

July 2011

Congratulations to B.E.S.T. for the Month of July



Rodney Lawrence
First Shift



Nathaniel Gant
Second Shift

Happy Anniversary	
Chris Aaroe	23
Cynthia Louis	15
Ken Hall	14
Gail Peeple	13
Josephine Hall	11
Serena Raleigh	11
Angel Ruiz	11
Wanda Swinson	11
Ann Johnson	10
Frances Jenkins	07
Charles Williamson	06
Tammy Burrough	05
Atta Kwaka	05
Chris Smith	05
Ronald Burford	04
Bryan Payne	03
Kevin Siler	03
Rhonda Mitchell	01

Heat Related Illness

Heat cramps—these are short, severe cramps in the muscles of the leg, arm or abdomen which can happen during or after heavy exercise in extreme heat. Heavy sweating uses up the body’s supply of salts, which causes the cramps. Heat cramps also may be a symptom of heat exhaustion.

Heat exhaustion—heat exhaustion occurs when a person spends time in a hot environment without drinking enough fluids. Symptoms include extreme thirst, fatigue, weakness, clammy skin, nausea or vomiting, and rapid breathing.

Heat stroke—the most serious heat-related illness, heat stroke occurs when body temperature rises too rapidly, to as much as 106°F or higher within 10 to 15 minutes. Heat stroke can cause death or permanent disability if emergency treatment is not provided. Symptoms of heat stroke include red, hot, and dry skin, no sweating, and rapid, weak pulse.

How are heat-related illnesses treated

For heat cramps:

Stop all activity and sit quietly in a cool place. Drink water, a sports drink, or other drinks with no caffeine or alcohol. Do not resume activity for a few hours after the cramps go away, since heat cramps can lead to heat exhaustion or heat stroke. Get medical help if the cramps do not go away in one hour.

For heat exhaustion:

Drink water or other cool drinks with no alcohol or caffeine. Rest. Take a cool shower or bath. Go to an air-conditioned environment. Wear lightweight clothing.

For heat stroke:

Get the victim to a shady or cool area and call emergency medical assistance immediately. Until they arrive, cool the victim as quickly as possible with a cool bath or shower, a spray of cool water from garden hose, or wrapping the victim in a cool, wet sheet. Check body temperature often and continue cooling efforts until temperature drops to 101-102°F. Give the victim water or other non-alcoholic fluids

Who is at risk for heat-related illness

Anyone at any time can suffer from heat-related illness, but some people are at greater risk than others. Infants and young children, youth, athletes, people over age 65, and people with certain health conditions such as mental illness, diabetes, and hypertension. If you take prescription medication, ask your doctor if you need to take extra care in hot weather.

Hot Weather Tips

Apply sunscreen of SPF15 or higher at least 30 minutes prior to heading out. Continue to apply as the package directs. Wear sunglasses and a wide-brimmed hat to protect your eyes and face in the sun. Avoid drinking certain types of beverages: Reduce caffeine intake from beverages including coffee, tea, cola and other heavily caffeinated beverages. Avoid eating hot foods or heavy meals as they add heat to your body.



[Employee Spotlight-Vincent L. Whitt Sr.](#)

I was born in Rockingham County, Reidsville, North Carolina. When I was in the eight grade my family moved to Greensboro and I attended Lincoln Junior and Dudley High School. I met my lovely wife Gwenda in high school. We were later married and been married for thirty-four years. We have two sons and two grandchildren. I have tried to be a mentor to my two sons, grandchildren, my nieces and nephews. My grandchildren are the apple of my eye. I am a caring and protective brother to my sister and a great uncle to be around according to my nieces and nephews.

My wife Gwenda is the owner and director of DD'S Kids Learning Center. After work I go there and help maintain the facilities. I am known as the handy man.

While in high school I worked for Cone Mills for three years. I started working in the cotton room and was later promoted to the finishing room. This was a good experience for me I learned how to make cloth and I made many friends while working at Cone Mills.

