



PHYSICAL PLANT - CAMPUS SERVICES

UC Berkeley
2000 Carleton St
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COMMUNITY UPDATE

JULY 2009

recognition

Lisa Bauer Receives UC-Wide 'Sustainability Champion' Award



Much of the information for this article was drawn from the award presentation by Matt St. Claire, Sustainability Manager for the UC Office of the President.

Lisa Bauer (Campus Recycling & Refuse Services) has had a profound impact on advancing the sustainability cause both at Cal and beyond. Through her teaching, supervising, and mentoring of student sustainability leaders, Lisa has touched and motivated literally thousands of students. Lisa has co-taught sustainability-related classes, using the campus as a living laboratory. Tens of thousands of students – nearly every student that has lived in a residence hall at UC Berkeley over the past decade – have learned sustainable living practices that can be applied while living in the residence halls, as well as throughout the rest of their lives. This is a direct result of Lisa's *Student Sustainability Residential Coordinators* program. This program won the UC/CSU/CCC Best Practice Award for Student Sustainability Programs in 2008, and has been featured at sustainability conferences both nationally and internationally.

In fact, student programs that Lisa has started or supported have won the Student Sustainability Program Best Practice Award each of the three years that the award has been given to a UC campus.

"One of the reasons to single Lisa out for this award is the impact that she and her students have had in making the UC Sustainability Program what it is today," said Matt St. Clair, Sustainability Manager for the UC Office of the President. "Students working for Lisa established the first Chancellor's Advisory Committee on Sustainability on a UC campus and within a few years that model led to the development of Chancellor's Advisory Committees (or equivalent) on all ten UC campuses, including two that had earlier versions of a sustainability committee. Lisa's students also convinced their Chancellor to create a Green Fund which has enabled numerous important and innovative projects to happen on her campus, including the first demonstration green dorm room on a California campus. In fact, look at almost any sustainability success on the Berkeley campus or at the system-wide UC level, and you'll discover that Lisa Bauer and her students have played a key role in making it happen."

In yet another example, Lisa played a key leadership role alongside Lin King from UC Davis in UC's adoption of a waste reduction policy that includes a visionary commitment that UC will seek to send zero waste to landfills by 2020.

Lisa was presented the 2009 Sustainability Champion Award at the 8th Annual UC, CSU, CCC Sustainability Conference, held in Santa Barbara from June 21st – 24th, "for the education, mentoring and friendship she has given to countless current and future sustainability leaders, and the resulting sustainability footprint that keeps growing on her campus, in the UC system, in the state of California and beyond."

The PP-CS Community Update is published monthly, with special editions as needed.

*To submit an item or story, please contact **Trevor Bryant** at 3-2885 or email thbryant@berkeley.edu.*

recognition (continued)

Lisa was kind enough to sit down and talk for a few minutes about her sustainability-related work, offering insight into the University's future path towards a sustainable campus:

Q: What inspired you to begin working with students?

A: It just makes sense. They have boundless energy and passion, they're smart, inexpensive to hire and very accessible. Students are also more in line with me on what needs to happen in terms of sustainability on campus.

Q: What are some of the most sustainability-related significant changes you've observed at Cal in the last 3-5 years?

A: The hiring of a full-time Director of Sustainability, Lisa McNeilly, was a huge step. The adoption of a UC-wide Sustainability Policy was another milestone. Alongside that, the students have become a lot more aware of sustainability; they've really undergone a paradigm shift in the past few years. It had a lot to do with Hurricane Katrina and the government's admission that climate change was indeed a reality. The K-12 educational system's systematic inclusion of curriculum relating to environmental sustainability was a big part of this shift, as well. We now get students who are already educated around the idea of sustainability.

Q: Where do you see the University headed in the next 3-5 years in terms of sustainability? What opportunities exist to further develop sustainability?

A: The University really needs to institutionalize sustainable practices. Sustainability needs to become a part of people's job descriptions, as well as built into evaluations. This way, making sustainable choices becomes required. This should be part and parcel of doing good business.

Also, the University can come up with all of the well-meaning policies it wants, but it also has to walk the walk. Insist that its purchases be green or greener; develop strategies to continue the greening of departments, events, and campus buildings.

Another important opportunity the University could take advantage of is to meld its academic and administrative sides to help develop sustainability here, instead of simply exporting and not using the brilliant minds that reside here. The academic side of the house has to embrace sustainability, and realize that it can use the campus as a test tube to teach students how to make an entity more sustainable. This means that high-level policies need to be implemented effectively at the ground-level.

