

**Fall Facility Manager Meeting Agenda**  
**November 1, 2016 – Cooper Hall Auditorium**

8:30 a.m. – Welcome – Rob Lamma

Rob Lamma/Mike Pena

- Roof access protocol
- Utility key protocol
- SONARR protocol
- Styrofoam pick up
- CMMS Software
- Ladders on campus
- Update on Staff Changes

9:30 a.m. – Pam Barrett – Physical Plant

- Submittal Process for construction requests

9:45 a.m. - Paul Umbeck – Safety Department

- Emergency Shower and Eyewash Station Maintenance in Common (hallway/corridor) areas

10:00 a.m. – Rob Lamma

- Wrap up questions/discussion