

January 2025
Monthly Report



Facilities Management Team

Ken Branch
General Manager
7 years Supporting
WKU



Angie Jackson
Business Operations
30 years Supporting
WKU



Jennifer McLeod
Sodexo HR
11 years Supporting
WKU



Mark Allen
Energy Manager
7 years Supporting
WKU



Dan Uhls
Maintenance Services
10 years Supporting
WKU



Carla Nally
Environmental Services
13 years Supporting
WKU



Catherine Cabrera
Environmental Services
Evening Manager



Kyle Davenport
Campus Services
8 years Supporting
WKU



Ronnie Allerkamp
HRL Operations
4 years Supporting
WKU



Ray Murillo
HRL Manager
5 years Supporting
WKU



Matthew Keyser
HRL Camp Services
Manager



Work Control Stats FY26

January 1-31, 2026

Date Range for Report 1/1/2026 12:00 AM to 1/31/2026

Work Type	Priority	Work Orders within period range						Received Pric
		Received	Open		Completed			
			Number	%	Number	%		
BLM		0	0	0.00%	0	0.00%		
CAN		0	0	0.00%	0	0.00%		
CAT		0	0	0.00%	0	0.00%		
CLEAN		0	0	0.00%	0	0.00%		
CM		6	2	33.33%	4	66.67%		
CMSTA		0	0	0.00%	0	0.00%		
COMPLAINTS		0	0	0.00%	0	0.00%		
LSD		0	0	0.00%	0	0.00%		
MOVE		0	0	0.00%	0	0.00%		
PM		2206	1760	79.78%	446	20.22%		
PROACTIVE		398	67	16.83%	331	83.17%		
QUOTE		5	2	40.00%	3	60.00%		
SAF		4	2	50.00%	2	50.00%		
QA	0	0	0	0.00%	0	0.00%		
	3	0	0	0.00%	0	0.00%		
	5	0	0	0.00%	0	0.00%		
RM	0	0	0	0.00%	0	0.00%		
	1	4	2	50.00%	2	50.00%		
	2	5	2	40.00%	3	60.00%		
	3	9	4	44.44%	5	55.56%		
	4	8	6	75.00%	2	25.00%		
	5	777	189	24.32%	588	75.68%		
	50	0	0	0.00%	0	0.00%		
SDXD	2	0	0	0.00%	0	0.00%		
	3	0	0	0.00%	0	0.00%		
	4	0	0	0.00%	0	0.00%		
	5	0	0	0.00%	0	0.00%		
SP	0	0	0	0.00%	0	0.00%		
	1	0	0	0.00%	0	0.00%		
	3	0	0	0.00%	0	0.00%		
	4	0	0	0.00%	0	0.00%		
	5	15	12	80.00%	3	20.00%		
WAR	5	0	0	0.00%	0	0.00%		
	RM Total	818	215	26.28%	603	73.72%		
Total		3437	2048	59.59%	1389	40.41%		

83%
PRO WOS Completed

20%
PMs Completed

75%
RMs Completed

Safety and Training



January

Accident Prevention, Personal Protective Equipment, & 3 Checks for Safety

[January Safety Training \(English\)](#)

[January Safety Training \(Spanish\)](#)

[January Safety Training \(Swahili\)](#)

1. Top Safety Tips for Accident Prevention

Prevention is your first line of defense. If you eliminate the hazard, you don't need to worry about the equipment.

- Maintain Situational Awareness:** Don't get "tunnel vision." Periodically look up from your task to check your surroundings for moving vehicles, overhead hazards, or floor spills.

- Keep a Clean Workspace:** "Housekeeping" isn't just about aesthetics. Tripping hazards (cables, scraps) and slipping hazards (oil, water) are the leading causes of workplace injuries.

- Use the Right Tool for the Job:** Never use a wrench as a hammer or a chair as a ladder. Tool improvisation is a shortcut to the emergency room.

- Follow Lockout/Tagout (LOTO):** If you are repairing machinery, ensure it is physically disconnected from its power source and tagged so no one else can flip the switch while you're working.

January Method of the week:

1. Mirrors
2. Dispenser cleaning/stocking
3. Restroom Cleaning
4. Toilets/Urinals/Sink

CPR Training:

Eight WKU maintenance employees received First Aid, AED & CPR training on January 22nd. Congratulations on their new certification!

Campus Services

In-Progress Project: Leaf Removal/Grasses

- Leaf removal of fallen leaves campus wide
- Issue addressed: Removal of leaves campus wide to keep from entering the storm drainage systems and to prevent slips, trips, and falls.
- Funding Source: 320206
- Method: In-House



In Progress Project: Mulch

- Mulching of landscape beds campus wide
- Issue addressed: New mulch for landscape beds across campus. Mulch helps with soil stabilization, moisture control, weed control, and aesthetics.
- Funding Source: 320206
- Method: In-House



Campus Services

Completed Project:
Compactor Enclosure

- Cleaning of compactor enclosures campus wide
- Issue addressed: Removal of waste and debris inside of enclosures. Easier access to power supply, reduce animal presences, and improve aesthetics.
- Funding Source: 320214
- Method: In-House



January 2026 Ice and “Snowmageddon”

In the early hours of Saturday, January 24th, snow began falling on campus. Throughout the day the snow piled up and the grounds crews cleared it off the campus roads, walks, and steps. The Custodian crews worked to keep the Hall entrances clear and mats ready to catch the snow tracked in. Through the following days the Grounds Crews braved their transits across KY roads and continued the clearing operations as the snow turned to ice and both day and night temperatures dipped well below freezing.