Q: How can staff get more involved in sustainability efforts on campus and/or learn more about sustainable practices?

A: Staff can develop their own 'green teams' of like-minded folks in their departments. Nothing is more motivating and inspiring than getting people with similar ideas together. Also, working to acquire a Green Department Certification (a program launched earlier this year by the Office of Sustainability) is a great step towards greening our campus, and can offer a lot of insight. Lastly, composting is a really, really good way to start being more environmentally sustainable. I like the phrase "each one teach one" It's important to support individuals who are showing others with whom they work and play how to be green and still have fun and make money.



commendation

Thank-You to Shutdown Crew

Stephen Daniels, Capital Projects (CP) Project Manager for the steam line upgrade project, sent special thanks to the following PP-CS staff for their role in a significant steam shutdown on July 14 that affected a large part of the campus: **Keith Muller** (CBC), **Chi Man Ku** (Utilities), **Gilbert Escobar** (Energy Engineering), **Randy Wiggs**, **Mike Tam** (Utilities), **Steve Tornatore**, **John Best**, **Mike Stone**, **Cliff Smith**, **Stan Richardson** (HVAC), **Chuck Rose**, and **Sugi Harto** (Abatement).

Custodial Staff Recognition

I would like to recognize the work of **John Lane**, **Demanus James**, **Stephen Ho**, and **James Mathwin** (Custodial) for a job well done this past weekend (July 11-12). Working on a very tight schedule they managed to clean room 240 at 2000 Carleton far beyond my expectations. They were also able to keep their arms around their normal workload while performing this important task. Project Manager **Antonio Leony** (CP) was also very impressed with their performance. Because of their efforts and others within and outside PP-CS, the [renovation] work in Room 240 has been able to proceed on schedule. Thanks again for your excellent effort.

*-Bob Newell, Associate Director,
Custodial, Grounds, and Environmental Services*

health & wellness

Health*Matters To Bring Know Your Numbers Health Screening to PP-CS

Know Your Numbers is a service provided by staff from University Health Services that helps you collect and understand health indicators. The program includes a fasting health screening* (blood test) that measures for total cholesterol, HDL, LDL, triglycerides and glucose; blood pressure; and optional body mass index (BMI) measuring waist circumference and body fat percentage. Receive your confidential results to gain a better understanding of health. Just drop in at the time/date below.

* Requires fasting for 12 hours prior to the screening.

Know Your Numbers will be offered on Tuesday, August 25 from 7-9:30 am, in room 246A/B of 2000 Carlton St.

sustainability

Tang Center Monitoring-Based Commissioning Receives Best Practices Award

Capital Projects, PP-CS and University Health Services staff shared a 2009 Best Practice Award for monitoring-based commissioning projects at the recent 2009 UC/CSU/CCC Sustainability Conference at UC Santa Barbara. The award recognized a recently completed energy efficiency project in the Tang Center.

To implement monitor-based commissioning, energy use data for the Tang Center was collected and improvements made to building systems based on this data to reduce annual energy use. Measures implemented included the installation of a new building automation system to help the heating, ventilation and air conditioning systems respond better to the building occupants' needs.

Calculated energy savings per year as a result of this project are 530,000 kWh of electricity and 16,000 therms of gas, resulting in a significant savings to the University. This project also serves to reduce the University's annual greenhouse gas emissions by about 240 metric tons of CO₂. This savings is equivalent to the annual electricity used by approximately 30 homes.

This project is helping the University meet the Chancellor's goal of reducing our greenhouse gas emissions to 1990 levels by 2014.

The monitoring-based commissioning project at Tang Center was funded in part by the 2006-08 UC/CSU/IOU Energy Efficiency Partnership, and was managed by Patrick MacArdle of Capital Projects. Vice Chancellor Ed Denton and Raul Abesamis (Energy Engineering) received the award for the campus and Raul presented the project at the Best Practice Award session of the conference.

For more information about sustainable efforts within PP-CS, please visit the **Cal Green Environment Team (CALGeT)** website at <http://calget.berkeley.edu>.

For campus sustainability news and information, you can visit <http://sustainability.berkeley.edu>

campus news

Voluntary Separation Option (VSO-2) Approved for 2009-10

The campus has obtained approval from the Office of the President for a second Voluntary Separation Option (VSO-2) for 2009-10. This option is being offered again as a mechanism to reduce our workforce by giving employees control over their separation decision rather than waiting for layoff actions.

