



CONNECTIONS

Feb. 2012

SAFETY MATTERS



February is Personal Safety Awareness Month. Taking some basic precautions can increase your awareness, confidence, and safety. We each have to take personal responsibility for protecting yourself, your family, and your property. Here are some questions to consider:

1. Do you have enough smoke alarms installed in your house? Are the batteries still working?
2. Are your house address numbers clearly visible to emergency response personnel from the street?
3. Do you keep your ladders and tools in a locked garage or storage shed?
4. When you go out in the evening do you leave several lights and the radio on inside your home?
5. Do you have quality deadbolt locks on all of your exterior doors?
6. Are your entry doors made of steel, solid core wood (at least 1-3/4 inches) or metal wrapped wooden doors?
7. Are your sliding glass doors secured with locks, jammed with a dowel rod from inside, and protected from being easily lifted out from their frames?
8. Do all of your entry doors have a peephole with a wide-angle viewer?
9. When you are gone, do you have random timers on some of your lighting to turn the lights off and on to create the illusion that someone is home?
10. Can anyone gain access to your home through a mail slot, dryer vent, or pet entrance?
11. Have you installed extra, motion-sensitive security lighting around your home?
12. Do you have enough fire extinguishers in your house and car?
13. Do all of your electrical outlets have faceplates? If you have small children, are the outlets covered?
14. Do you have emergency numbers easily accessible next to the phone, in case of an emergency?
15. Does your family have a plan in case of fire, and an evacuation plan for disasters?
16. Does your car have a functional spare tire and jack?
17. Do you have a home inventory of all your personal property stored in a safe location or a fire-proof place?
18. Can you get to all your important papers just in case you have to leave in a hurry?
19. Do you keep an extra set of keys with a trusted neighbor; or in a quality key hider, rather than putting it under the mat outside your home?
20. Do you shred or otherwise destroy your sensitive mail (financial statements, applications, etc.) before discarding it?

How did you do? Are all these bases covered? If not, what is stopping you?

STRATEGIC INITIATIVES

WORKFORCE DEVELOPMENT

UMC is focusing on three specific strategic objectives: Leverage our Innovation, Build a Sales Organization and Workforce Development. The objectives key in on UMC's strengths in these areas. This month's update focuses on our Workforce Development Objective.



Workforce Development Update

As a quick reminder Workforce Development is the strategic objective to develop a complete program designed to help us attract, motivate, grow and retain talented team members.

The first step in the design of this program is personnel and organizational alignment. This phase ensures each employee is placed in the appropriate job position and department. Once this is done, a career develop program can be created.

Phase I: Personnel and Organizational Alignment

- a. Define Roles / Performance Expectations: Establish clear role and performance expectations for each position within the company.

To date, we have assessed all employee titles and have created job descriptions that match. The company has also made organizational alignment changes.

- b. Conduct Employee Assessment: Identify un-tapped talent of employees and maximize those skills across departments.

We have created the PM Skills Matrix to conduct employee assessments. Other matrices will be created for each position in the company after the work with this initial group is completed, and the process is refined. Many of you are currently taking part in this first round of discovery.

Phase II: Career Development

- a. Cultural UMC Core Value Training: Develop a cultural training program that integrates the culture of the company into the performance of the employee's.

Jerry Bush has written the first draft of the UMC Culture Training and it is anticipated that this will be delivered either in March or April of this year at the Monthly PM Training meeting.

- b. Skills Training: Develop a training program with a focus on department specific skills and aptitudes.
- c. Leadership Program: Establish a leadership program that identifies, promotes and develops strong leadership for the companies continued success.
- d. Career Tracks: Establish career track progression plan for employees.
- e. Mentorship Training Program: Establish and promote a mentorship program within the various levels of the company.

This strategic initiative is very extensive and will take time and input by all to accomplish the goal in its entirety. **As you can see we have made progress in three key areas, and we still have a lot of work to do in these and the other areas.**

NEWS FLASH!

