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Autumn 2002 Newsletter

IFMA

Corporate Headquarters Council



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From Your President

It is hard to believe that the fall season is upon us already. Yes, it is October! Seems like such a short time ago that I was sitting on a North Carolina beach enjoying the sun, sand, surf, and associated amenities. Now we are quickly closing in on a time of change . . . change of seasons, change of activities, and change of council leadership. On the latter issue, I want to thank you for the opportunity to serve as your president this council year. I consider it a personal and professional privilege to do so. I would also like to congratulate and thank the other council board members who have been elected to serve during this period. They are Colleen McCafferty, Hixson, Inc., Vice President; Melodee Wagen, Secretary; and Gil Baker, CFM, Federal Home Loan Bank of Chicago, Treasurer. We are also fortunate this year in that Cindy Clayton and Shelly Kelly will again serve as Membership and Newsletter Chairs, respectively. A huge thank you must also go to Sue Thompson, Immediate Past President, for doing such a great job leading the council last year. I look forward to working with you all.

I can't help thinking about the events of last year, September 11. It is undoubtedly a date that will remain burned in our memories like December 7,

That's a wrap for this issue. I'm looking forward to another great council year. With your support and assistance, the Headquarters Council will continue to flourish and provide opportunities for personal and professional growth.

Buck Fisher, President

1941 is to a previous generation of Americans. While the piles of debris that were once the twin towers and a part of the Pentagon have been removed, the personal impact of that devastation will remain indefinitely. There is much rebuilding to be done, both physically and emotionally. I would hope that we as individuals and as a profession could help make things just a little bit better than they were a year ago.

There are some specific goals that have been identified for the council this year. They are:

- Conduct two council teleconferences
- Host a council meeting at World Workplace
- Host a 2-day spring conference at a dynamic headquarters location
- Increase council membership by 10%
- Meet the expectations of council members.

I am confident that with your assistance, participation, and input, all of these goals can be met and the Corporate Headquarters Council will continue to thrive. Your board is already working on the council's spring conference. We are in the process of developing a program and evaluating potential locations for the conference. If you would like to host this conference at your headquarters facility or have an idea for a presentation, please let me know. You can always contact me at buck.fisher@sas.com. It is important that these conferences meet your needs so don't hesitate to give appropriate feedback. More information will follow as plans are refined.

Green Report—What's New with LEED 2.1, LEED C-I and More

In 2002, USGBC member committees have released three major new LEED initiatives:

LEED Version 2.1 is an administrative update of the 2.0 standard for new commercial and high-rise residential buildings. Its purpose is to simplify the documentation requirements and costs of Certifying projects to the LEED 2.0 standard. These changes will significantly reduce the costs of documenting LEED credits and simplify the documentation process without compromising the stringency of the LEED standard. To learn more and provide feedback online, visit our LEED 2.1 page.

LEED for Commercial Interiors (LEED-CI) expands the breadth of projects eligible for LEED certification by addressing the specifics of tenant improvement projects

primarily in office and institutional buildings. LEED-CI is designed to complement the updated LEED Green Building Rating System, Version 2.1. Projects are currently being recruited to participate in the pilot testing of this new standard. For more information about LEED-CI and pilot participation, visit the LEED-CI web page.

LEED for Existing Building (LEED-EB) was released in January for pilot testing. The LEED-EB Rating System was developed to provide guidelines for ongoing sustainable operations and maintenance practices. Over sixty projects have been selected to participate in the pilot program leading to the public release of LEED-EB in mid-2003. Complete details are available on the LEED-EB web page.

For further information on the above, please visit www.usgbc.org

International Green Building Conference and Expo—Austin, Texas 13-15 November 2002: The Green Building World converges upon Austin, Texas USA

USGBC and Partners are premiering the first-of-its-kind Annual International Green Building Conference and Exposition 13-15 November 2002 in Austin, Texas. Timing could not be better for gathering the most comprehensive green building programs and technologies under one roof for this rapidly expanding and dynamic industry. Designed to serve as the annual “meeting place” for green building professionals, more than 2,000 attendees will come to Austin for a diverse educational program geared to beginners and experts alike. And with more than 200 exhibits, the Expo serves as the pre-eminent showcase for leading edge technologies worldwide.

Why Austin? Each year, the International Conference and Expo will feature locales recognized for their leadership in transforming the built environment. Home of the first green building program in the country and still offering outstanding programs today, we are proud to celebrate Austin as our first venue.

For further details on the above Expo visit www.usgbc.org/expo.

World Workplace, Toronto

Our council meeting at World Workplace was extremely well-attended this year. Held at the Royal York Hotel in downtown Toronto, the headquarters hotel for World Workplace, thirty-five people filled the Tudor Room on Sunday morning, October 5th. After grabbing some coffee and breakfast food, we sat down to hear two great presentations.

Jeff Martin, CFM, of FM Systems gave the attendees an excellent overview of the benefits of a CAFM system. Speaking to proper specifications, installation, and maintenance issues, Jeff provided the groundwork for a lively discussion. Members gave each other examples of challenges they'd encountered in working with their own CAFM systems and some of the struggles in creating accurate information. One obvious theme emerged: don't depend upon human resources when you need to do a headcount—the facility department knows better than any other department in the company exactly how many people are physically located there!

