Employee of the Month

Jed Waldron
Painter

Facilities is happy to announce Jed Waldron as our March 2007 Employee of the Month. Jed is a painter and has worked for Facilities since 1993. He began his career at Facilities right out of high school as summer help and then was hired on fulltime when a contract position became available.

Jed was raised in Malad, Idaho and moved to Cache Valley in 1991. He attended Mountain Crest High School his senior year and met his wife Pamela while there. They have been married for 14 years and have 4 children (3 girls and just recently had their 1st boy).

Jed has several hobbies that he tries to fit in between spending time with his family and work. He enjoys mountain biking, road biking and white water kayaking. He and his wife are also co-owners of Valhalla Salon in Providence.

Jed enjoys being on the leadership track in scheduling major projects for Facilities and is learning a lot from this.

Congratulations Jed, we are proud to have you as our March Employee of the Month.

Moneywise:

Get cured of ‘stuffitis’

We’ve all got stuffitis, the desire for more stuff, says one advisor quoted in Guideposts. He recommends the envelope system. Place your budgeted money in various categories, and just spend that much. When it’s gone it’s gone. To treat severe stuffitis, put your credit cards away or cut them up.

Higher credit scores bring lower interest rates:

Lenders are using FICO scores, three digit numbers ranging from 300 to 850, to determine a person’s creditworthiness. Generally, the higher your score, the lower your interest rate on mortgages and other loans. According to Business Week, here’s an example of interest rates for various scores that are charged on mortgages:

- 720 to 850: 6.24 percent
- 700 to 719: 6.37 percent
- 675 to 699: 6.90 percent
- 620 to 674: 8.05 percent
- 560 to 619: 8.53 percent
- 500 to 559: 9.29 percent
Time Management
By the Customer Focus Team

If you want to be successful at something, goals need to be set to help you attain this. As you work towards the goal, managing your time plays a big part in your success. The end result will give you the ability to get more done, have better self esteem, and a higher sense of accomplishment.

Time management is an important part of everyone's life. You either do it or you don't. Over the past twenty years, Dr. Donald E. Wetmore has gathered facts that show that “20% of the average workday is spent on crucial and important things, while 80% of the average workday is spent on things that have little or no value.” Have you had days like this? Here are some suggestions that might help you accomplish more in your day.

1. Get Enough Sleep:
An average adult gets 7 hours of sleep a night. Is that enough for you? Can you work efficiently with that amount? Not getting a good restful night sleep does affect the way you work and react in the work place. Your action is slower, and your thinking is impaired, your comprehension is not at its peak, and production suffers. On days like this you can have a poor attitude about life.

2. Plan Your Day:
It has been said that if you plan on only accomplishing one item, that’s all you will get done. If you plan to accomplish 2 jobs, they will get done. If you plan to accomplish 10 jobs, only about 7 to 8 will get done. How much more efficient are you when you set a higher goal for yourself? How do you feel when you get more done in a day, than what you thought was possible because you planned your day? The end result is you fed your self esteem.

3. Prioritize Your List:
By prioritizing your list between critical and non-critical items you won’t put off doing the jobs that need to be done. Number them from 1 to … in order of priority. Not all jobs are fun to work on and by prioritizing and then doing them will help you not procrastinate that job. Don’t forget that when you prioritize the list, you might need to communicate with the initiators of lower priority work orders, to let them know your plans and why they are not on top.

4. Keep Your Work Area Clean and Organized:
Have you noticed how much faster you can do a job if your tools and supplies are organized? You don’t spend time looking for this and that, because you know where they are to be. Safety also plays an important part in this also. You don’t have to constantly be looking out for hazards which slow you down.

Planning your day and being efficient isn't always easy. If you are not in the habit of planning your day, it is said that it takes 30 days to develop a new habit. Don't give up, it does work. Being efficient is a good thing. Going home at night feeling good, because you got a lot accomplished that day can leave you smiling and excited to return to work the next day with a good attitude.

Health in the News:

Physical Therapy as effective as back surgery

A new study reported in the British Medical Journal shows that physical therapy exercises can reduce low back pain as much as spinal fusion surgery.

Patients in the exercise program took 75 hours of treatment led by physical therapists. Daily exercises tailored to the patients' individual capabilities included stretching of muscle groups, spinal flexibility and stabilization exercise, muscle strengthening, aquatic therapy, and cardiovascular endurance exercise such as treadmill walking, step-ups, cycling, and rowing.

Psychologists in the program helped patients overcome fears and unhelpful beliefs that many developed when they were in pain.

