MEMBERS PRESENT: L. Normand, C. Stodd, T. Akey, B. Peters
MEMBERS ABSENT: K. Schultz (EXCUSED)
OTHERS PRESENT: S. Wagner, J. Perkins, T. Fritter

At 2:30PM, Chair Peters called the meeting to order and instructed the Secretary to record those present.

Chair Peters paused for public comments. Mr. Terry Fritter that it was this week in 1875, the Samuel Gompers, later to be a founding member of the AFL, was elected President of Cigar Makers Local 144. Mr. Fritter also stated that he hopes the Committee will hold discussions on such issues as the difficulty employees who work on game day weekends have in accessing parking, and flex time for work/life balance, particularly on the off shifts.

Chair Peters directed the attention of the Committee to the draft Minutes of the previous meeting. Ms. Stodd moved, seconded by Ms. Normand, to approve the Minutes.

Chair Peters recognized Ms. Cindy Torstveit, for the purpose of providing a briefing on the ‘Asset Works’ system. Ms. Torstveit provided an overview of the system, why it is being used and what it’s future might be. Ms. Torstveit explained that it is an integrated management software system used to process work requests, scheduling and mobile applications that was chosen to replace an old software system as well as a paper based system. Ms. Torstveit explained that has facilitated a shift from reactive, to proactive work. Ms. Torstveit noted that benefits include the fact that it is a single system that assists with labor allocation and assists with inventory to understand where assets are located. Ms. Torstveit concluded that the system provided organizational improvement.

Question was raised regarding concern of some who have speculated that Asset Works implementation on other campuses was implemented to lay off Trades employees. Reply came that the goal is to produce better date for technicians to do a better job, not to reduce the workforce.

Question was raised if building managers have been trained to use the software. Reply was in the affirmative.

Concern was raised that schedulers were not coordinating with Trades employees or building managers and question was raised if it can function as a time keeper for everyone. Reply came that technicians, schedulers and managers should be working together as a team. Time is tracked for billing of the labor, not as a disciplinary tool.

Question was raised if custodians were expected to execute work orders. Reply came that this could be done via the Help Desk, the supervisor, or through the UWPD after hours.

At 3:03PM, Ms. Normand moved, seconded by Ms. Stodd, to adjourn the meeting. All in Favor. MOTION CARRIED.

Minutes prepared and submitted by: J. Lease / Secretary