Sue Thompson, immediate past president of the council, provided us with a lively synopsis of the Gallup Organization's study of great managers, *First, Break All the Rules*. Great managers break all of the rules of conventional hiring and managing wisdom by seeking to discover the unique talents of each of their employees, define the right outcomes instead of dictating strict procedures, motivate them in meaningful ways, and help them find the right fit. It's not an easy task, but it makes all the difference in the world for those who are managed well. And here's a shocker: not everyone is motivated by money!

Buck Fisher began the business portion of the meeting by thanking Sue for her work as president of the council.

"They say immediate past president is the best position to have," said Buck with a smile as he presented her with a plaque and a gift on behalf of the board. He provided the members with an update on plans for the year and explained that, as always, the main goal of the council in this program year is to provide a real value to its members and, in order to do this, suggestions, ideas, and feedback are needed. Two teleconferences are planned and the spring conference is in the planning stages; ideas for topics, speakers, and locations are eagerly sought. Email Buck with your thoughts at buck.fisher@sas.com.

Erica Oliver, IFMA's Council Resource Manager, brought along the council membership roster for all who wanted one, a hefty stack of the list our nearly 600 members—the largest IFMA council! Erica also presented Sue with an appreciation certificate for her service as president along with generous remarks about how much she has enjoyed working with this council. Telling us that Dave Brady, IFMA's president, had returned from the council's spring conference at Reebok raving about its success, she was determined to attend the next one as long as we promised not to hold it on the weekend of June 7th—her wedding date!

Erica also brought us the welcome information that the new listserve for IFMA councils is about to go into effect. This new listserve will allow members to post a question or comment and see all replies, something not possible at the moment. It will also automatically eliminate the bounce-back "out of office" replies that clog up replies. She will be sending all members an email in the next few weeks informing them that they are registered with the listserve—watch for it!

The Corporate Headquarters Council meeting was a fine introduction to World Workplace, held in the clean and modern Toronto Convention Center. James Baker III gave a strong keynote address, speaking to the subject of leadership—"Leadership is knowing what to do and doing it"—with some lengthy comments on the issue of Iraq. Taking questions from the audience, Mr. Baker dealt with some strong opinions by acknowledging that intelligent minds differ on subjects of such great importance. At the conclusion of his talk, IFMA members were led into the Expo by the Canadian Royal Band—quite a sight in their bright red uniforms!

If you missed World Workplace this year, plan to budget for next year's meeting in Dallas. The board is currently

considering holding the Corporate Headquarters Council meeting on Saturday afternoon, as there is always a conflict for those who need to attend the delegates meeting on Sunday morning. Since airfare is usually less expensive when a traveler stays over a Saturday night, this might be an added advantage to having the council meeting on Saturday, and Dallas is a short flight from just about anywhere in the country. Please let us know what you think.

Our thanks to all who attended the council meeting in Toronto—a quick peek in the other meeting rooms confirmed that our council meeting was the best-attended. Let's continue this trend next year!

NFPA Code Approved Amid Some Heat

The National Fire Protection Association has approved a new building code that is intended to compete with the existing International Code Council's (ICC) set of building codes. NFPA 5000 Building Construction and Safety Code is expected to be published in September.

NFPA 5000 covers all aspects of design and construction of buildings and structures for new and renovated buildings and offers extensive safety features. The code is a big piece in what NFPA is calling its Comprehensive Consensus Codes set that, when completed, will offer an integrated set of codes for the entire building that will include plumbing, mechanical, electrical and energy issues.

"The NFPA 5000 code has the vast support of the building community," says Gary Keith, vice President of building codes for NFPA. "It was built on the expertise of a broad range of building experts."

Although it's the only building code that meets the American National Standards Institute's consensus-based process, NFPA 5000 is not without its critics.

Building Owners and Managers Association (BOMA) International thinks the code is prescriptive, despite NFPA's claim that parts are performance-based.

Macro Giamberardino, BOMA's director of codes and standards, says the code certainly doesn't represent building owner interests and the approval process was unfair. He says BOMA was asked to vote on a draft of the code that had numerous problems and many appeals pending, which were going to be addressed only after the final vote.

BOMA is asking its members to support the ICC code and not NFPA 5000.

[Source: Building Operating Management / August 2002](#)

Status of Key Facility Provisions in Congressional Energy Bills

Advanced Meters

Both the Senate and House bills would allow a \$30 deduction for the installation of natural gas and electricity meters used to manage energy use based on energy price and usage signals.

Efficient Commercial Buildings

Both the Senate and House bills would provide a \$2.25 per square foot deduction for new construction and retrofit projects that allow total building energy use to exceed ASHARE Standard 90.1 by 50%.

Combined Heat and Power Systems

Both the Senate and House bills would provide a 10% tax credit for installing systems of 50 kilowatts or larger. However, the depreciation on the equipment is a minimum of 22 years.

