

Newsletter

THE
FACILITATOR
The Newsletter for facility management professionals

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President's Podium *STRATEGIC PLANNING*

BARTON
PROTECTIVE SERVICES INC.



Color-Art Office Interiors

The Kansas City Chapter of IFMA has earned a reputation as being a well-run organization. Its programs and services are relevant to today's facility manager's needs. The reason for this relates to the quality of leadership the chapter has had over the past years.

How do we make sure that the Kansas City Chapter continues to be the first class organization that it is? We do it by setting up a strategic planning process that develops a strategic plan for the chapter.

The focus of the strategic planning process should be developing and maintaining relevancy for the membership of the chapter. The key outcome of the process should be defining future mega issues for the chapter where the chapter will be in 10 years in the areas of delivery of programs, communication, networking and composition of membership.



Eight to twelve chapter members will serve on the strategic planning committee. These members will represent past leadership, current leadership and new members. During the process, input from membership will be solicited. It is important that each and every member respond when asked. The chapter belongs to and exists to serve the member. If we are to maintain relevancy, we must know and understand your needs, opinions and expectations.

You will soon receive a member survey. I hope you take the few minutes required to complete the survey and return it as directed. It is the starting document for the planning process.

When the strategic planning process is complete in several months, a report to the membership will be released.

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Mark Your Calendar

May 18, 2004
Tour of Kansas
Speedway

June 3, 2004
Annual Golf Outing
Painted Hills Golf
Course

July 20, 2004
So You Want to
Build a Building
Christ Community
Church

The following members have been invited to serve on the Strategic Planning Con Becky Beilharz; Dick Cooper, CFM; Sam Davidson, CFM; Linda DeTienne; Ric John Kirgan; Donna Koontz; Lee Kortemeyer; Carl Melin, CFM; Scott Quarterse Shouse, CFM; Allyn Starr, CFM; Jack Tinnell, CFM; Jim Wilkinson.



Alan Bram, President
Kansas City IFMA Chapter



IFMA Professionals Conduct Facility Audit For Heart of America United Way

By Becky Beilharz
Workplace Strategies

In early January, several members of this chapter met at the Heart of America Un downtown location to restart the chapter's Facility Audit program. The team met Swigel, Executive Director and Kevin Kirtley, Associate Director Operations, to process and inquire what the agency staff felt were their greatest deficiencies. Th toured the UW's three facilities, filling out checklists and making notes. Commer facilities include general housekeeping, HVAC, security and ADA. The notes we consolidated into a final report that was then given to the agency where comment reviewed and questions were answered. A copy of the manual, "Building Operati Non-profit Charitable Institution," was also left with the agency as a resource; th includes guidelines and checklists to aid in running an efficient facility.

Participating chapter members were:

Becky Beilharz, Facility Planning Consultant, Workplace Strategies
Bill Corbett, Facility Manager, Waddell & Reed
Phil Gardner, Retail/Environmental Operations Manager, Sprint
Wayne Lowe, Senior Vice President, Whelan Security
John Lusby, Manager of Maintenance Services, Martin Mechanical
Teena Shouse, General Manager Employee Services, Sprint

The facility audits were started during Teena Shouse's presidency when she had this chapter to undertake a community service project. She wanted to utilize the c members' diverse experience to help meet the community's need. At about that s Alan Bram, current President and Executive Director of the Jewish Community C written a manual, "Jewish Communal Building Operations". The manual include on building administration, maintenance, housekeeping, grounds care, safety syst government compliance. It also included many report forms and checklists. The t together and developed the Facility Audit program.

The program has been very successful. The agencies receive the best professiona

available at no charge, and our members receive a great deal of satisfaction from communal agency. If you would like more information on the program, please ca Beilharz at 913/362-1040 or blbeilharz@aol.com.





MAY PROGRAM REVIEW

F
Christ C

Topic: Code Compliance within an Occupied Facility

Location: Christ Community Church
14200 Kenneth Road
Leawood, KS 66224
Christ Community is located about three-fourths of a mile south of
Kenneth Rd. (State Line Rd. turns into Kenneth Rd. at 135th St.)

Date: May 21, 2002

Time: 11:30 a.m. to 1:00 p.m.

The focus of this particular meeting will be code compliance issues within an occupied facility (as opposed to compliance during construction). The format will be a panel discussion. Each speaker will give a 15-minute presentation. After all of the presentations are complete, there will be a Q&A time. The three presenters are:

Sam Maupin with the City of Leawood Codes Administration. Sam will speak about when building permits are necessary, and what are the proper procedures to follow.

Don Birchler with FP&C Consulting. FP&C is a consulting firm dealing specifically with code regulation and interpretation around the country. Don will be addressing the code compliance.

