Donated items can be left at  
Sam Ledford's desk in the  
Facilities Services Complex