Stationary Fuel Cells

The Senate bill would provide a 30% credit for the purchase of fuel cells not exceeding a cost of \$1,000 per kilowatt. A House provision would allow the same credits but requires the fuel cell to exceed 30% generation efficiency.

Real-Time Pricing

The Senate bill would require states to consider mandating real-time pricing and time-of-use metering by utilities.

Interconnection Standard

The Senate bill would require utilities to allow facilities to interconnect to the electrical grid provided the facility system met certain technical standards and paid the interconnection fee.

National Building Performance Initiative

The House bill would create a task force charged with developing a plan to reduce building energy use by 30% by 2020. No funding authorization is included.

Energy Star Program

Both the Senate and House bills would reauthorize the program and enable it to label additional products.

[Source: Building Operating Management / August 2002](#)

National Facilities Management Technology and Expo

See The Latest In Technology

The NFM&T Exhibit Hall is filled with the latest products, services and technology available. See equipment, components and solutions you won't find anywhere else. Meet with manufacturers, suppliers and experts and gain new insight into the future of facility management.

Network with "The Best Of The Best"

Ask questions, discuss tough challenges, and get real-world solutions from your peers at NFM&T. Nearly 3,000 facility professionals from the public and private sectors attended the 2002 show.

World-class speakers from across the country convened at NFM&T in March.

For further information and details on how register go to www.nfmt.com

Safety Corner—Test Your Knowledge

If you're like most supervisors, then production, quality and safety issues are constantly vying for your attention. But do you give safety the weight it deserves?

To see how you fare, answer True or False to the following statements, and then check your answers.

1. When you see a worker doing something unsafe, make a note of it for discussion at the next safety meeting.
2. You should always consider an employee's safety record as a critical part of their regular performance review.
3. It's good to involve several workers in a workplace accident investigation.
4. Monday is a particularly vulnerable day for accidents.

Stay on Top of Respirator Safety

Respirators that don't fit properly are ineffective. They must fit securely, but not too tightly. Even a tiny gap between the respirator and the skin can let in contaminated air, causing injuries or death.

To test your knowledge on fitting a respirator properly, answer True or False to the following statements.

1. Once you've helped an employee perform a "fit-test," the fit needs to be checked at least once a year after that.
2. Today's modern respirators are so well designed that they can be made to fit any worker.
3. Those using tight-fitting respirators should perform a "seal check" each time they put on the respirator.

Answers on Page 11

CHC Newsletter Articles Needed

The next issue of our newsletter will be in January 2004. We are always looking for good informative and networking articles. Please feel free to email your articles to shelly_kelly@navyfederal.org. I am also always open to ways of improving our council newsletter. I welcome any and all suggestions or comments.

Michele Kelly, Newsletter Chair

We Need Your Input!

The Corporate Headquarters Council is currently planning two teleconferences and our spring conference. A teleconference is essentially a big conference call in which we can connect up to 40 participants. We'd like to have a couple of speakers who can address a topic of interest to our membership and answer questions. The teleconference could be in the form of a presentation by a speaker, or it might be a host leading a discussion on a particular subject. Do you have any ideas? Do you know someone who would be a great presenter for this forum? Perhaps you can lead a discussion or presentation yourself that you think might work for a teleconference. Please contact us!

We are contacting several possible sites for our spring conference to see if they would be willing to host our group for a day and a-half, but have not yet finalized any plans. Do you have a facility you'd be proud to show off with a tour and an explanation of how you do facilities management? Would you be willing to host 35-50 people for an all-day Thursday, half-day Friday conference? Let us know! As well, we continue to seek out good presentations that will draw our membership. Any suggestions? We need your feedback and ideas. Contact Buck Fisher at buck.fisher@sas.com or Colleen McCafferty at cmcafferty@hixson-inc.com.

Did you miss our last spring conference?

Check out the article and pictures about our visit to Reebok's world headquarters on our website, <http://www.ifma.org/hosts/chc>.

Safety Corner Answers

1. False. When you see people doing something unsafe, you should stop them immediately and explain the safety violation. It's important that you let people know – on the spot – they'll be held accountable for their actions.
2. True. Safety evaluations are a critical part of any worker's overall performance review. It reinforces the value you and your organization place on safety.
3. True. Involving several workers in an accident investigation can help in two significant ways: It gives you different insights into how the accident may have occurred and it give more workers a chance to get involved in safety.
4. True. People tend to come back to work distracted or tired after the weekend. It's a good idea to take a few minutes to reinforce safety issues on Monday morning.

Respirator Safety Answers

1. True. Fit tests need to be performed at least once a year. But there are other instances where the test should be performed more frequently, such as when the face piece has been changed or if the wearer has experienced a significant change in weight.
2. False. Some people cannot use respirators despite improvements in design. For instance, any worker who wears contacts, has asthma, a heart condition or claustrophobia should be assessed by a medical professional before being assigned a job that requires using a respirator.
3. True. Workers should close the exhaust valves and breathe out gently, then close the inhalation valves and breathe in gently. In each instance, the seal should remain tight, without any leaks, over 10-second period.