



From the President

Barry Mielke, PE, CEFP
Director of Energy Systems
South Dakota State University
CAPPED Jr. Rep to APPA

You are not in this alone. CAPPED and APPA, now more than ever, can provide knowledge and tools to help you and your institution navigate to the new normal.
~Barry Mielke

Greetings,

We are all in uncharted waters, working in ways we never thought we would just a couple of months ago, like seeing our friends and coworkers on our computer screens instead of in person. There is plenty of uncertainty to go around. Due to the pandemic, the uncertainties around travel, and for the health and safety of our members, CAPPED has made the difficult decision to postpone the 2020 CAPPED Conference scheduled for October 4-6, 2020 in Tulsa until 2021. We have been fortunate enough to be able to reschedule for October 9-12, 2021, at the Tulsa Renaissance Hotel & Convention Center.

Like many industries, we are all working hard to figure out how to provide our product. For us, it is how do we educate students, support research, a hospital and other university functions in a way that is effective and safe? We are challenged to create an atmosphere into which families feel comfortable sending their students to learn, all while keeping our valuable staff employed and healthy when they go home each day to their families. In facilities, we are used to responding to surprises and emergencies; and, we will step up to this challenge, as well.

I would encourage you to go to the APPA website and take advantage of the resources gathered there, as well as to join in on the APPA Town Hall Meetings held each Friday 11:30 AM – 1:00 PM CST, or take the opportunity to view archived versions of these meetings. While these webinars may not have all the answers, they may help provide some ideas for you to consider. You are not in this alone. CAPPED and APPA, now more than ever, can provide knowledge and tools to help you and your institution navigate to the new normal.

Be safe, and we hope to see you October 9-12, 2021 in Tulsa, Oklahoma.

Thanks,

Barry Mielke
CAPPED President

Valuable COVID-19 Resources

[APPA](#)—Leadership in Educational Facilities: [Covid-19—Resources and Guidelines](#)

[AASHE](#) (The Association for the Advancement of Sustainability in Higher Education):

[COVID-19 Resources for the Higher Education Sustainability Community](#)

[ASHRAE](#) (American Society of Heating, Refrigerating and Air-Conditioning Engineers): [Schools and Universities](#)

[Facilities Manager](#) (an APPA online magazine): [“How to Make Sure Your Parking Lot is Ready to Become a COVID-19 Testing Spot”](#)

by Bob Lester

Resources for COVID-19

The [APPA website](#) is an excellent place to start for resources, guidelines and emerging practices related to COVID-19. Included are links to: “[Reopening Guidance by School Type](#),” ongoing opportunities to register for [APPA’s COVID-19 Town Hall](#) weekly webinars, and access to each of the previous webinars in the [APPA Town Hall Archives](#).

APPA also provides general [COVID-19 Resources and Guidelines](#) from the [U.S. Centers for Disease Control and Prevention](#) (CDC), the [American College Health Association](#) (ACHA), the Coronavirus [COVID-19 Global Cases Map](#) (John Hopkins University), and more.

Under the heading “Campus Emerging Practices,” APPA has collected information from a variety of colleges, universities, business partners, and organizations to answer questions and provide guidance on the following topics:

- Institutional Reports
- Cleaning/Custodial
- Health & Safety Issues
- Maintenance/Grounds/Building Optimization
- Employees/Compensation/HR
- Space/Building Use

APPA is also looking for contributions to the conversation. If your facilities organization has a procedure, guideline, case study or emerging practice related to fighting or minimizing the spread of COVID-19, please send your document or web link and a short description to communications@appa.org, so APPA may share your work with fellow educational facilities professionals.

All You Really Need to Know

In 1988, Robert Fulghum wrote a much-shared essay titled [All I Really Need to Know I Learned in Kindergarten: Uncommon Thoughts on Common Things](#). During this time of COVID-19, I find myself reflecting on this essay and some of the lessons that apply so well today. Wendy Baer, MD, has written an article titled [“All You Really Need to Know, You Learned in Kindergarten: Wellness Lessons for the COVID-19 Crisis,”](#) which was posted April 22, 2020 for *Psychology Today*, and just like Fulghum’s essay, Baer’s is worth sharing.

Don’t forget to wash your hands often, cover your mouth if you sneeze or cough, wear a mask in public, and do your part to reduce the spread of COVID-19.

Jenny Cundiff, Editor
CAPP A Newsletter



A Unique Leadership Opportunity Awaits You

Are you interested in furthering your career, building your network of professionals, strengthening your leadership skills, and implementing new ideas within facilities? If so, CAPP A has an exciting opportunity for you. We have openings on several CAPP A committees.

We could use your help, and if you are interested in volunteering to give something back to your profession, please let me know and I will help you find a position that suits your interest and your availability (positions can involve as little as an hour or two a month, or can be more extensive, depending on

the position).