If you are considering separating or retiring from the University, you are encouraged to consider applying for the program.

The UC Berkeley Voluntary Separation Option (VSO-2) provides an opportunity for permanent staff to apply for consideration, both non-union as well as staff within participating unions (see below). Under the guidelines of the program, if your application is accepted, you will receive a severance payment based on your classification and length of your service at UC, or the terms in the applicable collective bargaining agreement.

If you separate from UC Berkeley under this program, you will agree not to seek re-employment at UC for at least three years. The program guidelines, available at <http://hrweb.berkeley.edu/scro/vso.htm>, include detailed provisions about repayment of the severance payment if you are re-employed at any University location within three years.

Unit managers will make the final decision about whether to accept an application, based on the business needs of the unit.

The following bargaining units have agreed to participate in the VSO-2 Plan:

- CUE - Clerical Unit (CX)
- Represented Professional Librarians (LX)
- AFSCME - Service Unit (SX)
- AFSCME - Patient Care Technical Unit (EX)
- ACBCTC - Skilled Trades
- California Nurses Association (CNA)

The application period begins on Monday, July 13, and ends on Friday, August 7, and the effective date of separation under the program will be October 31, 2009.

For eligibility requirements, frequently asked questions, and complete details of the VSO-2 program, visit <http://hrweb.berkeley.edu/scro/vso.htm>.

Voluntary Separation Option (VSO-2) - Timeline

VSO-2 Activity	Begin Date	End Date
Program effective dates	Monday, July 13	Saturday, October 31
Application period	Monday, July 13	Friday, August 7
Withdrawal deadline	Friday, August 7	
Managers make final decisions	Wednesday, August 26	
Employee returns release	Wednesday, October 14	
Payroll receives <i>Separation Check</i>		
<i>Request</i> form from departments	Monday, October 19, 9am - direct deposit / Thursday, October 22, 9am - paper checks	
Separation Date	Saturday, October 31	

benefits information

CONEXIS FSA Health Benefit Card Update

Effective July 1, 2009, the IRS requires non-healthcare retailers - including supermarkets, grocery, discount stores, wholesale clubs and mail-order merchants - to implement an Inventory Information Approval System (IIAS) in order for employees to use Flexible Spending Account (FSA) cards to purchase eligible healthcare products or prescriptions. The implementation of this requirement has been expected for several years and retailers have been allowed several extensions, but the final deadline has now come.

This new IRS requirement means that CONEXIS Benefit Card holders may no longer be able to use their cards at retailers who have not updated their point-of-sale system with an IIAS. **Most large (chain) stores and pharmacies have the new IIAS, while small local businesses may not – please ask before you make a purchase.** On the positive side, transactions at retailers who have implemented an IIAS will be automatically substantiated. More information about the FSA Health Benefit Card can be found online at

www.conexis.org/FSA_EDU/Fsa_Tran_Card/FAQs_Card.asp

Impact on UC-sponsored medical plans

Kaiser Permanente pharmacies will be implementing an IIAS in the future. Until then, there may be occasions when Kaiser's systems are not able to accept the Health FSA card for payment. If so, members may pay for their Kaiser Pharmacy purchases using a different form of payment and request reimbursement from CONEXIS via claim form.

NextRX (Anthem Blue Cross), Caremark (Health Net), and Tel-Drug (CIGNA) are already compliant.

Impact on University of California Pharmacies

The CONEXIS benefit cards should continue to be accepted at UC pharmacies. However, consistent with IRS rules, purchases at UC pharmacies will not be automatically substantiated unless the payment is an exact match to a co-pay in the employee's medical plan; receipts and documentation should be retained in the event CONEXIS requests the documentation.

