



April 2011

HSC Communication Update

(Summary of April HSC Team Minutes)

Misc.

HSC Information Desk Update

Welcome to Nicole Voter! An introduction to Nicole was sent via e-mail. Nicole's hours will be M-TH from 7:30 am-noon. During the summer, her hours will be bumped one hour (8:30am-1:00) – the summer dates have not yet been determined. Her phone number and e-mail is:

Phone: 789-6172

E-mail: hscinformation@westerntc.edu

Air flow in HSC

A few weeks ago a major air handling fan stopped functioning. This is the reason for the wide variances in temperature throughout the building. UW-L's physical plant has received many calls and unfortunately there is nothing they are able to do at this time.

Due to the type of repair that is needed, the entire HSC air system will be shut down for approximately two weeks. The tentative repair date is slated to begin May 16. Even though some activities will be going on in the building at this time, this was the best time frame that would inconvenience the least amount of people. There will not be any air circulation in the building, nor air conditioning. We acknowledge it will be an unpleasant working environment during these two weeks.

AED Unit

FYI – in the event the AED unit is used, and therefore the alarm goes off, the key to turn off the alarm is located under the AED cabinet. This way anyone has access to it vs. waiting for security.

Academic Team

Thanks to Sue Harper (Western) for being this year's chair. Thanks to Shari Stoskopf (GL) for agreeing to being next year's chair.

No meeting in April

Safety Team

The Safety Team and the HSC Management have both approved the Safety Plan for recommendation to the LMHSC Board (June 7).

For safety reasons, "Authorized Personnel Only" signs will be placed on the 5th floor to discourage people visiting that floor without official business (such as taking a class or working in a lab).

Several instances of plugged water lines have been identified in the building and are being looked at by UW-L.

“Green Team”

Corrected team listing (Kate McMahon’s name was inadvertently omitted last month):

Thanks to:

Amy Cooper (UW-L)
Darby Oldenburg (UW-L)
Erin Hussey (UW-L)
Catherine Kolkmeier (LMHSC)
Kate McMahon (GL)

No meeting in April

HSC Management Group

Met – no updates

Operations Team

No meeting in April

IT/AV Team

Met – no updates