Being able to give something back through service to the profession pays dividends in many ways, and I hope you will consider volunteering or encourage someone from your institution to volunteer!

Please contact me or any member of the [CAPP A Executive Committee](#) if you have any questions about where you want to serve.

Barry Mielke, CAPP A President

**OFFICIAL
NOTICE**

The CAPP A ANNUAL CONFERENCE has been postponed until October 9—12, 2021

RENAISSANCE HOTEL and CONFERENCE CENTER ~ TULSA, OKLAHOMA

New CAPPa Website Coming Soon

How often do you check the CAPPa website? If you are like the Information and Communications Committee, you probably agree that it could use an update. In its current format, it can take a while to find things, and even then, you may ask “why did they put that there?” The good news is that we are beginning work on a new website. Our existing website has been hosted by a 3rd party, and the back end of it is actually an entire association management software package that we really do not need anymore, as we are able to access and use tools through the APPA management programs, including hosting the CAPPa

website. The Rocky Mountain and Midwest regions, as well as Missouri APPA, already take advantage of this free benefit of our membership association with APPA. The end result will be a more updated format, more similar look across APPA and the regional sites, easier ways to update the site and a lower cost to our members. Our goal is to have the new site launched by the end of September 2020. If you have suggestions or have an interest in helping manage the website and its content, please contact Committee Chair [Jan Hadden](#), Committee Member [Jeanie Knott](#) or Newsletter Editor [Jenny Cundiff](#).

APPA Annual Meeting and Exhibition Cancelled for 2020

In light of the continued impact of the COVID-19 pandemic and the inability to host our event under Massachusetts restrictions on large gatherings, we have exercised the “force majeure” clause as stated in our contract which in turn cancels our [Annual Meeting and Exhibition](#) officially scheduled for August 1-3, 2020. Our top priority is the safety and well-being of you, our members, and staff. We greatly appreciate your patience, support, and understanding as we assessed this challenging environment.

We know you value both the educational offerings and engagement opportunities you gain from this conference and your colleagues collectively. So, in the coming weeks our APPA staff and dedicated volunteer leadership will be preparing to deliver an innovative “virtual” offering that will provide exemplary educational programming, offer community-building opportunities, and recognize the stellar achievements of your colleagues and institutions previously planned for the

face-to-face meeting in Boston. During the course of the next few weeks, we will reach out to registered delegates, exhibitors, and sponsors to share next steps and additional logistical details.

In the meantime, we encourage you to stay connected through our weekly town hall meetings and website resources focused on targeted topics from COVID-19, along with a plethora of other timely webinar topics. Please keep your eye out for the launch of a series of professional development offerings to meet your and your team’s needs now and at your time and place of choice.

On behalf of the APPA staff and volunteer board leadership, we hope for the best for you, your colleagues, and your families. Please stay well, stay safe, and stay healthy during these incredibly tumultuous times.

E. Lander Medlin, APPA Executive Vice President

Tips for Working from Home

Like so many right now, you may be working from home with varying outcomes. There can be some advantages, like being able to throw a load of laundry in during a 15-minute break or experiencing fewer disruptions if you work in solitude. But, a home office environment can also be very challenging. With a bit of research, one can find many tips for working remotely to maintain productivity and work/life balance.

Jill Duffy, a writer for **PC Magazine**, offers “[20 Tips for Working from Home](#),” including suggestions like *maintain regular hours*, *schedule breaks*, and *keep a dedicated office space*. **Think with Google** offers an article titled “[Working from home? 4 tips for staying productive](#),” and encourages *staying motivated with a list and scheduling everything*. The online magazine **Inc.** has an

article titled “[Get More Done: 18 Tips for Telecommuters](#),” by contributor Christina Desmarais. She suggests *using the cloud for storage*, *getting dressed for your day*, and this really tough one—*stay out of the kitchen*, just to name a few.

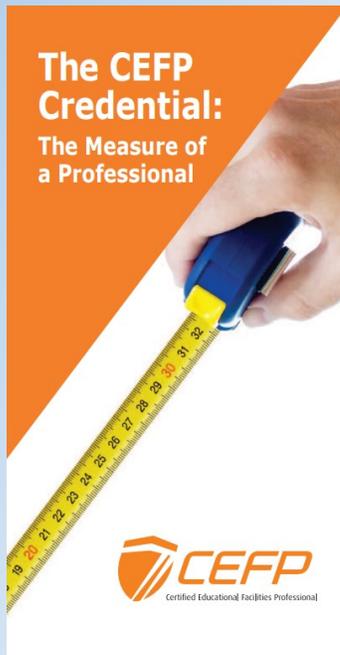
For many in facilities management positions, working from home is not an option; but, if you do find yourself telecommuting, take time to reflect on what is working for you and what is not. Be willing to learn more about ways to help you stay focused. Make changes, as needed, to maintain the productivity that meets the needs of your organization while keeping you satisfied with yourself. Develop positive habits that contribute to success.

