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Deborah Zeitler

Associates

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. November Monthly Meeting

Date: November 6, 2007

Location: College of American Pathologists
325 Waukegan Road
Northfield, IL 60093

Speaker: Dan Wagner

Topic: The ISSA Cleaning Industry Management Standard (CIMS)
Helping Facility Executives Take the Guesswork Out of the Equation!

About our Program:

If you outsource cleaning, you're looking for an easier way to find high-quality providers who have the necessary management structure to deliver consistent service. If you have in-house staff, you need the tools to manage your department and champion it to upper management. That's why ISSA has created a valuable new resource to help you identify the key elements of a well-managed and customer-centered cleaning operation -- *to make your job easier*. The ISSA Cleaning Industry Management Standard is a business framework that is based on those universally-accepted management principles that have proven to be the cornerstones of successful organizations and can be used as a "pre-qualification" tool to help ensure that a cleaning organization is managed in a professional manner and is dedicated to delivering quality services and meeting your needs. During the presentation, you will learn precisely how the Standard's key management and operations elements can be used as a tool for benchmarking, evaluating, and improving operations, including those that are performed in-house.

About our Speaker:

Daniel Wagner is ISSA's Director of the Cleaning Industry Management Standard (CIMS) and has been with ISSA since November of 1999. He is primarily responsible for leading the association's new CIMS program, was one of the primary authors of the CIMS Certification Guide, and has published numerous articles and spoken at various conferences and seminars on CIMS, standardization, and management principles. Dan is also the association's Director of Facility Service Legislative Affairs and in-house legal counsel. In this role, Dan has experience in working with various regulations that have a direct impact on the cleaning industry including those requirements that relate directly to environmental preferability, occupational safety and health, transportation of hazardous materials, hazard communication, and the registration and sale of EPA-registered pesticide products.

About our Host Site:

On November 6th the College of American Pathologists (CAP) hosts its second-ever Northern Illinois – IFMA monthly meeting. Members and guests will enjoy an opportunity to tour the College's 150,000 square-foot headquarters in Northfield. The College is actually a not-for-profit association, not a school, so don't expect classrooms and laboratories. The facility provides highly productive workspace for over 400 staff and incorporates a meeting center with full audiovisual support; a client server lights-out data center; a full-service on-site print shop; the College's historical archives; and a half-mile walking path through both wooded and landscaped grounds.

The College of American Pathologists is the leading organization of board-certified pathologists and serves patients, pathologists, and the public by fostering and advocating excellence in the practice of pathology and laboratory medicine.

The College sees its facility as a key factor in recruiting and retaining the best staff to serve its members. Come see for yourself at this month's meeting. Attendance is limited to 80 people, so register early to ensure your place.

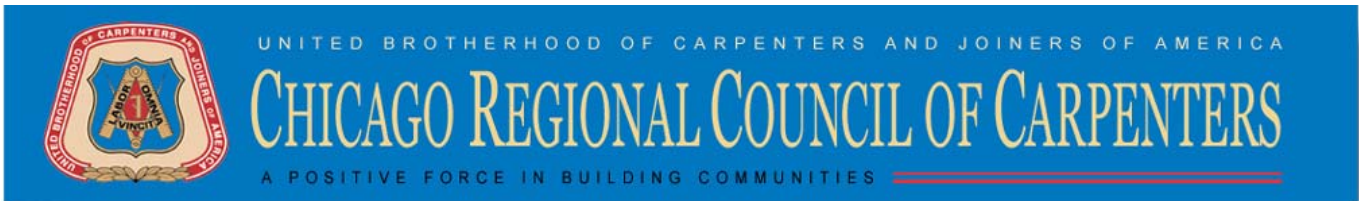
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President's Message—Dave Falls, CFM, CFMJ

Like the change of seasons, the Cubs are home watching the World Series like the rest of us, and those of you at World Workplace aren't missing anything. I guess I am more prophetic than you thought.

The membership committee suggested a new idea for the monthly meeting which had board member and committee chairs calling new members to personally invite them to our meetings. I think we had positive results. We were not able to do this at the October meeting. At our November meeting, Mary Manucci of our membership committee, will also unveil a new program called "IFMA Bucks" that has been used very successfully by other chapters to encourage professional members to interact with associate members. I will let them provide the details.

World Workplace is happening as I write this. As I was unable to attend WWP, I look forward to hearing about it and the great networking event at Pat O'Brien's co-sponsored with IFMA Chicago.

I am pleased to announce that we have filled two of the committee chair positions. Rob Wold of Evolution Interiors has accepted the position of education committee chair. Rob will be working with Northern Illinois University Outreach and in partnership with the Chicago Chapter of IFMA to develop and deliver an educa-

tional initiative to further the profession of facility management. Jonathan Kulis of Allsteel has also accepted the position of newsletter committee chair. Thanks to both Rob and Jonathan for stepping up and filling these two key positions.



