

VPFO Staff Minutes

(Small Group)

October 15, 2019

9:00 a.m.-10:00 a.m.

Attendees: Craig Ness, Robert Wagner, Dana Espinal, David Martin, Diane Drawhorn, Alicen Flosi, Jamie Larson, Angela Petit, Mariah Williams.

Craig Ness:

- Search for VPFO is in progress with consultants Jerry Israel and George Ross. Committee chaired by Juan Zabala.
- Anticipated date of retirement is April 1st, 2020 or sooner.
- Will be out of office on the week of October 28th, 2019.
- Catherine Benson is out today and will be out on medical leave starting November 18th until 2020.
- All requests for holiday leave should be submitted by November 1st, 2019.

Diane Drawhorn:

- Stephanie Townsend has been promoted to the Director of Logistical Support.

Bert Wagner:

- Staff awards ceremony will be held on November 6th from 3:30—5:00pm on the 8th floor of the John Gray Library.
- Grover Williams up for 10 year service award.
- Veterans Day celebration will be held on November 11th from 11:00am—1:00pm. This will include lunch and an alumni guest speaker.
-

Angela Petit:

- 25 various MAPPs are in final stages of completion.
- Thursday is the deadline for VP & Deans to comment on MAPPs. Once returned, MAPP's will be posted online for one week for staff and faculty to review.

David Martin:

- Facilities has moisture mapped most of the campus after discovering water damage from hurricane Imelda.
- Insurance has been responsible for determining preexisting conditions.
- Estimating \$1.7 million in water damage. This has not yet been approved, but has been observed. Up to 100 rooms in Cardinal Village have water damage.
- PO submitted for Texas Best to spray pesticides at Martin Marietta property.
- Boiler replacements to take place during December holiday break. Will get final documents to planning and construction for review.

Dana Espinal:

- Receive final Board submittal packet for Welcome Center with corrections incorporated. Will review and send item to Mr. Ness by the end of the day.
- Will reach out to Mariah to schedule a discussion over current/future projects.

Jamie Larson:

- Meeting will be held tomorrow over the Strike Out Food & Hunger campaign.

Alicen Flosi:

- Recycling will continue on campus with a few adjustments.
- All recycling will be transported to dining hall for compactor.
- Bins will not be emptied every day to limit the use of bags.
- Leave dates are October 27th- 30th. Corey Kirkland will stand-in as backup.

Mariah Williams:

- For new or replacement ID's, please send request to VPFO@lamar.edu