

# Quick Fix

FEBRUARY 2013

## Perin named Facilities Services Director of Administration

This past June, a number of organizational changes to the Finance and Administration organization were announced by Vice Chancellor Karol Kain Gray as part of an ongoing effort to provide continuous improvement to the University and our many constituents. Many of those changes took effect on July 1, the beginning of the fiscal year, while others were designed to be introduced at a later time.

One of the changes that occurred in July was the consolidation of the Facilities Services and the Facilities Planning and Construction Divisions into a single, unified Facilities Services Division where all facilities-related functions – such as planning, design, construction, operations and related services – are administered from “under one roof.”

With this new structure, it is essential that there is a role that oversees the financial planning and administrative services throughout the consolidated Division, and it has just been announced that Carly Perin has agreed to take on the role of Facilities Services Director of Administration.

Carly has been with the University for 15 years, most recently serving as director of Facilities Services’ Business Operations, so she is uniquely qualified to serve in this role overseeing the finances and budgets for the University’s comprehensive Facilities functions – from daily services and routine maintenance to long-range master planning and capital projects, and the multitude of other services and support provided by Facilities Services.

Departments that have made up Facilities Services’ Business Operations and have traditionally reported to Carly – including Cost Accounting & Billing, Financial Reporting & Budgets, the University Service Station and Motor Pool – will continue to do so, in addition to the newest report, Facilities’ HR Department. This new departmental structure is now in place, and Carly has assumed the responsibilities of Director of Administration. Effective April 1, she will begin reporting directly to Associate Vice Chancellor for Facilities Services Bruce Runberg.

“I am truly excited to have Carly serving in this role,” said Runberg. “Her knowledge, experience and expertise in the Facilities profession will be equally beneficial to both the Facilities Services organization and the broad customer base we serve.”

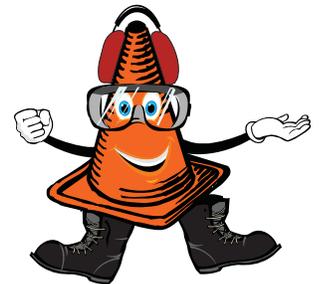


## February Safety Topic: Hand Injury Prevention

The hand is one of the most complex parts of your body – the movement of the tendons, bones, tissues and nerves allows you to grip and do a wide variety of complex jobs. Because we use our hands for so many tasks both at work and at home, it is critical that we keep them healthy. Improper use of hand tools can cause serious hand injuries, and because of the complexity of the hand, it can often be difficult to recuperate.

There are many potential hazards to be mindful of when performing work on campus, including chemicals; cuts; extreme temperatures; rotating equipment and bites and stings, to name a few.

Being aware of potential hazards and taking preventive measures such as wearing gloves that are appropriate for the job, using the right tools and keeping your hands clean and washing them immediately if they come into contact with chemicals or other hazardous substances are all steps that will help ensure the safe completion of your work.



Log on to: <https://ishare.facilities.unc.edu/HR/Safety/default.aspx> for information on the February Safety Topic.

If you do not routinely work with a computer, your supervisor can assist you in accessing and viewing the information.

**QUICK FIX**

## Facilities Services Recognition Program Winners Named

The first winners of the newly revamped and relaunched Facilities Services Recognition Program have been chosen! While there have been some changes to the program over the past couple of years, its main goal continues to be to recognize the outstanding performance of Facilities Services staff members and teams that demonstrate the Division's current TOP SERVICE values. ALL Facilities Services employees, plus others who may be serving on Facilities Services teams, are eligible for the recognition awards. The first round of winners for 2013 are:

**Non-Supervisory Staff Member Award:**  
**Alan Moran/Design & Construction**

**Supervisory Staff Member Award:**  
**Herb Richmond/Housekeeping**



**Team Award:**  
**Jimmy Gordon, Darryl Clayton, Kenny Smith, Obie St. George,  
Barry Crossett, Dan Barker & Neil McKeeman**

Congratulations to these deserving employees!

These award winners have been presented a certificate and monetary award, and will also be included on a recognition plaque in the Giles Horney Building. In addition, all awardees in this program will be invited to participate in semiannual recognition events hosted by the Division.

If you know of an employee or team that you feel are particularly deserving of this recognition, you are encouraged to nominate them. The next nominations will be due on June 15, so don't forget the awards are a great way to recognize individuals and groups that you see doing outstanding work over the coming weeks and months!

For more information on this program, log on to Facilities iShare at:

<https://ishare.facilities.unc.edu/Info/Procedures/default.aspx> (Under the 'Division Procedures' section).

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## Spring Wellness Expo coming in March

The 2013 Spring Wellness Expo will take place on Wednesday, March 13 from 11 a.m to. 2 p.m. at the Rams Head Recreation Center.

Join the *Work Well, Live Well* Committee and the Office of Human Resources in showcasing a variety of health and wellness resources available to employees at UNC-Chapel Hill and throughout the greater Triangle area. Participating exhibitors will cover all aspects of healthy living, including nutrition, fitness, financial health, recreation, safety, preventative care, educational & support groups and more.

Employees are invited to take part in free demonstrations throughout the event, including cooking classes and sample exercise and movement classes led by Campus Rec. E-mail [WorkWell@unc.edu](mailto:WorkWell@unc.edu) for more information.

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