I worked for Wysong & Miles Inc. on Patterson Street and at Brown Summit location as an Industrial Painter for twenty-four years. I painted shears and press brakes for Industrial Equipment. A position came open at UNCG in the Recycling Department. I was hired as a Machine Operator. I was later promoted to a supervisor over the Recycling Department. I have worked at UNCG for eight years and during this time I have worked for two supervisors and one manager. I also sing in the Gospel Choir for Facilities Operations on special occasions.

Outside of work I enjoy spending time with my wife, and family. I enjoy playing golf and swimming. I help take care of my parents and the children at the Learning Center. I also enjoy being outside.

My family attends East White Oak Missionary Baptist Church. I sing in the church choir, male chorus, and the praise team. On the first and third Sunday of each month I teach an orientation class to new church members. On Wednesday night we attend bible study. I enjoy the fellowship of our friends at church.

I have never met a stranger and enjoy sharing interesting life stories with co-workers and my friends. I try to leave a positive word or thought with each person I come in contact with to brighten their day. I try to make each work day pleasant for my co-workers. It is a joy to work at UNCG. I have many new friends at UNCG and I look forward to many more happy years of employment here.

[Vincent Whitt-Recycling Supervisor Facilities Operations](#)

When one door of happiness closes, another opens; but often we look so long at the closed door that we do not see the one opened for us.

[Helen Keller- 6/27/1880-6/1/1968](#)

Dan Durham:

Please accept my sincere gratitude for the work that Ben Evans and Tim Johnston (Garage) provides our organization. Without their assistance we would be unable to maintain our vehicle fleet that is required for covert operations. We depend greatly upon their services, since Facilities Operations garage is the only one in our area that can service these vehicles.

Once again, I would like to thank Ben and Tim or the services that is provided for our organization.

W. (Bill) T. Ballentine-Assistant District Supervisor, district IV-NCDMV License and Theft Bureau

Chris Fay:

I would like to give a big thanks to Ben Evans for repairing the JETTER. He was the only one who knew how to make the repairs. No one else knew what to do. Thanks again.

Bob Johnson-Plumbing Supervisor

Announcement

To increase employee customer service and efficiency, important enhancements will occur with UNCG Direct Deposit. In summary, the enhancements are:

- 1) Accounts Payable electronic funds transfer (EFT) of reimbursement will be made to the same bank account as employee payment, and
- 2) Each employee will have the ability to update his/her direct deposit/EFT information though UNCGenie. Each of these changes will take affect August 1, 2011.

Accounts Payable Electronic funds Transfer

Effective August 1, 2011, Accounts Payable reimbursements, including travel reimbursements, will be paid through the same direct deposit information as used by each employee for Payroll payment. This change will require no set-up or extra maintenance on the part of the employee. We are modifying our system and processes to use the same bank in formation for both Payroll and Accounts Payable.

As an employee has an Accounts Payable reimbursement, the employee will receive an e-mail with the subject of "UNCG-Accounts Payable Direct Deposit Advice". This e-mail will have a pdf file attached that includes reimbursement stub detail information, consistent with a history accounts payable check stub, to reflect activity being reimbursed. The deposit typically will be credited to the employee's bank account within 2-4 banking days, perhaps less.

Direct Deposit Maintenance

Effective August 1, 2011, each employee can update his/her bank information for direct deposit of both Payroll and Accounts Payable reimbursements through UNCGenie. The same bank information will be used for both types of activity. Dependent upon the timing of the employee updating direct deposit information vs. Payroll and Accounts Payable processing, there may be a delay in future activity being changed to reflect revised banking information. For example, changes within 7 banking days of pay date are generally not effective until the next pay date. Available through UNCGenie, each employee can see the last four digits of bank accounts number of the payroll deposit on the employee's UNCG Pay Stub Detail.

Contact Information

If an employee has any general questions about these enhancements, please contact Randy Bennett, Assistant Controller, at rwbenet@uncg.edu or 334-5795.

If an employee needs to directly contact the Payroll Office regarding a specific action, such as closure of a bank account, please contact payroll@uncg.edu, or Ebony Miles at 334-5022.

