**CLASSIFIED STAFF NEEDS ASSESSMENT APPLICATION**

|  |  |
| --- | --- |
| Name of Person Submitting Request: | **Greg Fife** |
| Program or Service Area:  | **Maintenance** |
| Division: | **Administrative Services** |
| When was the last Program Efficacy document completed? | **2007** |
| What rating was given? | **Continuation** |
| Current number of Classified Staff:  | 9 FT |  | PT |  |
| Position Requested | Maintenance technician specializing in plumbing/boilers |

1. Provide a rationale for your request.

|  |
| --- |
| The maintenance department does not have person who is knowledgeable in boilers, so they have to wait until they can get a vendor out to fix the boiler or to fire them up for use. With having a person who is knowledgeable in boilers will help SBVC maintenance department save funds on minor repairs to boilers and the cost of having an outside vendor do the work. There is no one who is knowledgeable in plumbing except the plumber that maintenance has now, so when this person goes on vacation or is out sick there is no one that knows how to handle plumbing issues. With hiring another person who is knowledgeable in plumbing will help with this problem, because there will be a back up person and this person will also be able to help with all the plumbing needs that arise at SBVC. |

1. Indicate how the content of the EMP One-Sheet and latest Program Efficacy Report support this request. How is the request tied to program planning? (*Reference the page number(s) where the information can be found on the EMP and Program Efficacy).*

|  |
| --- |
| Program Efficacy number 3 item 2 - The department supports the student learning environment through the effects of the Maintenance staff in maintaining the buildings in a way that is expected by and for a higher learning student environment. Listed below are just some of the duties that the Maintenance does to help support the student learning environment - Makes diagnoses, repairs, and maintains boilers and related equipment such as valves, pumps, gauges, tubes and controls; may work on pneumatic controls and air compressors. |

1. Indicate if there is additional information you wish the committee to consider *(for example: regulatory information, compliance, updated efficiency and/or student success data or planning etc).*

|  |
| --- |
| To help keep SBVC in compliance with all the plumbing regulations for state, to make the buildings at SBVC better by keeping plumbing items fixes and up dated, to keep the boilers up dated and ready to be used |

1. Evaluation of related costs (including any ongoing maintenance or updates) and identification of any alternative or ongoing funding sources. (for example Department Budget, VTEA or Perkins)

|  |
| --- |
| The ongoing cost would by $39,220 plus step increases until they reach the last step and $17,100 for benefits and insurances. |

1. What are the consequences of not filling this position?

|  |
| --- |
| We have spent $10,538 in 07/08, $16,479 in 08/09 and $20,000 in 09/10 for a vendor to come out and fix and handle all the issues we have had with boilers. If we do not hire a Maintenance technician specializing in plumbing/boilers we will keep on giving money to a vendor to fix and keep up all the boilers on SBVC Campus. |