Congratulations to the following individuals
who celebrated a milestone
“Years of Service” with UMC in 2011:

20 Years

Ted Granston*
Eric Oswald*

15 Years

Brigid Beavin*
Danny White
Randy Adams
Ronny Clark, Sr.*

10 Years

Bill Laughlin
Doug Neilson*
James Flint
Shawn Hawker

5 Years

Brent Johnson	Rene Soucy
Brian Burton*	Renee Leon*
Catherine Waldren*	Rich Munoz
Gail Kinner*	Ryan Lynn*
Jakob Monsaas	Sergey Sapozhnikov
Jerry Nelson	Steve Carpenter
Judy Gaylor*	Steve Turek*
Julie Blanchard	Steve Champion
Kevin Kephart*	Tim Turner
Leigh Smith	Toni Adams
Mehrdad Rad	Vern Roach*
Patrick Hennessey*	Wayne Denton

*Attended the Holiday Party and received their “Years of Service” pin



SAFETY AWARDS

Congratulations to the recipients of the
UMC Safety Awards that were presented at the Holiday Party

Job with the Most Consecutive Days Injury-Free : **GOOD SAMARITAN HOSPITAL**
594 days since last recordable injury on 10/20/09

Job with the Most Consecutive Hours in 2011 Injury-Free: **AMAZON 1918 TI**
39,302 hours in 2011 without injury

Department that Worked All Year without a Recordable Injury: **SERVICE**
55,228 hours; MSCA Star Award

President’s Choice Award: **SPOKANE REGIONAL WATER RECYCLING FACILITY (RWRF)**
Out of town job; difficult work – working in tanks, no onsite general contractor, underground work, large size of equipment and pipes; runner-up for Most Consecutive Days (470 days); runner-up for Most Consecutive Hours (68,996 hours)

LOOK WHAT'S HAPPENING

2012 EVENTS CALENDAR

AUGUST

Picnic

Saturday, 8/4

10am-2pm

Cottage Lake Park



SEPTEMBER

Golf Tournament

Sunday, 9/9

7:30am shotgun start

Harbour Pointe Golf Course

MCAWW Conference

Thursday, 9/27

WA State Convention Center

OCTOBER

Trick or Treat

Tuesday, 10/30

3pm-5pm

UMC

DECEMBER

Santa Party

Thursday, 12/13

5pm-7pm

UMC

JANUARY

Holiday Party

Saturday, 1/12/13

6pm-Midnight

Lynnwood Convention Center

YEARS OF SERVICE

5 Years:

Kirk Baisch (Feb)

Karen Langeberg (Mar)

Bruce Lincoln (Mar)

"HAPPY BIRTHDAY"

February

3 Davin Chea

6 Paul Donohue

7 John Eimer

8 Greg Cannon

10 Deb Jones

14 Matt Kopicky

17 Warren Rose

21 Ned Moore

22 Ruthann Browse

23 Josh Wilson

24 Shane Jacob

26 Wayne Denton

March

4 Scott Knecht

6 Bruce Lincoln

7 Ryan Hoggatt

8 Chris Bondelid

11 Max Harshman

12 Mike Harshman

14 Henry Biggs

14 Randall Gaylor

14 Dave Babington

15 Dori Jenkins

23 Krista Powers

23 Dave Johanson

27 Roberto Pascua

29 Bruce Dull

30 Mehrdad Rad

30 Stu Erholm

31 Maria Boyer

31 Ryan Lynn



REMINDER

The blue recycle bins under your desk are ONLY for cardboard and any other mail WITHOUT UMC's name on it.

Any correspondence, mail, junk mail, UMC office or jobsite paperwork all need to be placed in the large recycle bins located in:

- Accounting (2)
- Near Service and the 1st floor restrooms (2)
- Service area
- Purchasing
- 2nd floor copy center
- Smaller bins under the two hallway printers on the 2nd floor
- Engineering under an empty desk

Please use these recycle bins daily as this will safeguard the disposal of any potentially confidential information. Shred-it pick-up dates have been posted on the bins.

Also, please do not dispose of any cans, bottles, or compost (food) in any of the recycle bins. Currently, there is a can crusher in the kitchen for your convenience.

Thank you for your cooperation!!