Barb Haman with Gould Evans Goodman Architects. Barb will be addressing issues related to tenant refinish and tenant occupancy.

EXTRA! EXTRA!
Don't Miss It!
This is your chance to impact the future of the C

Special Program
Tuesday, June 18, 2002
11:30 a.m. - 1:00 p.m.
Sprint, 6220 Sprint Parkway, Rm. 2B221
Park in Garage "P" off West 119th Street
Members only -- Lunch \$10.00

STRATEGIC PLANNING

**We will break into work groups to examine where we have been, w
and where we are going.**

Register on-line through Evite.
Watch for announcement!



**STRATEGIC PLANNING COMMITTEE MEETS
TO DISCUSS FUTURE OF KC IFMA**

*You got to be careful if you don't know where you're going,
because you might not get there.*

The future (as they say) is up to us in the here and now. How well we plan, how c
become, how determined we are to be successful. The Kansas City Chapter of IF

the top chapters in the nation, thanks to many, many individuals who have in the are currently, giving of their time and talents to make sure we remain viable in an changing environment. The meetings, tours, educational programs, networking of and more, are the professional opportunities that have allowed the 250+ chapter r network and learn.

We want YOU to have a hand in the future of the Kansas City IFMA Chapter. Pl your calendar and plan to attend the All-Members Strategic Planning Meeting on 11:30-1:00, at the Sprint Campus, 6220 Sprint Parkway, Room 2B221. This is fo ONLY and lunch will be \$10.00.



The Strategic Planning Committee met on April 16.



KC IFMA GOLF OUTING 2002

It's time to dust off those clubs and start thinking about the 2002 IFMA Golf Outing. The golf outing is scheduled for Thursday, June 6, and will be held at The Painted Course at 7101 Parallel, Kansas City, KS.

We are contacting all KC IFMA members and companies asking for your support as a 2002 KC IFMA Golf Outing Hole Sponsor. The fee is \$550, and for this you will receive recognition at the hole that you sponsor, as well as a four-some in the golf tournament. If you wish to be a Hole Sponsor this year, I need to receive your commitment check no later than May 1st. Please hurry as spaces are filling up fast. Past Hole Sponsors will have priority for sponsorship in 2002.

If you are not interested in sponsoring a hole, please consider supporting the KC

the Education Scholarships that the tournament proceeds benefit by participating other opportunities available. You can help ensure the success of this year's tournament by donating gifts to the raffle, prizes for the various on-course competitions, items for the bag-drops, or by sponsoring the bag-drop.

If golf is just not your bag, you can be part of the activities by volunteering your time for event planning or by helping out with on-the-course activities the day of the event.

If you would like to sponsor a hole, please call Sam Davidson @ 816-943-3740 or e-mail @ sdavidson@children.org.

If you would like to supply a prize or giveaway item please contact Karen Vincent @ 816-943-0650 or e-mail @ kvincent@fhhlc.com

If you would like to volunteer, please call Greg Gladfelter @ 816-410-8200 or e-mail @ ggladfelter@gegrp.com

Remember, the success of this year's tournament and the KC Scholarship Fund depend on your support. Please help us further the field of Facility Management and have success in the process!

Sam Davidson & Scott Quarterson
KC IFMA 2002 Golf Outing Co-Chairmen

CFM Study Group Completes Review

By Linda
Vice President, Education

April 2nd was the concluding class of the 2002 CFM Study Review. With the direction and leadership of Teena Shouse, the 31 participants concluded their studies, having gained a deeper understanding of the core competencies of "Dr. IFMA".

We even have our first success story from the class: Thomas Hackney with ARA passed the exam on April 17 and passed with flying colors. Thanks, Tom, for serving as an example for the rest of us to forge ahead!

The class took up a donation for Teena to thank her for volunteering her time over the past several weeks to lead us through the IFMA information. If anyone wants to help her purchase certificates at the Plaza, just call her!

It is uncertain at this point whether we will be able to put together another Study Review next year, but we will certainly hold open the option if our instructor becomes available.



Teena and the 2002 Class



Deborah Walker and Jerry Davis presented a thank you gift to Teena on behalf of the er



Teena - Thank You!



Class participants at Sprint



Audrey Kaplan and Glin Jay

*Emergency Preparedness in the Built Environment
Course Comes to Kansas City*

By Linda
Vice President, Edu

On April 24, 2002, area professionals involved in facility management met at the Campus for a one-day course on Emergency Preparedness in the Built Environm course was developed by IFMA International and has been presented across the receiving excellent reviews from participants.

Course instructors were: Glin W. Jay, CFM, CPM, of The In-Formation Compar Carrollton, Texas, and Audrey G. Kaplan, B.Arch., M.Sc. Arch., of Workplace I Ltd. in Ottawa, Ontario, Canada.