Ada:

The Department of German, Russian and Romance Language will merge on July 1, 2011. On May 16th we underwent a major move of offices in order to incorporate the two departments. From the very beginning of the move, Rebecca Jones impressed me with her willingness to help. As furniture was moved out of offices she would go in and clean before the new furniture was brought in. More significantly, she would seek me out to ask what else she could do to help. She worked quickly and efficiently, and always with a smile on her face.

In summary, Rebecca's assistance to the faculty and staff was truly invaluable during this very stressful and chaotic period. She is an asset to your department and UNCG.

[Marsha Leonhart, Department of Language, Literatures, and Cultures](#)

[The Department of Environmental Health and Safety has some new DVDs in the Library.](#)
[The titles are](#)

Hand and Power Tool 2005 Update, Electrical Safety, Safety's Top 10, Industrial fire Prevention, Fire Safety, Extinguishing Risk, Lock-Out/Tag-Out, Hazard Communications and Lessons Learned from Hand Injuries (caution this one is very graphic). If you would like to check out one of these or any other DVDs or videos, come by and pick one up.

[Donna Spoon-Safety Office](#)

[RESOURCE SPOTLIGHT](#)
[On "E-Waste"](#)

On July 1st a new landfill ban went into effect for the State of North Carolina. Electronics (or E-waste) are now illegal to toss into the trash. Electronics are defined as batteries, computer parts, cell phones and computer media (CD's, DVD's, Tapes). The Office of Waste Reduction and Recycling (OWRR) has collected these items for many years mostly via interoffice mail and special pickups around campus. The OWRR will continue to receive these items in this manner. However, in order to make collection of these items simpler and easier, the OWRR has recently installed 4 new collection containers for E-waste: one in the EUC next to the CashPoints machine, one in the lobby of Outdoor Adventures at the Student Recreation Center, one in Mossman's first floor recycling area, and another close to the time-clock in the Sink Building. The new bin is blue and gold, made out of recycled plastic, and has slots to accept toner/inkjet cartridges, cell phones, batteries (all types) and disks (all types). Please do your part and put the correct items in these bins and not in the trash bins or dumpsters.



Now and in the future, more and more E-waste will need to be recycled. With cell-phones and computers going out-of-date sooner and with many devices becoming battery powered, the amount of E-waste is expected to increase. E-waste represents 2% of America's trash in landfills, but it equals 70% of overall toxic waste. E-waste (mostly computer parts and cell phones) contain toxic materials like lead that can contaminate groundwater and in turn be detrimental to human health. Recycling E-waste helps avoid mining for these precious metals so the energy savings and environmental protection this provides is significant. A ton of E-waste yields approximately 8 to 10 ounces of gold, silver, palladium, and other precious metals. Compared with 6 ounces per ton of ore in a typical extractive mine. With the demand for precious metals increasing proportionately with the demand for electronic devices, and the concern for decreased precious metal deposits, recycling E-waste makes sense for the planet, our finances and our health. If you have any questions please call the OWRR at 334-5192.

[Ben Kunka-UNCG Office of Waste Reduction and Recycling](#)

[Update on Purchase of Safety Glasses](#)

You need to get the Rx form from Jeannie, Mary or Erick. Also you need to get a copy of NC State Safety Contract Frame selection. Go to the Eye Care Center in High Point or your personal Optometrist for your eye exam. Have your prescription filled out and return to Jeannie, Mary or Erick. Go on line and read Term Contract No. 345B. To save out of pocket money for your eye exam follow instructions on the contract. Facilities Operations pays for the safety glasses but not for the exam and dispensing fee. If you have Superior Vision coverage or the flex plan the Optometric of your chose will file your insurance for you. **NOTE: Per an agreement with North Carolina Correction enterprises if the eye exam is not performed by Eye Care Center in High Point the dispensing fee will be \$30.00 and fitting fee is \$10.00, plus your eye exam.**

[Jeannie Lasley-Facilities Operations](#)