With the icy road conditions across the region the campus “closed” Monday morning as the crews continued to clear the routes from the Residence Halls to the Student Union for meals. Against the thick ice on top of snow and the hard packed snow and ice on the frozen pedestrian and traffic routes, heavy equipment was brought in to team-up tackling the fight.

With ice still on the surrounding roads, WKU’s Provost made the call for closing Campus for the rest of the week. The grounds crew took up the challenge to clear the ice and enable a Monday morning Campus re-opening. Night and day, through the next week and following weekend they and maintenance crew volunteers literally hammered at the ice. With no let-up on the freezing temperatures, propane torches and heaters were procured to create a “lifting-edge” between the masonry steps and thick ice.

Despite the uncommon huge piles of snow and ice on the still frozen Sunday morning, February 1st the Provost walked the campus and made the welcome call; “Campus will open Monday morning”. Working carefully around the returning students, staff, faculty, and traffic the crews continued to tackle the remaining ice, answer the many calls for assistance, and ensure the storm drains were ready for the anxiously awaited warm days and the “big melt.”



Snow/Ice Storm



Torches to get an “edge”.



Heavy equipment and piles of snow!



Teamwork against the ice!



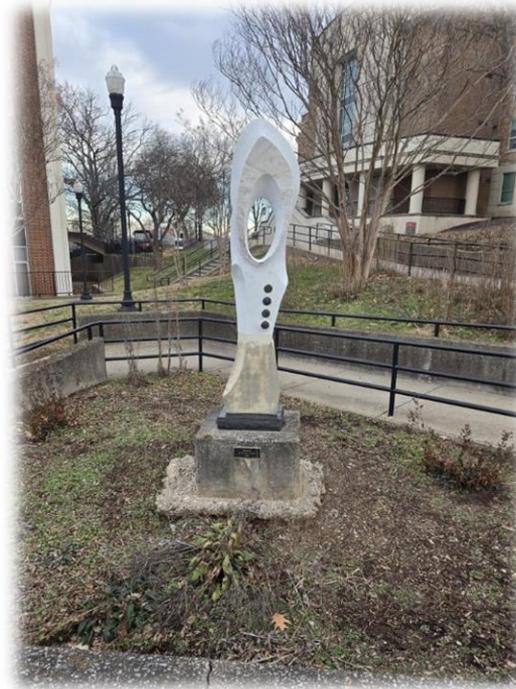
A well-earned BBQ lunch!

Maintenance Services/Plant Operations

Completed Project:

Breathe

- A rebuild of “Breathe”
- Issue addressed: The “Breathe” statue was vandalized-broke into two pieces. It was reproduced again to similar specifications. This was a condition-based renewal.
- Funding Source: 320204-\$8334.69
- Method: Outsource (ARW Studios)



Maintenance Services/Plant Operations

Completed Project:

South Campus Painting

- Painting out of common areas at South Campus.
- Issue addressed: wear and tear overtime alone with the additional students had worn the paint on the walls down. The common areas received a fresh coat of paint. This was a condition-based renewal.
- Funding Source: AP(320204)-\$18240.76
- Method: Insource (CT)



Environmental Services

- Conducting Leadership Alignment Sessions with Supervisors and PM Manager every Tuesday
- Equipment repairs-as needed
- Events support- Basketball/VanMeter/Knicely/Field House Event 1.24.26
- Winter Project-Detailing
- Paper Towel Dispenser Install
- Preparing for Safety Audit

Paper Towel Installation:

On January 5th the installation of 941 paper towel dispensers began. The dispensers were changed during winter break with no complaints received on noises or any issues. Current dispensers were obsolete and with this change an estimate of savings in paper costs of \$19,000. Carla's well-organized project management led to an efficient and timely execution for our WKU client.



Environmental Services Winter Projects

Kudos! From the Kentucky Museum

Hello Nancy and Carla and the whole ESA team,
Wow! The floors look amazing! You and your team are exceptional in your abilities! I hope you have a great Merry Christmas this week. The team, the building, and of course thank you for such a nice Christmas present! You help make us all shine.
Enjoy and relax soon. Wishing you and your loved ones special time together.

Brent



Our Mission

Guided by our shared values, each one of us is fully empowered to consistently exceed the expectations of the university to insure a safe, clean and stimulating learning, working and living environment for all involved. To this end, we will provide the most efficient and effective routine and preventative maintenance services needed to support the strategic goals of Western Kentucky University.