We covered contingency planning, emergency preparedness, disaster recovery, a command procedures. We learned that Emergency Preparedness is first and forei

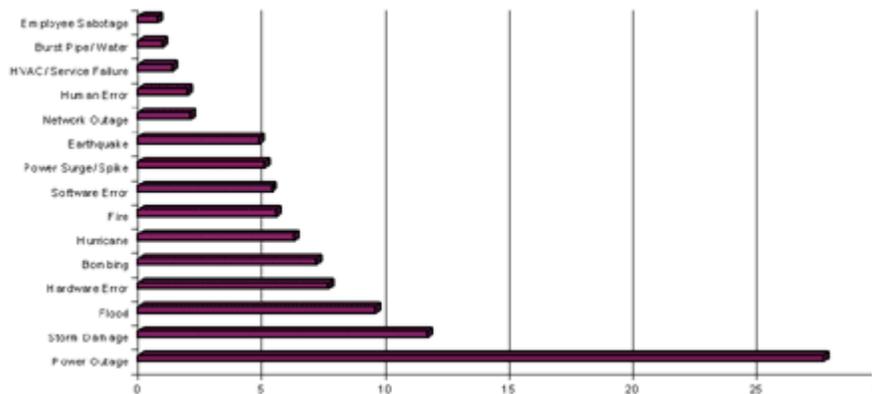
Life Safety, followed by Business Continuity, and finally Asset Recovery.

We learned to take nothing for granted when approaching disaster preparedness. here in the Bible Belt don't have written into our plans what to do in the event of Yet, Mount St. Helens affected/impacted air quality across half the North America

Do you know which of your staff are volunteer police, fire or rescue workers? We are the Hazardous Cargo Route for your community? Most of us have off-site storage arrangements with a vendor, but have we inquired about what arrangements that storage vendor may have in the event THEY would have a disaster?

The following bar graph depicts the results of a study conducted in 1998, but the would likely hold steady in today's environment.

Events Causing Business Disruption (1998)



Source: Subodh Kumar, CFM
Chartered Facility Management Group, Inc., Pasadena, CA
Tel: 626-351-9145; cfmgroup@earthlink.net

While attendees were predominantly from the Kansas City area, we did have individuals from Wichita, St. Louis and York (Lincoln, NE area). The local KC IFMA Chapter has representation among the attendees (see picture below). Attendees received 7 CPE credits attending.



Russell Ruhl traveled the farthest - from the Lincoln Nebraska area.



L to R: Linda DeTienne, Pete Johns, Sam Davidson, Kim McDaniel, Constance Thornton, Susan Moore, Dennis Adams, Lee Kortemeyer, Jerry Davis, and Alan Bram. There were others in the Chapter, but they were not in the room at the time we took the picture.

Welcome New Member

Barbara K. Engler
Building Engineering
Hallmark Cards, Inc.
P. O. Box 419580, MD 105
Kansas City, MO 64141-8375
Phone: 816-274-8375
Fax: 816-545-6429
Email: bengle1@hallmark.com

Sandra L. Kramer
Vice President, Corporate Facilities
Management
Lockton Companies
444 W. 47th Street, Suite 900
Kansas City, MO 64112
Phone: 816-960-9124
Fax: 816-753-9124
Email: skramer@lockton.com

<p>Nancy Kuehler Interior Design, Purchasing EBY Companies 706 N. Lindenwood Olathe, KS 66062 Phone: 913-782-3200 Fax: 913-782-4851 Email: nancy.kuehler@lundarchitectural.com</p>	<p>Ray S. Shelby Vice President Advanced Construction Services 13900 W. 108th Street Lenexa, KS 66215 Phone: 913-345-0022 Fax: 913-345-0023 Email: rshelby@acskansascity.c</p>
<p>Shelley L. Simpson Facilities Manager Cline Wood Agency 11250 Tomahawk Creek Parkway Leawood, KS 66211 Phone: 913-319-3433 Fax: 913-451-3958 Email: shelleys@clinewood.com</p>	<p>Constance E. Thornton Facilities Manager Mid America Health 8320 Ward Parkway Kansas City, MO 64114 Phone: 816-460-4625 Fax: 816-983-7625 Email: constance.thornton@ma</p>



CFM'S KNOW - DO YOU?

Following is a question which might appear on the CFM (Certified Facility Mana
Can you answer it?

**According to uniform building code, what is the maximum length of a dead-t
in a sprinkled building?**

- A. 20 feet
- B. 50 feet
- C. 100 feet
- D. 85 feet

Answer to last month's question: C. On the exterior side of each laboratory.