Last but not least, a quick reminder that our 20th Anniversary Holiday Gala is set for December 4th (not 5th as previously announced) at the Medinah Banquets in Addison, IL. Mark your calendars now. And see you all at the American College of Pathologists in Northfield hosted by the lovely and talented George Gogola, CFM.

2007–2008 IFMA NI BOARD

<p>President Dave Falls, CFM WW Grainger 847-535-0441</p>	<p>Archivist Mike Jurczykowski Chicago Records Management 847-678-0002</p>	<p>Community Services Open</p>	<p>Newsletter Jonathan Kulis 630-677-3758</p>
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<p>Advisor Bill Brow, CFM, FMA, SMA AAOMS 847-233-4355</p>	<p>Career Services Open</p>	<p>Networking Ted Kubek, CFM DeVry 630-706-3106</p>	<p>Webmaster Cecilia Herdegen, CFM Audit Bureau of Circulations 847-879-8252</p>

College of DuPage—Spring 2008

Registration opens November 13, so make your 2008 New Year's resolution early: get started on that next step in your FM career! The College of DuPage is offering two courses in Spring 2008 that just might get you moving in the right direction. In fact, COD has some changes in the works with the Facility Management program, allowing for two FM certificate options (one with a more technical bent, based on input from area employers). Stay tuned to these pages at NINEWS and be sure to check out www.cod.edu/FacMgmt/

Did you know that the College of DuPage in Glen Ellyn is one of the few community colleges in the United States to offer an Associate of Applied Science degree in Facility Management? (COD also is America's largest single-campus community college.) COD's Facility Management degree was developed with input from practicing facility managers [including members of the Northern Illinois Chapter of IFMA] and area employers.

Facility Management faculty members bring a wealth of real world experience to the classroom. Many of the students enrolled in the program are already working in a facility management related job. Students seek the facility management degree for better opportunities to enter the field or to enhance their current skills and career options. For those working full-time, the program can be completed by enrolling in evening classes.

Two 12-week session Facility Management courses are being offered this Spring session, both held at COD's main campus Glen Ellyn campus (see course details below). The registration calendar is as follows:

October 30	Returning COD student registration begins
November 13	New (and returning) student registration begins
December 20	Final Registration begins (all students)
February 13	12-week Spring 2008 session begins

Prospective students can call (630) 942-2380 for admission information or they can check the College of DuPage web site at www.cod.edu. Questions related to the program should be directed to:

Jim Huggins, Program Coordinator

Assistant Professor of Business/Facility Management/Transportation
Business and Services Division
College of DuPage
(630) 942-3275

FACILITY MANAGEMENT 2202

Facility Systems - Electrical 6:30-10 p.m. Monday

February 18 – May 12, 2008

3 credit hours An overview of the electrical systems within a facility and their integration within the total structure. Systems reviewed are lighting distribution, power sources, motor controls and distribution, alarm systems, interior communications, and applicable codes and standards. (3 lecture hours)

College of DuPage Cont...

FACILITY MANAGEMENT 2203

Facility Systems - Mechanical 6:30-10 p.m. Tuesday

February 19 – May 13, 2008

3 credit hours An overview of the mechanical systems within a facility and their integration within the total structure. Systems reviewed are interior and exterior plumbing, waste disposal, heating, ventilation, air conditioning, refrigeration, fire protection, and applicable codes and standards. (3 lecture hours)

Facilities Director Position

Based at Trustmark's home office in Lake Forest, Illinois, this position reports to the Sr. Vice President of Administration. This is a highly visible leadership role with the opportunity to significantly impact our culture and the working environment of our ~3,000 employees.

Key Responsibilities:

Lead and develop a department of 40 employees that provides Facilities, Maintenance, Leases, Storage, Print and Mailroom services.

Develop strategic plans. Conduct a thorough needs analysis to uncover opportunities for improvement and efficiency gains.

Plan and execute a \$4.4 million annual operating budget. Manage 40+ leases for field office locations.

Establish metrics and improve performance related to efficiency and quality.

Develop and document tools, processes and communications that increase client satisfaction and effectiveness, including executive presentations.

Negotiate contracts and manage national suppliers across multiple business areas.

Manage and track multiple, concurrent moderate to large sized projects, including travel to field offices (up to 40% travel)

Skills Required:

5+ years of management experience; proven experience in providing coaching, mentoring, and training to staff

Time management, prioritization, and organization skills. Identifies synergies between teams/projects to efficiently use resources. Is flexible in adjusting priorities as needed.