An equal group of patients in the study had spinal surgery including spinal fusion, and/or titanium cylinders placed between spinal discs, bone grafts, and stabilization surgery.

After six, 12, and 24 months, results of physical therapy were just as favorable as the results of back surgery.
You CAN get a cold if you are chilled:
Though infectious disease specialists have long said that getting chilled or having cold, wet feet can't give you a cold, research proves they are wrong.

Studies at Cardiff University’s Common Cold Centre in Britain show that chills can lower the nose’s natural defenses and unleash latent viruses. They say we all carry cold viruses, but respiratory defenses keep them in check.

For everyone you see with a cold, there are two or three who have a subclinical infection. It’s those people who are prone to developing a common cold when they are chilled, say the researchers.

Dog Walking beats dieting:
Studies reported in the Tufts University Health & Nutrition Letter show that walking a dog regularly can encourage people to lose more weight than dieting can. The study showed that those who walked dogs for 50 weeks lost an average of 14 pounds. They began walking 10 minutes daily, three times a week, working up to a routine of 20 minutes a day, five times a week.

Participants in the study said they knew it was good for their health, but they mostly enjoyed walking because it was good for the animals.

Don’t use peroxide on cuts:
The American Academy of Family Physicians says peroxide can damage living tissue. Application of the powerful disinfectant can lead to a wound that heals slowly or not at all. Soap and water are a much better choice. If you’re worried about infection, consider a triple-antibiotic cream such as Neosporin.

Fish is food for your brain:
Want your brain to stay young or get younger? Eat fish. Research at Rush University studied mental function of people age 65 and older. They found that those who ate fish rich in omega-3 fatty acids once a week slowed their rate of cognitive decline by 10 percent.

Facilities Annual Division Awards
March 13, 2007
9:00 am Eccles Conference Center Auditorium
&
March 13, 2007
Swing Shift
5:00 pm NFS room 202

Refreshments will be served at both
2006 Employee's of the Month

January
Paul Beutler

February
Mike McBride

March
Lana Robinson

July
Chad Henager

August
Kevin Maughan

September
Scott Jaggi
2006 Employee's of the Month

April
Randy Jones

May
Amy Johnson

June
Vilma Valle

October
Shane Thain

November
Todd Hlavaty

December
Geoff Miller
packets are on the shelves of your local discount stores, lumberyards, and hardware stores. Or they can be ordered from companies that sell by catalog or on the Internet. It usually takes about six weeks to two months for seeds to become strong enough plants to be set outside in pots or a garden. Novice gardeners should consult a plant-growing guide from a local library or visit: thegardenhelper.com

It is also important to know what plants will grow in your vegetable garden soil. Some plants require alkaline soil while others require acidic soil.

The Internet provides an abundance of advice on vegetables and flowers. Two good places to start on line are www.pallensmith.com or www.plantea.com/seedstart.htm.

All in all, you can enjoy the fruits of your labors when you start the process from scratch, not to mention the significant amount of money you save by not buying commercially grown bedding plants.

How to get an early start for your garden:

While snow still may be swirling in many locations, it’s time to be thinking about the blooms of spring, the veggies of summer, and the harvest of fall.

March is the perfect time for starting seedlings in window planters, small greenhouses, or even under plant lights in the basement or garage. By now, seed

Please support our fellow co-workers. Remember...it is up to you to nominate your co-workers for their outstanding work.

Employee of the Month
Nomination Form

I, ________________________________________________ nominate _____________________________ for Employee of the Month.

Please fill out this form for Employee of the Month and return to a member of the PAR Team. Let us know how we can contract you.

Pager: ____________ Phone: ____________ Radio: ____________

If you don’t include your name as the nominator, your nomination is void!
SAFETY:
Hand Tool Safety

The antics of Tim Allen on his TV handyman show may be amusing in a sitcom, but in real life, improper use of hand tools can be painful and debilitating. Injuries can go way beyond a smashed thumb caused by a misplaced hammer strike. In fact, it is estimated that hand tool mishaps are responsible for about 1 out of 12 compensable workplace injuries—including cuts and bruises, punctures, fractures, and even loss of a finger, hand, or eye.

Injuries due to hand tools are the second leading cause of injuries at Facilities. This statistic makes sense, knowing what most of us do for a living. We use our hands to operate the tools that perform the jobs we do. It is very important for all of us to take the time to understand how we can protect our hands, because for most of us our hands are our livelihood. Take the time, now, to learn about hand tool safety.