And, don’t forget to step outside occasionally and just breathe!

Working from home? Earn the CEFP!!!

The Certified Educational Facilities Professional credential (CEFP) is a certification designed for both aspiring and existing educational facilities professionals with eight years of combined education and professional facilities management experience. This comprehensive 13-week preparation course can be earned from the comfort of your own home through online learning sessions and contact with instructors and industry peers in live webinars. Participants have 24/7 access to study guides, APPA's Body of Knowledge, flashcards and practice exams.

[DOWNLOAD THE CEFP BROCHURE](#) to learn more!



Training Events & Webinars

(Click links for registration information)

September 13-17, 2020

Leadership Academy

and

Institute for Facilities Management

*The Westin Convention Center - Pittsburgh Hotel Center
Pittsburgh, PA*

REGISTRATION OPENS JULY 17

SUMMER SERIES IN FM: Earn CEU's

Member Reg Fee: \$79 NonMember Reg Fee: \$110

Wednesday, July 1 (2:30 pm—3:45 pm EDT)

- **Creating a Learning Environment in Facilities**

Wednesday, July 8 (1:00 pm—2:15 pm EDT)

- **Electrical Production & Distribution**

Tuesday, July 14 (2:15 pm—3:30 pm EDT)

- **Metrics, Informatics & Performance**

Wednesday, July 15 (1:00 pm—2:15 pm EDT)

- **Management Mess**

Tuesday, July 21 (2:15 pm—3:30 pm)

- **Mechanical Systems**

Tuesday, August 18 (2:15 pm—3:30 pm EDT)

- **Energy & Utilities Master Planning**

Wednesday, August 19 (1:00 pm—2:15 pm)

- **Creating a Culture of Respect and Dignity**

Tuesday, August 25 (2:15 pm—3:30 pm EDT)

- **FPI 2.0—A New Spin on Your Data**

Find even more events on the APPA website at:

<https://www.appa.org/events/>



LOOKING FOR A JOB ?

Visit [APPA's Job Express](#)

for a list of positions.

A Letter from CAPP A Professional Development

Dear CAPP A Educational Conference Partner,

Given the current level of health concerns in the United States and the impact that the COVID pandemic is having on every aspect of our country, CAPP A has made the difficult decision to **cancel the Fall 2020 Annual Conference** that was to be held in Tulsa, OK in October.

You had submitted to be a part of the educational program for the conference, and CAPP A is very appreciative of your continued willingness to support our organization. We regret any inconvenience this may cause but expect you can appreciate how this unprecedented health crisis has impacted higher education. I suspect that for many of us, the decision to attend any outside event over the next 6 to 9 months may have already been made regardless.

BACK IN FALL of 2021

The positive is that we have already re-scheduled the CAPP A Annual Conference event for October 9—12, at the same Renaissance Hotel in Tulsa in 2021! This is a major win for CAPP A that we are able to reschedule the event at little or no cost to the organization. Kudos go to Angie Mitchell and the CAPP A leadership team for their forward looking business approach. We will keep your presentation on file and contact you in the winter to see if you may still be interested in next year's conference.

WHAT IS NEXT FOR HIGHER ED FACILITIES MANAGEMENT?

Though hard to see now, life will return to something approximating what it was prior to COVID and we will be back at our respective institutions dealing with the "new normal." The profession of Facilities Management and its role at our institutions will no doubt be different- all of higher education will be different. This unprecedented experience will affect all of us from now on, whether facilities management or business partner.

I would suggest that more than ever, CAPP A and APPA will offer more value to its membership – not less. Who are you looking to for answers or assistance? Who is better positioned to quickly inform and educate our industry on this "new normal" and to make available the best solutions industry has to offer through our business partners? How many of us have been regulars at the weekly APPA COVID Town Hall briefings?

We look to each other, our peers and partners through CAPP A and APPA as the definitive resource for higher education facilities.

Again, thank you for your offer to support CAPP A, and we hope you will consider doing so again when we gather in the Fall of 2021.

Stay safe and be well,

Scott Turley, Co-Chair

Ben Boslaugh, Co-Chair

CAPP A Professional Development

Photo
Unavailable

Scott Turley
Executive Director
Campus Utility Systems
&
Building Climate Services
University of Arkansas



Ben Boslaugh, Utilities Manager
Missouri State University



FROM THE EDITOR:

Thank you to those who submitted articles, photographs and information to be included in the CAPP A Newsletter!

Please write and submit articles for the CAPP A Newsletter at any time for consideration. Preferred articles will be BETWEEN 300 words (ex: 1/2 page w/graphic or photo) and 700 words (ex: full page with small graphic or photo). Please include names and descriptions with photos. Graphics and charts are always welcome to help tell your story. If available, please provide a link to full articles. Email articles and photos to Newsletter Editor: jenny.cundiff@okstate.edu