Possesses current technical knowledge of facilities engineering and maintenance best practices.

Related industry designation (CFM) is a plus.

Contact:

Mary Kay Baldino

2nd Vice President, Talent Acquisition and Employee Relations

marykay.baldino@trustmarkins.com

phone: (847) 283-2209

WANT TO EARN SOME IFMA BUCKS?

IFMA BUCKS?



What the Heck are those...

The Northern Illinois Chapter of IFMA has a brand new incentive program designed to encourage participation and increase membership. The program enables you to accumulate IFMA BUCKS which are redeemable at an event featuring an auction where you use the BUCKS you have earned to bid on a variety of great prizes, such as hotel and dinner packages, furniture, sports tickets and other fantastic gifts. The program was created to encourage and reward you for taking part in all IFMA functions and to motivate you to **bring new members to the Chapter.**



HOW TO EARN IFMA BUCKS? See chart on the following page - HEY PROFESSIONAL MEMBERS - WANT SOME MORE EARNING OPPORTUNITIES? TRY THIS...

Five for Five

Spend 5 minutes with an Associate Member learning about their service or product and earn \$5,000 IFMA Bucks! (\$100,000 Cap)

Bid Inclusion

Offer an Associate the opportunity to bid on one of your projects and earn \$10,000 IFMA Bucks! (\$100,000 Cap)

Professional Bonus Bucks*

Earn an additional \$50,000 IFMA Bucks for attending 10 Chapter Events (excluding the Auction).

* To be issued on the date of the Auction.

JOIN IN THE FUN

"Rules & Regulations"

- (1) The program is open to all IFMA Northern Illinois members.
- (2) Start earning Bucks December 2007 for redemption in 2008 – date to be announced.
- (3) Notify Kathy Daloia (chapteradministrator@ifmani.com) to receive your IFMA Bucks for meetings or events where they are not distributed.
- (4) Lost IFMA Bucks are not replaceable.

Become a Member	\$10,000
Renew Your Membership	\$10,000
Refer a New Prof Member	\$20,000
Refer a New Assoc Member	\$10,000
Bring a Non-Member Prof. Guest to a Function	\$10,000
Earn Your CFM	\$25,000
Attend a Monthly Chapter Meeting	\$ 5,000
Attend a Chapter Educational Seminar	\$10,000
Attend a Chapter Social Event (e.g. Golf Outing)	\$ 5,000
Attend an Educational Offering by IFMA International	\$10,000
Attend World Workplace	\$20,000
Serve as a Chapter Officer	\$35,000
Serve as a Committee Co-Chair	\$30,000
Serve on a Committee	\$20,000
Bowl-A-Thon Captain	\$10,000
Serve on a Task Force	\$10,000
Participate in a Community Service Event	\$10,000
Speak at a Chapter Mtg., Program or Seminar	\$20,000
Participate in a Survey	\$ 5,000
Host a Chapter Function	\$20,000
Post a Job Opening on Chapter Internet Site	\$10,000
Refer a Company who posts a job opening on the Site	\$ 5,000
Note: Special awards of IFMA Bucks may be given by the president to recognize work on special assignments.	
Other opportunities may be added so stay tuned.	\$\$\$

College of American Pathologists

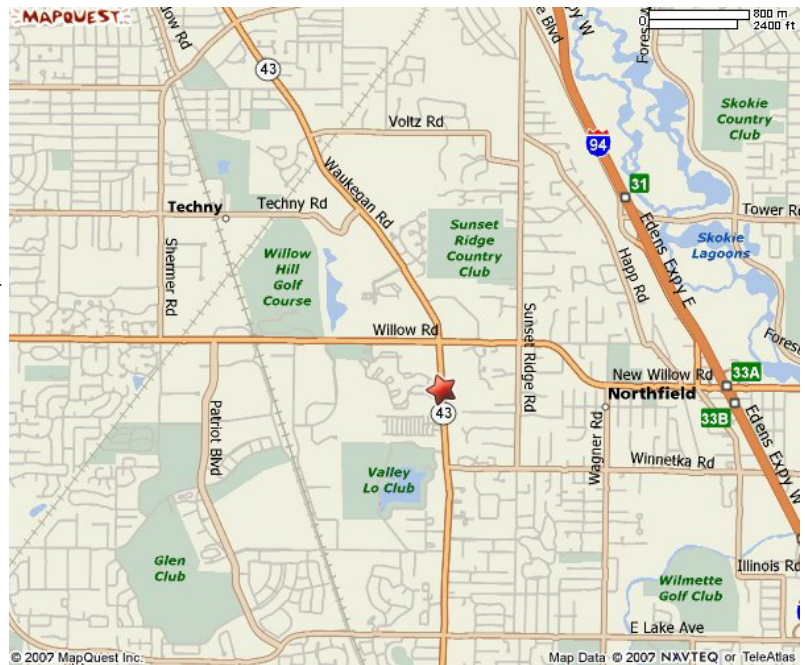
Directions:

From Downtown:

Take 94 West towards Milwaukee. Exit Willow Road West. Proceed westbound a little over 2 miles to the intersection of Willow and Waukegan (Rt 43) Roads. Turn left (south) onto Waukegan. The CAP entrance is approximately 300 yards south of Willow on the east side of Waukegan.