Tool Safety Rules

The Hand Tools Institute, an association of hand tool manufacturers and suppliers, believes that most incidents are preventable if workers just follow basic safety rules. The five main points to remember are:

1. Always use appropriate eye protection to keep flying pieces and parts from contacting your eyes. The Hand Tools Institute suggests that you keep your safety goggles in your tool box so that you can easily find them to use for every hand tool job. Other important pieces of protective equipment include work gloves that provide a better grip. ALWAYS WEAR SAFETY GLASSES AND GLOVES.

2. Use the right tools for the job. Each tool is designed to perform a specific function. It is dangerous to substitute or use an inappropriate tool. ALWAYS USE THE RIGHT TOOL FOR THE JOB.

3. Use tools properly, including proper positioning to avoid repetitive-stress type injuries. ALWAYS PAY ATTENTION TO BODY POSITION.

4. Service your tools regularly. Follow the manufacturer's recommendations for performing proper maintenance on the tools. ALWAYS MAINTAIN YOUR TOOLS.

5. Don't use damaged tools. Discard them immediately, fix them, or replace them. ALWAYS USE TOOLS IN A SAFE CONDITION.

Look at the Details

Just how do these rules apply to your tools?

Pliers - Too many people use pliers as wrenches for turning nuts or bolts. This is not the proper function of a plier, which should be used for gripping or cutting wire. Discard pliers when they have developed chipped or dulled cutting edges.

Hammers - A hammer blow should be struck squarely and parallel to the surface being struck. Glancing blows can cause injury. Never use a hammer with a loose or damaged head or handle. Look for dents, chips, cracks, or other signs of wear and tear. Use riveting hammers for sheet steel, carpenter or claw hammers for driving and pulling nails, and ball-peen hammers for metal work.

Screwdrivers - Never use a screwdriver as a punch, wedge, pinch bar, pry, or chisel. Choose the proper size tip for the screw. The wrong size driver can cause a chewed up screw head, damaged screwdriver, and a bloody knuckle.

Wrenches - Don't try to extend the handle of a wrench with a cheater bar to add leverage. Instead, use a wrench with the proper-sized handle. Make sure the wrench fits the nut, or it could slip or break. If possible, pull the wrench instead of pushing it. The safest wrench is a box or socket type.

Drills, augers, and bits - may be incorrectly tempered or dull and otherwise worn.

Knives, chisels, drills - and similar tools may have lost the sharpness of their cutting edges. Sharpness is important to their safe use.

Files - may have missing or broken handles and tangs that are bent, broken, or chipped.

Chisels and punches - need to be checked for mushroomed or chipped heads and bent or broken points.

Safe Handling

Workers should be cautious handling their tools. Correct usage and storage are important in preventing injuries. For example, tools should always be returned to their proper places when they aren’t in use.

Tools should never be left on the floor where they can be a tripping hazard, EVEN IF YOU ARE GOING TO LUNCH! Tools left on ledges or scaffolds may fall on someone.

Sharp tools should be stored so that their cutting edges aren’t exposed.
Facilities received this thank you from the CPD department: A thank you from a user of the newly completed accessible restroom in the HSRC building. I personally want to thank everyone involved in the process of evaluating, planning, coordinating the necessary funding and construction to complete this project. This is a great asset to USU, its employees, students and visitors. Could you share this with your staff and crew that did an excellent job in renovating the restroom to make it accessible. Thank you very much.

Thank you!
for your service at USU!

Dale Ellwood
Craig Johnson
Steven Nelson
Jimmie Grutzmacher
Ray Jensen
Sonia Mattson
Darrell Hart
Ted Johnson
Todd Reid
Rod Bee
Curtis Christensen
Ray Pitcher
Raelene Jepsen
Sharon Mayers
Lloyd Johnson
Bret Lange
Garcia Barbero
Mark Hunting
Jose Martinez
Julie Stockdale
Jason Torgerson
Scot Muir

Happy Birthday!
to these Facilities Employees!

Mont Jessop
Tony Miller
Scot Muir
Chet Smith
Sheila Lukenbill
Kathryn Wettstein
Linda Hudson
Brett McAllister
Stanley Kane
Steven Nelson
David Nagata
Tyson Stokes
John Gilden
Rafael Andres
Brad Burr
Nora Cordova
Gabriela Woodworth
Drew Blauer
Wayne Hebdon
Joe Wilson
David Besel
Wes Bodily
Roxana Carrillo
Gerald Green
Kelly Rowser
Shane Thain
Steve Jardine
Cass Christensen
David Miller
Val Olsen
Garcia Barbero
Scott Nydegger
Calvin Moser

Pat on the Back

March 2007

The Image Newsletter is printed on post-consumer recycled paper.

Image Newsletter Staff
Karen Hoffman - Staff Writer, ext. 73128