If you should have any questions, please contact Sharon Johnson at [sdjohnson@berkeley.edu](mailto:sjohnson@berkeley.edu) or 3-7547, or Ruby Thomas at rthom@berkeley.edu or 3-5835.

parking update

Parking Permit Changes at PP-CS

PP-CS just acquired the new parking permits for this fiscal year, and there are a few changes that we wanted to make everyone aware of, along with a couple of reminders:

- Due to budget constraints, PP-CS will only have two parking permits available for check out this year, versus four from last year. While it was rare that there were more than two out at one time, it did happen occasionally, especially at times there were large meetings on campus. As a reminder, if you need a permit, you can reserve one up to two weeks in advance by calling or e-mailing **Ralph Evans, Jose Mendoza, or Dave Munson** (PC&S).
- As was stated in the June *Community Update*, the permits are no longer valid in "PP-CS Reserved" marked spaces. They are "C" permits (Central Campus), and are only valid in parking lots marked "C". While this opens up more lots, you will also be competing with all other "C" permit holders, so give yourself plenty of time to find a space.
- In previous years, the cost of the permits was lumped into the total amount paid to Parking & Transportation. However, this year PP-CS must pay for each of these permits separately, at an annual cost of \$1,605.00. Please be sure to bring the permits back and turn them in as soon as possible. If you lose a permit, you will need to file a report with UCPD, and if the permit is not found your unit will be charged \$1,605.00 to replace the permit.
- If you return the parking permits between 6:30am and 3:30pm, please bring it directly to Room 130 and physically hand the permit to someone - don't just drop it in the box. The permit needs to be checked back in to ensure it is available again for the next person to check out. After 3:30pm, just return the permit to the drop-box located on the wall in the mail room (Room 206) at 2000 Carleton St. This also holds true for keys to pool cars.

If you have any questions, please contact **Ralph Evans** (PC&S) at revans@berkeley.edu or call 3-8667.

benefits information

Workshop on Retiring from UC

Campus Human Resources - Benefits is delivering two sessions of the Retiring From UC workshop during August and September. This workshop provides an overview of benefits paid by the University of California Retirement Plan (UCRP). Participants will learn about UC Retirement Plan benefits, how to access their online personalized benefits information, and steps to take during the retirement process.

This workshop also describes the retiree UC health benefits, explains how a retiree's medical plan coordinates with Medicare, and discusses those steps necessary to take to successfully enroll in Medicare and coordinate coverage with their UC retiree medical plan.

Thursday, August 13

2:30 p.m. to 5:30 p.m.

Class Code: BEHRT019090813

Friday, September 4

9:00 a.m. to noon

Class Code: BEHRT019090904

Note: The same material will be presented each time.

All workshops will be held in Room 150 of University Hall.

Registration for this workshop is required. To register for a workshop, log on to the Blu portal at <http://blu.berkeley.edu> and click on 'UCB Learning Center' at the bottom of the 'Self Service' menu on the upper left-hand side of the page. Enter the class code in the 'Search the catalog' box and click on 'go'.

Questions may be sent via e-mail to benefits@berkeley.edu.

**Safety / Green Vendor Fair
August 19th, 2009
from 11-1pm in the East Lot of
2000 Carleton St.**

**Custodial Safety / Green Vendor Fair date
and time to be announced**

for your information

Whistleblower Policy

The University of California wants you to report improper governmental activities, and will protect you from retaliation for whistleblowing.

The University has a responsibility to conduct its affairs ethically and in compliance with the law. If you suspect that a UC employee is engaged in improper governmental activities, you should know that UC has policies that can show you how to "blow the whistle" and can protect you from retaliation if the need arises.

Important information for employees and supervisors about the whistleblower policies can be found online at <http://ucwhistleblower.ucop.edu>.

Also available is the University-wide Whistleblower Hotline at (800) 403-4744 or universityofcalifornia.edu/hotline (the hotline is independently operated to help ensure confidentiality).

A summary of this information is also available on a poster. Copies will be posted at PP-CS work sites; to print one please go to

<http://ucwhistleblower.ucop.edu/docs/wbposter.pdf>

CALL THE STATE AUDITOR'S WHISTLEBLOWER HOTLINE TO REPORT THE IMPROPER ACTS OF STATE AGENCIES OR EMPLOYEES

In addition to the above procedures, you have the option of reporting improper governmental activities directly to the State Auditor whistleblower hotline at 1 (800) 952-5665 or to the California Attorney General hotline at 1 (800) 952-5225 or visit <http://bsa.ca.gov/hotline/filecomp.html>.

reminder

Vacation Leave Reminder

If you're planning on being away from your desk or office, even if for just one day, please remember to set an email vacation notice and an 'away' notice on your voicemail. This allows your colleagues an important heads-up if they are urgently trying to reach you.

If you have questions about how to set vacation auto-replies or 'away' voicemail notifications, please contact Dennis Arrigan (FSIT) at 3-7811.