From Schaumburg:

Take 290/53 North toward Arlington Heights/Rolling Meadows. Exit onto Palatine Road eastbound. (Palatine Road changes its name to Willow Road as you proceed eastbound). Continue past 294 (Tri-state) and turn right (south) onto Waukegan. The CAP entrance is approximately 300 yards south of Willow on the east side of Waukegan.



NI CALENDAR

November 6
Monthly General Meeting
College of American Pathologists
Northfield, IL

Tuesday, December 4
IFMA/NI 20th Anniversary

Holiday Gala

Medinah Banquets
Addison, IL

January 8, 2008 (2nd Tuesday)
Tasty Catering
Addison, IL

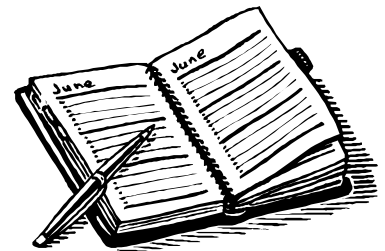
February 5, 2008
Mars Inc.
Burr Ridge, IL

SAVE THE DATE!

Thursday, May 15, 2008
IFMA Annual Golf Outing

Klein Creek Golf Club
Winfield, IL

2007-08 IFMA/NI Board Meetings
October 10
November 14



Mark your FM Calendar

Mark Your FM Calendar

note: the following information is provided solely as a convenient listing for IFMA/NI members. Further details may be learned by contacting each group as listed below.

November 6
Commercial Real Estate Financing in Illinois

Elk Grove, IL

Lorman Education Services

(866) 352-9539

www.lorman.com

November 7-8
Electrical PM & Best Practices for Facility/Industrial Maintenance

Elk Grove, IL

American Trainco

(877) 978-7246

www.americantrainco.com

November 7-9
Green Build International Conference and Expo

McCormick Place West

Chicago, IL

www.greenbuildexpo.org

November 12-14
Preventive Maintenance and Repair of Buildings and Grounds

The University of Wisconsin-Madison

College of Engineering-Department of Engineering Professional Development

The Pyle Center

Madison, WI

(800) 462-0876

<http://epd.engr.wisc.edu/webJ322>

November 13-14
Understanding Variable Frequency Drives

Naperville, IL

American Trainco

(877) 978-7246

www.americantrainco.com

November 15-16
Effective Maintenance Planning & Scheduling

Elk Grove, IL

American Trainco

(877) 978-7246

www.americantrainco.com

November 13-14
How to Deal with the Aging Workforce & Maintenance Crisis

Elk Grove, IL

American Trainco

(877) 978-7246

www.americantrainco.com

November 27-30
The National Ergonomics Conference and Exposition

Caesars Palace

Las Vegas, NV

www.ergoexpo.com

December 5-6
Creating & Managing A Sustainable Business Strategy

MIT

Wellesley, MA

MIT Series on Technology and The Corporation

(781) 239-1111

<http://ilp.execseminars.com>

January 22-23, 2008
Boiler Operation Maintenance & Safety

Elk Grove, IL

American Trainco

(877) 977TRAIN

www.americantrainco.com

January 24-25
Understanding Air Conditioning & Refrigeration Systems

Elk Grove, IL

American Trainco

(877) 977TRAIN

www.americantrainco.com

January 28-29
The 2008 National Electrical Code

Elk Grove, IL

American Trainco

(877) 977TRAIN

www.americantrainco.com

February 4-5
Implementing Total Productive Maintenance (TPM) & 5S

Elk Grove, IL

American Trainco

(877) 977TRAIN

www.americantrainco.com

February 11-12
Boiler Operation Maintenance & Safety

Naperville, IL

American Trainco

(877) 977TRAIN

www.americantrainco.com

February 13-14
Understanding Air Conditioning & Refrigeration Systems

Naperville, IL

American Trainco

(877) 977TRAIN

www.americantrainco.com

February 18-19
Arc Flash Protection & Electrical Safety

Naperville, IL

American Trainco

(877) 977TRAIN

www.americantrainco.com